

**PEASE DEVELOPMENT AUTHORITY**  
**Thursday, January 21, 2016**

**BOARD AGENDA**

**Time: 8:00 a.m.**

**Place: 55 International Drive, Pease International Tradeport**  
**Portsmouth, New Hampshire**

**AGENDA**

- I. Call to Order
- II. Acceptance of Meeting Minutes: December 17, 2015\*
- III. Public Comment
- IV. Old Business
- V. Finance
  - A. Financial Reports
    - 1. Operating Result for Five Month Period Ending November 30, 2015\*
    - 2. Nine Month Cash Flow Projections to September 30, 2016\*
- VI. Licenses/Easements/Rights of Way/Options
  - A. Approvals
    - 1. AMEC Foster Wheeler – 35 Airline Avenue\* (Allard)
- VII. Leases
  - A. Reports
    - 1. 200 International, LP\*
    - 2. Two International Group, LLC\*
- VIII. Signs
  - A. Approvals
    - 1. Wheelabrator Technologies, Inc.– 100 Arboretum Drive\* (Torr)
- IX. Contracts/Agreements
  - A. Reports\*
    - 1. Vanasse, Hangen & Brustlin, Inc. – Traffic Counts
    - 2. Northeast Hydraulics, Inc. – Hydraulic Sander
    - 3. Donovan Equipment Co., Inc. – Steel Plow
    - 4. Golf Course – Toro NSN Service Contract
  - B. Approvals
    - 1. IDMS - FAA Grant Acceptance/Contract Award\* (Bohenko)
    - 2. Vanasse, Hangen & Brustlin, Inc. – Contract Extension\* (Lamson)
    - 3. USDA /WS Wildlife Control\* (Loughlin)
    - 4. PSM Terminal Bathrooms – Design\* (Preston)
    - 5. Electricity Service Provider\* (Bohenko)
    - 6. Liberty Chevrolet – Electrician's Van\* (Loughlin)



- X. Executive Director's Reports/Approvals
  - A. Reports
    - 1. Golf Course Operations
    - 2. Airport Operations
      - a) PSM
      - b) Skyhaven Airport
        - (1) FAA MOA –Navigational and Weather Aids\* (Torr)
        - (2) Right of Entry – New England Aerobatic Club\* (Allard)
      - c) Noise Line Report\*

- XI. Division of Ports and Harbors
  - A. Reports
    - 1. Port Advisory Council
    - 2. Commercial Mooring Transfers\*

- XII. Special Events
  - A. Report\*
    - 1. New Heights – Paddy's Five Miler Road Race

XIII. New Business

XIV. Upcoming Meetings

Finance Committee	March 14, 2016	<b>Cancelled</b>
Board of Directors	March 17, 2016	<b>Cancelled</b>
Port Committee	March 17, 2016	<b>555 Market St</b>
Audit Committee	April 18, 2016	
Board of Directors	April 21, 2016	<b>9 a.m. – 1 p.m.</b> <i>(To include budget review – lunch will be provided)</i>

**All Meetings begin at 8 a.m. unless otherwise posted.**

XV. Directors' Comments

XVI. Adjournment

XVII. Press Questions

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



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

**Thursday, December 17, 2015  
ANNUAL MEETING**

Presiding: George M. Bald, Chairman  
Present: Robert A. Allard, Treasurer; John P. Bohenko; Margaret F. Lamson; Peter J. Loughlin,  
Vice Chairman; Robert F. Preston; and Franklin G. Torr  
Attending: David R. Mullen, PDA Executive Director; Lynn Marie Hinchee, PDA Deputy  
Director/General Counsel; PDA staff members; and members of the public;

**I. Call to Order**

Chairman Bald called the meeting to order at 9:30 a.m. in the Board conference room at 55 International Drive, Pease International Tradeport, Portsmouth, New Hampshire.

**II. Acceptance of Meeting Minutes: November 19, 2015**

Director Lamson moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the November 19, 2015 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried. *Note: Director Bohenko arrived at 9:35 a.m.*

**III. Employee Recognitions**

David Mullen, Executive Director, and Tanya Coppeta, Employee Relations Manager, recognized the following PDA employees for their years of service:

**10 Years (clock)**

Ron Jodz	Finance Department
Lana LaRochelle	Division of Ports and Harbors
Grant Nichols	Division of Ports and Harbors

**15 Year (certificate and \$50 bill)**

Bob Oxx	Maintenance Department
Johnnie Joplin	Maintenance Department

**20 Years (certificate, name entered on PDA plaque and \$100 bill)**

Andrew Pomeroy	Airport Operations
Geno Marconi	Division of Ports and Harbors
Al Norton	Maintenance Department
Ed McLaughlin	Maintenance Department

Ms. Coppeta commended PDA employees on their service longevity. Chairman Bald thanked all employees for their commitment and service to PDA and noted that the Tradeport is considered the best base closure transformation in the United States, which is due in large part to the PDA employees.

**IV. Public Comment**

There were no comments from the public.



**V. Old Business**

**A. Approvals**

**1. Pioneer New Hampshire, LLC – Lease Amendment**

Director Allard moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute Lease Amendment No. 2 to the Pioneer New Hampshire LLC Lease for the Premises located at 108 - 114 Corporate Drive to permit “Health Clubs” as an additional use; all in accordance with PDA’s Land Use Controls Section 303.05(b)(18) and the memorandum of Mark H. Gardner, PDA Deputy General Counsel dated December 4, 2015 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

**2. 25, 29 Retail LLC**

Director Bohenko moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a lease amendment with 25, 29 Retail, LLC to drop the requirement to pay Building Area Rent on the vacant 26 Manchester Square facility retroactive to June 30, 2015 and to transition to the payment of Ground Area Rent on the entirety of 25, 29 Retail, LLC’s leased premises effective July 1, 2015, subject however to the following conditions:**

**1.) The demolition of the 26 Manchester Square and 29 New Hampshire Avenue facilities and, 2.) the merger of the 26 Manchester Square property with the 25, 29 Retail, LLC property both to be completed in accordance within the time frames set forth in the correspondence of Attorney John Lyons dated December 11, 2015 and all other wise in accordance with memorandum of David R. Mullen, Executive Director dated December 11, 2015 which letter and memo are attached hereto.**

Discussion: Mr. Mullen reported that as part of the 25, 29 Retail LLC Lease Agreement, HCA was scheduled to move from 26 Manchester Square to 25 New Hampshire Avenue. The amendment removes the penalty for HCA staying in 26 Manchester Square past the agreed vacancy date due to unforeseen circumstances. The 26 Manchester Square building and the 29 New Hampshire Avenue building will be demolished at the same time. Disposition: Resolved by unanimous vote for; motion carried.

**VI. Finance**

**A. Financial Reports**

**1. Operating Results for the Four Month Period Ending October 31, 2015**

Irv Canner, PDA Director of Finance, reported on the status of the PDA FY 2016 finances for the four month period ending October 31, 2015. Operating revenues are over budget for the period by approximately 1.5%. Operating expenses remained under budget. Utilities are over budget for the period due, in part, to a City water bill; and professional services are under budget. Fuel sales including the Division of Ports and Harbors (“DPH”) facilities, are below budget in both revenues and expenses. Net operating income for the period is approximately \$1.8 million. Mr. Canner reviewed sources of revenues including facility rentals and golf course fees. Staffing numbers have reduced due to changes in the number of seasonal employees and the organizational chart contains two open positions. Electricity consumption is in line with the budget and staff continues to review electric services provider rates to find the best rates. Since June, the Balance Sheet shows a reduction in cash of \$425,000 due, in part, to repayment of the revolving line of credit. PDA expects to draw \$1.0 million from the line on credit on December 18. Mr. Canner reviewed how the increase in the Federal Reserve interest rate will affect





PDA's cost of borrowing. Mr. Canner reviewed grant funded and non-grant funded projects. The Business Units Analysis showed that there were 38,729 enplanements at the Portsmouth International Airport at Pease as of 11/30/15; revenues at Skyhaven Airport are ahead of budget due to increased fuel sales; rounds played at the Golf Course exceeded 50,000 rounds for the season with non-member rounds equal to approximately 70% of rounds played. Grill 28 bar and grill sales continue to exceed sales from the same period last year. The Statement of Net Position shows that there is no change in the pension liability and PDA's overall net deficit has improved since June 30, 2015. The operating deficit at DPH has also improved since June 30, 2015.

## 2. Nine Month Cash Flow Projections to August 31, 2016

Mr. Canner reviewed PDA cash flow projections for the nine month period ending August 31, 2016. PDA anticipates drawing \$1.0 million from the Revolving Line of Credit in December and pay it off by the end of March, 2016. The \$5.0 million line of credit expires in December, 2016 and staff is reviewing PDA's upcoming financial requirements to determine if the line of credit needs to be renewed. Mr. Canner reviewed the capital projects, including \$1.3 million in grant funded projects and \$2.8 million in non-grant funded projects. Mr. Canner reviewed the cash flow at DPH and the effect of 2016 mooring permit revenues.

## VII. Licenses/Easements/Rights of Way/Options

### A. Approvals

#### 1. Lonza Biologics, Inc. – 14 Aviation Avenue Parking

Director Lamson moved and Director Preston seconded that **The Pease Development Board of Directors authorizes the Executive Director to execute a License Agreement with Lonza Biologics, Inc. ("Lonza") for the use of the parking area at 14 Aviation Avenue for Lonza employee parking. The License is for the period of January 1, 2016 through June 30, 2017; on substantially similar terms and conditions as set forth in the draft License attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

#### 2. Lonza Biologics, Inc. - 55 International Drive Parking

Director Loughlin moved and Director Torr seconded that **The Pease Development Board of Directors authorizes the Executive Director to execute License Agreement Amendment No. 4 with Lonza Biologics, Inc. for the use of a portion of the parking area adjacent to 55 International Drive to extend the term of the License for a period of one (1) year from November 1, 2015 through October 31, 2016. Additionally, the Board approves a) the increase in the parking area square footage to include approximately 99 parking spaces (an increase of 12 spaces); and b) the increase of the License fee to \$866.22 per month made retroactive to December 9, 2015; and all in accordance with the memorandum of David R. Mullen, Executive Director, dated December 8, 2015 attached hereto.**

**This motion supersedes the authorization for License Amendment No. 4 granted by the Board on October 15, 2015. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

#### 3. UNH Professional Development – Wetlands Education

Director Preston moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with UNH Professional Development & Training from January 1, 2016 through December 31, 2016, for the purpose of conducting wetland education classes on various areas on the Tradeport; on**



substantially the same terms and conditions set forth in the Right of Entry dated December 18, 2015 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

#### **4. Portsmouth Naval Shipyard – Emergency Vehicle Training**

Director Torr moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Portsmouth Naval Shipyard - Security TRASUP from January 1, 2016 through December 31, 2016, for the purpose of conducting emergency vehicle operator's training course on a portion of the North Apron; on substantially the same terms and conditions set forth in the Right of Entry dated December 18, 2015 and attached hereto. Discussion: Director Lamson asked if there are any noise issues when the training takes place. Mr. Mullen confirmed that PDA has not received any noise complaints during past training sessions. Disposition: Resolved by unanimous vote for; motion carried.

#### **5. In Control Driving School – Right of Entry**

Director Allard moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with In Control Family Foundation, Inc. from January 1, 2016 through December 31, 2016, for the purpose of conducting closed course, hands-on crash prevention training on a portion of the North Apron, subject to FAA approval of the non-aviation use of the North Apron; and substantially on similar terms and conditions set forth in the draft Right of Entry dated December 18, 2015 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

### **VIII. Leases**

#### **A. Reports**

In accordance with the "Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements", Mr. Mullen reported on the following subleases:

##### **1. Two International Group, LLC**

Two International Group, LLC entered into a sublease with NRT New England, LLC dba Coldwell Banker Residential Brokerage for 5,607 square feet at 2 International Drive for a base term of five years. Director Lamson approved the sublease.

#### **B. Approvals**

##### **1. 73 Corporate Drive at Pease, LLC**

Director Bohenko moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Lease Agreement with 73 Corporate Drive at Pease, LLC for the Premises located at 73 Corporate Drive and to:

1. With the concurrence of General Counsel, complete negotiations and to execute a direct Lease Agreement with 73 Corporate, or its nominee, on substantially the terms and conditions of the Hodges Sublease, and with such modifications including the Options as have been set forth in the Memorandum from David R. Mullen, Executive Director, dated December 9, 2015, attached hereto;

2. Complete negotiations and to approve execution of a Consent of Sublessor and



Agreement concerning Assignment of the Sublease ("Consent") by and between PDA, Hodges and 73 Corporate, or its nominee; and

3. Authorize and approve such other action(s) and the execution of such other document(s) as the Executive Director and General Counsel deem necessary or advisable to facilitate the implementation of the transaction contemplated in said Memorandum. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

**IX. Signs**

**A. Reports**

**1. HAVEN – 20 International Drive**

In accordance with the "Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs", Mr. Mullen reported that PDA approved of the modification to exterior sign at 20 International Drive to insert the name of HAVEN, a new subtenant at 20 International Drive. Director Loughlin approved the sign modifications.

**X. Contracts/Agreements**

**A. Approvals**

**1. Cross Insurance – Policy Renewals**

Director Lamson moved and Director Preston seconded that The Pease Development Authority Board of Directors authorizes the Executive Director to accept and bind insurance coverages for the Pease Development Authority to be provided by Cross Insurance Agency for the period of 12/31/15 through 12/31/16 in the projected amount of \$161,467.53; all in accordance with the Premium Summary and 2015 - 2016 Insurance Proposal attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

**2. Airport Planning and Engineering Consultants**

Director Preston moved and Director Loughlin seconded that The Pease Development Board of Directors authorizes the Executive Director to execute contracts for the provision of Airport Planning and Engineering Services with:

- a) Jacobs Engineering Group, Inc.;
- b) Hoyle Tanner & Associates, Inc.; and
- c) McFarland-Johnson, Inc.

Each contract is for a period of three (3) years with one (1) additional two (2) year option period exercisable at the Executive Director's sole discretion; and all in accordance of the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated December 9, 2015 attached hereto. Discussion: Director Lamson complimented Maria Stowell and Bill Hopper for their explanation of the selection process. Disposition: Resolved by unanimous vote for; motion carried.

**3. Airport Terminal – Engineering Services/Materials Survey**

Director Loughlin moved and Director Lamson seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into contracts with:

- 1. H. L. Turner Group, PDA's on-call architectural engineering consultant, in an amount not to exceed \$33,900; and



2. RPF Environmental, Inc. (RPF) in an amount not to exceed \$12,600;

for engineering services for improvements to the PSM Airport Terminal building; all in accordance with the terms and conditions set forth in the memorandum from Maria J. Stowell, P.E., Manager - Engineering dated December 9, 2015 attached hereto.

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

1. RPF is a vendor selected by the State of New Hampshire in accordance with its procurement regulations.

Note: This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

4. Twinns Janitorial

Director Torr moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Contract with Twinns Janitorial ("Twinns") of Dover, NH for janitorial services at PDA facilities for a period of three (3) years with two (2) one (1) year options exercisable at the sole discretion of the Executive Director; all in accordance with the terms and conditions set forth in the memorandum from Maria J. Stowell, P.E., Manager - Engineering dated December 9, 2015 attached hereto.

In accordance, with the provisions of RSA 12-G:8, VIII the Board waives the RFP requirement based upon the following justification:

1. Twinns is a vendor selected by the State of New Hampshire in accordance with its procurement regulations.

Note: This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

5. Loader Ramp Plow

Director Lamson moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a contract with Chadwick-Baross, Inc. of Concord, NH, and to expend funds in a total amount not to exceed \$21,900 for the purchase of one 2015 Loader Ramp Plow for use by the PDA Maintenance; all in accordance with the memorandum from Joseph W. McPherson, Facilities Resource Manager, dated December 9, 2015 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

6. Runway Deicer – Solid

Director Lamson moved and Director Allard seconded that The Pease Development Authority Board of Directors hereby approves and authorizes the Executive Director to execute a contract with Nachurs Alpine Solutions Industrial of Marion, OH, for the purpose of purchasing sodium formate based runway deicing solid at the price of \$0.708 per pound for a period of one (1) year beginning December 1, 2015; all otherwise in accordance with the memorandum of K. William Hopper, Airport Manager, dated December 8, 2015 attached hereto. Discussion: Director Lamson





confirmed that Nachurs previously provided products to PDA. Director Bohenko inquired about how much product was used last year. Director Allard confirmed that PDA paid \$.74 per pound last year. Disposition: Resolved by unanimous vote for; motion carried.

**7. Runway Deicer – Liquid**

Director Preston moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby approves and authorizes the Executive Director to execute a contract with Nachurs Alpine Solutions Industrial of Marion, OH, for the purpose of purchasing potassium acetate based runway deicing liquid at a price of \$4.605 per gallon for a period of one (1) year beginning December 1, 2015; all otherwise in accordance with the memorandum of K. William Hopper, Airport Manager, dated December 8, 2015, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

**8. FAA Approved Runway Sand**

Director Bohenko moved and Director Lamson seconded that The Pease Development Authority Board of Directors approves and authorizes the Executive Director to execute a contract with Holliston Sand & Gravel (“Holliston”) of Slatersville, RI, for the period of December 1, 2015 through May 31, 2016 for the purpose of providing FAA approved runway sand for the Airport runways at the price of \$94.03 per ton; in accordance with the memo from K. William Hopper, Airport Manager, dated December 10, 2015, attached hereto.

In accordance, with the provisions of RSA 12-G:8, VIII the Board waives the RFP requirement based upon the following justification:

1. No bids were submitted in response to the advertisement for bids;
2. Only FAA approved runway sand may be used on the runways;
3. Holliston has provided FAA approved runway sand to the PDA continually since December, 2009 and can provide PDA with sand for the upcoming winter season.

**Note:** This motion requires 5 affirmative votes. Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

**XI. Executive Director’s Reports/Approvals**

**A. Reports**

**1. PDA Holiday Schedule**

Chairman Bald reported that PDA employees will observe the following holidays in 2016:

New Year’s Day	Friday	January 1, 2016
Martin Luther King/Civil Rights Day	Monday	January 18, 2016
Presidents’ Day	Monday	February 15, 2016
Memorial Day (Observed)	Monday	May 30, 2016
Independence Day	Monday	July 4, 2016
Labor Day	Monday	September 5, 2016
Columbus Day (Observed)	Monday	October 10, 2016
Veterans’ Day	Friday	November 11, 2016
Thanksgiving	Thursday	November 24, 2016



Day after Thanksgiving  
Christmas Day (Observed)

Friday  
Monday

November 25, 2016  
December 26, 2016

Mr. Mullen informed the Board that qualified employees are also eligible to take one floating holiday per year.

## 2. Elections

Mr. Mullen informed the Board that in accordance with Article III, Section 3.4 of the PDA By-Laws, the Vice Chairman and Treasurer for 2015 need to be elected:

### A. Vice Chairman

Director Bohenko moved the motion and Director Preston seconded that **Peter Loughlin be elected as Vice-Chairman of the Pease Development Authority.** Discussion: None. Disposition: Resolved by unanimous vote: motion carried.

### B. Treasurer

Director Lamson moved the motion and Director Torr seconded that **Robert Allard be elected as Treasurer of the Pease Development Authority.** Discussion: None. Disposition: Resolved by unanimous vote: motion carried.

## 3. Committee Appointments

Chairman Bald appointed Directors to the following Committees:

### Standing Committees

#### Executive Committee

George Bald, Chair  
Peter Loughlin, Vice Chairman  
Robert Allard, Treasurer  
Staff Contact: Mullen/Hinchee

#### Marketing and Economic Development Committee

Peter Loughlin, Chair  
Robert Preston  
Frank Torr  
Staff Contact: Mullen

#### Finance Committee

Robert Allard, Chair  
John Bohenko  
Margaret Lamson  
Staff Contact: Mullen/Canner

#### Zoning Adjustment & Appeals Committee

Frank Torr, Chair  
Peter Loughlin  
George Bald  
Staff Contact: Hinchee/Stowell

#### Airport Committee

Robert Preston, Chair  
Robert Allard  
Margaret Lamson  
Staff Contact: Hopper/Stowell

### Ad Hoc Advisory Committees

#### Capital Improvement and Land Planning Committee

Peter Loughlin, Chair

#### Transportation Management Committee

Margaret Lamson, Chair



Robert Allard  
Frank Torr  
George Bald  
Staff Contact: Hinchee/Stowell

John Bohenko  
Frank Torr  
Staff Contact: Stowell

Golf Committee  
John Bohenko, Chair  
Robert Allard  
Robert Preston  
Staff Contact: Mullen/DeVito  
Staff Contact: Mullen/Marconi

Port Committee  
Peter Loughlin, Chair  
Frank Torr  
John Bohenko  
Ex Officio: Chair DPH Advisory Council

Audit Committee  
John Bohenko, Chair  
Peter Loughlin  
Robert Preston  
Staff Contact: Canner

Legal Bill Review  
George Bald, Chair  
Peter Loughlin  
Frank Torr  
Staff Contact: Hinchee

#### **4. Golf Course Operations**

Scott DeVito, PGA General Manager, reported on the activities at the Pease Golf Course. The new Golf Course website was launched. Advertisements including e-mail blasts and newspaper ads were put out to notify the public of the website. The Golf Course officially closed on November 30<sup>th</sup> with approximately 52,110 rounds of golf played. The Golf Course Maintenance staff is putting the course to bed for the winter. Mr. DeVito thanked the Golf Course Maintenance staff for a great season. Mr. DeVito recognized Tim Riese, Assistant Pro, for his recognition at the Junior Leader of the Year by the NH PGA chapter. Mr. Riese runs junior clinics at Pease, works with the Portsmouth Recreation Department, and ran a PGA Junior League in 2015. In response to Director Allard, Mr. DeVito reported that in a good weather season, the Golf Course could handle 55,000 rounds of golf. Director Preston commended the Golf Course staff for the use of the website and internet to promote the Golf Course.

#### **5. Airport Operations**

Bill Hopper, Airport Manager, reported on aviation activities. The lack of snow will allow the snow crews to spend the holidays with their families this year.

##### **a) Skyhaven Airport (DAW)**

Due to competitive purchasing and pricing, DAW has the lowest aviation fuel prices in the area. Due diligence is ongoing for the ramp project and is expected to begin in Spring, 2016.

##### **b) Portsmouth International Airport at Pease (PSM)**

Troop flights continue for a total of 34,390 enplanements as of October 30<sup>th</sup>. Allegiant Airlines has started its Punta Gorda and Fort Lauderdale, Florida flights. PDA is being proactive in getting out information regarding the use of drones. Director Allard confirmed that drones have to be registered with the FAA. In response to Director Preston, Mr. Hopper reported that the Fort Lauderdale flights are a little slow, but expected to increase. Sanford flights continue to do well and Punta Gorda passenger numbers are increasing.



**c) Noise Line Report**

Mr. Hopper reported the Noise Line received 42 inquires in November from a total of six residences; 19 inquiries were related to helicopters and 23 inquiries were related to fixed wing aircraft. Director Lamson and Mr. Hopper reviewed the approach of flights over the Great Bay/Cochecho River area.

**B. Approvals**

**1. Voluntary Annual Leave Buy Back Program**

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to implement a voluntary annual leave buyback program for qualified PDA employees on the terms and conditions set forth in the memorandum from David R. Mullen, Executive Director, dated December 7, 2015 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

**2. Bills for Legal Services**

Director Torr moved and Director Lamson seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$913.00 for legal services rendered to the Pease Development Authority by :**

1.	Kutak Rock, LLP*	\$	495.00*
	Through October 31 2015		
2.	Sheehan Phinney Bass + Green	\$	<u>418.00</u>
	Through October 31, 2015		
		<b>Total</b>	<b>\$913.00</b>
			=====

**\*Note: The City of Portsmouth will pay the remaining balance. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

**XII. Division of Ports and Harbors**

Mr. Marconi reported that the Port Advisory Committee did not meet in December. Chairman Bald thanked Mr. Marconi for his work with a UNH undergraduate class regarding marketing opportunities at the Market Street Terminal. Chairman Bald advised UNH President Huddleston how appreciative PDA is for the collaborations of UNH and Pease. Mr. Marconi noted that Chairman Bald also participated in the project. The class provided some good suggestions that staff will review and bring to the Board at a later date for implementation.

Mr. Marconi reported that the good weather has been very helpful to the Long Bridge projects. Two shifts a day are working to drill pier supports and concrete is being poured. Cianbro has been a very good tenant.

**A. Approvals**

**1. Pda 300 – Amendment Revisions**

Director Loughlin moved and Director Torr seconded that **The Pease Development Board of Directors hereby approves the Initial Proposal for amendments to Administrative Rules Pda 300 Port Captains, Pilots and Pilotage, as attached. Said Initial Proposal supersedes the Pda 300 Initial**





Proposal approved by the Board on November 19, 2015. The Board's prior authorization granted on November 19, 2015 to initiate the rulemaking process remains in full force and effect. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

## 2. Atlantic Fuels, Inc. – Right of Entry

Director Preston moved and Director Allard seconded that The Pease Development Board of Directors authorize the Executive Director to issue a Right of Entry to Atlantic Fuels, Inc. for the purpose of fuel dispensing pursuant to the terms and conditions set forth in the memorandum of Geno Marconi, Division Director, dated December 3, 2015 and attached hereto. Discussion: Director Preston reported that a variance for fueling had been granted to a commercial operation that will allow fuel to be purchased directly from Atlantic Fuels. Disposition: Resolved by unanimous vote for; motion carried.

