

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

Thursday, September 16, 2021

Presiding: Kevin H. Smith, Chairman (via Zoom)
Present: Thomas G. Ferrini, Treasurer; Erik Anderson; Margaret F. Lamson; and Susan B. Parker
Absent: Neil Levesque, Vice Chair and Steve Fournier
Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy Director /General Counsel; Maria Stowell Engineering Manager; Suzy Anzalone, Finance Director; Geno Marconi, Division of Ports and Harbors ("DPH") Director; Scott DeVito, Pease Golf Course General Manager; Andrew Pomeroy, Manager, Aviation Planning & Regulatory Compliance and Raeline A. O'Neil, Legal Executive Assistant.

AGENDA

I. Call to Order:

Chairman Smith ("Smith") called the meeting to order at **8:33 a.m.**

II. Non-public Session:

Director Lamson **moved** the **motion** and Director Parker **seconded** that the Pease Development Authority Board of Directors will enter non-public session pursuant to NH RSA 91-A:3 for the purpose of discussing:

1. **Sale or Lease of Real or Personal Property [RSA 91-A:3, II (d)]; and**
2. **Consideration of Legal Advice provided by Legal Counsel [NH RSA 91-A:3, II (l)].**

Discussion: None. **Disposition:** Resolved by **unanimous** (6-0) vote for; motion **carried**.

The non-public discussions commenced at **8:34 a.m.**

Director Lamson **moved** the **motion** and Director Ferrini **seconded** that the Board of Directors return to public session at **9:11 a.m. and the meeting commenced at 9:13 a.m.**

III. Vote of Confidentiality:

Director Ferrini **moved** the **motion** and Director Anderson **seconded** that be it resolved, pursuant to NH RSA 91-A:3, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its September 16, 2021, meeting related to the sale or lease of property and the consideration of legal advice from legal

counsel are matters which, if disclosed publically, would render the proposed actions ineffective and further agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.

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

IV. Acceptance of Meeting Minutes: Board of Directors' Meeting of August 19, 2021

Director Anderson moved the motion and Director Lamson seconded the motion to approve the minutes of the Pease Development Authority Board of Directors meeting dated Thursday, August 19, 2021.

Discussion: Director Ferrini abstained as he was not present for the meeting.

Disposition: Resolved by unanimous vote for; motion carried.

V. Public Comment:

Smith took this opportunity to provide Directors' comments at this point in the meeting as the meeting would be suspend so the Board could go over to Grafton Drive later in the meeting.

Smith stated he attended the Air Show last weekend and it was a spectacular show, great weather and a job well done by all (the PDA staff and the Air National Guard) and it was a tremendous weekend all around.

Director Lamson ("Lamson") indicated while she did not attend the Air Show, however, she viewed it from her kayak on the Bay along with many boaters.

Michael Donahue ("Donahue") attended the meeting on behalf of the Town of Newington. Donahue stated he is a member of the Economic Development Committee and while he is also a member of the Port Advisory Board, he would be speaking on behalf of the Town of Newington regarding the late item / motion added to the agenda regarding the additional funding requested to initiate the Dredging of the Upper Turning Basin in the Piscataqua River. Donahue indicated [the dredging] is of great interest to Newington and its major industrial facilities that depend on the waterfront access. Donahue indicated he knows the Board has supported this at every turn and we are fortunate with the proposal received. However, there is a need for "bridge funding" in order to lock in the major federal funded \$25 million project as the proposal came in higher than the Army Corps' estimated. The project would start in November; due to the gap in funding, the Army Corps needs to be assured there is funding. The motion to this project is one that the Town of Newington strongly supports as well as the cooperation to maintain the tidal waterway. Donahue compared this project to being the equivalent of the runway paving project as it keeps the waterway safe; pilots are turning 840' vessels within an 850' turning radius. This project will make us [the Seacoast] more competitive as a port and it is a benefit to the entire State.

VI. Committees:

A. Reports:

1. Golf Committee

Paul Brean (“Brean”) indicated that Scott DeVito (DeVito), General Manager Pease Golf Club (“PGC”), was present and could provide highlights from the Golf Committee meeting held on Monday, September 13, 2021; at the same time, DeVito provided his Golf report in order to depart the meeting to return to PGC for a tournament currently in play.

