

**PEASE DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS' MEETING
MINUTES**

Thursday, September 17, 2020

Presiding: Kevin H. Smith, Chairman
 Present: Peter J. Loughlin, Vice Chairman; Robert A. Allard, Treasurer; Erik Anderson; Margaret F. Lamson; and Steve Fournier
 Telephonically: Neil Levesque and Lynn Marie Hinchee, General Counsel
 Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy General Counsel; PDA staff members; members of the public.

AGENDA

I. Call to Order:

Chairman Smith ("Smith") called the meeting to order at **8:41 a.m.** in the Large Classroom at PDA Offices. Seating was socially distanced and masks were required except when speaking.

Director Levesque ("Levesque") asked if PDA could look into holding video Zoom meetings as opposed to telephonic Zoom as telephonic is detached. Levesque indicated that each Board member could have a laptop and everyone could see each other which would facilitate for better conversations. Smith indicated that he would ask PDA to explore the request.

II. Acceptance of Meeting Minutes: August 20, 2020

Director Allard **moved** the motion and Director Anderson **seconded** a motion to approve the minutes of the Pease Development Authority Board of Directors Meeting dated Thursday, August 20, 2020.

Discussion: None. Disposition: Resolved by roll call (7-0) vote for; motion carried.

III. Public Comment:

There were no public comments.

IV. Committee:

A. Report:

1. Golf Committee

Director Anderson ("Anderson"), Chairman of the Golf Committee, provided a summary of the discussions at the Golf Committee meeting held Monday, September 14, 2020. Anderson stated that Scott DeVito ("DeVito"), General Manager of the Golf Course, provided answers to questions posed and the discussions brought to light the success of the Golf Course during the pandemic. Anderson indicated that DeVito also provided the Golf Committee with a projection of budgetary considerations for next year. Brean indicated the items discussed would be required to be brought back to the PDA Board for approval.

V. Finance:

Finance Director Irv Canner (Canner) indicated that the summary outlines the two reports contained in the agenda and stated that he is not asking for any approvals.

A. Executive Summary

Canner indicated that the month of July is the first operating month of the new fiscal year and while there are variances, they are too immaterial to indicate anything that may challenge the FY21 budget. Lamson spoke to the Eldorado bus purchase; Canner indicated that was a significant purchase utilized for parking at the airport that had been previously approved by the Board.

B. Reports:

1. FY 2021 Financial Report for the Period Ending July 31, 2020

PDA took in \$1.9 million in revenue and had \$1.1 million in operating expenses, and indicated due to the audit it is necessary to keep the books extended out through the middle to end of August in order to capture outstanding invoices related to FY20. The audit is running its course and field work has been completed, it was done virtually. The physical report for audit is under review by the senior partners at Berry Dunn and an Audit Committee meeting is scheduled for October 13, 2020. Canner indicated that at the end of July, PDA employed 144 individuals and there has been no change to staffing of fulltime benefited positions which is 64. A change in the cash balance resulted in the need to go into the Revolving Line of Credit (RLOC) in July and August (the draw down occurred in August and September) in the amount of \$4.5 million leaving an available balance of \$10.5 million.

Canner indicated that during the month of July enplanements were down to 26,000 versus 60,000 from last year (related to COVID); at the end of August enplanements were just under 29,000.

Canner spoke to the consistency of Skyhaven operations and grant money being received, revenues were up due to increase in fuel sales (2,400 gallons in 2020 versus 1,900 gallons in 2019).

Canner stated that the start of the new season for Golf was good and that public play is greater than the private membership play. Canner further stated that Grill 28 sales are down by approximately 4% (anticipate due to COVID) and approximately 30,000 rounds of golf played in 2020 versus 31,000 last year.

Division of Ports and Harbors (DPH) unrestricted funds show no change and remain positive.

Director Allard (“Allard”) asked Canner if he had the August numbers for Grill 28; Canner indicated he did not have specific numbers but thought it was just under \$200,000. Canner further indicated that Grill 28 provides information weekly regarding sales and from that PDA applies its commission and an invoice is prepared.