## XIII. New Business

Lynn Hinchee, Deputy Director/General Counsel, reported that Gigunda Group, a PDA subtenant operating as Galileo RMF, LLC, is sponsoring "Project Blanket". If a person reaches out to Project Blanket via e-mail with a name of a charitable organization, Project Blanket will distribute 24 blankets to the charity at no cost. Since its inception, Project Blanket has donated over 54,000 blankets.

## XIV. Upcoming Meetings

Chairman Bald presented a proposed meeting schedule for 2016 and asked that the Directors let Mr. Mullen know if there are any conflicts. All Meetings begin at 8 a.m. unless otherwise posted. Director Bohenko informed the Board that he will not be able to attend the proposed Finance Committee meeting on January 19<sup>th</sup>. Director Bohenko noted that due to complete information presented at the Board meeting, he felt that quarterly Finance Committee meetings would be sufficient.

## XV. Directors' Comments

Chairman Bald noted that December 17<sup>th</sup> is the first anniversary of former PDA Board Chairman Art Nickless's death. Mr. Nickless was a good friend to Chairman Bald and is missed very much. Chairman Bald is thankful for Mr. Nickless's friendship and leadership. Director Torr reported that a bench was dedicated to Mr. Nickless at the Rochester Country Club and a plaque was placed in Mr. Nickless's honor at the Rochester Senior Housing. Chairman Bald informed the Board that at the dedication of the bench, a friend shanked the ball and threw the golf club into the pond as Mr. Nickless had done in a moment of frustration.

Director Preston thanked the Staff for their efforts in compiling the Board package. Director Lamson agreed with Director Preston.

Director Bohenko asked that Staff look into setting up cameras to web stream the Board meetings and provide a video record of PDA meetings. Director Bohenko offered the assistance of COP staff. Director Loughlin felt web streaming would provide transparency. Director Preston asked that staff review the costs of implementation. Mr. Mullen reported that staff has previously reviewed the matter and will update the information and report back to the Board.

Chairman Bald wished all a happy holiday and a prosperous New Year. Director Lamson also extended good wishes for the holiday season.



**XVI. Adjournment**

Director Bohenko moved and Director Allard seconded to **adjourn the Board meeting**. Discussion: None. Disposition: Resolved by unanimous vote; motion carried. Meeting adjourned at 10:43 a.m.

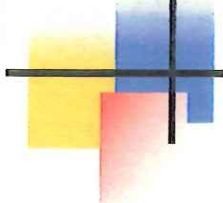
**XVII. Press Questions**

Respectfully submitted,



David R. Mullen  
Executive Director/Secretary





# FY 2016 FINANCIAL REPORT FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015



**BOARD OF DIRECTOR'S MEETING  
JANUARY 21, 2016**



# CONSOLIDATED STATEMENT OF REVENUES AND EXPENSES <sup>2</sup> FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 AND 2014

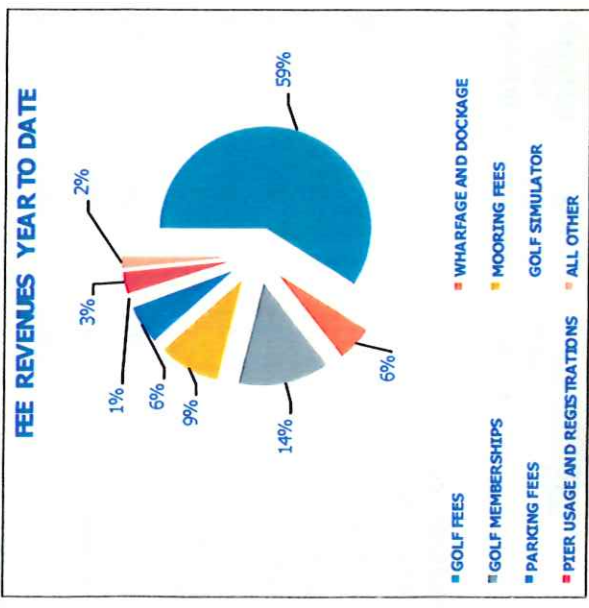
(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT YEAR BUDGET
<b>FY 2016 BUDGET VARIANCE ANALYSIS</b>						
<ul style="list-style-type: none"> <li>▪ <b>OPERATING REVENUES- HIGHER BY 0.8%</b></li> <li>▪ LOWER THAN ANTICIPATED FUEL SALES WITHIN THE DPH, OFFSET BY:               <ul style="list-style-type: none"> <li>▪ INCREASED GOLF FEES- DUE TO INCREASE IN ROUNDS PLAYED / WEATHER.</li> <li>▪ INCREASED CONCESSION REVENUES FROM HIGHER GRILL 28 SALES.</li> </ul> </li> <li>▪ <b>OPERATING COSTS- LOWER BY 12.4%</b></li> <li>▪ UTILITIES BUDGET VARIANCE ASSOCIATED WITH CITY OF PORTSMOUTH WATER CONTRACT.</li> <li>▪ FUEL PROCUREMENT COSTS LOWER DUE TO LOWER DPH FUEL SALES.</li> <li>▪ INDIRECT LABOR ALLOCATION TO BUILDINGS AND FACILITIES NOT BUDGETED.</li> <li>▪ <b>NONOPERATING (INCOME) AND EXPENSES</b></li> <li>▪ INTEREST EXPENSE POTENTIALLY BEING CHALLENGED BY RECENT FEDERAL RATE INCREASE.</li> </ul>						
<b>OPERATING REVENUES</b> <i>(PAGE #3)</i>	<u>6,447</u>	<u>6,397</u>	<u>50</u>	<u>6,279</u>	<u>168</u>	<u>14,119</u>
<b>OPERATING EXPENSES</b>						
PERSONNEL SERVICES AND BENEFITS <i>(PAGE #4 AND #5)</i>	2,367	2,474	(107)	2,460	(93)	5,824
BUILDINGS AND FACILITIES MAINTENANCE	717	831	(114)	708	9	2,383
GENERAL AND ADMINISTRATIVE	303	307	(4)	313	(10)	720
UTILITIES <i>(PAGE #6)</i>	327	289	38	303	14	842
PROFESSIONAL SERVICES <i>(PAGE #6)</i>	92	164	(72)	111	(19)	350
MARKETING AND PROMOTION	88	134	(46)	127	(39)	320
ALL OTHER <i>(PAGE #6)</i>	<u>527</u>	<u>850</u>	<u>(323)</u>	<u>684</u>	<u>(157)</u>	<u>1,356</u>
	<u>4,421</u>	<u>5,049</u>	<u>(628)</u>	<u>4,706</u>	<u>(285)</u>	<u>11,795</u>
<b>OPERATING INCOME</b>	<b>2,026</b>	<b>1,348</b>	<b>678</b>	<b>1,573</b>	<b>453</b>	<b>2,324</b>
<b>NONOPERATING (INCOME) AND EXPENSE</b> <i>(PAGE #7)</i>	28	28	-	54	(26)	67
<b>DEPRECIATION</b>	<u>2,519</u>	<u>2,486</u>	<u>33</u>	<u>2,604</u>	<u>(85)</u>	<u>5,958</u>
<b>NET OPERATING INCOME</b>	<b>(521)</b>	<b>(1,166)</b>	<b>645</b>	<b>(1,085)</b>	<b>564</b>	<b>(3,701)</b>

# CONSOLIDATED OPERATING REVENUES FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 AND 2014

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT YEAR BUDGET
RENTAL OF FACILITIES	4,070	3,901	169	3,811	259	9,395
FEE REVENUES (SEE CHART)	1,467	1,335	132	1,463	4	2,746
FUEL SALES (SEE CHART)	504	739	(235)	618	(114)	1,095
CONCESSION REVENUE	157	139	18	148	9	293
GOLF MERCHANDISE	107	84	23	95	12	180
ALL OTHER- NET	142	199	(57)	144	(2)	410
	<b>6,447</b>	<b>6,397</b>	<b>50</b>	<b>6,279</b>	<b>168</b>	<b>14,119</b>

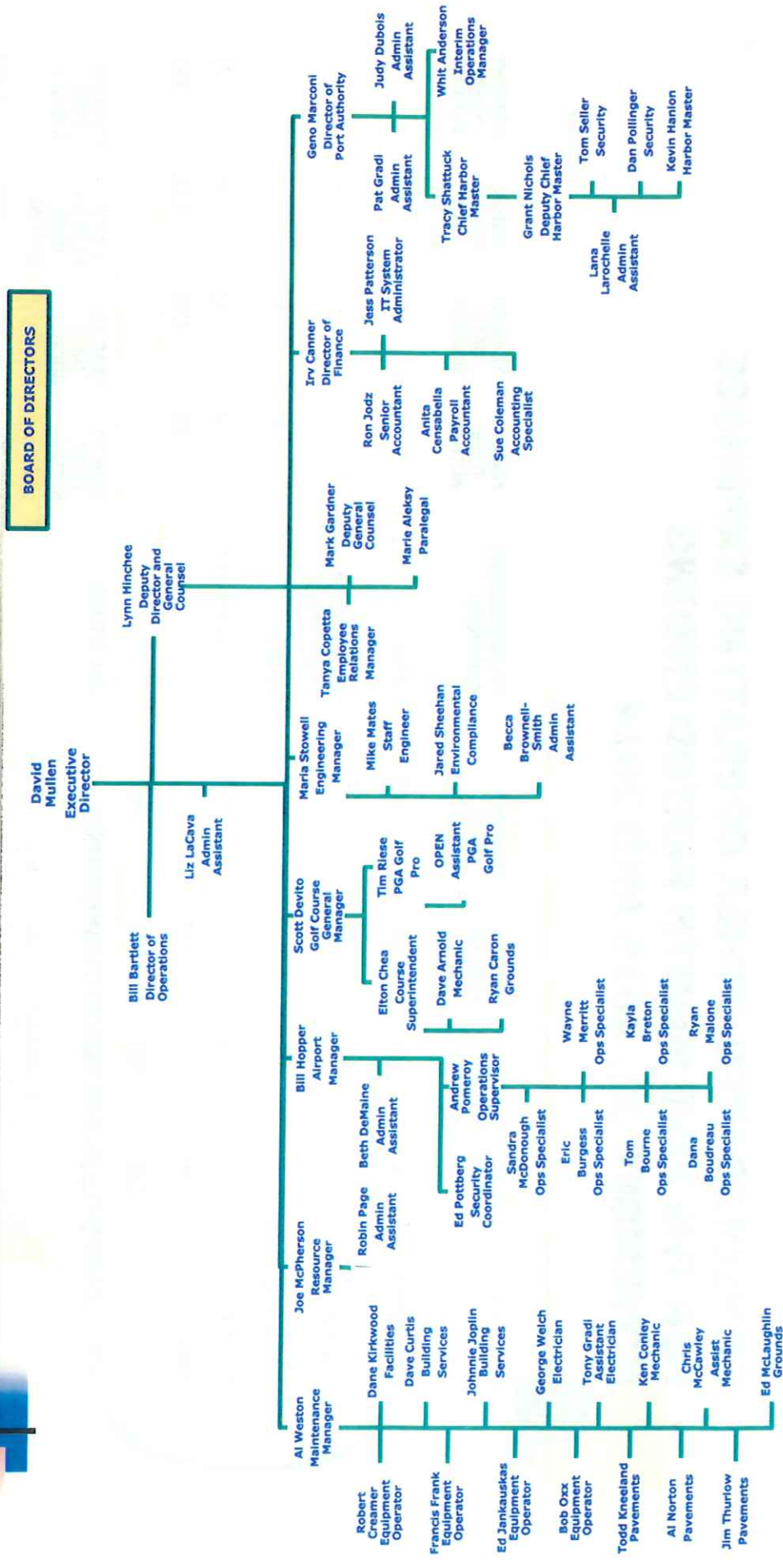


	ACTUAL SALES	BUDGETED SALES	SALES VARIANCE	ACTUAL COGS	BUDGETED COGS	COGS VARIANCE
SKYHAVEN AIRPORT	62	56	6	54	49	5
PORTSMOUTH FISH PIER	259	426	(167)	196	400	(204)
RYE HARBOR	85	119	(34)	68	114	(46)
HAMPTON HARBOR	98	138	(40)	73	130	(57)
	<b>504</b>	<b>739</b>	<b>(235)</b>	<b>(391)</b>	<b>693</b>	<b>(302)</b>





# PEASE DEVELOPMENT AUTHORITY ORGANIZATION CHART- CURRENT



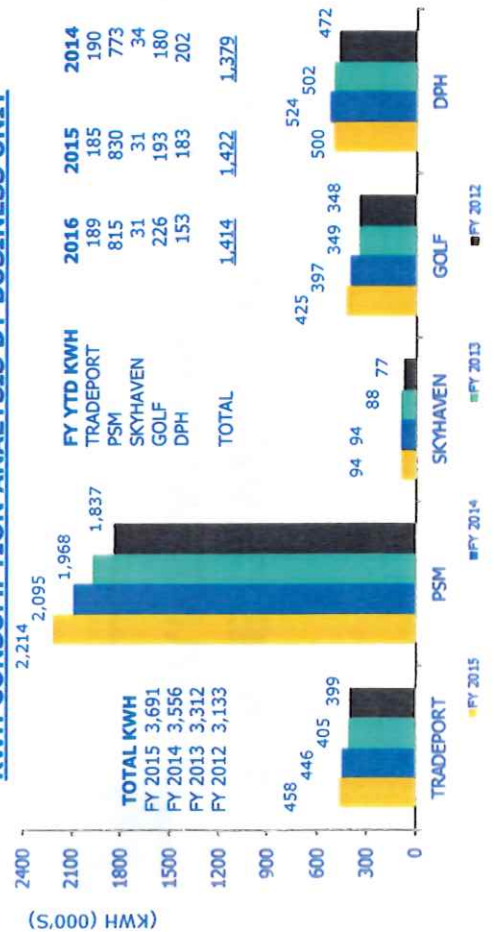
NOTE:  
1, EXCLUDES, NON-BENEFITED EMPLOYEES, CONTRACT AND SEASONAL EMPLOYEES.

# CONSOLIDATED OTHER OPERATING EXPENSES FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 AND 2014

(\$ 000's)

UTILITIES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET	PROFESSIONAL SERVICES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET
ELECTRICITY	176	164	149	508	LEGAL	14	57	8	136
WASTE DISPOSAL	33	38	50	92	INFORMATION TECHNOLOGY	20	32	42	77
NATURAL GAS AND OIL	7	30	9	106	AUDIT	50	53	55	65
PROPANE	12	26	18	63	ALL OTHER- NET	8	22	66	72
WATER	99	31	77	73		92	164	111	350
	<b>327</b>	<b>289</b>	<b>303</b>	<b>842</b>					

### KWH CONSUMPTION ANALYSIS BY BUSINESS UNIT



ALL OTHER	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET
FUEL	391	694	555	1,019
COAST TROLLEY	25	50	17	120
GOLF MERCHANDISE	69	59	60	153
GOLF CART LEASE	42	47	52	64
	<b>527</b>	<b>850</b>	<b>684</b>	<b>1,356</b>

# CONSOLIDATED NONOPERATING (INCOME) EXPENSE FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 AND 2014

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET	
INTEREST EXPENSE	29	30	56	71	
INTEREST INCOME AND OTHER	(1)	(2)	(2)	(4)	
(GAIN) / LOSS ON SALE OF ASSETS	-	-	-	-	
	<u>28</u>	<u>28</u>	<u>54</u>	<u>67</u>	

	YEAR TO DATE	FISCAL BUDGET
PROVIDENT BANK	18	45
CITY OF PORTSMOUTH	11	26
TOTAL	<u>29</u>	<u>71</u>

**NOTE:**  
1. SEE PAGE #15 FOR FURTHER INFORMATION REGARDING THE PDA CURRENT LONG TERM DEBT STRUCTURE AND CURRENT INTEREST RATES.





## SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF NOVEMBER 30, 2015

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-15
<b>PORTSMOUTH AIRPORT</b>					
ASR CONSTRUCTION PROJECT (SBG 1602)	1,691	165	-	165	1,856
PAVEMENT AND DRAINAGE RESTORATION (SBG 1603)	1,110	53	-	53	1,163
OBSTRUCTION MITIGATION DESIGN (FAA #49)	283	17	-	17	300
RUNWAY DEMAND AND LENGTH ANALYSIS (SBG 1601)	76	2	-	2	78
AIRFIELD MARKING AND SIGNAGE (FAA #55)	12	-	12	(12)	-
PSM SIGN ENTRANCE	5	27	29	(2)	3
PSM TERMINAL BATHROOM RENOVATIONS (FAA- TBD)	11	6	-	6	17
PSM OBSTRUCTION PERMITTING AND DESIGN (FAA-TBD)	2	-	-	-	2
PSM RUNWAY 16-34 PRE-DESIGN (FAA- TBD)	2	-	-	-	2
TRANE COMPRESSOR REPLACEMENT	-	12	-	12	12
	<b><u>3,192</u></b>	<b><u>282</u></b>	<b><u>41</u></b>	<b><u>241</u></b>	<b><u>3,433</u></b>

# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF NOVEMBER 30, 2015

(CONTINUED):

(\$ 000's)

<u>PROJECT NAME</u>	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-15
<b>SKYHAVEN AIRPORT</b>					
RUNWAY 15-33 RECONSTRUCT-MARKING AND SIGNAGE (SBG 05-2012)	3,358	9	-	9	3,367
RUNWAY DESIGN AND RECONSTRUCTION (SBG 04-2012)	508	8	-	8	516
TAXILANE PAVEMENT AND DRAINAGE (SBG 05-2012)	11	-	-	-	11
	<u>3,877</u>	<u>17</u>	=	<u>17</u>	<u>3,894</u>
<b>MAINTENANCE</b>					
	=	=	=	=	=
<b>ADMINISTRATION</b>					
	=	=	=	=	=

## SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF NOVEMBER 30, 2015

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-15
<b>GOLF COURSE</b>					
CLUBHOUSE EXPANSION (DESIGN ONLY)	53	11	-	11	64
GOLF WEBSITE UPGRADE	6	2	8	(6)	-
CLUBHOUSE KITCHEN MODIFICATIONS	-	110	-	110	110
CLUBHOUSE EQUIPMENT	-	2	-	2	2
CONCRETE FUEL PAD	-	16	16	-	-
	<b><u>59</u></b>	<b><u>141</u></b>	<b><u>24</u></b>	<b><u>117</u></b>	<b><u>176</u></b>



# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF NOVEMBER 30, 2015

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-15
<b>TRADEPORT</b>					
ROUNDABOUT- BUILDING #90	8	-	-	-	8
CORPORATE DRIVE SIDEWALK AND LIGHTING	-	4	-	4	4
STREET LIGHT REPLACEMENT	-	9	-	9	9
	<b>8</b>	<b>13</b>	<b>-</b>	<b>13</b>	<b>21</b>

# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF NOVEMBER 30, 2015

(CONTINUED):

(\$ 000's)

<u>PROJECT NAME</u>	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-15
<b>DIVISION OF PORTS AND HARBORS</b>					
WATER QUALITY IMPROVEMENT	1,923	2	-	2	1,925
HAMPTON HARBOR DESIGN AND RENOVATIONS	1,599	-	1,599	(1,599)	-
SOUTH ACCESS BRIDGE REPLACEMENT	384	-	384	(384)	-
MARKET STREET TRUCK SCALE REPLACEMENT	103	15	118	(103)	-
CAMERAS- NEWCASTLE PIER	25	1	26	(25)	-
RYE FLOATING DOCK REPLACEMENT	16	-	16	(16)	-
FACILITY SECURITY OFFICER TRAINING	15	-	15	(15)	-
TIGER GRANT APPLICATION	3	3	-	3	6
CONDENSER REPLACEMENT- PFP	-	8	-	8	8
HAMPTON VIDEO SURVEILLANCE RENOVATIONS	-	25	-	25	25
	<b><u>4,068</u></b>	<b><u>54</u></b>	<b><u>2,158</u></b>	<b><u>(2,104)</u></b>	<b><u>1,964</u></b>
TOTAL	<b><u>11,204</u></b>	<b><u>507</u></b>	<b><u>2,223</u></b>	<b><u>(1,716)</u></b>	<b><u>9,488</u></b>

# LONG TERM LIABILITIES AS OF NOVEMBER 30, 2015

(\$ 000's)

## SCHEDULE OF DEBT SERVICE REPAYMENT

DEBT HOLDER / INTEREST RATE	CURRENT PORTION	LONG TERM PORTION	TOTAL AMOUNT DUE	FISCAL YEAR	CITY OF PORTSMOUTH @ 4.50%
CITY OF PORTSMOUTH- WATER POLLUTION CONTROL NOTE @ 4.50%	116	465	581	2016	116
				2017	116
				2018	116
				2019	116
				2020	117
TENANT ADVANCES (LONZA)	=	=	=		581
<b>TOTAL</b>	<b><u>116</u></b>	<b><u>465</u></b>	<b><u>581</u></b>	<b>PAID IN FY 2016</b>	<b>=</b>
				<b>TOTAL</b>	<b><u>581</u></b>

# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 PORTSMOUTH AIRPORT

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL
<b>OPERATING REVENUES</b>	<u>363</u>	<u>357</u>	<u>6</u>	<u>957</u>	<u>347</u>
FACILITIES RENT	248	257		566	244
CARGO AND HANGARS	76	67		161	62
CONCESSION REVENUES	7	5		13	9
FEE REVENUES	14	7		167	9
ALL OTHER	18	21		50	23
	<u>363</u>	<u>357</u>		<u>957</u>	<u>347</u>
<b>OPERATING EXPENSES</b>					
PERSONNEL SERVICES AND BENEFITS	379	384	(5)	949	344
BUILDINGS AND FACILITIES MAINTENANCE	321	369	(48)	1,303	305
GENERAL AND ADMINISTRATIVE	69	70	(1)	168	69
UTILITIES	106	96	10	368	94
PROFESSIONAL SERVICES	-	-	-	-	-
MARKETING AND PROMOTION	9	10	(1)	24	9
ALL OTHER	-	-	-	-	-
<b>OPERATING INCOME</b>	<u>(521)</u>	<u>(572)</u>	<u>51</u>	<u>(1,855)</u>	<u>(474)</u>
<b>NONOPERATING (INCOME) AND EXPENSE</b>					
DEPRECIATION	1,597	1,500	97	3,600	1,611
<b>NET OPERATING INCOME</b>	<u>(2,118)</u>	<u>(2,072)</u>	<u>(46)</u>	<u>(5,455)</u>	<u>(2,085)</u>

ENPLANEMENT DATA



# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 SKYHAVEN AIRPORT

(\$ 000's)

	OPERATING REVENUES		YEAR TO DATE BUDGET		YEAR TO DATE VARIANCE		FISCAL YEAR BUDGET		PRIOR YEAR TO DATE ACTUAL	
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET	FISCAL YEAR BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE ACTUAL
CARGO AND HANGARS	60	59	144	144	54	54				
FUEL SALES	62	56	120	120	36	36				
ALL OTHER	-	-	1	1	1	1				
	<b>122</b>	<b>116</b>	<b>265</b>	<b>265</b>	<b>91</b>	<b>91</b>				
<b>OPERATING REVENUES</b>										
<b>OPERATING EXPENSES</b>										
PERSONNEL SERVICES AND BENEFITS	15	13	2	40	15	15				
BUILDINGS AND FACILITIES MAINTENANCE	22	47	(25)	113	28	28				
GENERAL AND ADMINISTRATIVE	13	14	(1)	35	14	14				
UTILITIES	7	16	(9)	37	7	7				
PROFESSIONAL SERVICES	3	2	1	5	3	3				
MARKETING AND PROMOTION	-	-	-	-	-	-				
ALL OTHER- FUEL	54	49	5	102	32	32				
	<b>114</b>	<b>141</b>	<b>(27)</b>	<b>332</b>	<b>99</b>	<b>99</b>				
	<b>8</b>	<b>(25)</b>	<b>33</b>	<b>(67)</b>	<b>(8)</b>	<b>(8)</b>				
<b>OPERATING INCOME</b>										
<b>NONOPERATING (INCOME) AND EXPENSE</b>										
DEPRECIATION	90	130	(40)	290	104	104				
	<b>(82)</b>	<b>(155)</b>	<b>73</b>	<b>(357)</b>	<b>(112)</b>	<b>(112)</b>				
<b>NET OPERATING INCOME</b>										

	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL
CARGO AND HANGARS	60	59	144	144	54
FUEL SALES	62	56	120	120	36
ALL OTHER	-	-	1	1	1
	<b>122</b>	<b>116</b>	<b>265</b>	<b>265</b>	<b>91</b>

