

PEASE DEVELOPMENT AUTHORITY
Thursday, January 17, 2019

PUBLIC 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 20, 2018*
- III. Public Comment
- IV. Old Business
 - A. Approvals
 1. Newington Tree Planting* (Lamson)
- V. Finance
 - A. Financial Reports
 1. Operating Result for 5 Month Period Ending November 30, 2018*
 2. Nine Month Cash Flow Projections to September 30, 2019*
- VI. Licenses/ROE/Easements/Rights of Way
 - A. Approvals
 1. Skyhaven Flying Club – Flight Simulator ROE* (Torr)
 2. Port City Air, Inc. – License Amendment No. 2 - 1978 Hough* (Levesque)
 3. Port City Air, Inc. – License Amendment No. 4 - 3 Tow Tractors* (Bohenko)
- VII. Executive Director's Reports/Approvals
 - A. Reports
 1. Golf Course Operations
 2. Airport Operations
 - a) PSM
 - b) Skyhaven Airport
 - c) Noise Line Report*
- VIII. Division of Ports and Harbors
 - A. Reports
 1. Port Advisory Council*
 2. Commercial Mooring Transfers*
 - B. Approvals
 1. Carolina Skiff – Motor Purchase* (Loughlin)
- IX. New Business

X. Upcoming Meetings


Residential Housing Committee January 17, 2019 @ 9:30 a.m. – Board Room
Board of Directors March 21, 2019

All Meetings begin at 8:00 a.m. unless otherwise posted.

XI. Directors' Comments

XII. Adjournment

XIII. 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 20, 2018

Presiding: Kevin H. Smith, Chairman
Present: Peter J. Loughlin, Vice Chairman; Robert A. Allard, Treasurer; John P. Bohenko;
Margaret F. Lamson; Neil Levesque (late arrival) and Franklin G. Torr
Attending: David R. Mullen, Pease Development Authority (“PDA”) Executive Director; Lynn
M. Hinchee, PDA Deputy Executive Director and General Counsel; PDA staff
members; members of the public.

I. Call to Order

Chairman Smith called the meeting to order at 8:05 a.m. in the Board conference room on the Pease International Tradeport at 55 International Drive, Portsmouth, New Hampshire.

II. Acceptance of Minutes: November 15, 2018

Director Lamson moved and Director Allard seconded that **The Pease Development Authority Board of Directors hereby accepts the minutes of the November 15, 2018 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

III. Employee Recognitions

Tanya Coppeta, PDA Employee Relations Manager, recognized the following PDA employees for their years of service:

10 Years:

Sandy McDonough, Airport Operations Specialist

Ms. Coppeta stated that Sandy is an absolute pleasure to work with and can always be counted on to volunteer and always has a big smile. Ms. Coppeta further stated that Sandy is one of PDA’s most experienced Operations Agents. Sandy was awarded a clock. Director Lamson commented that Sandy is an amazing person who handles everything like clockwork and has extreme patience with John Q. Public.

15 Years:

Ryan Caron, Grounds Foreman
Tracy Shattuck, Chief Harbormaster

Ms. Coppeta stated that Ryan Caron’s work ethic and attention to detail over the last 15 years has helped make Pease Golf Course the success it is today. Ms. Coppeta further stated that Ryan is always looking to learn new skills and further his education to make himself even more effective.

Ms. Coppeta stated that Tracy Shattuck has been in the maritime industry since the mid-1970s and started working the ferry to the Isle of Shoals then took a break to become a policeman along the way. Ms. Coppeta further stated that after 9-11, Tracy joined the Division of Ports and Harbors and has been contributing to the management and security of the State’s waterways ever since. Ms. Coppeta commented that her favorite thing about Tracy is his excellent sense of humor.

Ryan and Tracy were not in attendance. Each were awarded a certificate of service and \$50.

20 Years:

Dave Mullen, Executive Director
Judy Dubois, Administrative Assistant

Ms. Coppeta stated that Judy Dubois started at DRED and began working for Geno at Rye Harbor. Ms. Coppeta further stated that Judy does too many things in her role to list and her work ethic and loyalty are legendary.

Ms. Coppeta stated that Dave Mullen is famous for his “walkabouts” during which he combs every inch of Pease making sure that every sign is in compliance, every space is clean and well-tended for the tenants and the public. Ms. Coppeta further stated that Dave started his state career at DRED, came to Pease in 1998 and became PDA’s fearless leader ever since and never lets the daily struggles that go with being the Executive Director get in the way of his sense of humor.

Lynn Hinchee, PDA General Counsel, stated how, when Mr. Mullen became the Deputy Director, Bill Bartlett, former PDA Board Chairman, invited her to his house to walk through his gardens and asked if she was going to behave. Her reply was as much as she can. Attorney Hinchee stated she believes Mr. Mullen should get two awards because he has to put up with her every day.

Each was awarded a certificate of service, \$100 and their names will be engraved on the PDA plaque for long term employees.

25 Years:

Maria Stowell, Engineering Manager
Dave Arnold, Mechanic

Ms. Coppeta stated that Maria Stowell leads her department quietly through a tremendous workload as anyone attending the staff meeting will tell you. Ms. Coppeta further stated that Maria’s hands are always cold but she always has a warm smile all the time.