DeVito indicated at the Golf Committee meeting he updated the members on tree work on the Blue Course which also resulted in significant growth of grass on a few tees.

Also, the patio covering has been received and is looking to get on the schedule for its installation (should only take a couple of days) and are hoping by the end of the month to have it installed.

The biggest item at PGC is staffing. DeVito has been meeting with Brean, Human Resources, and the Maintenance Department Superintendent in an effort to get ahead for next year; the industry is struggling to get qualified people. Looking to develop a feeder program in an effort to come up with solutions to see that department is fully staffed.

DeVito indicated staff are in the process of setting up renewals for the annual passes and for the first time in fifteen (15) years, PGC has a waiting list of forty (40) individuals looking to join. Due to the weather in July and August, the numbers have rounded down a bit from last year. However, PGC instituted a rate increase going into this season so the revenue is still on pace to be only slightly behind last year.

Anderson did state the fairway mower, a \$76,000 piece of equipment which was ordered last spring has not been received due to COVID; he found this surprising especially with a piece of equipment like this. DeVito indicated when this went out to bid, it was just as COVID hit. Further, if DeVito had been able to order the equipment pre-COVID there wouldn't have been an issue. DeVito informed the Board the mower has not been paid for.

2. Finance Committee

Director Ferrini (“Ferrini”) provided highlights of the Finance Committee meeting held on Monday, September 13, 2021, at which the Committee also reviewed the reports before the Board today. Ferrini indicated that in addition the Committee also looked at a potential change to the financial reporting format which too will be addressed by Finance Director Suzy Anzalone.

VII. Old Business:

A. Approvals:

1. Skyhaven Airport – Terminal Apron Project Change of Scope

Director Parker **moved** the **motion** and Director Lamson **seconded** that **The Pease Development Authority (“PDA”) Board of Directors authorizes the Executive Director to:**

1. **Revise the Jacobs contract for the Skyhaven Airport (DAW) Terminal Apron Design to include the design of a new parking apron in front of the terminal at a cost of \$33,521 and then front the cost in anticipation of a grant amendment;**

2. At the appropriate time, request a grant amendment to add 15% of the grant amount to the current project grant;
3. Continue to front the costs associated with \$12,428 of the design phase work in anticipation of reimbursement from the construction phase grant; and,
4. Provide the 5% local match for the grant amendment (\$1,058) and the design costs deferred to the construction grant (\$622).

all in accordance with a memorandum of Maria J. Stowell, P.E., Engineering Manager dated September 3, 2021.

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

2. ARPA Grant Funds – Portsmouth International Airport at Pease (PSM) and Skyhaven Airport (DAW)

Director Ferrini moved the motion and Director Lamson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby approves of and authorizes the Executive Director to accept the American Rescue Plan Act (ARPA) Grant(s) for which Portsmouth International (PSM) and Skyhaven (DAW) Airports are eligible. This approval includes the authority to execute any and all documents necessary or appropriate to accept the ARPA Grant(s) on an expedited basis and to use said grants for any purpose for which airport revenues may be lawfully used, in accordance with the FAA’s Policy and Procedures Concerning the Use of Airport Revenues.

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

VIII. Finance:

A. Executive Summary

Finance Director Suzy Anzalone (“Anzalone”) provided some tables to show how each of the business units are performing. Anzalone indicated that the overall financial health of PDA remains strong with \$8.5 million in assets and \$7.1 in liabilities, with no outstanding debt.

B. Reports:

1. FY2022 Financial Report for the One Month Period Ending July 31, 2021

Anzalone informed the Board in the packet was a report for the first month of FY2022. The operating revenues are slightly favorable to the budget; operating expenses are trending under budget by approximately 10.5% and most of the underruns are in facilities and maintenance fees, legal and marketing. Anzalone indicated that although it is early in the fiscal year budget there are a couple of trends which may challenge the budget such as insurance renewals due to the current market conditions and cost overruns in Employer Pension expense of approximately \$110,000. She stated that the Employer Pension has a biennial contribution rate adjustment and the figure was received after the budget was prepared. Anzalone indicated the use of historical information regarding pension liabilities when preparing the budget and over the last four (4) years changes have been pretty steady. However, the current rate increased by 26% as of June 30, 2021.