	CURRENT MONTH	YEAR TO DATE	TOTAL YEAR	YTD AVE PRICE
GALLONS OF FUEL SOLD	1,829	16,536	16,536	\$ 4.15
FY 2016	625	7,185	15,831	\$ 5.51

	OPERATING	CAPITAL EXPEND	DEBT REPAY	GRANT FUNDS	TOTAL
FY 2016	8	(17)	-	311	302
FY 2015	(109)	(3,392)	-	2,834	(667)
FY 2014	(68)	(557)	-	458	(167)
FY 2009-2013	(507)	(525)	(100)	331	(801)
	<b>(676)</b>	<b>(4,491)</b>	<b>(100)</b>	<b>3,934</b>	<b>(1,333)</b>

(\$ 000 \$)

(\$ 000 \$)

# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 TRADEPORT

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL
<b>OPERATING REVENUES</b>	<u>3,455</u>	<u>3,337</u>	<u>118</u>	<u>8,058</u>	<u>3,237</u>
RENTAL OF FACILITIES	3,404	3,319		7,982	3,215
ALL OTHER	51	18	(5)	76	22
	<u>3,455</u>	<u>3,337</u>		<u>8,058</u>	<u>3,237</u>
<b>OPERATING EXPENSES</b>					
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	133	138	(5)	315	105
GENERAL AND ADMINISTRATIVE	20	23	(3)	55	23
UTILITIES	32	70	(38)	167	33
PROFESSIONAL SERVICES	-	4	(4)	10	-
MARKETING AND PROMOTION	20	-	20	-	-
ALL OTHER	25	50	(25)	120	17
	<u>230</u>	<u>285</u>	<u>(55)</u>	<u>667</u>	<u>178</u>
<b>OPERATING INCOME</b>	<u>3,225</u>	<u>3,052</u>	<u>173</u>	<u>7,391</u>	<u>3,059</u>
<b>NONOPERATING (INCOME) AND EXPENSE</b>	-	-	-	-	(1)
DEPRECIATION	353	400	(47)	960	416
<b>NET OPERATING INCOME</b>	<u>(2,872)</u>	<u>2,652</u>	<u>220</u>	<u>6,431</u>	<u>2,644</u>

(\$,000 \$)

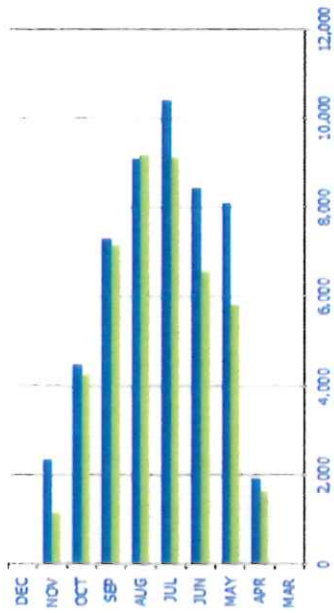
# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 GOLF COURSE

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE
<b>OPERATING REVENUES</b>	<b>1,339</b>	<b>1,130</b>	<b>209</b>	<b>2,043</b>	<b>1,215</b>	CONCESSION REVENUES	145	128	272	131
<b>OPERATING EXPENSES</b>						FEE REVENUES				
PERSONNEL SERVICES AND BENEFITS	404	453	(49)	915	448	GOLF FEES	867	706	1,140	791
BUILDINGS AND FACILITIES MAINTENANCE	174	143	31	363	165	MEMBERSHIPS	205	191	320	180
GENERAL AND ADMINISTRATIVE	82	72	10	155	76	SIMULATOR	13	15	116	15
UTILITIES	129	62	67	150	108	GOLF LESSONS	7	6	15	8
PROFESSIONAL SERVICES	3	4	(1)	9	4		<u>1,092</u>	<u>918</u>	<u>1,591</u>	<u>994</u>
MARKETING AND PROMOTION	19	23	(4)	55	31	MERCHANDISE AND OTHER	102	84	180	90
ALL OTHER	111	106	5	218	112		<b>1,339</b>	<b>1,130</b>	<b>2,043</b>	<b>1,215</b>
	<b>922</b>	<b>863</b>	<b>59</b>	<b>1,866</b>	<b>944</b>	<b>BUSINESS UNIT ANALYSIS</b>				
<b>OPERATING INCOME</b>	<b>417</b>	<b>267</b>	<b>150</b>	<b>177</b>	<b>271</b>	OPERATING REVENUES	107	1,074	145	1,339
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	(1)	OPERATING EXPENSES (EXCLUDING DEPRECIATION)	89	713	104	16
DEPRECIATION	165	160	5	392	159	NET OPERATING INCOME	<b>18</b>	<b>361</b>	<b>41</b>	<b>(3)</b>
NET OPERATING INCOME	<b>252</b>	<b>107</b>	<b>145</b>	<b>(215)</b>	<b>113</b>					

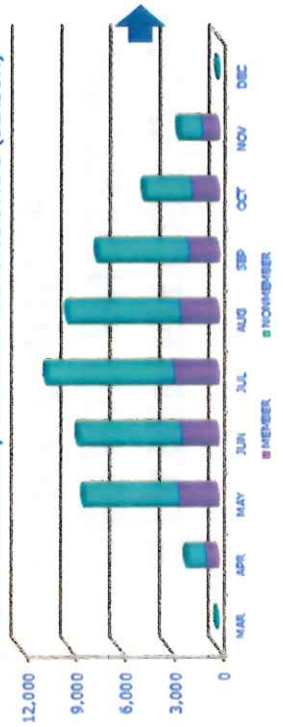
# KEY GOLF COURSE BENCHMARKING DATA AS OF DECEMBER 31, 2015

ROUNDS OF GOLF PLAYED (SEASON)



2014 SEASON	2014 SEASON (YTD)	2015 SEASON	2015 SEASON (YTD)
ROUNDS PLAYED	44,942	44,942	52,110
RAIN DAYS	58	58	48

2015 MEMBER / NONMEMBER ROUNDS (SEASON)



BAR AND GRILL GROSS SALES	FY 2015	FY 2016
JULY	\$ 164,577	\$ 176,459
AUGUST	168,895	185,715
SEPTEMBER	157,632	166,667
OCTOBER	113,012	113,551
NOVEMBER	72,858	70,077
DECEMBER	95,487	105,175
JANUARY	71,415	-
FEBRUARY	67,945	-
MARCH	84,329	-
APRIL	97,307	-
MAY	160,133	-
JUNE	169,876	-
<b>TOTAL</b>	<b>\$ 1,423,466</b>	<b>\$ 817,644</b>

GOLF SIMULATOR REVENUES	FY 2015	FY 2016
JULY	\$ -	\$ -
AUGUST	-	-
SEPTEMBER	-	345
OCTOBER	2,102	2,726
NOVEMBER	12,929	10,176
DECEMBER	16,600	14,417
JANUARY	25,580	-
FEBRUARY	21,984	-
MARCH	25,425	-
APRIL	13,439	-
MAY	-	-
JUNE	927	-
<b>TOTAL</b>	<b>\$ 118,986</b>	<b>\$ 27,664</b>

CLUB / COURSE FUNCTIONS	FY 2015	FY 2016
GROUPS 12-40	41,222	28,860
TOURNAMENT PLAY	172,152	126,938
LEAGUES	122,494	65,915
FOOD AND ROOM FEES	230,824	155,004
<b>TOTAL</b>	<b>566,692</b>	<b>376,717</b>

2015 YTD ROUNDS	MEMBER	NONMEMBER	TOTAL
MEMBER	15,633	-	15,633
NONMEMBER	-	36,477	36,477
<b>TOTAL</b>	<b>15,633</b>	<b>36,477</b>	<b>52,110</b>

2014 YTD ROUNDS	MEMBER	NONMEMBER	TOTAL
MEMBER	15,019	-	15,019
NONMEMBER	-	29,923	29,923
<b>TOTAL</b>	<b>15,019</b>	<b>29,923</b>	<b>44,942</b>



# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 PORT AUTHORITY OF NEW HAMPSHIRE (UNRESTRICTED)

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL
<b>OPERATING REVENUES</b>	<b>1,115</b>	<b>1,408</b>	<b>(293)</b>	<b>2,654</b>	<b>1,323</b>	FACILITY RENTALS	276	197	537	221
<b>OPERATING EXPENSES</b>						CONCESSION REVENUE	5	6	9	8
PERSONNEL SERVICES AND BENEFITS	447	497	(50)	1,188	511	FEE REVENUE				
BUILDINGS AND FAC AND MAINTENANCE	49	107	(58)	225	65	MOORING FEES	137	140	335	139
GENERAL AND ADMINISTRATIVE	44	41	3	97	52	PARKING	89	102	142	94
UTILITIES	52	44	8	114	61	REGISTRATIONS	23	22	165	20
PROFESSIONAL SERVICES	13	8	5	18	15	WHARF / DOCK	81	118	250	175
MARKETING AND PROMOTION	-	1	(1)	2	1	FUEL SALES	330	382	892	428
ALL OTHER - FUEL	338	644	(306)	917	523	ALL OTHER	442	683	975	581
	<b>943</b>	<b>1,342</b>	<b>(399)</b>	<b>2,561</b>	<b>1,228</b>	TOTAL	<b>1,115</b>	<b>1,408</b>	<b>2,654</b>	<b>1,323</b>
<b>OPERATING INCOME</b>	<b>172</b>	<b>66</b>	<b>106</b>	<b>93</b>	<b>95</b>	<b>BUSINESS UNIT ANALYSIS</b>				
<b>NONOPERATING (INCOME) AND EXPENSE</b>						OPERATING REVENUES	158	271	378	160
DEPRECIATION	261	238	23	576	254	OPERATING EXPENSES (EXCLUDING DEPRECIATION)	128	237	157	177
<b>NET OP INCOME</b>	<b>(89)</b>	<b>(172)</b>	<b>83</b>	<b>(483)</b>	<b>(159)</b>	NET OP INC	<b>19</b>	<b>34</b>	<b>221</b>	<b>(17)</b>
						HAMPTON HARBOR				
						RYE HARBOR				
						PORTSMOUTH FISH PIER				
						MARKET STREET				
						HARBOR MANAG				
						ADMIN				

# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(\$ 000's)

	YEAR TO	YEAR TO	YEAR TO	FISCAL	PRIOR YEAR	FOREIGN	YEAR TO	YEAR TO	YEAR TO	FISCAL	PRIOR YEAR
	DATE ACTUAL	DATE BUDGET	DATE VARIANCE	YEAR BUDGET	DATE ACTUAL	TRADE ZONE	DATE ACTUAL	DATE BUDGET	DATE VARIANCE	YEAR BUDGET	DATE ACTUAL
<b>HARBOR DREDGING</b>											
<b>OPERATING REVENUES</b>	34	31	3	102	34	<b>OPERATING REVENUES</b>	6	2	4	5	15
<b>OPERATING EXPENSES</b>						<b>OPERATING EXPENSES</b>					
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	8	-	8	-	20	BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	7	-	7	-	-	GENERAL AND ADMINISTRATIVE	-	1	(1)	2	-
UTILITIES	-	-	-	-	-	UTILITIES	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	PROFESSIONAL SERVICES	-	-	-	-	-
MARKETING AND PROMOTION	-	-	-	-	-	MARKETING AND PROMOTION	1	3	(2)	8	3
ALL OTHER	-	-	-	-	-	ALL OTHER	-	-	-	-	-
	15	-	15	-	20		1	4	(3)	10	3
<b>OPERATING INCOME</b>	19	31	(12)	102	14	<b>OPERATING INCOME</b>	5	(2)	7	(5)	12
<b>NONOPERATING (INCOME) AND EXPENSE</b>						<b>NONOPERATING (INCOME) AND EXPENSE</b>					
DEPRECIATION	13	5	8	13	5	DEPRECIATION	-	-	-	-	-
<b>NET OPERATING INCOME</b>	6	26	(20)	89	9	<b>NET OPERATING INCOME</b>	5	(2)	7	(5)	12

# STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2015 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(CONTINUED)

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET	PRIOR YEAR ACTUAL TO DATE
<b>REVOLVING LOAN FUND</b>	<b>13</b>	<b>16</b>	<b>(3)</b>	<b>36</b>	<b>16</b>
<b>OPERATING REVENUES</b>					
<b>OPERATING EXPENSES</b>					
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	1	-	1	-	-
UTILITIES	-	-	-	-	-
PROFESSIONAL SERVICES	8	9	(1)	22	6
MARKETING AND PROMOTION	-	-	-	-	-
ALL OTHER	-	-	-	-	-
<b>OPERATING INCOME</b>	<b>4</b>	<b>7</b>	<b>(3)</b>	<b>14</b>	<b>10</b>
<b>NONOPERATING (INCOME) AND EXPENSE</b>					
DEPRECIATION	-	-	-	-	-
<b>NET OPERATING INCOME</b>	<b>4</b>	<b>7</b>	<b>(3)</b>	<b>14</b>	<b>10</b>

	BALANCE AT 11-30-2015	BALANCE AT 06-30-2015	BALANCE AT 06-30-2014
<b>CASH BALANCES</b>			
GENERAL FUNDS	246	330	158
RESTRICTED FUNDS	43	43	43
	<u>289</u>	<u>373</u>	<u>201</u>
<b>LOANS OUTSTANDING</b>			
CURRENT	129	115	126
LONG TERM	741	666	809
	<u>870</u>	<u>781</u>	<u>935</u>
	<u>1,159</u>	<u>1,154</u>	<u>1,136</u>
<b>CAPITAL UTILIZATION RATE- % (*)</b>	<u>77.9</u>	<u>70.3</u>	<u>85.5</u>
<b>FUND EXCESS (DEFICIENCY)- % (*)</b>	<u>2.9</u>	<u>(4.7)</u>	<u>10.5</u>

(\*) EXCLUDES SEQUESTERED FUNDS.

# PEASE DEVELOPMENT AUTHORITY STATEMENT OF NET POSITION

(EXCLUDING PORT AUTHORITY OF NEW HAMPSHIRE)

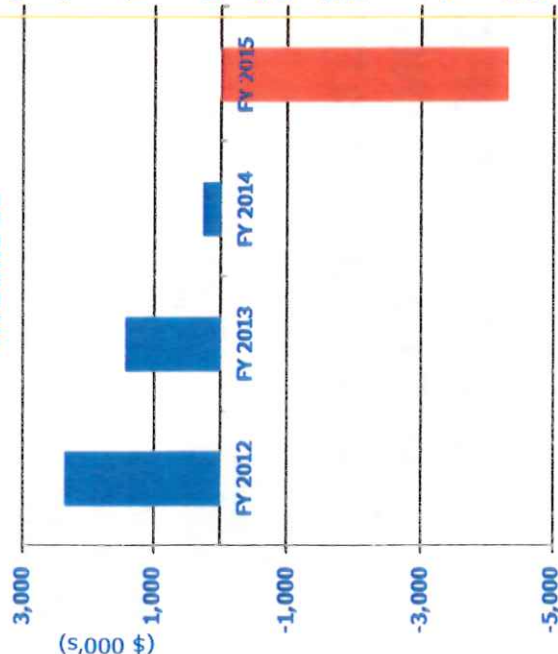
(\$ 000's)

	JUN 30 2015	NOV 30 2015	JUN 30 2015	NOV 30 2015
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
CASH AND EQUIVALENTS	974	650	1,319	1,838
ACCOUNTS RECEIVABLE- NET	1,633	878	568	375
OTHER ASSETS	410	320	293	92
<b>TOTAL CURRENT ASSETS</b>	<b><u>3,017</u></b>	<b><u>1,848</u></b>	<b><u>2,750</u></b>	<b><u>-</u></b>
<b>RESTRICTED ASSETS</b>				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLES- NET	-	-	-	-
<b>TOTAL RESTRICTED ASSETS</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>CAPITAL ASSETS</b>				
LAND, BUILDINGS AND EQUIPMENT	54,512	52,401	3,378	3,378
CONSTRUCTION IN PROCESS (PAGES #10-#14)	7,136	7,523	8,437	5,799
<b>TOTAL ASSETS</b>	<b><u>61,648</u></b>	<b><u>59,924</u></b>	<b><u>56,188</u></b>	<b><u>55,933</u></b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
PENSION	333	333	(4,311)	(3,035)
<b>TOTAL NET POSITION</b>	<b><u>333</u></b>	<b><u>333</u></b>	<b><u>56,188</u></b>	<b><u>55,933</u></b>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
<b>CURRENT PORTION- LT LIABILITIES</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>5,059</u></b>	<b><u>5,059</u></b>	<b><u>2,913</u></b>	<b><u>2,913</u></b>
<b>NONCURRENT LIABILITIES</b>				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b><u>5,059</u></b>	<b><u>5,059</u></b>	<b><u>2,913</u></b>	<b><u>2,913</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>NET POSITION</b>				
NET INVESTMENT IN CAPITAL ASSETS	-	-	-	-
RESTRICTED FOR:				
REVOLVING LOAN FUND	-	-	-	-
HARBOR DREDGING	-	-	-	-
FOREIGN TRADE ZONE	-	-	-	-
UNRESTRICTED	-	-	-	-
<b>TOTAL NET POSITION</b>	<b><u>333</u></b>	<b><u>333</u></b>	<b><u>56,188</u></b>	<b><u>55,933</u></b>

### DISCUSSION AND ANALYSIS

- CONTINUED FINANCIAL OBLIGATION TO SUPPORT NONGRANT RELATED CAPITAL PROJECTS AND DEBT REPAYMENT.
- REVENUE ESCALATION / CPI HAS BEEN EXCEEDED BY COST ESCALATION RELATIVE TO PERSONNEL SERVICES AND BENEFITS.

### NET UNRESTRICTED POSITION AT JUNE 30



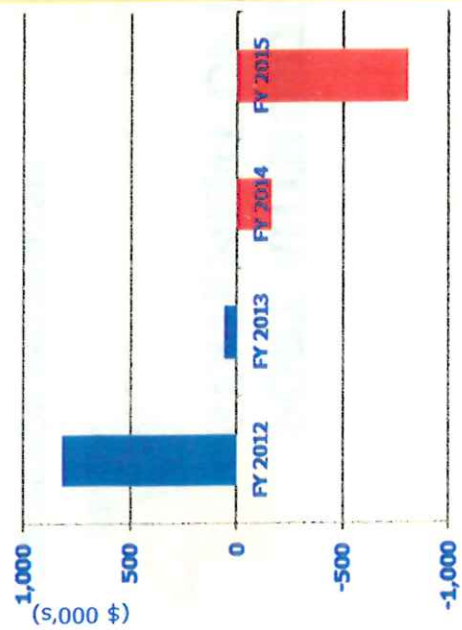
# PORT AUTHORITY OF NEW HAMPSHIRE STATEMENT OF NET POSITION- UNRESTRICTED FUNDS

(\$ 000'S)

### DISCUSSION AND ANALYSIS

- CONTINUED FINANCIAL OBLIGATION TO SUPPORT UNREIMBURSED CAPITAL PROJECTS HAS DETERIORATED FINANCIAL STRUCTURE AND MAY REQUIRE REDUCTION IN SERVICES.
- \$ 1.9 MILLION IN STORM WATER MANAGEMENT SYSTEM MODIFICATION AND IMPROVEMENT PROJECT COSTS IN PAST THREE FISCAL YEARS. THE PIER EXPANSION FUND HAS PROVIDED \$1.0 MILLION IN MONIES WHILE \$0.9 MILLION HAS BEEN ABSORBED BY UNRESTRICTED FUND BALANCES.

### NET UNRESTRICTED POSITION AT JUNE 30



	JUN 30 2015	NOV 30 2015	JUN 30 2015	NOV 30 2015
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
CASH AND EQUIVALENTS	283	514	375	324
ACCOUNTS RECEIVABLE- NET	266	32	16	-
OTHER ASSETS	61	33	249	114
<b>TOTAL CURRENT ASSETS</b>	<b>610</b>	<b>579</b>	<b>640</b>	<b>438</b>
<b>RESTRICTED ASSETS</b>				
CASH AND EQUIVALENTS	-	-	774	774
ACCOUNTS RECEIVABLES- NET	-	-	-	-
<b>TOTAL RESTRICTED ASSETS</b>	<b>-</b>	<b>-</b>	<b>774</b>	<b>774</b>
<b>CAPITAL ASSETS</b>				
LAND, BUILDINGS AND EQUIPMENT	7,914	9,309	99	99
CONSTRUCTION IN PROCESS (PAGES #10-#14)	3,583	1,931	11,481	11,240
<b>TOTAL ASSETS</b>	<b>11,497</b>	<b>11,240</b>	<b>1,414</b>	<b>1,212</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
PENSION	80	80	-	-
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NONCURRENT LIABILITIES</b>				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>-</b>	<b>-</b>	<b>1,414</b>	<b>1,212</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>NET POSITION</b>				
NET INVESTMENT IN CAPITAL ASSETS	-	-	-	-
RESTRICTED FOR: REVOLVING LOAN FUND HARBOR DREDGING FOREIGN TRADE ZONE UNRESTRICTED	-	-	(807)	(652)
<b>TOTAL NET POSITION</b>	<b>80</b>	<b>80</b>	<b>10,674</b>	<b>10,588</b>

# PORT AUTHORITY OF NEW HAMPSHIRE STATEMENT OF NET POSITION- FOREIGN TRADE ZONE

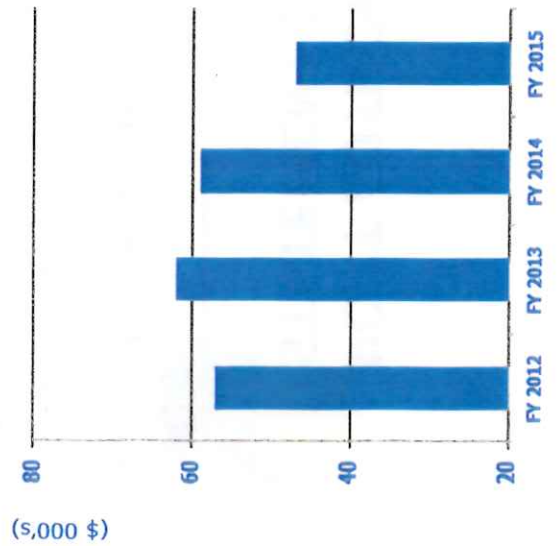
(\$ 000's)

	JUN 30 2015	NOV 30 2015	JUN 30 2015	NOV 30 2015
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
CASH AND EQUIVALENTS	-	-	8	-
ACCOUNTS RECEIVABLE- NET	-	-	-	-
OTHER ASSETS	-	-	-	-
TOTAL CURRENT ASSETS	-	-	8	-
<b>RESTRICTED ASSETS</b>				
CASH AND EQUIVALENTS	54	51	-	-
ACCOUNTS RECEIVABLES- NET	-	-	-	-
TOTAL RESTRICTED ASSETS	<u>54</u>	<u>51</u>	-	-
<b>CAPITAL ASSETS</b>				
LAND, BUILDINGS AND EQUIPMENT	-	-	-	-
CONSTRUCTION IN PROCESS (PAGES #10-#14)	-	-	-	-
<b>TOTAL ASSETS</b>	<u>54</u>	<u>51</u>	<u>8</u>	<u>-</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>TOTAL NET POSITION</b>	<u>-</u>	<u>-</u>	<u>46</u>	<u>51</u>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	<u>8</u>	<u>-</u>
<b>NONCURRENT LIABILITIES</b>				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
TOTAL LIABILITIES	-	-	<u>8</u>	<u>-</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>NET POSITION</b>				
NET INVESTMENT IN CAPITAL ASSETS	-	-	-	-
RESTRICTED FOR:				
REVOLVING LOAN FUND	-	-	-	-
HARBOR DREDGING	-	-	-	-
FOREIGN TRADE ZONE	-	-	46	51
UNRESTRICTED	-	-	-	-
<b>TOTAL NET POSITION</b>	<u>-</u>	<u>-</u>	<u>46</u>	<u>51</u>

**DISCUSSION AND ANALYSIS**

- STEADY STATE WITH NO INDICATION OF FINANCIAL CHALLENGES.
- PRIOR YEAR WESTINGHOUSE RECEIVABLE DELINQUENT BY GREATER THAN 120 DAYS. FULLY RESERVED IN FY 2015

**NET RESTRICTED POSITION  
AT JUNE 30**



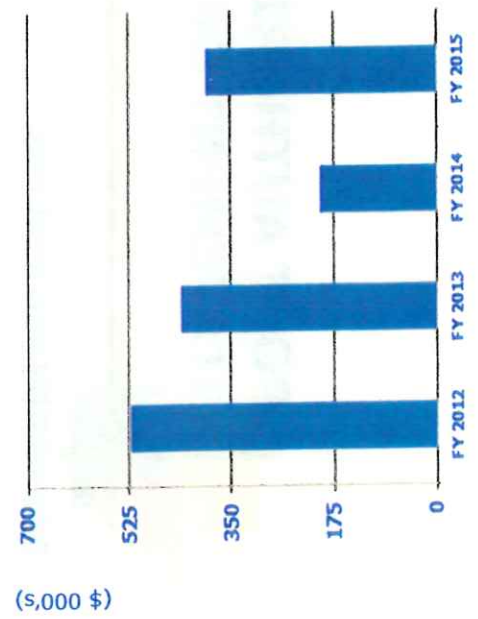
# PORT AUTHORITY OF NEW HAMPSHIRE STATEMENT OF NET POSITION- HARBOR DREDGING

(\$ 000's)