Ms. Coppeta stated that over the last 25 years, Dave Arnold has stayed steady through equipment failures, irrigation issues and all manner of building maintenance issues. Ms. Coppeta further stated that many times over the last quarter of a century, obstacles have arisen and Dave keeps the Golf Course maintenance operation running through it all. Like most industries, a lot has changed in 25 years but Dave has kept current with his skills and remains steady. Dave was not in attendance.

Each was awarded a certificate of service and \$250

IV. Public Comments

There were no public comments.

V. Old Business

A. Farley White at Pease, LLC – 90 Arboretum

Director Lamson moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby approves of the extension of the ground rent commencement date to “not later than occupancy or January 1, 2020,” for Farley White Pease, LLC for the premises at 90 Arboretum Drive, Newington, NH; in accordance with the Memorandum of David R. Mullen, PDA Executive Director, dated December 13, 2018, attached hereto.** Discussion: Director Lamson stated she

was pleased with the explanation provided for this item. Disposition: Resolved by unanimous vote for; motion carried.

VI. Finance Committee Report

A. Financial Reports

1. Operating Results for Four Month Period Ending October 31, 2018

Irv Canner, PDA Director of Finance, reported on the status of PDA finances. Mr. Canner stated that the certified reports were signed off with no change in numbers and the reports were timely submitted to the State. Mr. Canner further reported that PDA has secured the financial credit facility in the amount of \$15 million revolving line of credit with Provident Bank, some of which will be used for the Terminal expansion project.

Mr. Canner further reported that the operating results for the first four months with operating revenues with about \$6 million and a variance of less than 1%. The operating expenses are lower by just under 3%. The overrun in the personnel services and benefits line come in at just over \$2 million with the primary driver being the OPEB health care related benefit rates coming in late in the budget cycle and that operating variance will continue through the end of the year as far as the net payroll numbers. Operating expenses are otherwise flat at this point. Mr. Canner stated that the overage in all other expenses of \$201,000 is related to the fuel sales in the operating revenues. Fuel sales are greater than budget by \$199,000 and the cost of that fuel is related to the expenses. The legal expenses are under budget by about \$100,000.

Staffing is at 121 positions filled including seasonal positions. There are currently no open positions. There are 50 PDA positions and 10 DPH positions.

Mr. Canner reviewed the Balance Sheet, discussing cash balances and the breakdown between restricted and unrestricted funds. Mr. Canner reported the cash balances at the end of October was just over \$7.6 million which is an increase of about \$1.5 million from the end of June. The primary driver is the profit and loss from the Income Statement and timing differences. Through October PDA spent just under \$600,000 in capital construction, primarily \$300,000 at the Division of Ports and Harbors (“DPH”) for the functional replacement project, \$100,000 on equipment purchases at the Golf Course and the design is getting underway for the terminal expansion project and the runway project. Mr. Canner discussed the Revolving Line of Credit (“RLOC”) and reported that we have not had to use any funds from it this fiscal year. In response to Director Bohenko’s question whether the increase in interest rates will affect the RLOC, Mr. Canner stated it will; the Feds increased the rates by 25 basis points, and the overall cost of money today is 5.1% which is an increase of close to 25% and Mr. Canner expects an increase in January of interest rates.

The debt payment to the City of Portsmouth is due in January and there is just over \$200,000 left on that obligation and two payments scheduled: one in January 2019 and the last payment on January 2020.

Mr. Canner discussed the individual business units. At the end of October, Portsmouth International Airport at Pease (“PSM”) had approximately 7,000 enplanements under last year. The revenues are under budget due to the deferral of pay for parking from July 2018 to January 2019.

The overall operating revenue and expenses for Skyhaven Airport (“DAW”) are tight in terms of budget and there are no significant fluctuations expected there. Fuel sales are ahead of last year. The cumulative net cash flow since taking on DAW is \$2.1 million subject to an FAA grant for snow removal equipment of just over \$500,000 so the revised cumulative net cash flow will be \$1.6 million.

The Tradeport continues to be the primary driver of PDA's operating income in the amount of \$2.9 million which helps offset administrative costs and other expenses.

The Golf Course had increased revenues by about 4.5%. The golf simulator revenues are ahead of last year at the end of November by about 27%. Grill 28 sales are starting to flatten out and are relatively even. The rounds of golf played were less than last year by about 3% due to an increase in the number of rain days.

The DPH operating revenues are higher than budget by about \$150,000 with the variances relating to fuel sales and wharfage and dockage fees.

2. Nine Month Cash Flow Projections to August 31, 2019

Mr. Canner reviewed PDA cash flow projections for the nine month period ending August 31, 2019 including sources of funds for grant funded and non-grant funded projects. The opening fund balance was close to \$6.8 million but will drop approximately 7% over the next nine months down to \$2 million. Mr. Canner stated the drivers for the reduction heavily related to capital expenditures, both grant and non-grant related. The terminal expansion project will require just over \$6 million, pay for parking construction costs will be \$200,000 and another \$400,000 for the runway construction project; all of which make up approximately 80% of the capital projects. In June, the cash flow will be under \$1 million and require use of the RLOC for projects.

The RLOC consists of a term loan of \$5 million with a fixed rate of interest and an expanded line of credit for \$10 million. The interest rates on the RLOC at approximately 5%.