2. Cash Flow Projections for the Nine Month Period Ending May 31, 2022

Anzalone spoke to most of the inflows over the next nine (9) months from operating revenues; those from grant funding will decrease as larger projects wind down. Current cash flow projections anticipate PDA will not draw down on the Line of Credit (LOC) over the next nine (9) months.

Lastly, Anzalone proposed a new financial reporting format that was presented to the Finance Committee. The new format will have a level of detail that the Board is accustomed to seeing, but it will be more streamlined; she anticipates including the new format in the October Board package.

Ferrini asked to what extent there is a confidence level with how the ARPA funds are utilized; what the guidelines are and will it be part of the reporting. Brean stated primarily the ARPA funding is part of the forecast to be utilized instead of the need to draw from the Revolving Line of Credit (RLOC). This is to support the runway reconstruction and airport terminal expansion so PDA is fortunate to be able to utilize this funding which will keep PDA out of debt service.

Lamson indicated she was pleased with the new financial reporting format as it will be easy to understand where PDA stands with its business units.

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

A. Reports:

1. City of Portsmouth – Right of Entry at Hangar 227 (14 Aviation Avenue) for Command Center at Air Show

In accordance with the “Delegation to Executive Director: Consent, Approval and Execution of License Agreements,” PDA entered into a Right-of-Entry with those referenced below:

1. Name: City of Portsmouth Police Department
- License: Right-of-Entry
- Location: 14 Aviation Avenue (Hangar 227)
- Purpose: Staging a Command Operations Center for the “Thunder Over New Hampshire Air Show”
- Term: September 9, 2021 through September 13, 2021

Director Fournier was consulted and granted his consent.

X. Leases:

A. Reports:

1. Sublease between 200 International, LP to Russound FMP, Inc.

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

- A. Tenant: Russound FMP, Inc.
- Space: 2,053 square feet at 200 International Drive (Suite #155)
- Use: General office use

Term: Five (5) Years and two Months Commencing July 1, 2021 with two (2) five (5) year options

The Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements also requires the consent of one member of the PDA Board of Directors. In this instance, Director Lamson was consulted and granted her consent.

XI. Contracts:

A. Reports:

1. **Builder's Risk Insurance – Policy Extension to October 31, 2021 for PSM Terminal Project**

In accordance with Article 3.9.1.1 of the PDA Bylaws, I am pleased to report the following:

1. Project Name: Terminal Project - USI Insurance Services, LLC
PDA Obligation: \$3,102.00
Board Authority: Prior authorization to obtain Builders Risk coverage for terminal project
Summary: Extension of Builders Risk Insurance Policy through October 31, 2021 due to project not yet being complete

XII. Executive Director:

A. Reports:

1. **Golf Course Operations**

Scott DeVito provided his report earlier in the meeting along with the Golf Committee presentation.

2. **Airport Operations**

- a) **Portsmouth International Airport at Pease (PSM)**
- b) **Skyhaven Airport (DAW)**

Brean indicated it was a busy August as there were two Air Force squadrons operating missions out of Pease due to runway reconstruction projects at their home bases. Further Brean indicated there was approximately 1.3 million gallons of fuel pumped (72% for Dept. of Defense - Atlas Air and Military Fuel Contract; 8% was Commercial - Allegiant & Charter activity; 5% for PlaneSense and 1% for AvGas used by small non-jet; and 15% from General Aviation – Corporate Aviation and Transient - Flight Training Schools).

There were approximately 7,600 enplanements (combination of charter and scheduled); Allegiant numbers were on par prior to the pandemic for the month of August which will put PSM on pace for approximately 50,000 enplanements for the year (PSM pace in 2017/2018). Brean indicated that the aircraft operations coming into the PSM pattern is up 22%; seeing a lot of transient / corporate activity with the private industry taking the same concept of the military being PSM is a good location to refuel, clear customs prior to going on to its final destination.

Revenue parking, which is Allegiant passengers, saw 650 cars during the month of August equating to approximately \$24,000 in revenue. Brean informed the Board that Allegiant will be adding Tampa / St. Pete in February into its flight schedule along with Punta Gorda and Sanford / Orlando.