### DISCUSSION AND ANALYSIS

- CONTINUED FINANCIAL OBLIGATION TO SUPPORT UNREIMBURSED CAPITAL PROJECTS FOR PORT OPERATIONS.
  - FY 2011- HAMPTON HARBOR \$140
  - FY 2012- SEABROOK / HAMPTON \$200
  - FY 2013- TURNING BASIN \$90
  - FY 2014- TURNING BASIN \$98
  - FY 2015
    - GROUND TRUCK SCALE \$120
    - GENERAL PIER REPAIRS 50
    - SEABROOK / HAMPTON 13

### NET RESTRICTED POSITION AT JUNE 30



	JUN 30 2015	NOV 30 2015	JUN 30 2015	NOV 30 2015
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLE- NET	-	-	-	-
OTHER ASSETS	-	-	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>=</b>	<b>=</b>	<b>=</b>	<b>=</b>
<b>RESTRICTED ASSETS</b>				
CASH AND EQUIVALENTS	448	397	-	-
ACCOUNTS RECEIVABLES- NET	206	-	-	-
<b>TOTAL RESTRICTED ASSETS</b>	<b>654</b>	<b>397</b>	<b>263</b>	<b>=</b>
<b>CAPITAL ASSETS</b>				
LAND, BUILDINGS AND EQUIPMENT	199	688	-	-
CONSTRUCTION IN PROCESS (PAGES #10-#14)	487	33	-	-
<b>TOTAL ASSETS</b>	<b>1,340</b>	<b>1,118</b>	<b>263</b>	<b>721</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>TOTAL NET POSITION</b>	<b>1,077</b>	<b>1,118</b>	<b>263</b>	<b>1,118</b>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	263	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>263</b>	<b>=</b>	<b>=</b>	<b>=</b>
<b>NONCURRENT LIABILITIES</b>				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>263</b>	<b>=</b>	<b>=</b>	<b>=</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>NET POSITION</b>				
NET INVESTMENT IN CAPITAL ASSETS	686	721	-	-
<b>RESTRICTED FOR:</b>				
REVOLVING LOAN FUND	-	-	-	-
HARBOR DREDGING	391	-	-	-
FOREIGN TRADE ZONE	-	-	-	-
UNRESTRICTED	-	-	-	-
<b>TOTAL NET POSITION</b>	<b>1,077</b>	<b>1,118</b>	<b>263</b>	<b>1,118</b>

# PORT AUTHORITY OF NEW HAMPSHIRE STATEMENT OF NET POSITION- REVOLVING LOAN

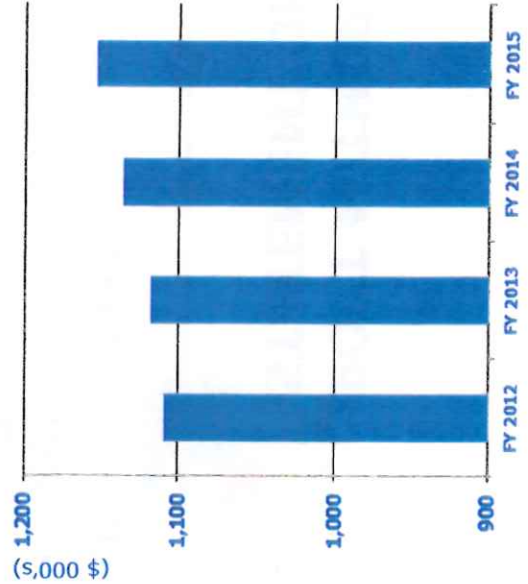
(\$ 000's)

	JUN 30 2015	NOV 30 2015	JUN 30 2015	NOV 30 2015
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLE- NET	-	-	-	-
OTHER ASSETS	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-
<b>RESTRICTED ASSETS</b>				
CASH AND EQUIVALENTS	373	289	-	-
ACCOUNTS RECEIVABLES- NET	781	870	-	-
TOTAL RESTRICTED ASSETS	<u>1,154</u>	<u>1,159</u>	-	-
<b>CAPITAL ASSETS</b>				
LAND, BUILDINGS AND EQUIPMENT	-	-	-	-
CONSTRUCTION IN PROCESS (PAGES #10-#14)	-	-	-	-
<b>TOTAL ASSETS</b>	<u>1,154</u>	<u>1,159</u>	-	-
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
ACCOUNTS PAYABLE	-	-	1	3
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
TOTAL CURRENT LIABILITIES	<u>1</u>	<u>1</u>	<u>1</u>	<u>3</u>
<b>NONCURRENT LIABILITIES</b>				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
TOTAL LIABILITIES	<u>1</u>	<u>1</u>	<u>1</u>	<u>3</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
PENSION	-	-	-	-
<b>NET POSITION</b>				
NET INVESTMENT IN CAPITAL ASSETS	-	-	-	-
RESTRICTED FOR:				
REVOLVING LOAN FUND	-	-	1,153	1,156
HARBOR DREDGING	-	-	-	-
FOREIGN TRADE ZONE	-	-	-	-
UNRESTRICTED	-	-	-	-
<b>TOTAL NET POSITION</b>	<u>1,153</u>	<u>1,156</u>	<u>1,153</u>	<u>1,156</u>

### DISCUSSION AND ANALYSIS

- STEADY STATE WITH NO INDICATION OF ANY FINANCIAL CHALLENGES RELATIVE TO THE FUND BALANCE.
- CURRENT ECONOMIC ENVIRONMENT DOES HOWEVER CHALLENGE THE DEMAND FOR FUTURE LOANS AND POTENTIALLY, REPAYMENT OF CURRENT LOANS OUTSTANDING.

### NET RESTRICTED POSITION AT JUNE 30





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# CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING SEPTEMBER 30, 2016



**BOARD OF DIRECTOR'S MEETING  
JANUARY 21, 2016**

# TABLE OF CONTENTS

	<u>PAGES</u>
☐ <b>PEASE DEVELOPMENT AUTHORITY</b>	
☐ SUMMARY OVERVIEW	3-4
☐ CAPITAL EXPENDITURES	5-8
☐ GRANT AWARDS	9
☐ CREDIT FACILITIES	10
☐ <b>DIVISION OF PORTS AND HARBORS</b>	
☐ SUMMARY OVERVIEW- UNRESTRICTED FUNDS	11-12
☐ RESTRICTED FUNDS	
☐ HARBOR DREDGING AND PIER MAINTENANCE	13
☐ FOREIGN TRADE ZONE	14
☐ REVOLVING LOAN	15

# PEASE DEVELOPMENT AUTHORITY CASH FLOW SUMMARY OVERVIEW JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(EXCLUDING DIVISION OF PORTS AND HARBORS)

(\$ 000's)

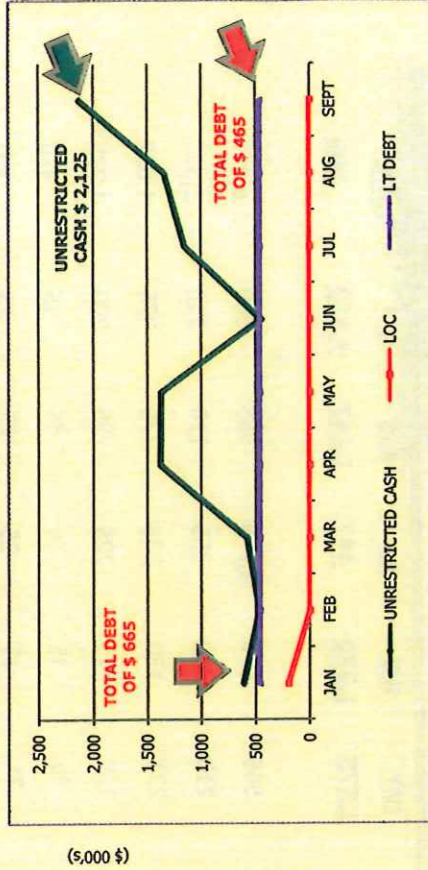
	AMOUNT
<b>OPENING FUND BALANCE</b>	<b>589</b>
<b>SOURCES OF FUNDS</b>	
TRADEPORT TENANTS	6,617
GRANT AWARDS (SEE PAGE #9)	1,832
GOLF COURSE FEE AND CONCESSION REVENUES	1,235
MUNICIPAL SERVICE FEE (COP)- NET	1,153
PORTSMOUTH AIRPORT	420
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	180
EXTERNAL BANK WORKING CAPITAL- NET	(1,000)
	<u>10,437</u>
<b>USES OF FUNDS</b>	
PERSONNEL SERVICES AND BENEFITS	4,395
CAPITAL EXPENDITURES- GRANT (SEE PAGE #5)	1,896
CAPITAL EXPENDITURES- NON GRANT (SEE PAGES #6-#8)	1,329
OPERATING EXPENSES	1,165
LONG TERM DEBT RETIREMENT	116
	<u>8,901</u>
<b>NET CASH FLOW</b>	<b>1,536</b>
<b>CLOSING FUND BALANCE</b>	<b><u>2,125</u></b>

**DISCUSSION**

THE PDA WILL CONTINUE TO NEED TO FURTHER UTILIZE IT'S SHORT TERM LINE OF CREDIT WITH THE PROVIDENT BANK TO PRIMARILY FINANCE PROJECTED GRANT RELATED CAPITAL EXPENDITURES.

CURRENT SENSITIVITIES TOWARD FUTURE PROJECTIONS INCLUDE 1) RECEIPT OF FEDERAL / STATE GRANT AWARDS, 2) ACCURACY OF CAPITAL EXPENDITURE FORECAST AND 3) TRADEPORT REVENUE STREAMS.

**PROJECTED CASH AND DEBT BALANCES**



TOTAL FUND BALANCES	BALANCE AT 12-31-2015	BALANCE AT 06-30-2015
PDA UNRESTRICTED	589	871
PDA DESIGNATED	91	65
TOTAL	<u>680</u>	<u>936</u>

# PEASE DEVELOPMENT AUTHORITY STATEMENT OF CASH FLOW (EXCLUDING THE DIVISION OF PORTS AND HARBORS) JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>OPENING FUND BALANCE</b>	<b>589</b>	<b>609</b>	<b>464</b>	<b>574</b>	<b>1,375</b>	<b>1,370</b>	<b>447</b>	<b>1,147</b>	<b>1,337</b>	<b>589</b>
<b>SOURCES OF FUNDS</b>										
TRADEPORT TENANTS	1,036	560	565	1,071	565	570	1,075	585	590	6,617
MUNICIPAL SERVICE FEE	355	210	210	355	210	210	355	210	210	2,325
GRANT AWARDS (SEE PAGE #9)	73	68	140	105	231	130	335	375	375	1,832
GOLF COURSE	35	35	40	75	175	215	225	235	200	1,235
PORTSMOUTH AIRPORT	50	45	45	50	45	45	50	45	45	420
SKYHAVEN AIRPORT	15	15	15	18	21	23	25	25	23	180
WORKING CAPITAL RLOC- NET	(800)	(200)	-	-	-	200	(200)	-	-	(1,000)
	764	733	1,015	1,674	1,247	1,393	1,865	1,475	1,443	11,609
<b>USE OF FUNDS</b>										
PERSONNEL SERVICES AND BENEFITS	415	455	465	475	445	575	575	575	415	4,395
CAPITAL- GRANT RELATED (SEE PAGE #5)	45	113	175	183	587	158	260	280	95	1,896
CAPITAL- NONGRANT (SEE PAGES #6-#8)	21	85	140	95	110	318	220	315	25	1,329
MUNICIPAL SERVICE FEE	22	-	-	-	-	1,150	-	-	-	1,172
OPERATING EXPENSES	125	225	125	120	110	115	110	115	120	1,165
LONG TERM DEBT RETIREMENT (SEE PAGES#10)	116	-	-	-	-	-	-	-	-	116
	744	878	905	873	1,252	2,316	1,165	1,285	655	10,073
<b>NET CASH FLOW</b>	<b>20</b>	<b>(145)</b>	<b>110</b>	<b>801</b>	<b>(5)</b>	<b>(923)</b>	<b>700</b>	<b>190</b>	<b>788</b>	<b>1,536</b>
<b>CLOSING FUND BALANCE</b>	<b>609</b>	<b>464</b>	<b>574</b>	<b>1,375</b>	<b>1,370</b>	<b>447</b>	<b>1,147</b>	<b>1,337</b>	<b>2,125</b>	<b>2,125</b>

# PEASE DEVELOPMENT AUTHORITY

## CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

### JANUARY 1, 2016 TO SEPTEMBER 30, 2016

5

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>GRANT REIMBURSEMENT</b>										
<b>PORTSMOUTH AIRPORT</b>										
OBSTRUCTION MITIGATION- PHASE II	-	45	5	10	10	15	15	80	15	195
IDENTIFICATION MANAGEMENT SYSTEM**	-	-	-	50	87	72	32	32	28	301
ASR CONSTRUCTION (SBG 1602)	3	5	5	10	235	10	5	5	10	288
PAVEMENT AND DRAINAGE (SBG 1603)	-	-	-	-	135	-	-	5	6	146
BATHROOM RENOVATIONS	-	5	17	5	12	3	158	158	36	394
<b>SKYHAVEN AIRPORT</b>										
RUNWAY CONSTRUCTION	10	10	100	100	100	50	50	-	-	420
TAXILANE PAVEMENTS (DESIGN)	25	40	40	-	-	-	-	-	-	105
RUNWAY DESIGN	7	8	8	8	8	8	-	-	-	47
<b>TRADEPORT</b>										
MULTI USE PATH (ROUTE #33)	-	-	-	-	-	-	-	-	-	-
<b>TOTAL GRANT</b>	<b>45</b>	<b>113</b>	<b>175</b>	<b>183</b>	<b>587</b>	<b>158</b>	<b>260</b>	<b>280</b>	<b>95</b>	<b>1,896</b>

NOTE:  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY

## CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

### JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000'S)

(CONTINUED):

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<b>TRADEPORT</b>										
STORM WATER TREATMENT **	-	-	-	-	-	-	50	-	-	50
BUILDING DEM- 53 DURHAM **	-	-	50	-	-	-	-	-	-	50
UNDERGROUND STREET LIGHTING	10	20	5	-	-	-	-	-	-	35
SIDEWALKS- PEDESTRIAN FACILITIES**	-	-	-	-	-	50	25	-	-	75
DRAINAGE DITCHES **	-	-	-	20	-	-	-	-	-	20
SURFACE TRANSPORTATION PLAN **	-	3	-	-	35	-	-	-	-	38
	<u>10</u>	<u>23</u>	<u>55</u>	<u>20</u>	<u>35</u>	<u>50</u>	<u>75</u>	<u>-</u>	<u>-</u>	<u>268</u>

NOTE:  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY

## CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

### JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000'S)

(CONTINUED):

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<b>SKYHAVEN AIRPORT</b>	=	=	=	=	=	=	=	=	=	=
<b>ADMINISTRATION</b>										
COMPUTERS / PRINTERS / SOFTWARE / SERVERS / TELECOMMUNICATIONS **	=	=	15	=	=	60	=	=	=	75
<b>GOLF COURSE</b>										
KITCHEN MODIFICATIONS	11	13	-	-	-	-	-	-	-	24
RANGE CART WITH CAGE **	-	-	-	-	-	-	20	-	-	20
TRACTOR **	-	-	-	-	-	-	-	15	-	15
DEBRIS BLOWER **	-	-	-	-	-	-	-	10	-	10
	11	13	=	=	=	=	20	25	=	99

NOTE:  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY CAPITAL EXPENDITURES JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000'S)

(CONTINUED):

NONGRANT REIMBURSEMENT (CONTINUED):	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>PORTSMOUTH AIRPORT</b>										
AIRFIELD RUNWAY RELAMPING (LEED) **	-	-	-	-	-	78	-	-	-	78
ROOF REPLACEMENT TERMINAL BUILDING **	-	5	10	10	10	100	125	125	25	410
REROOFING OF HUT # 7 AND #8 **	-	-	-	-	50	-	-	-	-	50
SECURITY ACCESS SYSTEM REPLACEMENT**	-	-	50	-	-	-	-	-	-	50
NEW SECURITY DOORS- P1**	-	-	10	-	-	-	-	-	-	10
	=	5	70	10	60	178	125	125	25	598
<b>MAINTENANCE</b>										
HVAC SYSTEM UPGRADE- 7 LEE STREET **	-	-	-	-	15	-	-	40	-	55
STEEL PLOW / SANDER **	-	15	-	5	-	-	-	-	-	20
OVERHEAD DOOR- INCINERATOR PLANT	-	7	-	-	-	-	-	-	-	7
LOADER PLOW- ARTIC	-	22	-	-	-	-	-	-	-	22
FORKLIFT REPLACEMENT **	-	-	-	-	-	15	-	-	-	15
BUILDING INFRASTRUCTURE **	-	-	-	-	-	-	-	50	-	50
75 ROCHESTER- FIRE ALARM **	-	-	-	-	-	15	-	75	-	90
VEHICLE FLEET REPLACEMENT **	=	=	=	60	=	=	=	=	=	60
	=	44	=	65	15	30	=	165	=	319
<b>TOTAL NONGRANT</b>	<b>21</b>	<b>85</b>	<b>140</b>	<b>95</b>	<b>110</b>	<b>318</b>	<b>220</b>	<b>315</b>	<b>25</b>	<b>1,329</b>

NOTE:  
\*\* PENDING BOARD APPROVAL



# PEASE DEVELOPMENT AUTHORITY RECEIPT GRANT AWARDS (EXCLUDING THE DIVISION OF PORTS AND HARBORS) JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000'S)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>PORTSMOUTH AIRPORT</b>										
OBSTRUCTION MITIGATION- PHASE I	73	-	-	-	-	-	-	-	-	73
OBSTRUCTION MITIGATION- PHASE II	-	-	-	45	-	-	20	-	65	130
IDENTIFICATION MANAGEMENT SYSTEM**	-	-	-	-	-	130	-	100	-	230
ASR CONSTRUCTION (SBG 1602)	-	-	-	-	-	-	-	245	-	245
PAVEMENT AND DRAINAGE (SBG 1603)	-	-	-	-	-	-	125	-	-	125
BATHROOM RENOVATIONS	-	-	-	-	-	-	-	-	190	190
<b>SKYHAVEN AIRPORT</b>										
RUNWAY REHAB DESIGN AND RECON	68	-	-	-	-	-	-	-	-	68
RUNWAY CONSTRUCTION	-	-	-	-	209	-	190	-	95	494
TAXILANE PAVEMENTS	-	-	-	60	-	-	-	30	-	90
RUNWAY DESIGN	-	-	-	-	22	-	-	-	-	47
<b>TRADEPORT</b>										
FEMA SNOW RECOVERY	-	-	115	-	-	-	-	-	-	115
MULTI USE PATH (GRAFTON DRIVE SECTION ONLY)	-	-	25	-	-	-	-	-	-	25
<b>TOTAL GRANT</b>	<b>73</b>	<b>68</b>	<b>140</b>	<b>105</b>	<b>231</b>	<b>130</b>	<b>335</b>	<b>375</b>	<b>375</b>	<b>1,832</b>



# DIVISION OF PORTS AND HARBORS CASH FLOW SUMMARY OVERVIEW (EXCLUDING RESTRICTED FUNDS) JANUARY 1, 2016 TO SEPTEMBER 30, 2016

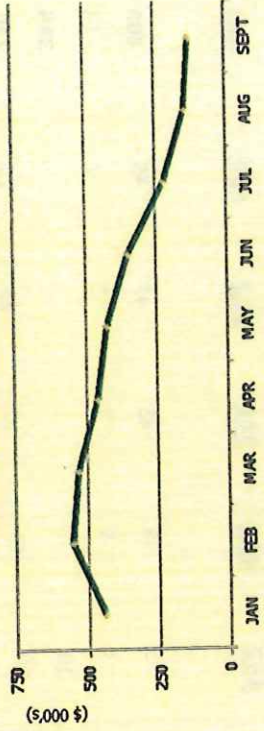
(\$ 000's)

	AMOUNT
<b>OPENING FUND BALANCE</b>	<u>481</u>
<b>SOURCES OF FUNDS</b>	
FACILITY RENTALS	405
MOORING FEES	335
REGISTRATIONS / WHARFAGE	320
FUEL SALES	204
PARKING FEES AND CONCESSIONS	116
	<u>1,380</u>
<b>USES OF FUNDS</b>	
PERSONNEL SERVICES AND BENEFITS	945
OPERATING EXPENSES	570
FUEL PROCUREMENT	167
CAPITAL EXPENDITURES	50
LOAN AMORTIZATION (HB 25-FN-A)	-
ALL OTHER	-
	<u>1,732</u>
<b>NET CASH FLOW</b>	<u>(352)</u>
<b>CLOSING FUND BALANCE</b>	<u>129</u>

**DISCUSSION**

- CURRENT SENSITIVITIES TOWARD FUTURE PROJECTIONS INCLUDE 1) ACCURACY OF CAPITAL EXPENDITURE FORECAST, 2) WORKERS COMPENSATION CLAIMS AND OR LEGAL SETTLEMENTS, 3) FUEL CONSUMPTION DEMAND AND 4) CONTAINMENT OF EMPLOYEE OVERTIME.
- LEASE AGREEMENT WITH STATE OF MAINE DEPARTMENT OF TRANSPORTATION EXPIRES DECEMBER 31, 2017.
- \$ 252 LOAN AMORTIZATION PERIOD AND INTEREST RATE ASSOCIATED WITH HB 25-FN-A (PISCATAQUA RIVER TURNING BASIN), HAS YET TO BE DETERMINED.