Anderson asked Canner to explain why PDA went into its RLOC; Canner stated due to the extensive construction projects at the terminal and runway (PDA funding is not sufficient to fund the entire project). Canner explained that the next nine (9) months, the outlay for projects will be \$24

million; grant funding will pay for \$19 million, leaving a difference of \$5 million. Canner indicated the need to start borrowing against the RLOC for funding of the projects commencing in July and August. Canner indicated that PDA operating income is not sufficient to maintain the current capital projects which resulted in the need to borrow from the RLOC.

2. Nine Month Cash Flow Projections to May 31, 2021

Canner indicated that the grant related projects are associated with a timing difference. Canner went on to state that when spending federal monies, it typically takes approximately forty-five (45) days for reimbursement; as the federal monies are reimbursed those funds pay down the RLOC obligation.

Director Lamson (“Lamson”) inquired whether or not any reimbursement has been received; Canner affirmed and further stated that CARES Act funds were allocated to PDA (PSM and DAW). That funds for DAW were received, the PSM funds have not yet been received. Canner indicated that the money submitted under the CARES Act were for operating expenses (labor, utilities etc.) that support the airport operations. Canner indicated that if the CARES Act money for PSM is not received in September, there may be an additional need to draw from the RLOC.

Canner went on to say over the next nine months, both grant related and non-grant related projects (such as the terminal, which is not all federally funded) PDA anticipates on spending \$6.4 million of PDA money for various projects. Canner indicated that anticipates going into the RLOC by the end of October in the amount of \$5 million, but in November there will be a payback to the RLOC upon to receipt from grant awards. Fournier asked if this was due to the beginning of the federal fiscal year; Canner indicated that it was more a timing issue of the reimbursements. Brean explained the work needs to be completed and a recap done by Maria Stowell (“Stowell”) Engineering Manager prior to government releasing the funds.

Canner indicated that interest rates are currently low making it a favorable time to borrow against the RLOC.

VI. Licenses/ROEs/Easements/Rights of Way:

In accordance with the “Delegation to Executive Director: Consent, Approval and Execution of License Agreements,” PDA entered into the following licenses:

A. Reports:

1. Advanced Excavation & Paving, Inc. – Right-of-Entry

Brean indicated this was for a laydown area at the Tradeport in order to expedite the paving on International Drive and Corporate Drive in collaboration with the City of Portsmouth.

2. Prescott Park Arts Festival (PPAF) – Right of Entry

Brean stated the Right-of-Entry for PPAF is to host drive-in style entertainment (music etc.) afterhours at the former warehouse parcel on New Hampshire Avenue.

3. CHI Aerospace – Right-of-Entry

Brean indicated that this is a Portsmouth based flight school and they are utilizing the runway at Skyhaven while Portsmouth is closed to keep operations going.

Lamson spoke again of the potholes on Arboretum which is a highly utilized area at the Tradeport as it goes down to the Refuge. Lamson offered to take Anderson to the location so he could see what she was referring to as it is a safety issue.

B. Approvals:

1. Portsmouth Transportation Center – 185 Grafton Drive – Department of Transportation Subdivision

Director Loughlin moved the motion and Director Allard seconded that **in accordance with Pease Development Authority (“PDA”) Land Use Controls Section 503.01(c) the PDA Board of Directors approves the subdivision of 14.04 acres (the Pease Park and Ride) for the New Hampshire Department of Transportation (“NHDOT”), as set forth in the Memorandum of Maria J. Stowell, PE, Engineering Manager, dated September 3, 2020.**

Discussion: Stowell indicated that back in June the Board asked staff to take the necessary steps for a lease with Department of Transportation (DOT); the subdivision would be an exhibit to the lease. Stowell further indicated where DOT is a state agency it is exempt from PDA rules but thought the lease would be cleaner having the subdivision on file. Stowell indicated that this has been approved by the Portsmouth Planning Board.

Disposition: Resolved by roll call (7-0) vote for; motion carried.

VII. Leases:

In accordance with the “Delegation to Executive Director: Consent, Approval of Sub-Sublease Agreements” PDA approved the following lease:

A. Report:

1. Brookhaven Hospice of New Hampshire, LLC

Brean indicated that Brookhaven Hospice of New Hampshire, LLC has entered into a lease with One New Hampshire Avenue, LLC to occupy 1,859 square feet of Office and Related Use space at 1 New Hampshire Avenue for five (5) years commencing October 1, 2020 and that Director Lamson was consulted and granted her consent to this sublease.