Brean spoke to the Air Show and reiterated what Mr. FitzSimmons stated that this was a great weekend for the State of New Hampshire. This was Brean's first Air Show as a member of the Pease team and he was blown away by the collaboration among PDA and the stakeholders (private, federal, Dept. of Defense, corporate and the teams internally from the local Seacoast area). Brean indicated on Thursday (9/9) PDA held an employee appreciation luncheon at PGC. The plan was that the Thunderbirds would arrive around the time of the luncheon, but due to low cloud cover you could not view the arrival of the aircraft. On Friday (9/10), PDA held a VIP event for the local stakeholders (aviation, NH DOT Aeronautics, FAA, Board & Family members) to view the Air Show's "Practice Day"; that evening the local chapter of Veterans' Count held a fundraising event on the commercial tarmac made up of many of the Pease business owners. This event was able to raise just under a half million dollars; all of the money raised stays in the Seacoast to support veterans. Brean indicated that Dean Kamen auctioned off four specialty wheelchairs which allow individuals to stand up in the wheelchair and maneuver over various terrain. Brean indicated about 18 – 24 months ago PDA received notification from the Dept. of Defense ("DOD") indicating it wanted to hold an Air Show / Open House to welcome the KC-46. However, while the planning continued during COVID, the Air Show was not confirmed until June 1, 2021. Brean indicated the work between the local Homeland Security, TSA, 300 law enforcement officers (each day), NH DOT, and the PDA tenants was well coordinated. Brean also expressed his gratitude to Andrew Pomeroy and Chasen Congreves of Airport Operations, along with Ed Pottberg and the legal team, who all helped coordinate a successful event.

Brean spoke to the ARPA grant approved earlier to indicate the \$1.96 million funding that will be received for PSM and \$32,000 for Skyhaven to support airports affected by the reduction in travel due to COVID, this money will help with the operating expenses.

c) Noise Line Report
(i) August 2021

Brean stated there were seven noise inquiries during the month of August at Portsmouth International Airport at Pease (PSM). Six (6) inquiries were from a resident in Newington, the tower confirmed the aircraft was at an appropriate altitude. There was one rotor-wing aircraft inquiry was from a Portsmouth resident who lives adjacent to the south east end of the airfield. The helicopter was identified and a notification will be sent with Portsmouth International Airport's Voluntary Noise Procedures.

Anderson indicated he appreciated the Executive Director's report and hoped in future months for the inclusion of progress / status of the Million Air facility; this was a controversial issue and while it hasn't disappeared, updates would be appreciated. Brean stated Million Air is undergoing engineering studies at this time and PDA has requested a third party review (at Million Air's expense) of any wetlands impacts and PDA is awaiting a report. PDA staff are working with them on design and engineering plans for the parcel; will not enter into lease negotiations until it is determined the parcel is a suitable site.

Ferrini asked what the timeline may be for the next Million Air action item; Maria indicated that 60% plans have been received and Mike Mates is reviewing those and she is awaiting his response. Regarding the timeline, Maria stated the next step would be the Technical Review by the end of the year at which time it will be back before the Board.

Parker stated she has been around NH for a long time and has heard and been present at many Air Shows in the past. Parker complimented the Board and PDA on its hospitality at the VIP reception on Friday; the esprit de corps doesn't get any better than what she saw. Kudos to all concerned.

Brean brought the Board's attention to the back of the room and stated the new Board photo was hung; Chairman Smith indicated it was probably the only Board photo that Peter Loughlin was not in.

B. Approvals:

1. Bills for Legal Services

Director Parker 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 \$16,095.00 for legal services rendered to the Pease Development Authority from Sheehan Phinney Bass & Green for July 1, 2021 – July 31, 2021 in the amount of \$4,176.00 (for Tradeport General Representation); July 1, 2021 – July 31, 2021 in the amount of \$1,160.00 (in support of MS4 and CLF settlement implementation); August 1, 2021 – August 31, 2021 in the amount of \$8,497.00 (for Tradeport General Representation) and August 1, 2021 – August 31, 2021 in the amount of \$2,262.00 (in support of MS4 and CLF settlement implementation) for a total amount of \$16,095.00.