**PROJECTED UNRESTRICTED CASH BALANCES**



	BALANCE AT 12-31-2016	BALANCE AT 06-30-2015
<b>TOTAL FUND BALANCES</b>		
UNRESTRICTED FUNDS	481	321
HARBOR DREDGING	411	449
FOREIGN TRADE ZONE	51	54
REVOLVING LOAN FUND	299	373
<b>TOTAL</b>	<u>1,242</u>	<u>1,197</u>

# DIVISION OF PORTS AND HARBORS STATEMENT OF CASH FLOW- UNRESTRICTED FUNDS JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>OPENING FUND BALANCE</b>	<u>481</u>	<u>438</u>	<u>554</u>	<u>531</u>	<u>462</u>	<u>427</u>	<u>349</u>	<u>222</u>	<u>159</u>	<u>481</u>
<b>SOURCES OF FUNDS</b>										
FACILITY RENTALS	35	45	50	45	45	48	45	47	45	405
CONCESSION REVENUES	-	-	-	-	3	5	2	2	2	14
MOORING FEES	65	200	40	20	10	-	-	-	-	335
REGISTRATIONS / WHARFAGE	60	65	30	70	20	10	10	25	25	320
PARKING FEES	-	-	-	5	15	20	21	23	18	102
FUEL SALES	15	15	10	25	30	30	30	30	24	204
	<u>175</u>	<u>325</u>	<u>130</u>	<u>165</u>	<u>123</u>	<u>113</u>	<u>108</u>	<u>127</u>	<u>114</u>	<u>1,380</u>
<b>USE OF FUNDS</b>										
PERSONNEL SERVICES AND BENEFITS	155	65	95	160	75	75	165	80	75	945
BUILDINGS AND FACILITIES	20	20	25	30	25	20	25	25	23	213
GENERAL AND ADMINISTRATIVE	10	6	7	9	12	10	9	11	10	84
UTILITIES	21	21	18	15	12	42	12	15	17	173
PROFESSIONAL SERVICES	-	70	-	-	15	-	-	15	-	100
FUEL PROCUREMENT	12	12	8	20	24	24	24	24	19	167
CAPITAL EXPENDITURES AND OTHER	-	15	-	-	15	-	-	20	-	50
	<u>218</u>	<u>209</u>	<u>153</u>	<u>234</u>	<u>178</u>	<u>171</u>	<u>235</u>	<u>190</u>	<u>144</u>	<u>1,732</u>
<b>NET CASH FLOW</b>	<u>(43)</u>	<u>116</u>	<u>(23)</u>	<u>(69)</u>	<u>(55)</u>	<u>(58)</u>	<u>(127)</u>	<u>(63)</u>	<u>(30)</u>	<u>(352)</u>
<b>CLOSING FUND BALANCE</b>	<u>438</u>	<u>554</u>	<u>531</u>	<u>462</u>	<u>427</u>	<u>349</u>	<u>222</u>	<u>159</u>	<u>129</u>	<u>129</u>

# DIVISION OF PORTS AND HARBORS STATEMENT OF CASH FLOW- HARBOR DREDGING FUND JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000'S)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>OPENING FUND BALANCE</b>	<u>411</u>	<u>420</u>	<u>405</u>	<u>414</u>	<u>418</u>	<u>407</u>	<u>419</u>	<u>420</u>	<u>411</u>	<u>411</u>
<b>SOURCES OF FUNDS</b>										
PIER USAGE FEES	9	7	7	7	9	8	6	8	7	68
REGISTRATIONS	1	1	1	1	1	1	1	1	1	9
FUEL FLOWAGE FEES	1	1	1	1	2	3	3	3	2	17
	<u>11</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>12</u>	<u>12</u>	<u>10</u>	<u>12</u>	<u>10</u>	<u>94</u>
<b>USE OF FUNDS</b>										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	2	-	3	1	-	3	1	-	10
GENERAL AND ADMINISTRATIVE	2	-	-	2	-	-	2	-	-	6
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	2	-	-	2	-	4	-	2	10
ALL OTHER	-	20	-	-	20	-	-	20	-	60
	<u>2</u>	<u>24</u>	<u>-</u>	<u>5</u>	<u>23</u>	<u>-</u>	<u>9</u>	<u>21</u>	<u>2</u>	<u>86</u>
<b>NET CASH FLOW</b>	9	(15)	9	4	(11)	12	1	(9)	8	8
<b>CLOSING FUND BALANCE</b>	<u>420</u>	<u>405</u>	<u>414</u>	<u>418</u>	<u>407</u>	<u>419</u>	<u>420</u>	<u>411</u>	<u>419</u>	<u>419</u>

# DIVISION OF PORTS AND HARBORS STATEMENT OF CASH FLOW - FOREIGN TRADE ZONE JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>OPENING FUND BALANCE</b>	<u>51</u>	<u>51</u>	<u>49</u>	<u>49</u>	<u>59</u>	<u>57</u>	<u>57</u>	<u>57</u>	<u>54</u>	<u>51</u>
<b>SOURCES OF FUNDS</b>										
FACILITY RENTALS	-	-	-	10	-	-	-	-	-	10
ALL OTHER	-	-	-	-	-	-	-	-	-	-
<b>USE OF FUNDS</b>										
PERSONNEL SERVICES AND BENEFITS	-	-	-	10	-	-	-	-	-	10
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	-	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	2	-	-	-	-	-	-	-	-
ALL OTHER	-	-	-	-	2	-	-	3	-	7
<b>NET CASH FLOW</b>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>3</u>	<u>2</u>	<u>2</u>
<b>CLOSING FUND BALANCE</b>	<u>51</u>	<u>49</u>	<u>49</u>	<u>59</u>	<u>57</u>	<u>57</u>	<u>57</u>	<u>54</u>	<u>54</u>	<u>54</u>

# DIVISION OF PORTS AND HARBORS STATEMENT OF CASH FLOW- REVOLVING LOAN JANUARY 1, 2016 TO SEPTEMBER 30, 2016

(\$ 000'S)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<b>OPENING FUND BALANCE</b>	256	271	285	299	313	328	342	356	370	256
<b>SOURCES OF FUNDS</b>										
LOAN REPAYMENTS	13	13	13	13	13	13	13	13	13	117
INTEREST INCOME-LOANS	3	3	3	3	3	3	3	3	3	27
INTEREST INCOME- FUND BALANCE	1	-	-	-	1	-	-	-	1	3
<b>USE OF FUNDS</b>										
NEW LOANS ISSUED	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	-	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	2	2	2	2	2	2	2	2	2	18
ALL OTHER	-	-	-	-	-	-	-	-	-	-
<b>NET CASH FLOW</b>	15	14	14	14	15	14	14	14	15	129
<b>CLOSING FUND BALANCE</b>	271	285	299	313	328	342	356	370	385	385

NOTE:  
1) EXCLUDES SERQUESTERED FUND BALANCE OF \$43.

MOTION

Director Allard:

The Pease Development Authority Board of Directors hereby approves of and consents to the Right of Entry ("ROE") with AMEC Foster Wheeler for the purpose of storing well testing equipment and associated materials at 35 Airline Avenue. The ROE is retroactively effective from November 2, 2015 through May 31, 2016; all on substantially the same terms and conditions as the draft Right of Entry dated December 18, 2015 attached hereto.

Note: Roll Call Vote required.

N:\RESOLVES\ROEAMEC0116.wpd



December 18, 2015

Charles H. Lyman  
Senior Project Scientist  
AMEC Foster Wheeler  
511 Congress Street  
Portland, Maine 04101

Sent by email @ Charles.lyman@amecfw.com

Re: Amended Right of Entry - 35 Airline Avenue  
Pease International Tradeport, Portsmouth, NH

Dear Mr. Lyman:

This letter will authorize AMEC Foster Wheeler ("AMEC") and/or its agents and contractors to enter upon the premises located at 35 Airline Avenue in Portsmouth, NH (the "Premises") for the period beginning November 2, 2015 through May 31, 2016 for the purpose of utilizing 2,400 square feet within the Premises, at its sole risk, for storage of well testing equipment and associated materials; and for no other use without the prior express written consent of Pease Development Authority ("PDA"). This Right of Entry will expire at midnight on May 31, 2016, unless otherwise extended by agreement of AMEC and PDA.

This authorization is conditioned upon the following:

1. AMEC's agreement herein that any use of the Premises is at its sole risk and that its signature below constitutes its agreement to assume full responsibility for any and all risks of loss or damage to property and injury or death to persons by reason of or incident to its entry or the entry by any of its employees, agents or contractors upon the Premises and/or the exercise of any of the authorities granted herein. AMEC expressly waives all claims against the PDA for any such loss, damage, personal injury or death caused by or occurring as a consequence of AMEC's use of the Premises or the conduct of activities or the performance of responsibilities under this authorization. AMEC further agrees to indemnify, save, hold harmless, and defend the PDA, its officers, board members, agents and employees, from and against all suits, claims, demands or actions, liabilities, judgements, costs and attorney's fees arising out of AMEC's use of the Premises or any activities conducted or undertaken in connection with or pursuant to this authorization.

2. AMEC and any agent or contractor of AMEC providing PDA with satisfactory evidence of comprehensive general liability insurance to a limit of not less than Two Million Dollars (\$2,000,000), naming the PDA as an additional insured as its interests may appear. AMEC and any agent or contractor of AMEC providing PDA with satisfactory evidence of automobile liability insurance coverage in the amount of \$1,000,000.00 and workers' compensation coverage to statutory limits. Each such policy or certificate therefor issued by the insurer shall contain (i) an agreement by the insurer that such policy shall not be canceled without thirty (30) days prior written notice by mail to PDA, (ii) with the exception of workers compensation coverage, provide that the insurer shall have no right of subrogation against the PDA and (iii) a provision that any liability insurance coverage required to be carried shall be primary and non-contributing with respect to any insurance carried by PDA.

3. As this Right of Entry extends beyond six months it is subject to and will require the approval of the PDA Board of Directors which approval will be sought at the Board's meeting scheduled for January 21, 2016.

4. AMEC's agreement herein that the premises will be used on an "as is" condition.

5. Municipal Services Fee. In addition to the License Fee required to be paid under the terms of this License, Licensee shall also pay to Licensor, as additional rent, a municipal services fee in accordance with the Municipal Services Agreement by and between the City of Portsmouth, the Town of Newington and the Pease Development Authority effective July 1, 1998 (Exhibit C). This fee is for fire, police and roadway services provided by or on behalf of Licensor at the Airport and will be subject to increases each year only to the extent the cost to Licensor of providing such services increases. The municipal services fee shall be paid quarterly in advance at the times and in the fashion provided for the payment of the License Fee. To the extent the Licensed Premises are subject to municipal taxation, and provided such municipal taxes include the costs of the provision of fire, police and roadway services, Licensee may offset against any fee paid to Licensor the portion of such municipal taxes as are attributable to fire, police and roadway services, and Licensor shall have no further obligation to provide such services. For so long as municipal taxes are imposed against the Licensed Premises, or on Licensee for all three of fire, police and roadway services and Licensor either has no obligation to provide such services (or ceases to provide such services), the municipal services fee required to be paid under this Lease shall terminate

In the event the Licensed Premises, or any portion thereof, are removed from the Airport District, Licensee shall make payments in lieu of taxes to the appropriate municipality in accordance with the provisions of RSA 12-G:14, II (or any successor statute) regarding taxation by a municipality of property that is within the boundaries of Pease, but outside the Airport District.

6. AMEC's agreement herein that AMEC shall be responsible for the cleanup of all debris on the Premises resulting from work performed by AMEC and/or its agents and contractors.

7. AMEC's agreement to maintain the Premises in a neat and orderly manner for the duration of this Right of Entry and to leave the Premises in a neat and orderly condition which is equal to or better than the condition of the Premises upon the commencement of this Right of Entry.

8. AMEC's agreement herein that that PDA can terminate this Right of Entry with or without cause at any time. AMEC further agrees that upon receipt of thirty (30) days written notice from PDA it shall vacate the Premises and, at PDA's election, restore said premises to its condition prior to the commencement of any work.

9. AMEC acknowledges and agrees that it will be responsible for snow removal that is needed for its operations.

10. AMEC's agreement herein to pay a rental fee to PDA for the use of the Premises. The minimum rental fee shall be charged at a rate of \$250.00 per month plus all utilities and any hookup fees related to the same.

11. AMEC's agreement herein that this letter of authorization does not constitute an exclusive interest in the Premises. If AMEC does not use the entire Premises, PDA reserves the right to rent the remaining portion of the Premises to a third party.

12. AMEC's agreement herein that this letter of authorization does not constitute reservation of the Premises, an option to lease the Premises or an offer to lease the Premises. AMEC acknowledges and agrees that, except as otherwise set forth herein, no legal rights in the property shall arise with respect to and out of AMEC's use of the Premises.

Please indicate by your signature below AMEC's consent and return the same to me with evidence of insurance as required.

Very truly yours,

David R. Mullen  
Executive Director

cc: Mark H. Gardner, Deputy General Counsel

Agreed and accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

AMEC Foster Wheeler

By: \_\_\_\_\_  
duly authorized

Its: \_\_\_\_\_

MEMORANDUM

To: Pease Development Authority Board of Directors

From: David R. Mullen, Executive Director 

Date: January 21, 2016

Re: Sublease between 200 International, Limited Partnership and Cousins Home Lending, Inc.

In accordance with the "Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements" adopted by the Board on August 8, 1996, I am pleased to report that PDA has approved of a sublease between 200 International, Limited Partnership ("200ILP") and Cousins Home Lending, Inc. ("Cousins") for 2,053 square feet or a period of five years, effective February 1, 2016. Cousins will use the premises for general business offices.

The Delegation to Executive Director: Consent, Approval of Subleases provides that:

"A Sublease Agreement subject to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are met:

1. The use of the Subleased Premises associated with the sublease is permitted under the original sublease;
2. The sublease is consistent with the terms and conditions of the original Lease;
3. The original Lessee remains primarily liable to Lessor to pay rent and to perform all other obligations to be performed by Lessee under the original Lease; and
4. The proposed Sublessee is financially and operationally responsible.

Conditions one through three have been met. As to condition four, PDA relies on 200ILP's continued primary liability for payment of rent and other obligations pursuant to the PDA/200ILP Sublease.

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.

P:\TWOINTL\200 International\Board\Boardmem0116.wpd

MEMORANDUM

To: Pease Development Authority Board of Directors  
From: David R. Mullen, Executive Director *DRM*  
Date: January 21, 2016  
Re: Sublease between Two International Group, LLC and Walker Winslow Group, LLC dba Paradigm Health Plans

In accordance with the "Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements" adopted by the Board on August 8, 1996, I am pleased to report that PDA has approved of a sublease at 2 International Drive between Two International Group, LLC ("TIG") and Walker Winslow Group, LLC dba Paradigm Health Plans (a provider of self-funded health plans), at Two International Drive. The Sublease for 5,937 square feet is for a term of five years effective January 1, 2016. The Subleased Premises will be used for general business offices and related uses.

The Delegation to Executive Director: Consent, Approval of Subleases provides that:

"A Sublease Agreement subject to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are met:

1. The use of the Subleased Premises associated with the sublease is permitted under the original sublease;
2. The sublease is consistent with the terms and conditions of the original Lease;
3. The original Lessee remains primarily liable to Lessor to pay rent and to perform all other obligations to be performed by Lessee under the original Lease; and
4. The proposed Sublessee is financially and operationally responsible.

Conditions one through three have been met. As to condition four, PDA relies on TIG's continued primary liability for payment of rent and other obligations pursuant to the PDA/TIG Lease.

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.

P:\TWOINTL\2 International\Board Memos\Boardmem0116.wpd

MOTION

Director Torr:


The Pease Development Authority Board of Directors hereby approves of the proposed sign for Wheelabrator Technologies, Inc. at 100 Arboretum Drive; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager – Engineering, dated January 14, 2016 and attached hereto.

Note: Roll Call Vote required

N:\RESOLVES\SignsWheelabrator0116.wpd

## MEMORANDUM

To: David R. Mullen, Executive Director

From: Maria J. Stowell, P.E., Engineering Manager 

Date: January 14, 2016

Subject: Sign Approval Request for Wheelabrator Technologies at 100 Arboretum Drive

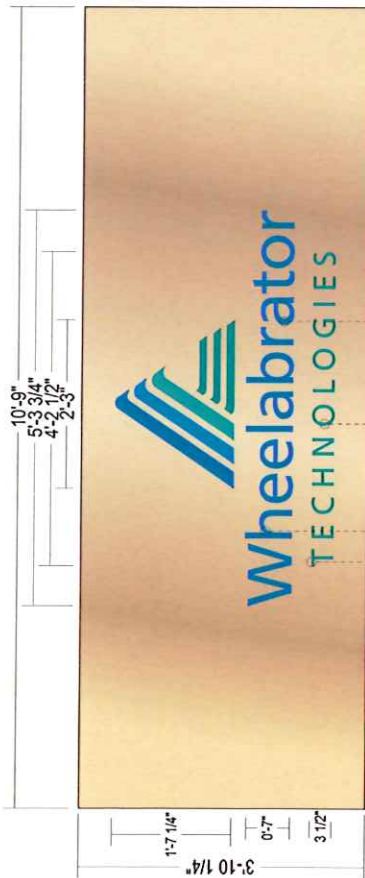
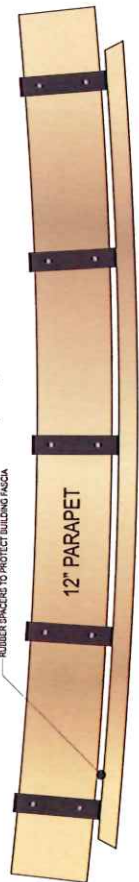
Farley White Management, on behalf of Wheelabrator Technologies, Inc., is seeking approval to place a new fascia sign on the front of the 'Expansion' side of the building at 100 Arboretum Drive. Only the company Logo and "Wheelabrator" will be illuminated, and not the panel itself as shown on 'Attachment A'. The sign is 3'10.25" x 10'9", totaling **41.43** square feet and would be situated on the building as shown in 'Attachments B and C'.

'Attachment C' also shows that the current anchor tenant Long Term Care Partners, llc., has a previously approved illuminated logo and lettering sign on the 'Original' side of the building that measures an overall of **109.08** square feet. The building itself, has a monument style address sign that is encompassed within a landscape wall at one of the entrances off Arboretum Drive. This sign measures 2'5" x 13'6", totaling **32.63** square feet. This sign is depicted on 'Attachment D'. With the addition of the proposed new sign, the total signage area on this parcel is **183.14** square feet, which falls below the limit of 200 square feet. This sign meets the dimensional requirements and all other conditions of the PDA Land Use Controls.

At next month's meeting, please ask the Board to approve the new signage as proposed.

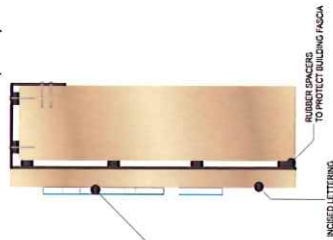
**ITEM A - (1) CURVED BACK PAN SIGN W/ PUSH THRU LETTERING**  
**SCALE: 5/8"=1'-0" & CUSTOM MOUNTING BRACKET**

**TOP VIEW (NTS)**



**NOTE: ACRYLIC POLYURETHANE PAINTED FINISH COLOR TO BE A CLOSE PRODUCTION MATCH TO: VANCOUVER COPPER #UC110505F**

**PROFILE VIEW (NTS)**



**Attachment A**

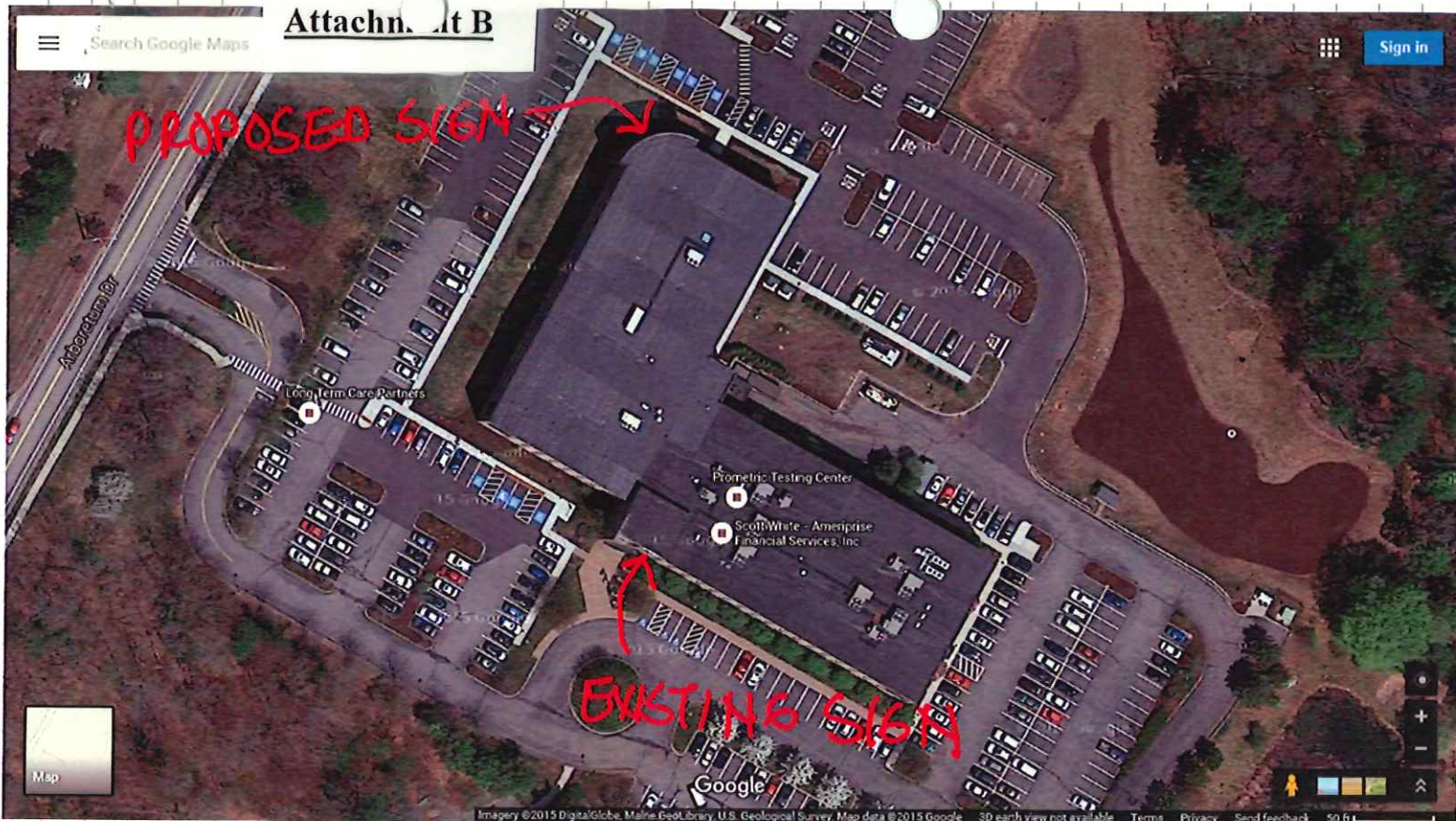
JOB#:	DISHPAN SIGN COLORS	GENERAL NOTES	REVISIONS
<b>SCOPE OF WORK</b> <b>ITEM A - MANUFACTURE &amp; INSTALL</b> (1) CURVED BACK PAN SIGN W/ PUSH THRU LETTERING & CUSTOM MOUNTING BRACKET  Sign Area: 41.47 SQ. FT. Artwork Req: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    Photos Avail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Sign Deposition: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    Corp Specs Avail: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Cabinet: ALUM. PTM VANCOUVER COPPER #UC110505F    Retainer: 1 7/8" Cabinet Depth: 3" Face: 125" ALUM. PTM VANCOUVER COPPER #UC110505F Copy: <input type="checkbox"/> Vinyl <input type="checkbox"/> Digital <input type="checkbox"/> Painted <input checked="" type="checkbox"/> 3/4" Acrylic Push Thru Illumination: <input type="checkbox"/> Fluorescent <input type="checkbox"/> LED <input type="checkbox"/> C-100 M-13 Y-5 K-41 <input type="checkbox"/> C-80 M-3 Y-45 K-6 <input type="checkbox"/> C-100 M-4 Y-56 K-8 <input type="checkbox"/> C-80 M-3 Y-45 K-6 (TECHNOLOGY) <input type="checkbox"/> Vinyl <input type="checkbox"/> Digital <input type="checkbox"/> Painted <input checked="" type="checkbox"/> Incised ALL COLORS ARE FOR REPRESENTATION ONLY. SEE ACTUAL SAMPLES FOR COLOR MATCH.	<b>SITE SURVEY REQUIRED</b>	<b>CHANGE BACKGROUND &amp; LOGO COLOR</b>
<b>Job Name:</b> WHEELABRATOR TECHNOLOGIES <b>Location:</b> 100 ARBORETUM DR., PORTSMOUTH, NH <b>Design Specifications Accepted By:</b> Drawn By: JOE N. Sales Rep: MALT Client: Landlord: Date: 12/10/15 <b>PROJECT APPROVAL</b> Design: _____ Date: _____ Estimator: _____ Date: _____ Sales: _____ Date: _____ Production: _____ Date: _____ Installation: _____ Date: _____	<b>Job Name:</b> WHEELABRATOR TECHNOLOGIES <b>Location:</b> 100 ARBORETUM DR., PORTSMOUTH, NH <b>Design Specifications Accepted By:</b> Drawn By: JOE N. Sales Rep: MALT Client: Landlord: Date: 12/10/15 <b>PROJECT APPROVAL</b> Design: _____ Date: _____ Estimator: _____ Date: _____ Sales: _____ Date: _____ Production: _____ Date: _____ Installation: _____ Date: _____	<b>Barlo Signs</b> 100 Quarry St., Hudson, NH 03051 (603) 883-1883 Fax: (603) 883-1884 For Service: 800-227-5874  © COPYRIGHT 2015 THE BARLO GROUP THIS DOCUMENT IS THE PROPERTY OF THE BARLO GROUP. ALL PRODUCTION AND REPRODUCTION RIGHTS ARE RESERVED BY THE BARLO GROUP. THIS PRINT IS ISSUED FOR YOUR PERSONAL USE AND IS NOT TO BE USED OUTSIDE YOUR ORGANIZATION OR COPIED IN ANY MANNER.	<b>File Name:</b> Wheelabrator Technologies 151115883 J <b>Installation:</b> _____ Date: _____ <b>Production:</b> _____ Date: _____ <b>Sales:</b> _____ Date: _____ <b>Estimating:</b> _____ Date: _____ <b>Design:</b> _____ Date: _____



Attachment B

Search Google Maps

Sign in



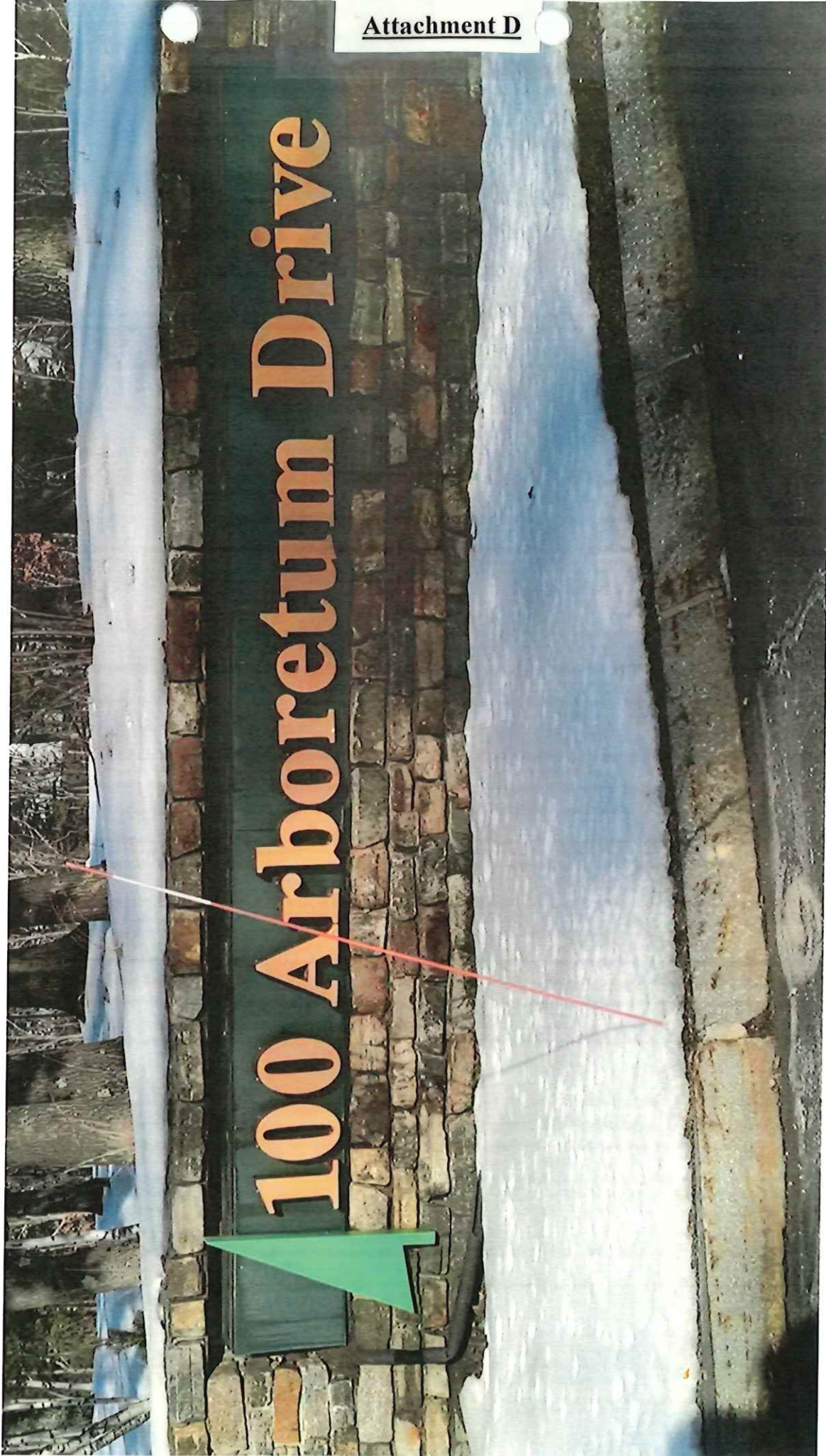
PROPOSED SIGN  
LOCATION



Attachment C

EXISTING  
BUILDING SIGNAGE





**MEMORANDUM**

TO: Pease Development Authority Board of Directors  
FROM: David R. Mullen, Executive Director *JAM*  
RE: Contract Reports  
DATE: January 21, 2016

\*\*\*\*\*

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

1. Project Name: Vanasse, Hangen & Brustlin, Inc.  
PDA Obligation: \$3,000  
Board Authority: Vice-Chairman Loughlin  
Summary: To perform traffic counts and prepare data analysis for the intersection at New Hampshire Avenue, Pease Boulevard, Arboretum Drive, and the Air National Guard entrance.
  