B. Approvals:

1. Port City Air - Fuel Farm Concept Plan & Lease Amendment

Director Anderson moved the motion and Director Fournier seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to approve**

the concept plan for the North Fuel Farm at 14 Aviation Avenue, as submitted by Port City Air (“PCA”), and as shown on plans attached hereto and incorporated herein, and to proceed with and complete negotiations with PCA on any lease agreement amendments necessitated by the improvements to the North Fuel Farm as shown on the concept plan; all in accordance with the memoranda of Maria Stowell, P.E., Engineering Manager, dated September 9, 2020, and Paul E. Brean, Executive Director, dated September 10, 2020.

Discussion: None. Disposition: Resolved by roll call vote (7-0) for; motion carried.

2. T-Aviation, LLC – Skyhaven Airport Hangar 5

Director Fournier moved the motion and Director Lamson seconded that the Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to complete negotiations and to execute a lease with T-Aviation, LLC for the premises known as Hangar 5, including certain surrounding apron area, located at Skyhaven Airport (DAW); substantially in accordance with the memorandum from Andrew Pomeroy, Manager, Aviation Planning and Regulatory Compliance, dated September 10, 2020.

Discussion: None. Disposition: Resolved by roll call vote (7-0) for; motion carried.

VIII. Contracts/Agreements:

In accordance with Article 3.9.1.1 of the PDA Bylaws, Executive Director Brean reported the following:

A. Reports:

1. Dan Fortnam – Exercise Option - Secure and Develop Scheduled Air Passenger Service through March 31, 2021
2. Eckhardt & Johnson – Exercise Option - HVAC services through June 30, 2021

IX. Signs:

A. Approval:

1. 2-Way Communications Service, Inc. – 19 Durham Street

Director Anderson moved the motion and Director Lamson seconded that the Pease Development Authority Board of Directors hereby approves of the proposed sign for 2-Way Communications Service, Inc. at its facility located at 19 Durham Street; all in accordance with the memorandum of Maria J. Stowell, P.E., Engineering Manager, dated September 9, 2020.

Discussion: Director Allard recused himself from the vote due to his relationship with the company. Brean indicated that he was provided a tour of the property at 19 Durham Street and indicated that 2-Way Communications has made an incredible investment in the building. Brean is impressed with the quality of design and build out of the premises and the sign will put the finishing touches on that area.

Disposition: Resolved by roll call vote (6-0) for, with one recusal (Allard); motion carried.

X. Executive Director:

A. Reports:

1. Golf Course Operations

Smith left the meeting at approximately 9:11 a.m. and returned to the meeting at approximately 9:14 a.m.

DeVito indicated that the golf course has stayed busy with just under 13,000 rounds played for the month of August and to date have more rounds played this season than last. DeVito also spoke to the annual Pay Now Play Now to draw season pass holders; approximately a dozen (12) have already signed up. DeVito spoke to updating membership applications and sending them out next month; also information concerning the twenty (20) day credit due to COVID would be relayed to those who had paid prior to March 31, 2020 as the credit can be utilized towards a 2021 membership.

DeVito indicated that this is the only month that there has been events; Friday (9/18/2020) the course will be holding its largest event this year - NH Auto Dealers Association at 166 (all tee times).

Anderson commended DeVito for his ability to field a lot of questions at the Golf Committee meeting and making it a very informative and productive meeting.

2. Airport Operations

a) Portsmouth International Airport at Pease (PSM)

Brean indicated that for the month of August there were just under 2,000 scheduled passengers on Allegiant and there were only 276 charter passengers, which was due to the runway reconstruction project and that the large Atlas Air that operate the troop flights could not operate with the reduced runway availability. Brean indicated that the enplanements of 2,200 brought PDA to just under 30,000 for the year (which is roughly where PSM was in 2015). Brean indicated that PSM is holding its own due to COVID and the runway project. Brean further stated that PSM surpassed the requirement of 10,000 enplanements in order to remain in the FAA/AIP program.