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

2. 101 International Drive / 70 – 80 Corporate Drive – Authorization to sell PDA owned building and to enter long-term ground lease with Lonza Biologics

Director Ferrini moved the motion and Director Lamson seconded that the Pease Development Authority ("PDA") Board of Directors hereby approves and authorizes the Executive Director to enter into a long-term ground lease with Lonza Biologics, Inc. ("Lonza") of up to 74 years regarding the premises at 101 International Drive, 70/80 Corporate Drive, the Lynx Parking expansion, and Goose Bay Drive, estimated to contain 46.03 +/- acres; and further authorizes the Executive Director to sell the 78,033 +/- square foot PDA owned portion of the building located at 101 International Drive to Lonza for its appraised fair market value, as may be paid over time with interest, contingent upon:

- 1) The Federal Aviation Administration ("FAA") granting a release of the 78,033 +/- square foot portion of the building from Federal grant assurances and any other airport obligations; and
- 2) The entry by the parties into the long-term ground lease referenced above.

The Board further authorizes the Executive Director and General Counsel to negotiate and execute any necessary documents regarding the sale of the building and/or lease of the premises, including, but not limited to the Lease Agreement, and to seek a release of the building from the FAA; all on substantially the same terms and conditions as set forth in the memorandum of Paul E. Brean, Executive Director, dated September 16, 2021, with attached draft Lease Agreement and fair market value appraisal, all attached hereto.

Discussion: Lamson thanked staff for the information provided.

Blenkinsop informed the Board that similar to what was done regarding 30 NH Avenue, if the Board passes the motion today staff would put together a release request to the FAA requesting the sale of that portion

of the building owned by the PDA. As experienced with 30 NH this process takes time and anticipates it may take approximately 6 months to receive response / authorization regarding the sale. Once an authorization is received, that portion of the building would be transferred via Quitclaim Deed to Lonza.

Disposition: Resolved by **unanimous** vote for; motion **carried**.

Brean departed the meeting at 9:49 a.m. and returned at 9:51 a.m.

Chairman Smith departed the meeting at 9:51 a.m. and returned at 9:53 a.m.

XIII. Division of Ports and Harbors:

A. Reports:

1. Cianbro – Right of Entry Amd. No. 2

Division Director Geno Marconi (“Marconi”) stated Cianbro needed to extend its Right of Entry (“ROE”) to move construction materials across the terminal in conjunction with the Super Flood Basin project being performed at PNSY.

Marconi further stated the Navy awarded a \$1.7 billion contract to turn the Super Flood basin into two dry docks. Marconi informed the Board that there is a consortium of companies working on this project with Cianbro and DPH will be commencing discussions regarding future use of its facility in order to move the construction materials through DPH. It is easier to transfer the materials via water than it is to take a truck through Kittery and the various security check points at PNSY. It is anticipated Marconi will bring the Board a request for another ROE to support further construction.

2. Commercial Mooring Transfer – Riley to Stalker

Marconi indicated the Commercial Mooring Transfer is allowable per the Code of Administration of Rules. Commercial moorings are the only moorings that can be transferred in an effort to maintain commercial activities on the waterways; the request is reviewed by the local Harbormaster makes recommendation to the Chief Harbor Master, who makes a recommendation to Marconi, who ultimately provides a recommendation to the Executive Director for sign off through the Delegation of Authority.

3. Doucet Survey – Land Surveying Services Regarding the Railroad Right of Way

Marconi indicated over the last couple of years, DPH has received a couple of grants through Homeland Security for fencing and crash barriers at the Market Street terminal. DPH is ready to move ahead, however, there has been some trouble delineating property lines which is why Doucet was hired. DPH has found out that the property line is between the railroad track and the sidewalk on Market Street. In discussions Marconi had with Doucet, he requested the need to find the area per the Right of Way / Easement on record with the railroad; DPH wants to make sure it doesn’t encroach on railroad property when fencing / barriers are put in place.

4. Cianbro – Right of Entry – Cable Mats Removal

Marconi indicated that Cianbro was the contractor of record for the construction work on the Sarah Long Bridge and they need to go back to do some work on the submarine electric cables that supply power to the bridge. This calls for the removal of some concrete amour mats over the cable at the bottom of the river

and they need to bring them onto the shore and place them on a tractor trailer truck.