2. Project Name: Northeast Hydraulics, Inc.  
PDA Obligation: \$7,722.00  
Board Authority: Vice-Chairman Loughlin  
Summary: For the purchase of one 5.0 cubic yard hydraulic sander for use by the PDA Maintenance Department to assist in snow removal.
  
3. Project Name: Donavan Equipment Co., Inc.  
PDA Obligation: \$7,250.00  
Board Authority: Vice-Chairman Loughlin  
Summary: For the purchase of one 11' steel plow for use by the Maintenance Department to assist in snow removal.
  
4. Project Name: Toro NSN - Software Program Service Contract  
PDA Obligation: \$5,220.00  
Board Authority: Approved Budget Item  
Summary: Three year service contract for a software program used by the Golf Course to troubleshoot turf equipment and irrigation equipment on-line.

P:\BOARDMTG\Contractrpt0116.wpd

MOTION

Director Bohenko:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to:

- (1) accept on behalf of the PDA for the specification and procurement of an Identity Management System ("IDMS"), a Federal Aviation Administration ("FAA") Grant Offer in AIP funding for FY 16, equal to 90% of the IDMS project costs, in the amount not to exceed \$354,792.60;
- (2) accept from NHDOT Division of Aeronautics 5% of the IDMS project costs in an amount not to exceed \$19,710.70;
- (3) expend PDA funds equal to 5% of the project costs in an amount not to exceed \$19,710.70;
- (4) enter into a contract with Hoyle Tanner & Associates, Inc. for the IDMS project in the total amount of \$394,214; and
- (5) execute such other documents and/or agreements as are necessary or appropriate, e.g. software licensing agreements, to implement the IDMS.

all in accordance with the memorandum from Maria J. Stowell, P.E., dated January 7, 2016 and attached hereto.

Note: Roll Call Vote required.

N:\RESOLVES\IDMS0116.wpd

## MEMORANDUM

To: David R. Mullen, Executive Director  
From: Maria J. Stowell, P.E., Engineering Manager *Maria*  
Kim W. Hopper, A.A.E., Airport Manager  
Date: January 14, 2016  
Subject: FAA Grant for Identification Management System (IDMS)

PDA staff and Hoyle, Tanner, & Associates (HTA) have been working towards the submission of a grant application for the Specification and Procurement of an Identity Management System (IDMS). This system will be used to consolidate and automate the several spreadsheets and databases that the airport currently uses to track security related items such as badges, keys, and vehicle stickers. The work thus far has included the development of a Request for Proposals and the evaluation of responses. At this time, we have secured all the costs associated with the project and are prepared to submit the grant application.

With regard to the project costs, work by five separate firms will be needed. HTA has aided in developing the RFP for the software developer and assessing the respondents. HTA will also coordinate procurements with the other vendors, will assist with system testing and acceptance, and will perform all of the grant administrative tasks. Quantum Secure is the software developer. PDA's previously selected vendors, Honeywell, Crossmatch, and Day Star will provide access control, fingerprint matching, and IT services respectively. The attachment contains more detailed descriptions of the roles of each sub-consultant. HTA will act as the prime contractor for the project and will subcontract with the other four vendors. The costs for each firm are:

Hoyle, Tanner, & Associates	\$ 71,900
Quantum Secure	\$ 247,235
Honeywell	\$ 30,000 (Estimate)
Crossmatch	\$ 17,498
Day Star	\$ 27,581
<b>TOTAL</b>	<b>\$ 394,214</b>

We anticipate receiving a grant offer in March that will cover 95% of the project costs. The work will start soon after and should finish by the end of the year.

At next week's meeting, please ask the Board to authorize you to:

1. Accept 90% of the project costs for the IDMS, an amount not to exceed \$354,792.60, from FAA through the State Block Grant Program;
2. Accept 5% of the project costs for the IDMS, an amount not to exceed \$19,710.70 from NH-DOT Bureau of Aeronautics;
3. Expend up to \$19,710.70 of PDA funds, 5% of the project costs for the IDMS; and,
4. Enter into a contract with Hoyle, Tanner, & Associates in an amount of \$394,214 for work as described in this memo.

PSM 062858 IDMS

**Portsmouth International Airport at Pease (PSM)  
Procurement and Implementation of an Identity Management System (IDMS) for Airport Security**

Last saved on: 1/14/2016 8:30 AM

**ROLES AND DELIVERABLES OF SUB-CONSULTANTS:**

**Sub-consultant: Quantum Secure**

Quantum Secure (part of HID global) is the primary sub-consultant providing the IDMS (Identity Management System) core software and databases. This also includes installation, project management, implementation training, and partial hardware solution (Servers provided by Daystar, fingerprinting by Crossmatch).

Quantum Secure is providing:

- IDMS Core Software and Module licenses for up to 2000 badges
- Connectivity and "Interaction Agents" to the systems not provided by Quantum Secure
- Project services, including project management, system design and configuration, implementation, integration plan, interface development, system activation/initial operational support and training.
- Travel (NTE Estimate)
- SAFE for Aviation Intelligent Badging Workstation and Hardware peripherals to support use of the IDMS system and 2 Crossmatch fingerprint scanning stations.

**Sub-consultant: Crossmatch**

Crossmatch is a sub-consultant providing the hardware and software needed to capture and process fingerprints in the format required by the FBI to perform a Criminal History Background Check (CHBC) for badge applicants. To facilitate the processing of applicants, the Airport has elected to install two separate stations, with one station replacing a Crossmatch computer that is outdated in both hardware and software (running unsupported Windows XP).

Crossmatch is providing:

- Crossmatch Fingerprinting Software
- Two dedicated Crossmatch workstation PC's, operating system, software and peripherals
- A 10 finger fingerprint capture peripheral
- Installation, configuration and assistance with integration into existing systems, including work necessary to integrate with Quantum Secure.

**Sub-consultant: Daystar**

MOTION

Director Lamson:

The PDA Board of Directors hereby authorizes the Executive Director to complete negotiations and execute a Contract Extension with Vanasse Hangen, Brustlin, Inc. ("VHB") for the provision of transportation consulting services. The contract is hereby extended for a period of two years effective May 1, 2015.

Further, the Executive Director is authorized to expend an amount not to exceed \$30,000 for VHB's provision of intersection and infrastructure improvement cost estimating work; all in accordance with the memorandum from Maria J. Stowell, P.E., dated January 13, 2016 attached hereto.

Note: Roll Call vote required.

N:\RESOLVES\VHB0116.wpd



## MEMORANDUM

To: David R. Mullen, Executive Director

From: Maria J. Stowell, P.E., Engineering Manager *Maria*

Date: January 14, 2016

Subject: VHB Contact Extension and Task Assignment Approval

In 2010, as the result of a qualifications based process, PDA selected Vanasse Hangen Brustlin, Inc. (VHB) to provide transportation engineering services on as-needed basis. The contract term was five years, which expired last May.

One of the tasks completed by VHB was an update to the Pease Surface Transportation Master Plan. The update included recommendations for improvements to Pease intersections and planning level cost estimates for the improvements. At this time, we are in need of a more precise estimate of the intersection costs, which can be used to identify a funding mechanism. In the near future, we also anticipate additional data collection to determine if the current traffic levels trigger any infrastructure improvements.

Because of VHB's familiarity with Pease, we believe it is the firm most qualified to provide this follow up work. The need for the cost estimating is immediate and a January Board approval is needed to stay on schedule. VHB is developing a fee proposal but it is not available at the time of this memo.

At next week's Board meeting, please ask the Board for authorization to extend VHB's contract an additional two years to provide follow up transportation consulting services. Also seek approval to expend an amount not to exceed \$30,000 for cost estimating work described above.

N:\ENGINEER\Board Memos\2016\VHB contract extension.docx

MOTION

Director Loughlin:

The Pease Development Authority Board of Directors authorizes the Executive Director to execute a contract with the United States Department of Agriculture Wildlife Service (USDA WS) from January 1, 2016 through December 31, 2016, in the amount of \$18,358.00 for the purpose of providing integrated turkey, other large bird, and animal control and monitoring services at the Airfield; all in accordance with the memorandum of Andrew B. Pomeroy, Airport Operations Supervisor, dated January 12, 2016, and attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the RFP requirement based on the following reasons:

1. PDA has a long standing relationship with USDA WS stemming back to the time PDA was formed. As a part of that ongoing relationship, the USDA WS has maintained ongoing wildlife surveys, with data dating back to its first arrival at Pease. PDA does not want to interrupt this data stream.
2. The USDA WS conducts training classes for PDA Airport Operations Personnel on Airport Wildlife Hazard Management, to meet FAR 139 requirements. USDA is the FAA recognized authority for such required training.

Note: This motion requires 5 affirmative votes.

N:\RESOLVES\USDAWS0116.wpd

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INTEROFFICE MEMORANDUM

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**TO:** DAVID R. MULLEN, EXECUTIVE DIRECTOR *DM*  
**FROM:** ANDREW B. POMEROY, AIRPORT OPERATIONS SUPERVISOR *AB*  
**SUBJECT:** USDA/WS WILDLIFE CONTROL PROPOSAL  
**DATE:** 1/12/2016  
**CC:** KIM W. HOPPER, A.A.E., AIRPORT MANAGER

---

In accordance with USDA WS responsibilities under 7 U.S. Code 426-426c 46 Statute 1468; USDA WS and the FAA have entered into a Memorandum of Understanding (No. 12-34-71-0003-MOU) establishing the USDA WS as the recognized authority on wildlife hazard management at airports.

The PDA had entered into contract with USDA/WS for airport wildlife hazard management services. The contract expired on December 31, 2015 and it is important that these efforts continue to ensure the safety of the flying public as well as compliance with 14 CFR part 139.

The USDA has proposed a new contract through FY16 in the amount of \$18,358.68. The new contract incorporates the provisions of the long standing USDA Wildlife Services Agreement, including woodchuck control, wild turkey control, as well as large bird and mammal control to include trapping of coyotes and fox. The contract includes the use of wildlife mitigation techniques, equipment, and training of airport staff. The \$18,358 is a \$361.98 increase over last year and represents the PDA's share of the agreement, the other half having been funded by a cooperative agreement with the New Hampshire Air National Guard.

So far the collaborative efforts of the airport staff and USDA WS have been successful; however, we need to continue the program to ensure the continued safety of the airfield and the flying public. I recommend that the PDA accept the attached proposal as presented.

In accordance with the provisions of RSA 12-G:8 VIII, we recommend waiving the RFP requirement for the following reasons: The PDA has a long standing relationship with USDA WS stemming back to the time the PDA was formed. As part of that relationship the USDA WS has maintained ongoing wildlife surveys, with data dating back to its first arrival at Pease. PDA does not want to interrupt this data stream. In addition the USDA WS conducts training classes for PDA Airport Operations Personnel on Airport Wildlife Hazard Management, to meet 14 CFR 139 Requirements. The USDA is the FAA recognized federal authority for airport wildlife hazard management and training.

I request that you seek Board of Director's approval at their January 21, 2016 meeting to enter into a cooperative service agreement with the United States Department of Agriculture Animal and Plant Health Inspection Service and Wildlife Services, to continue its integrated wildlife control and monitoring duties. Any taking of wildlife will be confined within the airport perimeter fence and in compliance with Federal and State permits. The contract's effective date is January 1, 2016 and will expire December 31, 2016.

Attached is a copy of the proposed agreement.

**COOPERATIVE SERVICE AGREEMENT**  
**between**  
**PEASE DEVELOPMENT AUTHORITY (PDA)**  
**and**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)**  
**WILDLIFE SERVICES (WS)**

**ARTICLE 1**

The purpose of this Cooperative Service Agreement is to conduct an integrated wildlife control and monitoring project with an emphasis on wild turkeys on the Air Operations Area (AOA) at the Pease International Tradeport facility Portsmouth, NH. The project's objective is to reduce the threat of strikes involving wild birds and mammals and to prevent wildlife damage to air traffic and air passengers. WS activities are described in attached Work and Financial Plans.

**ARTICLE 2**

APHIS WS has statutory authority under the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c), to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

**ARTICLE 3**

APHIS WS and PDA mutually agree:

1. The parties' authorized representatives who shall be responsible for carrying out the provisions of this Agreement shall be:

PDA: Kim William Hopper, Deputy Airport Manager  
Pease International Tradeport  
36 Airline Avenue  
Portsmouth, NH 03801

APHIS-WS: David Allaben, State Director, NH/VT  
USDA, APHIS, WS  
59 Chenell Drive, Suite 7  
Concord, NH 03301-8548

2. To meet as determined necessary by either party to discuss mutual program interests, accomplishments, needs, technology, and procedures to maintain or amend the Work Plan (Attachment A). Personnel authorized to attend meetings under this Agreement shall be Pease International Tradeport Airport Manager or his/her designee, the State Director or his/her designee, and/or those additional persons authorized and approved by the Pease International Tradeport Airport Manager and the State Director.
3. APHIS WS shall perform services more fully set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this Agreement, to amend, modify, add or delete services from the Work Plan.

#### ARTICLE 4

PDA agrees:

1. To authorize APHIS WS to conduct direct control activities to reduce human health and safety risks and property damage associated with turkeys, other large birds and as requested mammals attracted to Pease International Tradeport in Portsmouth, New Hampshire. These activities are defined in the Work Plan. APHIS WS will be considered an invitee on the lands controlled by PDA. PDA will be required to exercise reasonable care to warn APHIS WS as to dangerous conditions or activities in the project areas.
2. To reimburse APHIS WS for costs of services provided under this Agreement up to but not exceeding the amount specified in the Financial Plan (Attachment B). PDA will begin processing for payment invoices submitted by APHIS WS within 30 days of receipt. The PDA ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
3. To designate to APHIS WS the PDA authorized individual whose responsibility shall be the coordination and administration of activities conducted pursuant to this Agreement.
4. To notify APHIS WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
5. APHIS WS shall be responsible for administration and supervision of the program.
6. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use solely on this project. All

other equipment purchased for the program is and will remain the property of APHIS WS.

7. To coordinate with APHIS WS before responding to all media requests.
8. To obtain the appropriate permits for removal activities for wildlife and migratory birds and list USDA, APHIS, Wildlife Services as sub-permittees.
9. To provide an indoor working space to complete necessary paperwork.
10. To designate airport staff to conduct bird harassment activities that will be trained by WS to apply techniques to effectively keep birds from using the AOA when WS personnel are not present at the facility.

## ARTICLE 5

APHIS WS Agrees:

1. To conduct activities at the Pease International Tradeport as described in the Work and Financial Plans. All WS activities except monitoring will be conducted solely inside the airport perimeter fence as detailed in the Work and Financial Plans. WS could potentially conduct future non-lethal harassment activities at identified and approved sites outside the airport perimeter fence upon approval by PDA if it is determined necessary. WS will provide all resources necessary for accomplishment of the program including personnel, equipment, supplies and other support materials.
2. Designate to PDA the authorized APHIS WS individual who shall be responsible For the joint administration of the activities conducted pursuant to this Agreement.
3. To bill PDA monthly for costs incurred by APHIS WS, during the performance of services agreed upon and specified in the Work Plan. APHIS WS shall keep records of all reimbursable expenditures hereunder for a period of not less than one year from the date of completion of the services provided under this Agreement and PDA shall have the right to inspect and audit such records.
4. To provide qualified personnel to continue the conduct of control activities as outlined in the Work and Financial Plans referenced in Agreement.
5. To annually prepare a final report of activities conducted under this Agreement.
6. To help secure all necessary wildlife permits for implementation of the integrated program.

7. To wear appropriate safety equipment and follow safety guidelines that comply with APHIS-WS and Pease International Tradeport procedures.
8. To monitor bird presence at identified properties adjacent to the facility.
9. The PDA shall have the right to use or permit the use of all estimates, reports, records, data, charts, documents, models, designs, renderings, drawings, specifications, computations and other papers of any type whatsoever, whether in the form of writing, figures, or delineations, or any ideas or methods represented by them, which are prepared or compiled in connection with this Agreement, for any purpose and at any time without other compensation than that specifically provided herein.
10. To coordinate with PDA before responding to all media requests.

#### **ARTICLE 6**

This Agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS WS upon failure of Congress to so appropriate. This Agreement may also be reduced or terminated if Congress only provides APHIS WS funds for a finite period under a Continuing Resolution.

#### **ARTICLE 7**

APHIS WS assumes no liability for any actions or activities conducted under this Cooperative Service Agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

#### **ARTICLE 8**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

#### **ARTICLE 9**

Nothing in this Agreement shall prevent APHIS WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

#### **ARTICLE 10**

PDA certifies that APHIS WS has advised PDA that there may be private sector service providers available to provide wildlife management services that PDA is seeking from APHIS WS.

#### **ARTICLE 11**

The performance of wildlife damage management actions by APHIS WS under this agreement is contingent upon a determination by APHIS WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. APHIS WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

#### **ARTICLE 12**

This Cooperative Service Agreement may be amended at any time by mutual agreement of the parties in writing. Also, this Agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 120 days prior to effecting such action. Further, in the event the PDA does not provide necessary funds, APHIS WS is relieved of the obligation to provide services under this agreement.



In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a **Taxpayer Identification Number** for individuals or businesses conducting business with the agency.

PDA Taxpayer Identification Number (TIN) 02-0440365

**Pease Development Authority (PDA)**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
David Mullen  
Executive Director  
Pease Development Authority (PDA)  
360 Corporate Drive  
Pease International Tradeport  
Portsmouth, NH 03801

**UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
WILDLIFE SERVICES**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
David Allaben, State Director, NH/VT  
USDA, APHIS, Wildlife Services  
59 Chenell Drive, Suite 7  
Concord, NH 03301

## ATTACHMENT A WORK PLAN

### Introduction

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. The primary authority for APHIS WS is the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c). Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or "Integrated Pest Management") in which a series of methods may be used or recommended to reduce wildlife damage. IWDM is described in Chapter 1, 1-7 of the Animal Damage Control Program Final Environmental Impact Statement (USDA, 1994). These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

### Purpose

To reduce threats to air traffic and air passengers associated with turkeys, other large birds and mammals attracted to the AOA at Pease International Tradeport Portsmouth, NH through the conduct of integrated bird and mammal harassment, removal and monitoring activities.

### Planned USDA, APHIS, Wildlife Services Activities

1. WS will staff the integrated harassment program one to two working days (8-9 hours) per week for up to a 7 month period (4/1/14-10/31/14). Staffing will coincide with periods of greatest concern regarding turkey presence on the AOA and biological behaviors (flocking and movements) that pose the greatest safety concerns to air traffic. Scheduling (days and hours worked) will vary throughout the project to reduce bird habituation to harassment timing. Identified bird and mammal harassment, removal and monitoring services will also be provided as needed outside this 7 month period during the calendar year.
2. A WS Airport Wildlife Control Specialist (AWCS) shall patrol the perimeter of the AOA, attempting to keep it free of turkeys and other large birds such as Canada geese, gulls, turkey vultures and crows by pyrotechnic harassment and limited shooting to reinforce the deterrent effect of non-lethal pyrotechnics. As time and bird pressure permits, the AWCS will patrol other areas of turkey activity including: wooded area

adjacent to the North Apron, woods by Pan Am hangers, the 2 mitigated landfills, Pease Golf Course and Great Bay National Wildlife Refuge.

3. All harassment and bird removal activities will be conducted inside the perimeter fence. Bird removal (shooting) will be conducted in accordance with strict shooting protocol and only when considered absolutely safe. Shells will be retrieved by shooter. Carcasses will be disposed of in accordance with depredation permit conditions.
4. No harassment or bird removal activities will be conducted outside the perimeter fence unless non-lethal harassment is approved by PDA at specific key locations. Non-lethal harassment is recommended at identified turkey "hot spots" located outside the perimeter fence. Should PDA provide WS authority to conduct non-lethal harassment activities at these sites in the future, they will be incorporated into the project monitoring and harassment protocol.
5. As requested by PDA, WS may remove resident mammals including; coyotes, foxes, raccoons, skunks, beaver, deer and woodchucks by harassment, shooting, snares, trapping, or the use of gas cartridges as needed during the calendar year.
6. WS AWCS's will be badged or accompanied by a badged escort.
7. WS will supply all bird harassment and removal materials. The AWCS vehicle will be properly identified in accordance with established protocols and maintain appropriate materials for proper communication with the Air Traffic Control Tower.
8. Wildlife Services will provide bird harassment training as required of Pease personnel.
9. The AWCS will record and submit the date, location and number of pyrotechnics, live rounds and species of birds harassed or removed.
10. All bird removal activities will be conducted in accordance with the applicable Federal or State permit. Wildlife Services will assist Pease in renewing or amending if necessary the appropriate USFWS or State depredation permit.
11. Wildlife Services will implement additional non-lethal methods that have shown promise for use in frightening or repelling large birds. Techniques may include: 1) the hand held Avian Dissuader laser, 2) strategically placed Scare Windmills, and 3) Methyl Anthranilate (artificial grape flavoring food additive) sprayed at sections along the perimeter fence.
12. Wildlife Services will provide two annual wildlife hazard trainings classes per year.
13. A Wildlife Services representative will be a member of and attend the quarterly wildlife working group meetings.

14. Wildlife Services will provide PDA and other interested parties a summary report including recommendations of integrated harassment activities.

Effective Dates

The cooperative agreement shall become effective on 1/1/2016, and shall expire on 12/31/16.

**ATTACHMENT B  
FINANCIAL PLAN  
Project Financial Plan For The Conduct of an Integrated Turkey  
Harassment and Monitoring Project Under a Cooperative Agreement  
between  
The Pease Development Authority (PDA)  
and  
USDA, APHIS, Wildlife Services (WS)**

**WILDLIFE DAMAGE MANAGEMENT ACTIVITIES CONDUCTED FROM 1/1/2016-  
12/31/2016**

Personnel Costs .....	\$12,519.60
Vehicle Usage .....	\$ 1,304.00
Supplies/Equipment .....	\$ <u>615.00</u>
Subtotal (Direct Costs) .....	\$14,438.60
Pooled Job Cost.....	\$ 1,588.25
Program Support .....	\$ 2,331.83
<b>TOTAL .....</b>	<b>\$18,358.68</b>

Activities will be conducted with regular and overtime hours worked as necessary to accomplish the objectives of the program.