The cash flows for the DPH are consistent with the opening fund balance of just over \$1 million and in the next nine months dropping down to just under \$600,000. Mooring permits will be collected in the January/February timeframe.

In response to Director Allard's question of the completion of the runway project, Ms. Stowell, PDA Engineering Manager, stated PDA expects to get a grant next year which will drive the project work with completion of the project in 2020. In response to Director Allard's question whether the airport will have to close during the project, Paul Brean, Airport Director, explained that the project will be done in four phases and during one phase the airport will have to close for a two-week period. Given the feedback from the tenants and airlines the preference is to have the airport closed for a two-week period than the alternative of closing at night only for a month-long period. The NHANG, tenants and airlines are in support of the closure and will be notified ahead of time when this will occur.

Director Levesque arrived at 8:25 a.m.

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

B. Approvals

1. UNH Professional Development & Training – Wetlands Classes

Director Bohenko 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, 2019 through December 31, 2019, 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 draft Right of Entry dated December 11, 2018 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

2. **Dept. of Defense Police Training – ROE**

Director Allard moved and Director Bohenko seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Portsmouth Naval Shipyard – Department of Defense Police Training from January 1, 2019 through December 31, 2019, for the purpose of conducting, on a periodic basis, an emergency vehicle operator’s training course on a portion of the North Apron; on substantially the same terms and conditions set forth in the Memorandum from Paul E. Brean, Airport Director, and the draft Right of Entry both dated December 11, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

VIII. Leases

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

A. Reports

1. **NH Avenue Retail Center, LLC – Portsmouth Foot and Ankle, DPM, PLLC**

Mr. Mullen reported that NH Avenue Retail Center, LLC entered into a sublease with Portsmouth Foot and Ankle, DPM, PLLC (“PFA”) for 1,087 square feet within the leased premises at 14 Manchester Square, for a period of five years, with three options to extend for three years each. PFA will use the premises for professional and related uses. Director Lamson approved the sublease.

2. **222 International, LP – Laboratory Billing Solutions, Inc.**

Mr. Mullen reported that 222 International, LP entered into a sublease with Laboratory Billing Solutions, Inc. (“LBS”) for 6,928 square feet within the leased premises at 195 New Hampshire Avenue, for a period of two years, effective January 1, 2019. LBS will use the premises for office and related uses. Director Lamson approved the sublease.

IX. Contracts/Agreements

In accordance with the “Delegation to Executive Director: Consent, Approval and Execution of License Agreements,” David Mullen, PDA Executive Director, reported the following:

A. Reports

1. **Nortrax, Inc.**

PDA contracted with Nortrax, Inc. for the purchase of John Deere snow plow attachments. The expenditure of \$4,412.00 was included in the CIP budget.

2. **Wellspeak Dugas & Kane, LLC**

PDA contracted with Wellspeak Dugas & Kane, LLC for an appraisal of the Golf Course at Pease. The expenditure of \$9,500.00 was approved by Chairman Smith.

3. **Dell, Inc.**

PDA contracted with Dell, Inc. for the purchase of replacement computers. The expenditure of \$8,146.36 was approved by Vice-Chairman Loughlin.

B. Approvals

1. Cross Insurance – PDA Insurance

Director Torr moved and Director Allard seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to accept and bind insurance coverages for the Pease Development Authority to be provided by Cross Insurance, Inc. as outlined on the schedule attached hereto, in the projected total premium amount of \$104,294.41 for the period of 12/31/18 through 12/31/19, in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated December 12, 2018 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

2. USI – New England, Inc. – PDA Insurance

Director Levesque moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to accept and bind the property insurance coverage with USI – New England, Inc. as outlined on the schedule attached hereto, in the projected total premium amount of \$78,567.00 for the period of 12/31/18 through 12/31/19, in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated December 12, 2018 and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

3. Turf Products Corp. – Tractor Aerator

Director Loughlin moved and Director Torr seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to execute a contract with Turf Products Corp. (“Turf Products”) in an amount of \$27,217.26 for the purchase of a tractor mounted aerator; all in accordance with the memorandum from Scott D. DeVito, General Manager, dated December 12, 2018, 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:

1. The RFP was issued on November 30, 2018 for a response by December 10, 2018; no bids were received by the requested date and time.
2. GTE and Turf Products requested bid documents, however, GTE does not offer a product meeting the requested specifications.
3. PDA then requested quotes from Turf Products and Finch Services, Inc., a supplier of John Deere Equipment. Turf Products provided the lowest qualified price.
4. PDA does not believe the cost of rebidding or additional time required will result in a better price.

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

4. Teesnap, LLC – Point of Sale System

Director Bohenko moved and Director Lamson seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to execute a contract with Teesnap, Inc. at an annual cost of \$14,000.00 for the purchase of a Point of Sale (“POS”) system; all

in accordance with the memorandum from Scott D. DeVito, General Manager, dated December 5, 2018, 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:

- (1) Teesnap is the only Cloud-based golf POS that does not need an onsite server;
- (2) Teesnap is the only Cloud-based provider that offers a Teesheet for player reservations;
- (3) Teesnap is the only POS platform that provides hardware when using their program; and
- (4) Teesnap is the only POS system that has the ability to store credit card information.

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

X. Executive Director's Reports/Approvals

A. Reports

1. 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 need to be elected for 2019:

A. Vice Chairman

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

B. Treasurer

Director Bohenko 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 for; motion carried.