5. Appledore Marine Engineering, Inc. - DPH Exercise of Option for On-call Marine Engineering Services

Marconi indicated four (4) years ago DPH issued a RFQ for an engineering firm to provide DPH with on-call marine engineering services; Appledore Engineering has a year left in that option which has been exercised.

6. Portsmouth Fish Pier – Bait Cooler – Floor Drain Replacement

Marconi indicated that the Portsmouth Fish Pier (“PFP”) building was built in the 70s, the drainage in the floor goes into the sewer and due to the age, the metal pipe is deteriorating. Even though they have kept up with rotor rooting this line out, the pipe has now failed. Have been working with Seacoast Sewer and this is a charge in relation to the Bait Cooler over at the Fish Pier which will also be reconnected to the sewer system.

The construction at the PFP was started in two phases in order to have continuity of services and minimal impact on the businesses. Phase 1 was in the location of where the wall fell down which is on the inside where the fuel docks, loading cranes, fish and bait coolers were located and kept the other corner of the wall open. Currently 90% of the work is complete on the inside of the wall. Marconi indicated that the wall is in, has been backfilled, the toe pins and tie roads are in, floating docks are in, fuel system is in, new jib cranes and hydraulic hoists are all in and working. The final phase includes the new sheet pile on the last section of the pier and the excavating on the wall as well as a few additional punch list items.

Marconi thanked Donahue for his comments regarding the Piscataqua Turning Basin project and further stated that this has been going on for twenty (20) years since he has been with DPH. This project which was identified in a 1987 Navigation Safety Improvement Report issued by the Army Corps of Engineers (“ACOE”) and of the five (5) items listed in the report, this project is the last one. In 2014, DPH went to the legislature and received construction money appropriated for that biennium and during the next budget cycle received additional monies appropriate for payment as the ACOE required (10% of the total project). Marconi indicated DPH obtained \$7.6 million but the ACOE could not obtain its funding; in December of 2020 the ACOE found out it received the money and they put the Turning Basin on its 2021 project list. DPH be short on the needed estimate of funds, Marconi spoke with members of the Senate who are supportive of the project and with the Governor’s support there was an additional \$1.5 million appropriated in the budget but it wasn’t enough. Marconi explained to the Board about a Beneficial Use Program which was developed by the ACOE regarding sand to be dredged and which could be utilized for beach nourishment. Both Salisbury, MA and Plum Island requested 150,000 cubic yards of the dredge material (there is only about 170,000 cubic yards total from the project). If there is a difference in the cost to go from the original base plant site than to either of these sites, the State of Massachusetts will have to pay the difference. Both Plum Island and Salisbury are within the twelve (12) mile radius, same as the disposal site. However, there was a third request from Nantasket Beach which is fifty-five (55) miles away. The end result is that the Nantasket project was taken out, and the Salisbury or Plum Island will not affect the base bid. However, the bid came back more than anticipated and DPH’s cost share was \$450,000. DPH identified where there are available funds it has access to; Marconi explained the ACOE will not sign the contract with the construction company until all contributing funds are received.

Brean asked Marconi to provide a brief recap on the Market Street terminal project and where it

stands; Marconi indicated that in December of 2014, it was awarded a grant from the US DOT Maritime Administration to rehabilitate and modify the existing six hundred foot (600') pier. It went out to bid last Friday. Marconi indicated that there is a pre-bid meeting is upcoming and they are required to register so that everyone receives the same information / answers. Marconi indicated he was not sure when the bids were due back; Blenkinsop responded the bids are due back sometime late September / early October.

B. Approvals:

1. Lakes Region Environmental Contractors – Replacement of Fuel Line

Director Lamson moved the motion and Director Ferrini seconded that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to execute a contract in an amount not to exceed \$29,391.25 with Lakes Region Environmental Contractors (“LREC”) of Belmont, NH to remove the existing underground piping and install New UL971 Double-wall Fuel Pipe with Containment Sump Pump at the Rye Harbor Marine Facility; all in accordance with the memorandum of Geno Marconi, Division Director, dated September 7, 2021, attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board waives the RFP requirement for the following reasons:

- LREC has been the sole service provider for the fuel systems at each of the Division’s facilities since those facilities came online under the Department of Resources and Economic Development and therefore has familiarity with the facilities and systems.
- Finding service providers with marine fuel tank and piping expertise in this geographic area has been challenging for the Division, and it is important to complete this work prior to the onset of the cold winter temperatures.