The distribution of the Budget from this project Financial Plan may vary as necessary to accomplish the purpose of this Agreement but may not exceed the **TOTAL COST of \$18,358.68**

**Financial Point of Contact**

PDA: Kim William Hopper

(603) 433-6536

APHIS, WS: Jane Tuttle

(603) 223-6832

MOTION

Director Preston:

The PDA Board of Directors hereby authorizes the Executive Director to:

- a. enter into a contract amendment with Greenman – Pedersen, Inc. in the amount of \$14,100 for production of the final design package for the Portsmouth International Airport at Pease ("PSM") Terminal Restroom Improvements project; and
- b. enter into a contract with Hoyle, Tanner & Associates, Inc., PDA's airport consultant, for AIP grant administration tasks related to the restroom project;

all in accordance with the memorandum of Maria J. Stowell, P.E. Manager, Engineering, dated January 12, 2016 attached hereto.

Note: Roll call vote required.

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## MEMORANDUM

To: David R. Mullen, Executive Director *DM*  
From: Maria J. Stowell, P.E., Manager, Engineering *Maria*  
Date: January 12, 2016  
Subject: PSM Terminal Restroom Improvements

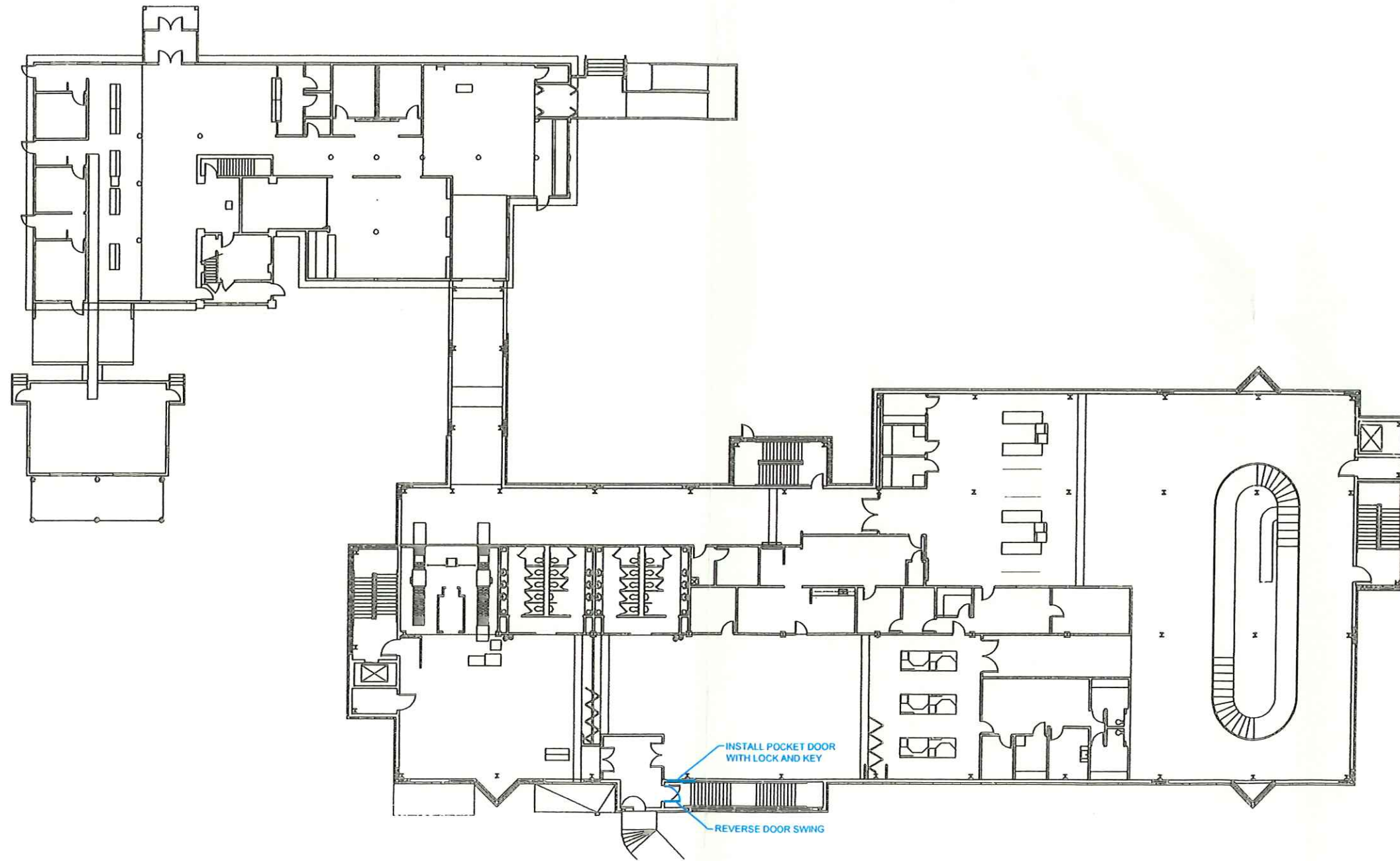
Last May, the Board of Directors approved \$47,850 to redesign the PSM terminal restrooms to provide additional facilities to passengers. This amount included work by Greenman - Pedersen, Inc. and JSA Architects (GPI/JSA) and a contingency. Since that time, a number of different options were explored to maximize the service potential of the restrooms throughout the terminal. The various options included: increasing the fixture count in the restrooms on the lower level and the old portion of the terminal; increasing the fixture count in the non-sterile area on the main level near Customs; providing dual points of access to restrooms to increase flexibility of use; and, providing unisex restrooms in the sterile and non-sterile areas.

Each of the options considered was presented to personnel from Customs and TSA because approval from these agencies is critical to passenger screening operations. While consideration of the various options consumed unanticipated time and resources, all parties ultimately reached agreement on a concept for the project that best serves the needs of the public and security agencies. (See attached plans.) Additionally, we were able to explore the question of grant funding and found that the proposed work is eligible under the Airport Improvement Program (AIP).

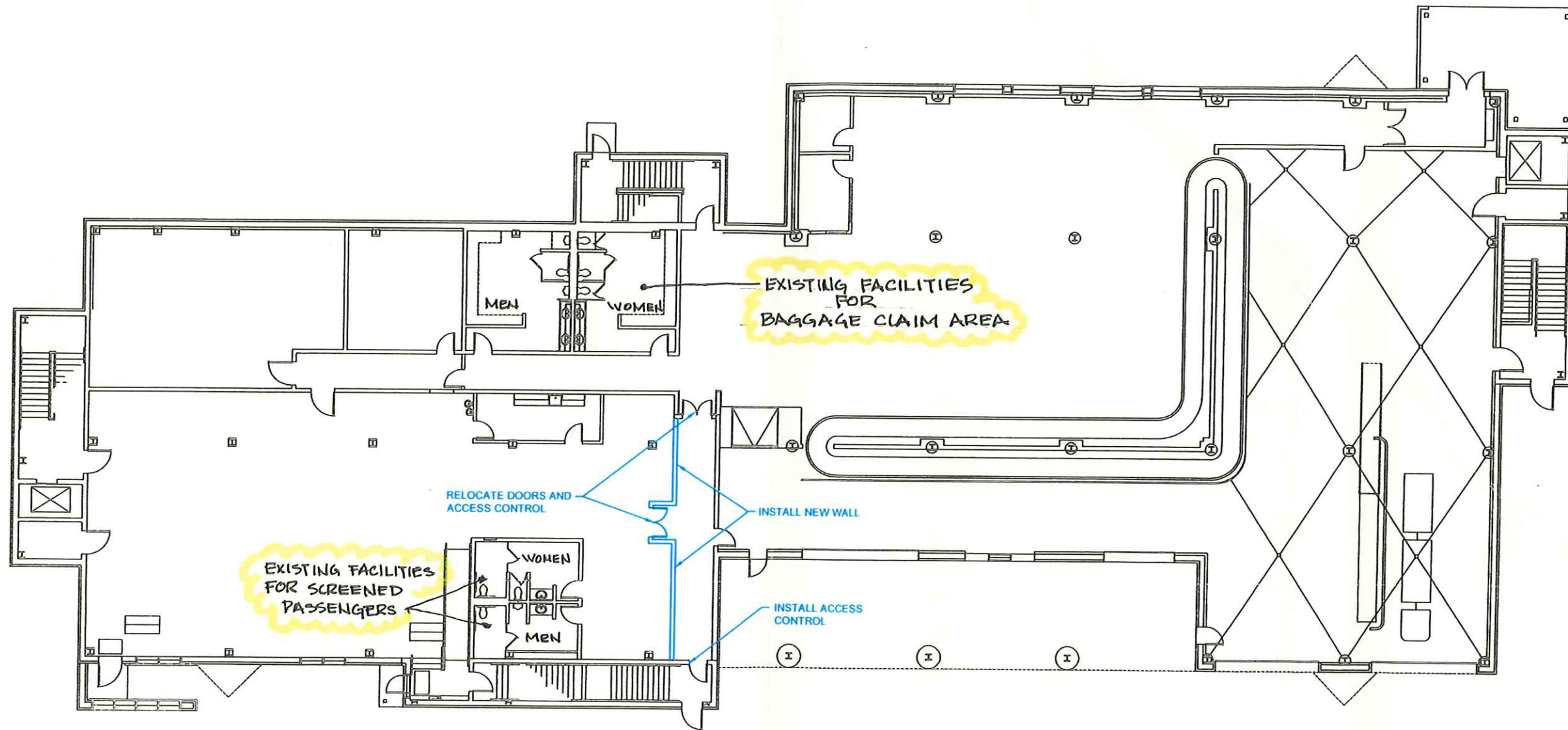
To date we have spent \$34,528.80 for architectural consulting services. The services included work to explore the various alternatives explained above, a cost estimate, value engineering, and partial design drawings. To move forward as an AIP project, we will need GPI/JSA to produce the final design package and we will need PDA's airport consultant, Hoyle, Tanner & Associates (HTA), to provide grant administration tasks. Both consultants have submitted proposals. GPI/JSA's proposed fee is \$14,100 and HTA's is \$18,600.

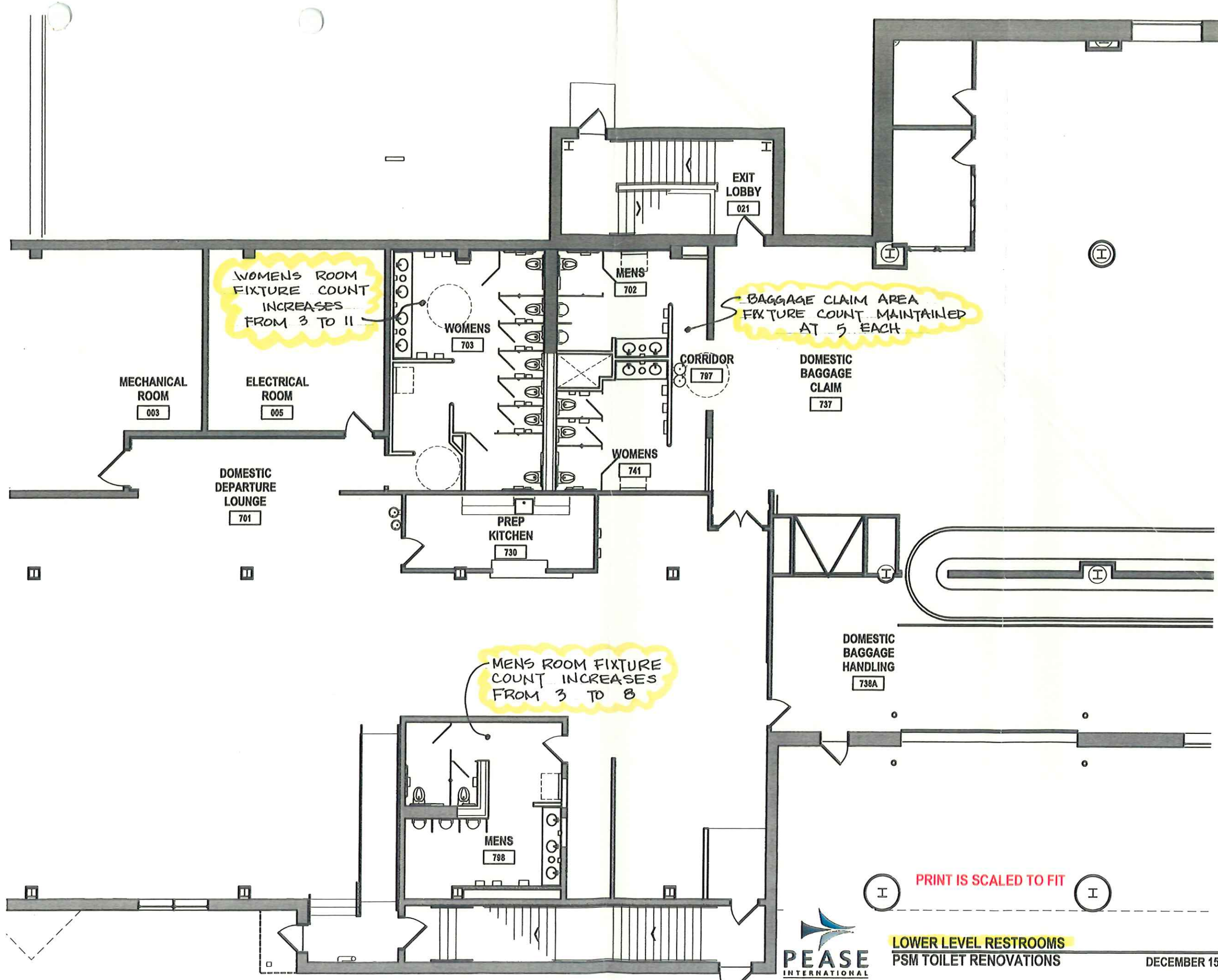
Upon completion of the design we will publicly bid the work and after selecting a contractor we will submit a grant application. We expect that the demolition and construction work will cost in excess of \$400,000.

At this time, I am seeking approval to amend the GPI/JSA contract amount and to enter into a contract with HTA in the amounts identified. We anticipate that 95% of all the costs incurred will be reimbursed to PDA through the grant.









MOTION

Director Bohenko:

The Pease Development Authority Board of Directors authorizes the Executive Director to:

- a. terminate the current contract with Provider Power, LLC for the supply of electricity; and
- b. renegotiate the terms of the contract and execute a new contract with Provider Power, LLC;

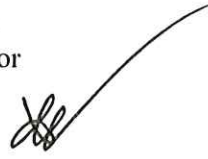
subject to PDA being offered a more favorable supply rate; all in accordance with the memorandum of Irv Canner, dated January 15, 2016 attached hereto.

Note: Roll Call Vote required.

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MEMORANDUM

Date: January 15, 2016  
To: David Mullen- Executive Director  
From: Irv Canner- Director of Finance  
Subject: Electricity Service Provider



In anticipation of increasing electrical rates, PDA entered into a 26 month fixed rate Generation Service Supply Agreement with Provider Power LLC (d/b/a/ ENH Power) in September of 2014 at the contracted price of \$0.097 / kWh. To date this has resulted in cost savings of approximately \$25,000. Given the rapidly changing rate environment of the energy market, I have initiated preliminary discussions with Provider Power LLC to evaluate current day pricing options to determine if it would be prudent to terminate our existing Agreement.

The dynamics of today's energy market may support a change as the current rates are moving lower, now under \$0.085 / kWh. With our annual electricity consumption projected to be in excess of 3.7 million /kWh a revised rate should result in further annual savings.

The rate environment is highly sensitive, potentially changing from hour to hour. Accordingly, PDA needs to be positioned to lock into an agreement within a 24 hour period once PDA is provided with an advantageous market quote.

To take advantage of the potential rate reductions, please request Board authority at the January 21<sup>st</sup>, 2016 meeting to terminate and renegotiate the current electricity supplier contract, as the situation may warrant subject, however, to the rate being more favorable than the current rate.

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MOTION

Director Loughlin:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a contract with Liberty Chevrolet of Wakefield, MA in an amount not to exceed \$64,533.00 for the purchase of one electrician's van; all in accordance with the memorandum from Joseph McPherson, Facilities Resource Manager, dated January 12, 2016 attached hereto.

Note: Roll Call Vote required

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# Memo

**To:** David R. Mullen, Executive Director  
**From:** Joseph W. McPherson, Facilities Resource Manager  
**Subject:** Airport Electrician's Vehicle Purchase  
**Date:** January 12, 2016

Continuing with the PDA's Vehicle Replacement Schedule, I budgeted \$60,000 to replace the 2001 Ford, panel-body style vehicle that has been utilized as the Airport Electrician's Vehicle since it was purchased.

Specifications were written and ads were published in the local newspapers as well as the Manchester Union Leader. The specs called for a 1-ton chassis cab with a panel body and 9 ft. reversible snow plow. Two qualified bids were received and are as follows:

Liberty Chevrolet, Wakefield, MA	\$64,533.00
Mirak Chevrolet, Arlington, MA	\$69,980.00

Given that Liberty Chevrolet is the lowest qualified bid, I am requesting you seek authorization from the PDA Board, to enter into a contract with them for the amount of \$64,533.00, to supply the PDA with a vehicle meeting the specification advertised. The 2001 Vehicle being replaced will be advertised and sold to highest bidder.

MOTION

Director Torr:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Memorandum of Agreement with the Federal Aviation Administration ("FAA") for the construction, operation, and maintenance of FAA owned navigation, communication and weather aid facilities at Skyhaven Airport on substantially the same terms and conditions set forth in the attached "No Cost Land on Airport Memorandum of Agreement"; and otherwise in accordance with the memorandum of Andrew B. Pomeroy, Airport Operations Supervisor, dated January 13, 2016 attached hereto.

Note: Roll Call Vote required.

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**INTEROFFICE MEMORANDUM**

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**TO:** DAVID R. MULLEN, EXECUTIVE DIRECTOR   
**FROM:** ANDREW B. POMEROY, AIRPORT OPERATIONS SUPERVISOR   
**SUBJECT:** FAA MOA RENEWAL FOR SKYHAVEN NAVIGATIONAL AND WEATHER AIDS  
**DATE:** 1/13/2016  
**CC:** KIM W. HOPPER, A.A.E., AIRPORT MANAGER

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The Pease Development Authority, Airport Management Department recommends that the Board of Directors renew the long standing Memorandum of Agreement, MOA No: DTFAEN-16-L-00070 attached hereto, under substantially the same terms and conditions as the previous agreement.

This MOA renews the Federal Aviation Administration's access to the airfield to continue to operate, maintain and/or modify the FAA owned Automated Surface Observation System (ASOS) weather station and Precision Approach Path Indicator (PAPI) navigational aid. Both items are critical components for aircraft operations at the Skyhaven Airport during Instrument Meteorological Conditions (IMC) and at night.



# NO COST LAND ON AIRPORT MEMORANDUM OF AGREEMENT

MOA No: DTFAEN-16-L-00070

**Geographical Location: Rochester, NH**

This agreement is made and entered into by the **Pease Development Authority**, hereinafter referred to as PDA, for itself, its successors and assigns, and the Federal Aviation Administration, hereinafter referred to as the FAA.

## WITNESSETH

WHEREAS, the parties listed above have entered into an Airport Improvement Grant Agreement; and

WHEREAS, the parties listed above have entered into an agreement providing for the construction, operation, and maintenance of FAA owned navigation, communication and weather aids for the support of Air Traffic Operations; and

WHEREAS, the parties consider it desirable to work in cooperation with each other in the technical installation and operation of air navigational aids; and

WHEREAS, both parties agreed the establishment, operation, and maintenance of systems for air traffic control, navigation, communication, and weather reporting is in the primary interest of safety and direct support of the ongoing operation of the **Skyhaven Airport**.

NOW, THEREFORE, the parties mutually agree as follows:

### **1. TERMS AND CONDITIONS (Jan 12):**

It is mutually understood and agreed that the Airport requires FAA navigation aid facilities in order to operate their business and that the FAA requires navigation, communication and weather aid facilities at the Airport in order to support Air Traffic Operations. Thus, in the interest of both parties it is hereby agreed that the Airport will allow the FAA to construct, operate, and maintain FAA owned navigation, communication and weather aid facilities in areas on the Airport that have been mutually determined and agreed upon for the term commencing on **October 1, 2016** and continuing through **September 30, 2036**. The FAA can terminate this agreement, in whole or part at any time by giving at least (60) day's notice in writing. Said notice shall be sent by certified or registered mail.

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### **1.3.3 No Cost Land on an Airport Memorandum of Agreement**

Revised January 2012

OMB Control No. 2120-0595

Pg. 1

A. Together with a right-of-way for ingress to and egress from the premises; a right-of-way for establishing and maintaining pole lines or under ground lines for extending electrical power and/or telecommunications lines to the premises; including a right-of-way for subsurface power, communication and/or water lines to the premises; all rights-of-way to be over the area referred to as **Skyhaven Airport**, to be routed reasonably determined to be the most convenient to the FAA and as not to interfere with Airport operations. The PDA shall have the right to review and comment on plans covering access and utility rights-of-way under this paragraph.

B. And the right to grading, conditioning, and installing drainage facilities, seeding the soil of the premises, and removing all obstructions from the premises which may constitute a hindrance to the establishment and maintenance of navigational aid systems. The PDA shall have the right to review and comment on plans covering work permitted under this paragraph.

C. And the rights to make alterations, attach fixtures, and erect additions, structures or signs, in direct support of the Airport. The PDA shall have the right to review and comment on plans covering work permitted under this paragraph.

D. And the right to park, without cost, all official and privately owned vehicles used for the maintenance and operation of the air navigational facilities. Parking shall be provided adjacent to the navigational aid facility or as near as possible without interfering with the operation of the Airport.

## **2. CONSIDERATION (Aug- 02):**

The FAA shall pay the Airport no monetary consideration, it being mutually agreed that the rights extended to the FAA herein are in consideration of the obligations assumed by the FAA in its establishment, operation, and maintenance of navigational aid facilities upon the premises.

## **3. PURPOSE (Apr-05):**

It is understood and agreed that the use of the herein described premises, known as **Skyhaven Airport**, shall be related to the FAA's activities in support of Air Traffic operations.

## **4. FAA FACILITIES (Apr-05)**

The FAA facilities covered by this agreement are identified on the most current approved Airport Layout Plan (ALP) and/or other pertinent drawings that are made part of this agreement by reference and shown on the attached FAA "List of Facilities".

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### **1.3.3 No Cost Land on an Airport Memorandum of Agreement**

Revised January 2012

OMB Control No. 2120-0595

**5. TITLE TO IMPROVEMENTS (Apr-05):**

Title to the improvements constructed for use by the FAA during the life of this agreement shall be in the name of the FAA.

**6. HAZARDOUS SUBSTANCE CONTAMINATION (May-00):**

The FAA agrees to remediate, at its sole cost, all hazardous substance contamination on the leased premises that is found to have occurred as a direct result of the installation, operation and/or maintenance of the FAA's facilities. Except as otherwise provided herein and to the extent permitted by law and not otherwise prohibited by New Hampshire HB 570 Section 113:13 (2009) the Lessor agrees to remediate at its sole cost, any and all other hazardous substance contamination found on the leased premises. The FAA shall be liable for all costs, liabilities and/or claims by third parties that arise out of hazardous contamination found on the leased premises only if directly attributable to the installation, operation and/or maintenance of the FAA's navigational facilities at Skyhaven Airport.

**7. INTERFERENCE WITH FAA OPERATIONS (Oct-96):**

The PDA agrees not to erect or allow to be erected any structure or obstruction of whatsoever kind or nature within the Airport's boundaries that may interfere with the proper operation of the navigational aid facilities installed by the FAA, as it is not in the best interest of the Airport or the FAA.

**8. FUNDING RESPONSIBILITY FOR FAA FACILITIES (Oct-96):**

The PDA agrees that any relocation, replacement, or modification of any existing or future FAA's navigational aid systems made necessary by Airport improvements or changes, which interferes with the technical and/or operational characteristics of the facility, will be at the expense of the PDA with the exception of any such improvements or changes which are made at the request of the FAA. In the event such relocations, replacements, or modifications are necessary due to causes not attributable to either the PDA or the FAA, funding responsibility shall be determined by mutual agreement between the parties.

**9. NON-RESTORATION (Oct-96):**

It is hereby agreed between the parties, that upon termination of its occupancy, the FAA shall have no obligation to restore and/or rehabilitate, either wholly or partially, the property which is the subject matter of this agreement. It is further agreed that the FAA may abandon in place any or all of the structures and equipment installed in or located upon said property by the FAA during its tenure. Such abandoned equipment shall become the property of the PDA.

**10. NOTICES (Oct-96):**

All notices/correspondence shall be in writing, reference the Agreement number, and be addressed as follows:

**AIRPORT:**

**Pease Development Authority, 55 International Drive, Portsmouth, NH 03801**

**FEDERAL AVIATION ADMINISTRATION:**

**Federal Aviation Administration, Attention: Real Estate Contracting Officer,  
ALO620-BOS, New England Executive Park, Burlington, MA 01803**

**11. Previous Lease(s)/Agreement(s)**

This agreement supersedes Land Lease number **DTFANE-07-L-00003**, Land Lease number **DTFAEN-10-L-00094** is hereby terminated.