Brean stated that there were 288 Allegiant passengers who utilized revenue parking (less than previous Augusts).

Brean stated that approximately 400,000 gallons of fuel for the month of August were pumped and anticipated and increase with the return of the runway back to full capacity. Brean thanked the Board and its support of Port City Air's North Fuel Farm Rehab; its increased capacity is anticipated to attract the larger military squadrons.

Brean indicated that an FAA mandated exercise would be held on Saturday (9/19) for all airfield stakeholders. This is a practice event of an airfield emergency conducted with the ANG and various fire / police departments.

Brean stated that the runway reopening is scheduled for September 23rd and he is confident that

will hit that date or a little early. Brean commended aviation, engineering and the aviation stakeholders for the communication over the last two years regarding this project. During this time the various stakeholders took advantage of the scheduled runway closure to work on some maintenance work.

Brean informed the Board that the terminal expansion is weather tight (siding and roofing completed) and interior and heavy work is on scheduled and that he is optimistic to having an occupancy permit prior to the end of the year.

Brean also indicated receipt of the Allegiant schedule through April and PSM held capacity well into Punta Gorda Florida and Sanford Orlando.

Brean followed-up on the Eldorado bus referenced in the Finance report by stating it was purchased last year and is an ADA compliant bus for airport/parking use. Brean further stated as a result of COVID, the company that builds the buses was closed for a little while resulting in the delay.

b) Skyhaven Airport (DAW)

Brean spoke to trying new operating models to reduce expenses and working on a maintenance model to see reduction in expenses. Brean also informed the Board that fuel demand at Skyhaven has increased due to two (2) entities flying banners around the Seacoast weekly. Brean spoke to closing out negotiations with an aviation maintenance repair company to operate out of Hangar 5 at Skyhaven to perform maintenance/repairs on aircrafts there.

**c) Noise Line Report
(i) August 2020**

Brean indicated that there were no aircraft complaints during the month of August at Portsmouth or Skyhaven.

Levesque indicated that at the start of the pandemic there were expenditures (i.e.; lawnmower) which were pushed off and wondered if they would be brought forward in the Spring. Brean indicated that DeVito is willing to wait to take this expenditure up in late winter / Spring.

B. Approvals:

1. Bills for Legal Services:

Director Fournier **moved** the **motion** and Director Lamson **seconded** that the Pease Development Authority (“PDA”) Board of Directors approves of and authorizes the Executive Director to expend funds in the amount of \$16,704.00 for legal services rendered to the Pease Development Authority in support of MS4 and CLF settlement implementation to Sheehan Phinney Bass & Green and to reimburse Sheehan Phinney Bass & Green in the amount of \$31,676.11 for third party environmental services rendered to the Pease Development Authority associated with the MS4 permit implementation.

Discussion: Allard pointed out a scribe's error in the total of the Sheehan Phinney bill which was a transposition of numbers.

Director Levesque ("Levesque") asked for a review of the monthly legal fees (2 in-house attorneys and 3 attorneys from Sheehan Phinney). Director Fournier ("Fournier") indicated that from his perspective (being the Town Manager for Newmarket) that [in-house] legal counsel provides the daily advice; these bills do not seem out of the ordinary as the billing received from Sheehan Phinney is for environmental issues. Fournier also indicated that attorneys, like doctors, specialize in specific areas of law. Smith affirmed Fournier's comments, being the Town Manager for Londonderry, he sees similar monthly billing for his Town. Anderson indicated that since December 2019, PDA has spent \$157,000 on legal fees and that he too would like to know what has been done up to now, where PDA is going and how much more may be projected to complete the process. Smith spoke of a Zoom meeting potentially being scheduled in October and that after the Zoom meeting, PDA's in-house attorneys can provide the Board (in public or non-public) for a more in-depth discussion on where things stand and why the monthly legal fees are where they are. Blenkinsop affirmed Anderson's inquiry at the last meeting and that Anderson had also reached out prior to today's meeting. Blenkinsop further stated that at the October meeting there could be discussions regarding legal fees, but that it also had been contemplated to hold a meeting with outside counsel, potentially in November, for a presentation / overview to update to the Board of the various matters they are working on. Blenkinsop indicated as the former City Attorney in Dover, it is necessary to have qualified environmental attorneys when working on environmental matters. Lamson spoke to her time as a Selectperson for the Town of Newington and the need for representation with an expertise in environmental matters.