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

2. Hampton Harbor – Appledore Marine Engineering - Float Dock and Pipe Pile Replacement

Director Ferrini moved the motion and Director Lamson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to agree to and execute the Proposal dated September 2, 2021, submitted to the Division of Ports and Harbors (“DPH”) by its contracted on-call marine engineers, Appledore Marine Engineering, LLC (“AME”) of Portsmouth, New Hampshire, for engineering and construction support services, site visit(s), regulatory approvals, and preparation of bid documents for the project related to the replacement of steel pipe piles and floating docks at Hampton Harbor, in an amount not to exceed \$19,912.00; all in accordance with the memorandum of Geno Marconi, Division Director, dated September 3, 2021

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

3. Piscataqua River – Turning Basin Dredge Project – Additional Cost

Director Anderson moved the motion and Director Parker seconded that as a result of the amount of the low bid received by the U.S. Army Corps of Engineers (“ACOE”) for the Piscataqua River, Turning Basin Dredge Project (“Project”), the Pease Development Authority (“PDA”) Board of Directors hereby

authorizes the Executive Director to satisfy the Division of Ports and Harbor's ("DPH") required contribution to the Project as follows:

1. Issue payment in the amount of \$480,000.00 to the ACOE from DPH's operating account, the Ports and Harbors Fund, in order to allow the dredging contract to be signed;
2. Request the State Treasury to reimburse the Ports and Harbors Fund the remaining balance of the underlying project appropriation in the amount of \$171,412.00;
3. Request the State to transfer to the Ports and Harbors Fund the refund from the ACOE for the Rye Harbor Dredging Project in the amount of \$251,142.62;
4. Request the Capital Budget Overview Committee to authorize the transfer of \$57,445.38 from the Harbor Dredge and Pier Maintenance Fund to the Ports and Harbors Fund.

All in accordance with the Memorandum of Geno Marconi, Division Director, dated September 14, 2021.

Discussion: Ferrini asked if the monies were already encumbered referenced in item #4; Marconi affirmed. Marconi indicated when DPH merged with Pease, the Harbor Dredge and Pier Maintenance Fund was established. There are certain revenues which get deposited into this fund (boat registrations, slip and docking fees) and those funds cannot be expended without prior authorization from the CBOC. Unfortunately the CBOC met on Monday and DPH did not know about the monetary need until Monday afternoon. Ferrini asked if this were through the Executive Branch Committee; Marconi affirmed.

Anderson stated in his conversation yesterday with Marconi regarding this matter, Marconi indicated the only funding he is unsure of would be item #3 as Marconi does not know the proper procedure to be followed in order to apply for those funds; Marconi affirmed. Marconi indicated he did not believe the next CBOC meeting was scheduled until November.

Parker asked how fast the ACOE will move once it knows the money is provided; Marconi indicated in speaking with the Finance Director earlier he believes the money can be wired today which means they will sign the contract. Marconi further stated that under standard procedure the contractor sent the ACOE a letter making sure it secured the position as low bidder and once the contract is signed the letter can be retracted. The dredge window is from November 15th through March 15th, contractor has a dredge in Boston Harbor which it will move up once contract is signed, they have a second dredge coming from Jacksonville, FL so there will be four (4) 5,000 to 6,000 cubic yard barges in rotation and then about 45 days into project it will bring up a drill rig (only 14,000 cubic yards of this project is ledge / rock).

Disposition: Resolved by **unanimous** vote for; motion **carried**.

XIV. Upcoming Meetings:

Port Committee	October 7, 2021 @ 8:00 a.m.
Audit Committee	October 18, 2021 @ 9:00 a.m.
Board of Directors	October 21, 2021 @ 8:30 a.m.

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

Blenkinsop indicated that PDA would be reaching out to the Airport Committee members in an effort to schedule a meeting in early October.

XV. New Business:

A. Dedication:

1. Suspend Meeting and Reconvene at Grafton Drive Location

Smith suspended the Board and indicated it would resume at the designated location on Grafton Drive for a special presentation. Blenkinsop stated for the Board to not leave the building until around 10:30 a.m., reconvene at the Grafton Drive location and the meeting would proceed from there.