2. Committee Appointments

Chairman Smith appointed Directors to the following Committees:

Standing Committees

Executive Committee

Kevin Smith, Chair
Peter Loughlin, Vice Chairman
Robert Allard, Treasurer
Staff Contact: Mullen/Hinchee

Finance Committee

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

Airport Committee

Kevin Smith, Chair
Robert Allard
Margaret Lamson
Staff Contact: Brean/Stowell

Zoning Adjustment & Appeals Committee

Frank Torr, Chair
Peter Loughlin
Kevin Smith
Staff Contact: Hincee/Stowell

Marketing and Economic Development Committee

Peter Loughlin, Chair
Neil Levesque
Frank Torr
Staff Contact: Mullen

Ad Hoc Advisory Committees

Capital Improvement and Land Planning Committee

Peter Loughlin, Chair
Robert Allard
Frank Torr
Neil Levesque
Staff Contact: Hincee/Stowell

Transportation Management Committee

Margaret Lamson, Chair
John Bohenko
Frank Torr
Staff Contact: Stowell

Golf Committee

John Bohenko, Chair
Robert Allard
Neil Levesque
Staff Contact: Mullen/DeVito

Port Committee

Peter Loughlin, Chair
Frank Torr
John Bohenko
Ex Officio: Chair DPH Advisory Council
Staff Contact: Mullen/Marconi

Audit Committee

John Bohenko, Chair
Peter Loughlin
Neil Levesque
Staff Contact: Canner

Legal Bill Review

Kevin Smith, Chair
Peter Loughlin
Frank Torr
Staff Contact: Hincee

RESIDENTIAL HOUSING COMMITTEE

Member

Kevin Smith, Chair/Lynn Hincee, Designee
Councilor Rebecca Perkins
Attorney Michael Donahue
Elissa Margolin, Director, Housing Action NH

Juliet Walker, City of Portsmouth Planning Dept.
Michael Fischer, AVP of Economic & Workforce Development, Great Bay Community College
Aeronautical tenants at the Pease International Tradeport [OPEN]
Reserved

Appointed By

PDA Chairman
Mayor of the City of Portsmouth
Town of Newington Selectmen
Commissioner of the Dept. of Business and Economic Affairs
Portsmouth City Manager
PDA Chairman

PDA Chairman
PDA Chairman

Reserved
 Suzanne Woodland, ex-officio
 [OPEN], ex-officio
 Maria J. Stowell, ex-officio
 Mark H. Gardner, ex-officio

PDA Chairman
 Portsmouth City Manager
 Portsmouth City Manager
 PDA Chairman
 PDA Chairman

3. PDA Holiday Schedule – 2019

New Year’s Day		Tuesday	01/01/19
Martin Luther King/Civil Rights Day		Monday	01/21/19
Presidents’ Day		Monday	02/18/19
Memorial Day	Observed	Monday	05/27/19
Independence Day		Thursday	07/04/19
Labor Day		Monday	09/02/19
Columbus Day	Observed	Monday	10/14/19
Veteran’s Day	Observed	Monday	11/11/19
Thanksgiving		Thursday	11/28/19
Day after Thanksgiving		Friday	11/29/19
Christmas Day		Wednesday	12/25/19

4. Golf Course Operations

Scott DeVito, General Manager, reported on the activities at the Golf Course with the last official play date being November 15, 2018. The course maintenance was done. Mr. DeVito stated that the golf season is based on 245 days and the average has been approximately 45 rain days during the year. In 2018 season, there were only 168 play days; the affect being 2,500 less rounds of golf played. Simulator play has increased and Mr. DeVito estimates that this could be the best year for simulator use.

5. Airport Operations

a. Portsmouth International Airport at Pease (“PSM”)

Paul E. Brean, Airport Director, reported on aviation activities stating that November was a busy but fun month. Frontier Airlines (“Frontier”) kicked off its inaugural service to Orlando International Airport and was a big success. Mr. Brean expressed his thanks for the support to the Board and the Mr. Mullen. The event in the terminal was well received by the travelling public. The first check in with Frontier was good news; that December has been good for return traffic with bookings for January through March looking very good. Mr. Brean stated he has a scheduled meeting in February with Frontier for more feedback.

The number of enplanements for November was 6,346 passenger which is approximately 1,000 more than November of last year. The number of passengers were split 50/50 between Allegiant and troop passengers. The decrease in enplanements in 2017 was due in part to Allegiant restructuring its fleet and cut some flight activity as well as ISIS campaign changes regarding troop charter activity. There were approximately 757,000 gallons of fuel sold in the month of November. This is keeping pace with the target of 10 million gallons of fuel sold for the year.

Mr. Brean expressed his thanks to PDA staff, including IT, Engineering and Maintenance, for the work on getting Frontier up and running. Mr. Brean stated that Frontier was very grateful for the support they received. Frontier Project Manager was quoted stating he has “never worked with such a willing and supportive airport,” and was very impressed.