**12. The following clauses are incorporated by reference:** The full text of these clauses can be found via Internet at site <http://fast.faa.gov/> and finding the form "Land On-Airport Lease".

1. OFFICIALS NOT TO BENEFIT (10/96)
2. COVENANT AGAINST CONTINGENT FEES (8/02)
3. ANTI-KICKBACK (10/96)

**13. SIGNATURES (Apr-04):**

The PDA and the FAA hereby agree to the provisions outlined in this agreement as indicated by the signatures herein below of their duly authorized representative (s). This agreement is effective upon the date of signature by the last party thereof.

PEASE DEVELOPMENT AUTHORITY

UNITED STATES OF AMERICA,  
FEDERAL AVIATION ADMINISTRATION

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



MOTION

Director Allard:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with IAC Chapter 35 – New England Aerobatic Club for airplane aerobatic practice at Skyhaven Airport; all on substantially similar terms and conditions set forth in the Right of Entry dated January 22, 2016, and attached hereto.

Note: Roll Call vote required

N:\RESOLVES\ROENEAC0116.wpd

January 22, 2016

IAC Chapter 35  
New England Aerobatic Club  
c/o Farrell Woods  
162 Bush Hill Road  
Hudson, NH 03051

**Re: Right of Entry for Use of Portion of Skyhaven Airport, Rochester, New Hampshire  
New England Aerobatic Club**

Dear Mr. Woods:

This Right of Entry will authorize the New England Aerobatic Club (Chapter 35 - International Aerobatic Club) ("NEAC") to use the facilities at Skyhaven Airport (the "Premises") for the purpose of conducting, at its sole risk, airplane aerobatic practice sessions within the aerial practice box area approved of by the Federal Aviation Administration ("FAA"), and for no other use without the express written consent of the Pease Development Authority ("PDA"). This Right of Entry shall be valid through December 31, 2016 between the hours of 8:00 am through 6:00 pm and shall terminate at 6:00 p.m. on December 31, 2016 (the "Term"). The use, occupation and maintenance of the Premises shall be: (a) without cost or expense to the PDA; (b) subject to the general supervision and approval of the PDA; (c) subject to the terms and conditions of the Certificate of Waiver or Authorization issued by the FAA's Flight Standards District Office in Portland, ME, and (d) subject to such rules and regulations as the PDA may prescribe from time to time.

In the event NEAC is authorized to use the Premises on a Sunday during the Term of this Right of Entry, permission will be granted subject to the requirement that it may not commence practice sessions prior to 12:00 p.m. and must conclude such sessions by 6:00 p.m. This Right of Entry shall terminate at 6:00 pm on the date each practice is held.

1. NEAC understands and acknowledges that for each specific period of use requested during the Term, NEAC shall coordinate with and shall obtain prior approval from the Pease Development Authority Airport Management Department for use of the Premises.

NEAC understands and agrees that it will not enter the premises or conduct events during the Term of this Right of Entry without the express prior approval of PDA.

2. NEAC understands and acknowledges that this Right of Entry: (a) allows only temporary use of the facilities; (b) is granted on a non-exclusive basis; and (c) may be revoked at will by PDA or terminated at will and that PDA need not state a reason for any such revocation or termination. The use of the Premises shall be orderly and efficient, shall not constitute a nuisance and shall not cause disruption to other Airport activities.

3. PDA shall not be responsible for damages to property or injuries to persons which may



arise from or be attributable or incident to the condition or state or repair of the Premises, or the use and occupation thereof, or for damages to the property or injuries to the person of NEAC's officers, agents, servants or employees, or others who may be on the Premises at their invitation or the invitation of any one of them, if such damage is caused by the negligence of NEAC.

3. NEAC's agreement herein that any use of the Premises is at its sole risk and that its signature below constitutes its agreement to assume full responsibility for any and all risks of loss or damage to property and injury or death to persons by reason of or incident to its entry or the entry by any of its employees, agents or contractors upon the premises and/or the exercise of any of the authorities granted herein, if such loss, damage or injury is caused by the negligence of NEAC. NEAC expressly waives all claims against the Pease Development Authority for any such loss, damage, personal injury or death caused by or occurring as a consequence of NEAC's use of the Premises or the conduct of activities or the performance of responsibilities under this authorization unless such loss, damage, injury or death is caused by the negligence of the Pease Development Authority. NEAC further agrees to indemnify, save, hold harmless, and defend the Pease Development Authority, its officers, board members, agents and employees, from and against all suits, claims, demands or actions, liabilities, judgements, costs and attorney's fees arising out of NEAC's use of the Premises or any activities conducted or undertaken in connection with or pursuant to this authorization unless caused by the sole negligence of the Pease Development Authority.

4. NEAC providing to the Pease Development Authority satisfactory evidence of commercial general liability or aviation liability insurance to a limit of not less than One Million Dollars (\$1,000,000.00) per occurrence, naming the Pease Development Authority as an additional insured.

Each such policy or certificate therefor issued by the insurer shall to the extent obtainable contain (I) a provision that no act or omission of any employee, officer or agent of NEAC which would otherwise result in forfeiture or reduction of the insurance therein provided shall affect or limit the obligation of the insurance company to pay the amount of any loss sustained, (ii) an agreement by the insurer that such policy shall not be canceled without at least thirty (30) days prior written notice by registered mail to Pease Development Authority (except in situations involving the non-payment of a premium, in which case a 10 day notice will be accepted), (iii) a provision that any liability insurance coverage required to be carried by NEAC shall be primary and non-contributing with respect to any insurance carried by PDA and (iv) a waiver of subrogation in favor of the Pease Development Authority.

In addition to the insurance coverage required to be provided in this Section 4, each event participant shall carry liability insurance as required by the Official IAC (International Aerobatic Club) Contest Rules and shall bring proof of that insurance to Skyhaven Airport as a condition of participating in the IAC 35 aerobatics activity. NEAC shall be solely responsible for ensuring that event participants comply with this provision.

5. NEAC shall coordinate activities with the on-duty airport attendant on Friday prior to each scheduled practice event and shall otherwise coordinate practice events with the Airport Manager or his designee prior to commencement of each aerobatic practice session.

6. NEAC shall secure and provide PDA with proof of all required permits and waivers from

Farrell Woods, President  
IAC Chapter 34  
New England Aerobatic Club  
January 22, 2016  
Page 3

the FAA and comply with all FAA and other federal, state and local laws, rules and regulations, which apply to the activities contemplated under this Right of Entry, including rules and regulations promulgated by PDA. NEAC shall pay to PDA an amount equal to all fines levied by the FAA (or any other federal or state entity having jurisdiction) against PDA for any breach of FAA or other federal or state requirements by NEAC or any of its contractors, agents, servants or invitees.

7. NEAC's agreement to follow the operational guidelines and restrictions set forth in Exhibit A which is attached hereto and incorporated into and made a part of this Right of Entry.

8. NEAC's agreement to schedule regular and periodic breaks between practice sessions so as to mitigate the effect of noise on the surrounding community arising from its use of the airspace above and adjacent to Skyhaven Airport.

Please indicate by your signature or the signature of a duly authorized representative, the consent of NEAC to the terms of this Right of Entry and return the same to me along with proof of insurance coverages in advance of the first practice session.

Very truly yours,

David R. Mullen  
Executive Director

Agreed and accepted this \_\_\_ day of \_\_\_\_\_, 2016

New England Aerobatic Club

By: \_\_\_\_\_

Duly Authorized

Its: \_\_\_\_\_

President

cc: K. William Hopper, Airport Manager  
Mark H. Gardner, Deputy General Counsel

EXHIBIT A

Operational Guidelines and Restrictions

## **OPERATIONAL GUIDELINES AND RESTRICTIONS**

### **NEW ENGLAND AEROBATIC CLUB**

#### **RIGHT OF ENTRY**

- Aircraft holding should be at least 3,600'
- Allow breaks in flying to ease the noise on local community
- If the Sunday rain dated is necessary, no flying before Noon so as to not disrupt church services

# Memorandum

**To:** Kim W. Hopper, A.A.E., Airport Manager

**From:** Sandra McDonough, Airport Operations/Community Liaison SM

**Date:** 1/11/2016

**Subj:** Noise Report for December 2015

---

For the calendar month of December 2015, we received a total of 29 inquiries.

Out of the 29 inquiries, 15 of them were helicopter related and are presumed to be Seacoast Helicopters based in Portsmouth. The remaining 14 inquiries were fixed wing related: Nine inquiries were non-based military KC-10s, three were based military KC135s, a non-based commercial DC-9 and an unknown piston aircraft.

The 29 inquiries were generated by 7 residences with two residences accounting for 22 of the inquiries (76%). Portsmouth had 15 inquiries followed by Newmarket with 9, Durham and Greenland 2 and Kittery Point with one.

Attached is the Noise Report for December 2015.

# PDA Noise Report Log

For the Period: 12/1/15 to 12/31/15

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
1	12/1/2015	12:26	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. Aircraft are flying dangerously close to her property and there is a great probability of a crash. She states the planes are targeting her home.	The KC 10 is a very large aircraft which may make it appear lower than it actually is. It is also very loud which may also make it seem that it is flying lower than it actually is.
2	12/1/2015	12:31	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
3	12/1/2015	12:39	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
4	12/1/2015	12:52	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
5	12/1/2015	13:03	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
6	12/1/2015	13:09	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
7	12/1/2015	13:10	ID Number 210 Bay Road Durham, NH	TGL	2 KC10's	When will the KC-10's stop?	McDonough returned the call 12/1 at 14:00 and spoke with the caller's wife. McDonough explained that two Military KC 10's from McGuire Air Force Base were training in the area from 12:00 until 13:30.
8	12/1/2015	13:12	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	

**TYPE KEY: AR=AM RUN-UP, PR=PM RUN-UP, MX=MAINTENANCE APU/GPU, ON=OVERFLIGHT NOISE, OL=OVERFLIGHT LOW, TGL=TOUCH AND GO LANDINGS, C=CIVILIAN, M=MILITARY, T=TRANSIENT, GPU=GROUND POWER UNIT, APU=AUXILIARY POWER UNIT, W=WEB REPORT**

# PDA Noise Report Log

## For the Period: 12/1/15 to 12/31/15

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
9	12/1/2015	13:20	ID Number 181 Bayview Drive Newmarket, NH	TGL	2 KC-10's	Repeat caller with the same concern. See caller 181 on 12/1 @ 12:26.	
10	12/3/2015	22:34	ID Number 181 Bayview Drive Newmarket, NH	ON	DC-93	Aircraft in close proximity to her home. Dangerous situation.	McDonough tracked the flight and it arrived Runway 34 which was not near the callers residence. The DC-93 generates more sound than newer aircraft and was operation at a time when there is less ambient noise.
11	12/5/2015	10:40	ID Number 157 Ruth Street Portsmouth, NH	ON	helicopter	"Yes, this is XXXX calling. I live on Ruth Street in Portsmouth. I'm calling to file a complaint against that red tour helicopter. The incident started at 10:10 this morning, and within the last 20 minutes he's made four passes over our house, just circling around on the North Mill Pond. I don't believe in any way he's above 500', because he's right above the tree-line. I just wanted to say, this isn't just every half-hour or so fly over. This is four times in 20 minutes. He's doing a perfect circle over the North Mill Pond at very low altitude. I just want to get it on record that this is going on. Thank you very much, bye-bye."	McDonough followed up with Seacoast Helicopters who stated it was a standard tour. McDonough left a message for Mr. XXXX on 12/6. No response.
12	12/5/2015	11:13	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter	Caller has indicated in the past that a call back is unnecessary.
13	12/5/2015	11:29	ID Number 208 Crockett Neck Road Kittery Point, ME	ON	Robinson helicopter	"Yes, this is XXXX calling from Crockett Neck Rd, Kittery Point, Maine. The red helicopters, it's crazy. Truly, even with windows closed, maybe because the leaves are gone, it doesn't buffer it, but they go over and over. The last one just went overhead again, at 11:25. Please let us know who to call. I'm in Maine. When I went to the meeting, they talked mostly about New Hampshire representatives. Is that the direction to go?—[call ends abruptly]"	McDonough returned call on 12/6. Caller is very frustrated and would like the helicopter tours to stop flying over her house. She is logging her complaints for any future changes in the regulations.

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# PDA Noise Report Log

For the Period: 12/1/15 to 12/31/15

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
14	12/5/2015	11:42	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter directly over my house, trip #280 this year. Thanks a lot, PDA.	Caller has indicated in the past that a call back is unnecessary.
15	12/5/2015	12:23	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter, trip #281 over my house in 2015.	Caller has indicated in the past that a call back is unnecessary.
16	12/5/2015	12:42	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter. Trip #282.	Caller has indicated in the past that a call back is unnecessary.
17	12/5/2015	12:53	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter, trip #283.	Caller has indicated in the past that a call back is unnecessary.
18	12/5/2015	13:11	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Description: NOISE COMPLAINT - Red helicopter, trip #284.	Caller has indicated in the past that a call back is unnecessary.
19	12/9/2015	17:36	ID Number 1 Greenside Avenue Portsmouth, NH	ON	Small aircraft	Hi this is XXX. I live on Greenside Avenue, parallel to the airport runway and at about 5pm. This is Wednesday. A small plane went over noisily down into the airport and I guess he did a touch and go or something cause he came right back over Greenside Avenue. He is definitely off course there. He is not supposed to be there. I just thought I would let you know.	McDonough spoke with caller on 12/10. McDonough was unable to identify the aircraft in question but did note there were numerous aircraft in the pattern which would explain the small aircraft's position. Controllers will use both sides of the runway for spacing to keep the larger aircraft away from the smaller slower aircraft.

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# PDA Noise Report Log

For the Period: 12/1/15 to 12/31/15

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
20	12/11/201	11:04	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter	Caller has indicated in the past that a call back is unnecessary.
21	12/11/201	11:05	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter directly over my house.	Caller has indicated in the past that a call back is unnecessary.
22	12/15/201	22:15	ID Number 211 Palm Drive Greenland, NH	ON	KC135R	Emailed: Large multi engine jet doing multiple approaches over/near Greenland NH. I really wish you would curtail these operations of large aircraft after 8pm. People need to sleep.	McDonough returned call 12/17 and discussed the voluntary noise procedures the Noise Compatibility Committee approved. The NHANG was within the training times. Mr. XXX would like to take an active role in trying to change the current procedures.
23	12/16/201	9:54	ID Number 211 Palm Drive Greenland, NH	ON	KC135R	Hi my name is XXXX. I live at XX Palm Drive in Greenland. I'd like to talk to somebody regarding evening noise at the airport, specifically jets flying over late at night.	McDonough returned call 12/17 and discussed the voluntary noise procedures the Noise Compatibility Committee approved. The NHANG was within the training times. Mr. XXX would like to take an active role in trying to change the current procedures.
24	12/16/201	21:00	ID Number 210 Bay Road Durham, NH	ON	KC135R	Two nights in row. ahh. aircraft ten. eleven o'clock at night. Aircraft continually flying over Great Bay. close to our house in Durham. It's unacceptable. This is not a war zone.	McDonough returned call 12/17 and discussed the voluntary noise procedures the Noise Compatibility Committee approved. The NHANG was within the training times.
25	12/19/201	20:16	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter, trip #287	Caller has indicated in the past that a call back is unnecessary.

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# PDA Noise Report Log

For the Period: 12/1/15 to 12/31/15

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
26	12/20/201	8:59	ID Number 68 Miller Avenue Portsmouth, NH	ON	R44	Emailed: NOISE COMPLAINT - Red helicopter. trip # 288 this year.	Caller has indicated in the past that a call back is unnecessary.
27	12/28/201	13:43	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter. 289 confirmed trips over my house in 2015.	Caller has indicated in the past that a call back is unnecessary.
28	12/31/201	15:05	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter. That makes 290 visually confirmed trips over my house in 2015. And that just includes the cases where I was home, and able to confirm the helicopter and note the date and time - the true number is probably twice that. He goes over my house twice on every "scenic" trip - once going out, and again when he returns and circles around Market Square. He always does exactly the same trip. You can check the number of trips against Mr. Cultrera's flight log for the R-44, but of course he will never show them to you. I guess you are trying to help, but you have to admit that nothing has changed in two years of this. Suppose this was your house, and you had to live with this?	Caller has indicated in the past that a call back is unnecessary.
29	12/31/201	15:27	ID Number 68 Miller Avenue Portsmouth, NH	ON	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter again. confirmed trip #291. Its surprising that he would be flying in icing conditions like this.	Caller has indicated in the past that a call back is unnecessary.

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MEMORANDUM

To: Pease Development Authority Board of Directors  
 From: David R. Mullen, Executive Director *DRM*  
 Date: January 21, 2016  
 Re: Commercial Mooring Transfers

In accordance with the "Delegation to Executive Director: Consent, Approval and Execution of Mooring Permit Transfers" adopted by the Board on January 24, 2002, I am pleased to report that PDA has approved of commercial mooring permit transfer for the following permit:

	<u>Permit</u>	<u>Business</u>	<u>Date of Approval</u>
Rye Harbor Transferor: Transferee:	No. 964 Blue Lobster, LLC Andrew Widen	Commercial Fishing	12/30/15/15
Isles of Shoals: Transferor: Transferee:	No. 897 F/V Lady Martha, LLC Andrew Heaphy	Commercial Fishing	12/30/15

The Delegation to Executive Director: Consent, Approval and Execution of Mooring Permit Transfers provides that:

"A Mooring Permit Transfer request submitted to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are met:

1. In accordance with NH Administrative Rule Por 301.08 (superseded by Pda 508.01 (a) - (d)), a commercial boat owner must submit to the Division documented proof of the commercial nature of the business being sold.

These conditions have been met.

P:\PortAuthority\Moorings\Transfers\BoardMemos\Boardmem0116.wpd



**PEASE**  
INTERNATIONAL  
PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

December 30, 2015

Blue Lobster, LLC  
81 Cable Road  
Rye, NH 03870

RE: Request to Transfer Commercial Moorings  
Commercial Mooring No. 964, Rye Harbor, New Hampshire

Dear Mr. Splaine:

Please be advised that Pease Development Authority - Division of Ports and Harbors has approved of your request to transfer the above referenced commercial mooring to Andrew Widen, of 1677 Ocean Blvd Rye NH in connection with the sale of your commercial fishing business.

You and Andrew Widen have represented that Andrew Widen intends to use the mooring for commercial fishing related purposes. Please be advised that the approval to transfer the mooring is subject to the condition that Andrew Widen will continue to use the mooring for commercial fishing related purposes.

In accordance with the administrative rules which govern the transfer of commercial moorings; A[i]f the holder of a commercial use mooring permit ceases operation of the commercial entity for which the permit was issued, the permit shall lapse." See enclosed copy of Pda 508.01(d). By copy of this letter Andrew E. Heaphy is being put on notice of this provision.

Thank you for your attention to this matter.

Sincerely,

David R. Mullen  
Executive Director

Enclosure

cc: Geno Marconi, Director PDA-DPH  
Andrew Widen  
PDA Legal Dept.



TO: David Mullen, Executive Director, PDA  
FROM: Geno J. Marconi, Director, DPH *WJ*  
DATE: December 30, 2015  
RE: Commercial Mooring Transfer

The Pease Development Authority, Division of Ports and Harbors has received a request for the transfer of a commercial mooring, permit #964, from Blue Lobster, LLC to Andrew Widen.

I have reviewed the attached paperwork and concur with the local Harbormaster and Chief Harbormaster that the request meets all the requirements of the PDA-DPH Code of Administrative Rules regarding commercial mooring transfers. Therefore, I am requesting approval of the transfer.

If you have any questions or need further information, please let me know.

December 30, 2015

F/V Lady Martha, LLC  
9 Heaphy Lane  
Dover, NH 03820

RE: Request to Transfer Commercial Moorings  
Commercial Mooring No. 897, Isles of Shoals, New Hampshire

Dear Mrs. Heaphy:

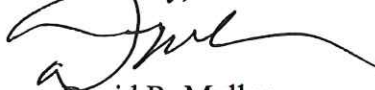
Please be advised that Pease Development Authority - Division of Ports and Harbors has approved of your request to transfer the above referenced commercial mooring to Andrew E. Heaphy, of 6 Heaphy Lane Dover NH in connection with the sale of your commercial fishing business.

You and Andrew Heaphy have represented that Andrew Heaphy intends to use the mooring for commercial fishing related purposes. Please be advised that the approval to transfer the mooring is subject to the condition that Andrew Heaphy will continue to use the mooring for commercial fishing related purposes.

In accordance with the administrative rules which govern the transfer of commercial moorings; A[i]f the holder of a commercial use mooring permit ceases operation of the commercial entity for which the permit was issued, the permit shall lapse." See enclosed copy of Pda 508.01(d). By copy of this letter Andrew E. Heaphy is being put on notice of this provision.

Thank you for your attention to this matter.

Sincerely,



David R. Mullen  
Executive Director

Enclosure

cc: Geno Marconi, Director PDA-DPH  
Andrew E. Heaphy  
PDA Legal Dept.




# PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

TO: David Mullen, Executive Director, PDA  
FROM: Geno J. Marconi, Director, DPH   
DATE: December 30, 2015  
RE: Commercial Mooring Transfer

The Pease Development Authority, Division of Ports and Harbors has received a request for the transfer of a commercial mooring, permit #897, from F/V Lady Martha, LLC to Andrew E. Heaphy.

I have reviewed the attached paperwork and concur with the local Harbormaster and Chief Harbormaster that the request meets all the requirements of the PDA-DPH Code of Administrative Rules regarding commercial mooring transfers. Therefore, I am requesting approval of the transfer.

If you have any questions or need further information, please let me know.

MEMORANDUM

To: Pease Development Authority Board of Directors

From: David R. Mullen, Executive Director *DRM*

Date: January 21, 2016

Re: Special Events

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I am pleased to report on the following special events:

1. On Sunday, April 3, 2016, New Heights Adventures for Teens of Portsmouth, New Hampshire will host a 5 mile road race. Funds raised will be used to support New Heights programs.

P:\BOARDMTG\SpecialEvent0116.wpd





October 21, 2015

David Mullin, Executive Director  
Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Re: Paddy's Five Miler for New Heights

ECON. DEV. APPROVAL

DEPT. HEAD: \_\_\_\_\_

EXEC. DIR.: DM 10/28/15

Dear Mr. Mullin:

As per your request in your memorandum, I am writing to request permission to hold the sixth annual St Paddy's Five Mile Race on Sunday, April 3rd, 2016 at 10:30 AM to benefit New Heights, Adventures for Teens. In addition to the five-mile road race, a "Little Leprechauns" race will be starting at 9:00. This family oriented, short distance fun run will involve children 10 and under and will be held on the grassy stretch of land to the north of Paddy's Grille, also owned by Ocean Properties.

For nearly 28 years now, New Heights has been here for our community, our families and our teens. We strive to unleash the individual and collective potential of today's youth by offering experiential learning opportunities through:

- **Exploration** of their culture, community and natural environment;
- **Expression** of their unique talents, ideas, and creativity;
- **Engagement** in science, technology, arts and outdoor learning.

This race raises over \$20,000 for our program annually and has become a very important component to the annual New Heights fund raising plan.

Our fifth annual road race, held last March 15<sup>th</sup>, was highly successful with nearly 1,000 runners finishing the race. Again this year, Paddy's American Grille will be our prime supporter and host. We also have the support and backing of other wonderful Pease businesses.

New Heights has received permission from Ocean Properties, as well as CP Management and Jewett Construction, which owns the parking lots to the west and southwest of Paddy's in order to provide parking to the runners on the day of the race. Please see the attached enclosures that include a map identifying the parking arrangements, the racecourse, traffic control designations and porta-potty locations.

Last year, Marie Aleksy was very helpful to identify a safe and acceptable course for this event and we plan to use the previously approved course, start and finish line locations once again. We are hoping to attract roughly 1500 runners and will be working closely with other PDA businesses to make sure we do not inconvenience other tenants.

We are unaware of any complaints or concerns from last year's event. We will not apply any paint or permanent markings on the pavement, curbs or sidewalks. As a United States Track and Field sanctioned event, we will acquire the following insurance coverage: General Aggregate – per event \$ 2,000,000, Personal & Advertising Injury \$1,000,000, Products/Completed Operations \$ 1,000,000, Participant Legal Liability Included, Damage to Premises Temporarily Rented to You (7 Days or Less) \$1,000,000. We will once again hire the appropriate police and EMT details on race day to assure safety.

PDA will be listed along with other supporters as a sponsor of this event. We have a knowledgeable and hard-working event committee in place that will make this a first class event that will not disappoint. Our committee chair, Todd Hanson, is personally committed to this race and to the Pease Community. Please feel free to contact Todd or myself with any questions or concerns. I can be reached at [ttucker@newheightsonline.org](mailto:ttucker@newheightsonline.org) or 603-828-5436 and Todd can be reached at [thanson@jsainc.com](mailto:thanson@jsainc.com) or 603-239-1277.

Thank you in advance on behalf of New Heights, our committee and our community.

Sincerely,



Tracey Tucker, MA  
Executive Director  
New Heights: Adventures for Teens



Todd Hanson  
Race Committee Chair  
Principal, JSA INC.  
273 Corporate Drive