Disposition: Resolved by roll call vote (7-0) for; motion carried.

2. Land Use Controls:

Director Lamson moved the motion and Director Anderson seconded that **in accordance with the procedures adopted by Pease Development Authority ("PDA") on May 20, 1991 for the adoption of Land Use Controls or amendments thereto, the PDA Board of Directors hereby approves of and authorizes the PDA to take all requisite steps towards adopting the proposed amendments to PDA's Land Use Controls (as set forth below and with the full text of each amendment attached hereto) and to schedule a public hearing to receive public comment on the proposed amendments and to accept written comments from the public or other state or local agencies prior to and until the close of the public hearing; all in accordance with PDA's procedures for the adoption of Land Use Controls or amendments thereto as referenced above and in the memorandum of Maria J. Stowell, P.E., Engineering Manager, dated September 8, 2020.**

Attachment I

- A. Part 304-A.10(a) – Storm Water Management
- B. Part 305.05(a)(14) – Storm Drainage
- C. Part 407.02 – Site Review Agreement
- D. Part 403.01 – General Provisions
- E. Part 403.04 – Site Plan Submission Requirements

Attachment II

F. Part 302 - Definitions

G. Part 313-A – Illicit Discharge Detection and Elimination (IDDE)

Discussion: Stowell was available for questions, there were no questions from the Board.

Smith indicated that it was recommended that the public hearing could be held over Zoom either the week before the October 15th Board meeting or the week after. Smith asked Stowell if she had a preference; Stowell indicated she did not and further stated that the changes have been out there and discussed with both the City and the Town and there has been no response. Lamson indicated she wanted the Town’s Planning Director to review the changes; Stowell indicated that the Town has had an opportunity to review the changes but she can follow-up. Anderson indicated that he hoped the City would have an opportunity to review the same materials as well. Blenkinsop indicated that both the City and the Town were forwarded the changes some time ago and the Town replied it did not have any comments. PDA did sit down with the City and discussed its questions and comments. Blenkinsop indicated that both the City and Town would be informed of the date of the public hearing.

The Board scheduled the **Public Hearing** on this matter for **Thursday, October 8, 2020 at 9:00 a.m.** over Zoom (phone or video).

Disposition: Resolved by roll call vote (7-0) for; motion carried.

XI. Division of Ports and Harbors:

A. Report:

1. Port Advisory Council – June 10, 2020 Minutes

Division of Ports and Harbors (DPH) Director, Geno Marconi (“Marconi”), reported that the Port Advisory held its meeting on October 2nd in the warehouse and everyone was socially distanced. At the meeting there was a discussion by the Council regarding the Route 1B Bridge by the Wentworth Hotel which ultimately resulted in a letter being drafted and sent to the US Coast Guard - Bridge Division in support of a bascule bridge. Anderson stated that he is a member of the Council and is in support of the bascule bridge and asked the Board to support the request of the Port Advisory Council.

Marconi spoke to the following:

1. DPH being the supply / staging area for the Cianbro project at Portsmouth Naval Shipyard for the super flood basin.
2. Salt Tenants – In the next couple of weeks will begin trucking out salt. Marconi stated due to COVID, a lot of sheds had not filled with salt at the end of the season and that activity will be ramping up at DPH; a traffic pattern has been implemented as the yard is very busy.
3. Portsmouth Fish Pier is progressing, demolition is being performed to the ice tower and the locations of the take out jibs are being fine-tuned. DOT needed some clarifications so have been working with Appledore Engineering to answer the questions. Marconi anticipates a meeting with DOT to clarify things.
4. Permission has been provided from the State to spend the funds that were left

over from the BUILD grant for design and engineering to spend those funds that had been placed on hold due to COVID. There have been geotechnical borings done along the shoreline so that things can get up and running.