Beginning in February, Allegiant will have daily flights to Punta Gorda and Fort Meyers. Flights to Savannah, Georgia will begin in June 2019. Delta Airlines (“Delta”) has signed an agreement with PDA local catering company for troop flights. Delta had about 15 troop flights in November and it is expected they will add more. PlaneSense received an additional Swiss Pilatus PC-12 plane in November for a total number of approximately 35 planes.

b. Skyhaven Airport (“DAW”)

Mr. Brean reported that the phone is ringing for potential property leases at DAW.

c. Noise Line Report

There were a total of 3 noise inquiries at PSM during the month of November all of which were regarding rotor activities originating from two residences in Portsmouth; two inquiries from a residence on Ruth Street and one inquiry from a residence on Miller Avenue.

In response to Director Lamson’s question regarding Miami Air, Mr. Brean reported that Miami Air does troop charters and uses PSM to position aircraft at PSM.

B. Approvals

1. Bills for Legal Services

Director Loughlin moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to expend funds up to \$137,000.01 for the following legal services rendered for the Pease Development Authority:**

1.	Anderson & Kreiger, LLP Through October 31, 2018 Through November 30, 2018	\$8,664.50 <u>\$451.00</u>	\$9,115.50
2.	Kutak Rock LLP General/Through November 30, 2018	<u>\$656.00*</u>	\$656.00
3.	Sheehan Phinney Bass + Green CLF Through October 31, 2018 Through November 30, 2018 Tradeport-General Representation Through October 31, 2018 Through November 30, 2018	\$14,529.00 \$8,629.67 \$41,144.25 <u>\$62,925.59</u>	 <u>\$127,228.51</u>
Total			<u>\$137,000.01</u>

*The balance will be paid by the City of Portsmouth. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

2. SAFE Contract Renewal

Director Allard moved and Director Lamson seconded that The Pease Development Authority Board of Directors hereby authorized the Executive Director to enter into a five-year contract with HID Global (fka Quantum Secure, Inc.) in a total amount not to exceed \$146,400.00 for the purpose of purchasing an upgrade to the SAFE For Aviation Airport Identity Management System; all in accordance with the memorandum of Ed F. Pottberg, Security Manager, dated December 10, 2018, 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:

1. HID Global was awarded the FAA Airport Improvement Project at Pease and, accordingly, is the sole system provider for operation and maintenance of the IDMS system.
2. HID Global is the only company who can maintain and support IDMS at Pease.

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

3. Nachurs Alpine Solutions Industrial – Sodium Formate

Director Torr moved and Director Lamson seconded that The Pease Development Authority Board of Directors hereby approves of 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 \$0.735 per pound for a period of January 1, 2019 through December 31, 2019; all in accordance with the memorandum of Sandra McDonough, Airport Operations Specialist, dated December 11, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

4. Nachurs Alpine Solutions Industrial – Potassium Acetate

Director Lamson moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby approves of 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 \$4.49 per gallon for a period of January 1, 2019 through December 31, 2019; all in accordance with the memorandum of Sandra McDonough, Airport Operations Specialist, dated December 11, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

5. Holliston Sand Company, Inc. – Runway Sand

Director Levesque moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute a contract with Holliston Sand Company, Inc., for the period of January 1, 2019 through December 31, 2019 for the purpose of providing FAA approved runway sand for the Airport runways at the price of \$102.68 per ton; in accordance with the memo from Sandra McDonough, Airport Operations Specialist, dated December 12, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

6. USDA/Wildlife Service – Cooperative Services Agreement

Director Bohenko moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorized the Executive Director to execute a contract with the United States Department of Agriculture Wildlife Service (USDA WS) from January 1, 2019 through December 31, 2019, in the amount of \$20,208.11 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 Manager, dated November 27, 2018, 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 PDA. 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 14 CFR 139 requirements.
3. USDA is the FAA recognized authority for such required training.

Note: This motion requires 5 affirmative votes. Discussion: In response to Director Lamson's question whether this group is the same as the group for the vegetation, Ms. Stowell stated it was. In response to Director Allard's question why some motions require five affirmative votes where others do not, Ms. Hinchee stated that certain parts of PDA's statutes that require a super majority so when a vote is taken to waive the bidding requirement, for instance, then five affirmative votes are required which is done by roll call vote for the record. Disposition: Resolved by unanimous roll call vote for; motion carried.

XI. Division of Ports and Harbors

Geno J. Marconi, Division Director, reported on Division activities, and the approvals sought before the Board represent the current business at the Division of Ports and Harbors ("DPH").

A. Reports

1. Port Advisory Council

Mr. Marconi reported that the Port Advisory Council ("PAC") met on November 14, 2018 and December 11, 2018. The approved minutes of the two previous meetings are included for the Board's information.

Director Bohenko moved and Director Levesque seconded that **the Board suspend the rules of procedure to allow Roger Giroux, Vice-Chairman of the Port Advisory Council, to speak regarding the proposed increase in fees.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