Director Anderson moved the motion and Director Parker seconded to suspend the Board meeting and reconvene at Grafton Drive.

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

Director Anderson moved the motion and Director Parker seconded to reconvene the Board meeting at Grafton Drive. Meeting reconvened at 10:44 a.m. for the dedication.

Chairman Smith thanked everyone for attending the dedication. Smith made a few remarks on behalf of the Board as they recognized a special individual, Peter Loughlin. As most know, the BRAC closure of Pease and the subsequent redevelopment is widely considered one of, if not the most successful, redevelopment in the country with 250 companies and over 14,000 employees. One of the individuals who was there from the very beginning, saw it through to fruition and has seen it become a success is Peter Loughlin; Peter was on the original PDA Board. In the 1970s, Peter served as the City Attorney for the City of Portsmouth, he then went into private practice and wrote the book on municipal and land use law. Smith indicated during the pandemic when Board meetings were held via Zoom, Peter's back drop was a library of books and all would joke that Peter probably wrote most of them. Peter served in the capacity as Vice Chairman on the Board for thirty (30) or so years and served through seven (7) Governors. Smith indicated that despite all of Peter's accomplishments he is a humble individual, polite, respectful, always a gentleman and a constant professional. When Smith joined the Board a few years ago, and having little history of Pease, Peter with all of his knowledge could not have been more welcoming. Those who know Peter know that his first love is his family which started with his wife, Nancy, who departed from us earlier this year; his sons (Garrett, Brendon and Conall) and all of his family who have joined today.

Smith read a resolution from the Board:

Chairman Smith moved the motion and Director Parker seconded that for his over 30 years of service to the Pease Development Authority as a representative of both the City of Portsmouth and the Town of Newington, and for attending virtually every PDA Board and Committee meeting during that time;

For his vision of what the former Pease Air Force Base could and should become;

For his focus on the long-term success of Pease as an economic engine for the seacoast region and the entire State of New Hampshire;

For his belief that the Portsmouth International Airport could be a transportation hub and a home to the New Hampshire Air National Guard;

For his advocacy on behalf of the Pease Development Authority and its mission;

For his years of collaboration with fellow Board members and PDA staff;

For his tireless commitment to the environment and the environmental stewardship of the property that makes up Pease;

For his recognition of the importance of trees and greenspace and his relentless efforts to ensure Pease has plenty of both;

For his love of walking and biking, even in the most unpleasant of weather, and his efforts to construct a community path at the Tradeport;

For his appreciation of good signage, and his disdain of bad;

For the respect and courtesy he has always shown to those he interacts with;

For his humor, humility, intellect, and thoughtful manner;

For his guidance and friendship;

I move that the Pease Development Authority Board of Directors, as a symbol of its deep appreciation for and admiration of Peter J. Loughlin, hereby names the multi-use path spanning from Route 33 to Corporate Drive, and any future extensions thereof, the "*Peter J. Loughlin Multi-Use Path.*"

May this path and this small park along its way be a community resource, bring enjoyment to all that use it, and be a permanent reminder of all that Peter has meant to the Pease Development Authority, the City of Portsmouth, and the Town of Newington.

Discussion: Peter paraphrased Mark Twain and stated, rumors of his contributions to Pease have been greatly exaggerated. Peter indicated Nancy would have enjoyed this as much, if not more, than he; thanking everyone who attended the dedication.

Disposition: Resolved by unanimous roll call vote; motion carried.

XVI. Directors' Comments:

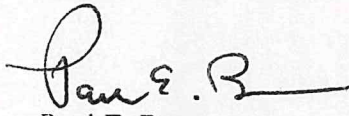
XVII. Adjournment:

Director Lamson moved the motion and Director Ferrini seconded to adjourn the Board meeting. Meeting adjourned at 10:53 a.m.


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

XVIII. Press Questions:

Respectfully submitted,



Paul E. Brean
Executive Director

- * Related Materials Attached
- ** Related Materials Previously Sent
- *** Related Materials will be provided under separate cover
- + Materials to be distributed at Board Meeting
-  Confidential Materials