5. Rye Harbor project is moving ahead and DPH has worked with Prock Marine previously; the permit has been received. Indicated that there are about 100 moorings in the harbor that need to be removed. Due to the dredging project and the timing of the tides, the floating docks need to be removed early. Granite State Whale Watch (GSWW) has been advised of the removal of the docks as they typically run until just after Columbus Day. GSWW will back in on the commercial side of the docks to pick up and discharge passengers. Marconi indicated that DPH has coordinated with Independent Boat Haulers regarding the activities at the harbor. Anderson asked Marconi if there were accommodations being made; Marconi indicated that a letter was sent out over a month ago advising users of the necessary activities and the need to make accommodations.

Levesque, with reference to Marconi's written material in the Board packet, indicated that he was surprised that the shoaling had already started in Hampton Harbor; Marconi indicated that it is due to the dynamics of the harbor and the transportation of sand with the tidal currents. Marconi indicated that shoaling commenced the day the contractor left; he also indicated that a couple of years ago he forwarded a letter to the Army Corps requesting initiation of a Section 107 Feasibility Study to look at a long term remedy for Hampton Harbor. Marconi was informed that two things would govern the Study: 1.) the completion of the dredging project; and 2.) the availability of funding. Marconi indicated that the request has been made and it is in the hands of the Army Corps at this time.

Anderson departed from the meeting at 9:49 a.m. and returned at 9:50 a.m.

B. Approvals:

1. Amendment to Right-of-Entry - Granite State Whale Watch

Director Loughlin **moved** the **motion** and Director Allard **seconded** that **the Pease Development Authority Board of Directors approves of, and authorizes the Executive Director to execute any necessary documents to effectuate, the subletting of the Granite State Whale Watch ticket office at the Rye Harbor Marine Facility to Prock Marine Company from October 1, 2020 to April 1, 2021; all in accordance with the memorandum of Geno Marconi Director of Ports and Harbor, dated September 2, 2020.**

Discussion: None. Disposition: Resolved by roll call vote (6-0) (Director Anderson was not present for the roll call vote) for; motion carried.

2. Portsmouth Fish Pier Seawall Replacement – Delegation to Division Director

Director Allard **moved** the **motion** and Director Fournier **seconded** that **WHEREAS, RSA ch. 12-G provides that the Board shall appoint an Executive Director, who shall be the chief executive and administrative officer of the Pease Development Authority (“Authority”) and who shall have**

general and active supervision and direction over the day-to-day business and affairs of the Authority, subject to the direction and control of the Board, and shall perform all such duties as from time to time may be assigned to him by the Board; and

WHEREAS, RSA ch. 12-G further establishes within the Authority a Division of Ports and Harbors (“Division”) and vests the oversight and control of the Division in the Pease Development Authority Board of Directors; and

WHEREAS, RSA ch. 12-G further provides that the Board shall appoint a Division Director who shall be the administrative officer of the Division and shall have general and active supervision and direction over the day-to-day business and affairs of the Division and its employees, subject, however, to the direction and control of the Board and the Executive Director; and

WHEREAS, the Authority has duly enacted By-Laws in accordance with the provisions of NH RSA 12-G:8, XIX; and

WHEREAS, the By-Laws provide that the Executive Director shall have all the authority of the Chairman with respect to the signing of contracts, leases, releases, bonds, notes and other instruments and documents approved by the Authority; and

WHEREAS, the Division is undertaking the repair/replacement of the Portsmouth Fish Pier Seawall in Portsmouth, New Hampshire, a project of vital importance to the commercial fishing industry and the New Hampshire seacoast region;

WHEREAS, the Authority deems it necessary for the timely management and regulation of the Portsmouth Fish Pier Seawall Replacement Project to delegate to the Division Director, subject to the prior approval of the Executive Director and the PDA Treasurer, the authority to consent to and approve of certain documents in connection with contract change orders pertaining to the project, conditioned upon the prior appropriation of State funds to cover any increase in project costs.

NOW, BE IT RESOLVED, that the Authority does hereby delegate to the Director of the Division of Ports and Harbors the authority to consent to, approve, and execute certain required documentation in accordance with the terms and conditions of the Limited Delegation to the Director of Ports and Harbors: Consent, Approval, and Execution of Contract Change Order Documents for the Portsmouth Fish Pier Seawall Replacement Project, attached hereto and incorporated herein by reference.