Mr. Giroux stated that at its last meeting the PAC voted, albeit reluctantly, to increase the mooring fees from \$10 per foot to \$12.00 per foot. Mr. Giroux further stated that PAC took a second vote to come before the PDA Board to speak on this issue. A small group of voters, the mooring holders, are being held responsible for a large portion of the costs. When the regulations were originally made, there were also going to be slip fees included which would apply to all slips in addition to the moorings. The larger marina operators all protested the slip fees as being unfair. The boats tied up to the slips use the waterways and

the biggest use of the Harbor Maintenance fund is on the dredging projects. In response to Director Levesque's question where the slips are located, Mr. Giroux explained the slips lie in state tidal waters and are being taxed by the towns as an appurtenance to the property but the property rights end at the shoreline. Several towns assess slip fees to the vessel that uses it and not the slip. Whether a boat is tied up to the slip or the mooring, it is still in the harbor and benefitting from the dredging and navigational aids and other harbor maintenance benefits. Currently, the only people who are paying slip fees are the owners of the vessels tied up to the State piers but if the vessel is tied up to a private pier, nothing is paid. There are 500-600 vessels in the Great Bay Piscataqua Title Basin that are tied up to slips and paying nothing; the mooring holders are paying all the fees. There are three inequities going on simultaneously: (1) mooring owners are being asked to pay a lot of money; (2) in 2018 the State collected over \$5 million in boat registration fees; \$142,000 of the fees from "salt water" registrations went to DPH Harbor Maintenance fund and (3) DPH has not received the unused gas tax refund, as well as numerous revenue sources DPH is entitled to. Mr. Giroux stated that due to the shortage of money to maintain the mooring system and Harbor Maintenance fund, DPH is being forced to raise the mooring fees. Mr. Giroux stated his purpose in speaking to the Board is to make it aware of the issues, and ask its support going forward in the adjustment of State regulations. In response to Director Levesque's question whether DPH or Legislature can change the slip fee structure, Mr. Marconi stated it would be the Legislature. In response to Director Allard's question of the amount of slip fees, Mr. Giroux stated it is \$10.00 per foot for boats tied up to State piers. In response to Vice-Chairman Loughlin's question of the average cost for a 60' boat on a slip, Mr. Giroux stated his 42' boat at Wentworth costs him \$7,500 which includes power.

NOTE: Chairman Smith stepped out of the room at 9:04 a.m. and returned at 9:13 a.m.

2. Contracts

Mr. Marconi reported that in accordance with the "Delegation to Executive Director: Consent, Approval and Execution of Documents and Expenditure of Funds for Emergency Repairs," PDA entered into the following contract:

1. Tim J. Leonard Plumbing & Heating Co.

PDA contracted with Tim J. Leonard Plumbing & Heating Co. for the emergency furnace replacement at the Market Street Terminal. The expenditure of \$10,360.55 was approved by Vice-Chairman Loughlin.

2. BUILD Grant Update

Mr. Marconi reported that, after 12 applications to seek funding assistance to rehabilitate the existing wharf, DPH was awarded \$7.5 million. There is a \$5 million DPH match and, Mr. Marconi was negotiating with Federal Highway regarding the functional replacement on the Sarah Long Bridge project which approved up to \$18 million. The total would be up to \$30 million for work at the Port. In response to Director Allard's question about what will be done, Mr. Marconi stated that 140'-145' will be added to the north end and 60' on the south end of the main dock as the functional replacement due to the loss during the Sarah Long Bridge project; dredge; reslope and repave the short side of the footprint of the bridge which will pick up about two acres of additional cargo area and put fender system on the face of the dock. The BUILD grant is to rehabilitate and modify the existing pier which will include jacking up pilings, fix concrete, work on the steel bulkhead and resurface the existing facility. The modification will allow direct access from to the vessel from the street. In response to Director Allard's question regarding the timeframe of this work, Mr. Marconi stated that work will being after final acceptance of the grant which is progress, all of the work will be done in phases and should be completed in three years. In response to Director Lamson's question regarding the Irving explosion, Mr. Marconi explained it was an explosion at the

refinery in Canada. Vice-Chairman Loughlin commended Mr. Marconi for getting the grant and for all of his hard work at the Port.

Director Levesque stepped out of the room at 9:15 a.m. and returned at 9:17 a.m.

B. Approvals

1. Initial Proposed Fees

Director Lamson moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors hereby approves of the Initial Proposed Schedule of Fees, Moorings and Waitlists, and authorizes the Division Director to take any necessary or recommended action in furtherance of this matter; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated December 12, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

2. Heidi & Elisabeth Fisheries, LLC – ROE

Director Loughlin 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 Heidi & Elisabeth Fisheries, LLC for one year effective January 1, 2019 and includes two one-year options to extend subject to the approval of the PDA Executive Director, for the purpose of renting office space at the Portsmouth Commercial Fish Pier; all in accordance with the memorandum from Geno J. Marconi, Division Director, dated December 1, 2018 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

3. L.W. Morgridge and Sons, Inc. – ROE

Director Allard 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 L.W. Morgridge and Son, Inc. for a three-year period effective January 1, 2019 and includes two one-year options to extend, subject to the approval of the PDA Executive Director, for the purpose of filling tankers with salt water at the Market Street Terminal; all in accordance with the memorandum from Geno J. Marconi, Division Director, dated November 30, 2018 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

4. Chapter Pda 400 Rules – Final Adoption

Director Torr moved and Director Allard seconded that **In accordance with the provisions of 12-G:42 X (b), the PDA Board of Directors hereby approves of the Final Adoption of Administrative Rules Chapter Pda 400, as attached hereto, and authorizes the Division Director to take any necessary or recommended action in accordance with RSA 541-A:12, in furtherance of this matter; in accordance with the Memorandum of Geno J. Marconi, Division Director, dated November 20, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

5. Chapter Pda 300 Rules – Final Proposed

Director Levesque moved and Director Torr seconded that **The Pease Development Board of Directors hereby approves the final adoption to Administrative Rules Pda 300 PORT CAPTAINS, PILOTS AND PILOTAGE.**

Further, the Board authorizes the Division Director to take any necessary or recommended action in furtherance of this matter; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated December 12, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

6. **Appledore Marine Engineering, LLC – Amended Proposal for Rye Rip Rap Repair**

Director Bohenko moved and Director Torr seconded that The Pease Development Authority Board of Directors authorizes the Executive Director to enter into a contract with Appledore Marine Engineering, LLC (“AME”), in a total amount of \$27,300.00 for the purpose of obtaining the regulatory permits, development of construction sketches and limited consultation during construction of the Rye Harbor Riprap Repair Project; all in accordance with the memorandum of Geno J. Marconi, dated December 6, 2018, attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

XII. New Business

Attorney Hinchee stated that there is a revision to the Housing Study Committee. Lorri Baddalotto, counsel to PlaneSense, has agreed to serve as the representative on behalf of the aeronautical tenants and Michael Fischer has agreed to serve as representative on behalf of the non-aeronautical tenants.

XIII. Upcoming Meetings

Chairman Smith presented the 2019 proposed meetings schedule and asked the Directors to let him know if any revisions need to be made. Director Allard stated that he will be in Florida during the January and March Board meetings in 2019 and will be calling into the meetings. Chairman Smith reported that the following meeting will be held:

Board of Directors January 17, 2018

All meetings begin at 8:00 a.m. unless otherwise posted.

XIV. Directors’ Comments

Chairman Smith suggested everyone look at the new PDA website and that it was well done.

Director Torr suggested that the Port Committee discuss the issues raised by Roger Giroux at their next meeting,

Director Levesque stated that, as the new person, he is so impressed by the amount of work done on the Board packages and recognized the hard work that goes into the preparation for the meetings. Ms. Hinchee stated that everyone at PDA pitches in, it is a time for PDA to show everyone what it has done.

XV. Non-Public Session

Director Allard moved and Director Torr seconded that **The Pease Development Authority Board of Directors will enter non-public session pursuant to:**

1. NHRSA 91-A:3, Paragraph II(d) for the purpose of discussion the acquisition, sale or lease of property.
2. NHRSA 91-A:3, Paragraph II(e) for consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his or her membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled; and

Note: Roll Call Vote Required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried. The Board entered into non-public session at 9:29 a.m. The Board returned to public session at 10:24 a.m.

XVI. Vote of Confidentiality

Director Loughlin moved and Director Lamson seconded that **Resolved, pursuant to NH RSA 91-A:3, Paragraph III, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its December 20, 2018 meeting related to:**

1. Leasing of property; and
2. Litigation;

would, if disclosed publically, a) render the proposed actions ineffective; and b) affect adversely the reputation of any person other than a member of the public body itself; and agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply. **Note: This motion requires 5 Affirmative Votes.** Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried.

XVII. Adjournment

Director Allard moved and Director Levesque seconded to **adjourn the Board meeting.** Discussion: None. Disposition: Resolved by unanimous roll call vote for; motion carried. Meeting adjourned at 10:25 a.m.

XVIII. Press Questions

No members of the press attended the meeting.

Respectfully submitted,



David R. Mullen
Executive Director



MOTION

Director Lamson:

The Pease Development Authority ("PDA") Board of Directors hereby authorizes:

- (1) the expenditure up to \$27,000 to engage Piscataqua Landscaping & Tree Service (PDA's on-call landscaping services provider) to plant trees and shrubs on PDA's Little Bay Road lot; provided, however, that The Town of Newington ("TON") agrees to maintain the plantings; and
- (2) the Executive Director to enter into a Right of Entry with the TON for the provision by TON at TON's sole expense all maintenance of the trees and shrubs planted on PDA's Little Bay Road lot;

all in accordance with the memorandum of Maria J. Stowell, PDA Engineering Manager, dated January 4, 2019 and attached hereto;

Note: Roll Call vote required

N:\RESOLVES\2019\TONTrees0119.docx



MEMORANDUM

To: David R. Mullen, Executive Director *DM*
 From: Maria J. Stowell, P.E., Engineering Manager *Maria*
 Date: January 8, 2019
 Subject: Tree and Shrub Planting, Little Bay Road, Newington

In 2017, while considering the staff's request to approve a project to remove trees and clear airspace obstructions, the Board directed us to work with arborists appointed by PDA and Newington to produce a plan to replace some of the trees that were removed adjacent to the Little Bay Road Scenic Byway. The resulting plan was shared with Directors Lamson and Loughlin. Neither was satisfied with the proposal.

Last fall, Director Lamson and I met with Ms. Lulu Pickering, the Newington Select Board's designate, to discuss planting options. The attached plan, dated October 24, 2018, evolved from that meeting. The plan shows ornamental trees and shrubs filling almost one-half acre.

Staff contacted Piscataqua Landscaping & Tree Service ("Piscataqua"), PDA's on-call contractor, to discuss the planting plan and secure prices to furnish and plant the selected trees and shrubs. Piscataqua offered recommendations resulting in minor adjustments. After further communication with Directors Lamson and Loughlin and Ms. Pickering, I am proposing the attached Little Bay Road Planting Plan dated January 7, 2019. If given approval now, Piscataqua would order the trees to be here in time for spring planting at a cost of approximately \$26,600. The price includes labor, plants, soils, amendments, bark mulch ring and watering bags.