Discussion: None. Disposition: Resolved by roll call vote (7-0) for; motion carried.

3. Rye Harbor Mooring Removal / Replacement - Pepperrell Cove Marine Services, Inc.

Director Levesque moved the motion and Director Allard seconded that the Pease Development Authority (“PDA”) Board of Directors approves of and authorizes the Executive Director to enter into an Agreement with Pepperrell Cove Marine Services, Inc. to perform mooring removal and re-installation work in Rye Harbor for the purpose of facilitating the dredging work in connection with the Rye Harbor dredge project, all in accordance with the memorandum of Geno J. Marconi, Division of Ports and Harbors Director, dated September 9, 2020.

Discussion: None. Disposition: Resolved by roll call vote (7-0) for; motion carried.

XII. New Business:

No new business.

XIII. Upcoming Meetings:

Audit Committee	October 13, 2020 @ 8:30 a.m.
Board of Directors	October 15, 2020 @ 8:30 a.m.

All Meetings begin at 8:30 a.m. unless otherwise posted.

Smith indicated that there is a Public Hearing scheduled for October 8, 2020 at 9:00 a.m. over Zoom.

XIV. Directors' Comments:

Director Loughlin (Loughlin) reiterated Levesque's comments earlier if it is technically possible and fiscally prudent to hold meetings via Zoom in order to see those Board members who are unable to attend the meeting. Loughlin also mentioned discussions had by former Director Bohenko of entering the 21st century and having packets uploaded to an electronic tablet rather than having hard paper copies of the monthly Board packets. Smith indicated that this is something worth exploring and it could potentially be covered under COVID funding. Brean indicated that these items are something that PDA will look into and report back to the Board. Lamson expressed some apprehension of not having a physical packet.

XV. Press Questions:

Paul Briand ("Briand") of the Portsmouth Herald inquired as to the status of the runway project and asked when it may be reopened; Brean indicated that it is projected to be reopened by September 23rd, but that there is a possibility it may open sooner than that.

Briand also inquired about the reference to the Schiller Plant tour on the agenda; Smith indicated that representatives from Schiller had reached out to the Board and wanted to provide a tour of its current operations and its anticipated operations for the future. Smith indicated that the tour is estimated to last approximately an hour and the public is welcome to attend the tour.

At 10:02 a.m. the **meeting recessed** so those attending the tour could load the bus for transportation to the Schiller facility.

XVI. Schiller Plant Tour: (recess for transportation)

Meeting reconvened at 10:30 a.m. at the Schiller Station in Portsmouth, NH.

Present were all board members with the exception of Director Neil Levesque; also in attendance were Brean, Blenkinsop, Marconi and the City of Portsmouth liaison John Tabor

Present from Granite Shore Power (“GSP”) were Lynn Tillotson (“Tillotson”), Pete Leavitt, Alan Palmer, Johnathan Misner.

Tillotson spoke to the group about the next life of the Schiller Station as it shut down operations on June 1, 2020. Previously it had burned coal and more recently biomass. Any remaining coal will likely be transported to the Merrimack Station in Bow, NH. There is no more wood located on site. Market demands have changed the need for the operations at the station. GSP is looking into what can come next at the 85 acre waterfront industrial parcel. Looking at offshore wind energy, but that is a long-term project. What can be done in the short-term? Recognize the excellent redevelopment work that has been done at Pease and wanted to engage the PDA Board. GSO is open to discussing with anyone who may have ideas for redevelopment and/or alternate uses.

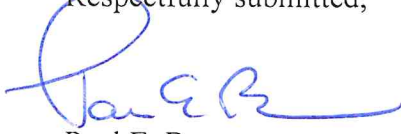
Tillotson then led the group on a brief walking tour of the facility – the waterfront dock area over to the roof top of building #5. General discussion ensued about the history of the plant and the uses of various buildings on site.

XVII. Adjournment:

Director Fournier **moved** the **motion** and Director Anderson **seconded to adjourn the Board meeting**. Meeting adjourned at **11:35 a.m.**

Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

Respectfully submitted,



Paul E. Brean
Executive Director