As to price, the PDA's Capital Improvement Plan includes a line item amount of \$15,000 for tree planting on the Little Bay Road lot. The sum was the estimated amount to furnish and plant the trees shown on the original arborists' plan, which consisted of 40 1 to 2 gallon containerized Canaan firs. The cost of the ornamentals are, plainly, much more than the contemplated Canaan firs.

A benefit of the new planting plan is the selected species will not grow to the height of the Canaan firs, negating the need of a future tree clearing project. The detriment of any planting plan is the presence of tall vegetation impedes maintenance; and, although these species are not considered a strong bird attractant (based on a review by USDA), any plantings will attract some degree of wildlife.

Recognizing the pros and cons, PDA has expressed its willingness to provide plantings on the lot. Newington has represented that the Town will provide all required maintenance. The question becomes the Board's disposition to exceed the budget amount.

In addition to the planting plan, I have attached a draft Right of Entry that sets forth the parties' obligations for providing, installing and maintaining new plantings. I have also included a spreadsheet listing Piscataqua's unit prices for the selected plantings.

At the January meeting, please ask the Board if it wishes to proceed with the proposed planting plan, and if so, also give you authority to execute the Right of Entry. I recommend a budget of \$27,000 to include a contingency.

N:\ENGINEER\Board Memos\2019\TON tree shrub planting.docx

October 24, 2018

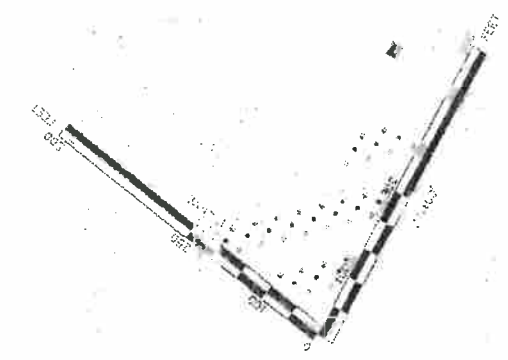
Newington - Pease
property line

Midline of runway

Sam Rowes Hill

McIntyre Road

Little Bay Road



October 24, 2018

65 trees/shrubs planted 20 feet apart on center

trees of short to medium height:

- 6 flowering dogwood trees (white, pink, red) - spring and fall color
- M 3 magnolia trees (red, purple flowers)
- ER 2 eastern redbush trees (one red flowers and one purple)
- RM 2 red maple trees, either red sunset or autumn blaze
- 13 Japanese maples - summer and fall color

shrubs of short to medium height:

- 13 althea (blue, lavender, pink) - summer color
- 13 rhododendron shrubs (lavender, pink, red) - year round color
- 13 lilac shrubs of different flower colors (deep purple, light purple, pink, blue, yellow, blue, red) - spring color



LITTLE BAY ROAD PLANTING PLAN

January 7, 2019

Althea (Hibiscus)	Japanese Maple Purple Ghost	Lilac (Syringa)	Lilac																
Rhododendron	Althea (Hibiscus)	Japanese Maple Purple Ghost	Lilac																
Dogwood (Cornus)	Rhododendron	Althea (Hibiscus)	Japanese Maple Purple Ghost																
Magnolia	Dogwood	Rhododendron	Althea (Hibiscus)	Japanese Maple Purple Ghost															
North Wind Korean Maple	Lilac	Dogwood	Rhododendron	Japanese Maple Purple Ghost															
Althea (Hibiscus)	North Wind Korean Maple	Lilac	Dogwood	Althea (Hibiscus)	Japanese Maple Purple Ghost														
Rhododendron	Althea (Hibiscus)	North Wind Korean Maple	Lilac	Dogwood	Rhododendron	Althea (Hibiscus)	Japanese Maple Purple Ghost												
Red Maple	Rhododendron	Althea (Hibiscus)	North Wind Korean Maple	Lilac	Dogwood	Rhododendron	Althea (Hibiscus)	Japanese Maple Purple Ghost											

Common Name	Size	Type	Installed Price	Quantity
Cornus florida	2-2.5 inch caliper	Flowering Dogwood	\$ 609.05	2
Cornus florida 'Cherokee Brave'	2-2.5 inch caliper	Flowering Dogwood	\$ 843.20	2
Cornus florida rubra	2-2.5 inch caliper	Flowering Dogwood	\$ 748.34	2
Magnolia soulangiana	2-2.5 inch caliper	Magnolia	\$ 1,561.24	1
Cercis canadensis 'The Rising Sun'	2-2.5 inch caliper	Eastern Redbud (Yellow)	\$ 783.91	1
Cercis canadensis 'Appalachen Red'	2-2.5 inch caliper	Eastern Redbud	\$ 772.06	1
Acer rubrum "Red Sunset"	2-2.5 inch caliper	Red maple	\$ 677.20	2
Substitute for Bloodgood	2-2.5 inch caliper	North Wind Korean Maple	\$ 797.50	4
Acer palmatum 'Purple Ghost'	6-8 feet tall	Japanese Maple	\$ 475.62	9
Hibiscus syriacus 'Aphrodite'	3-4 foot tall	Rose of Sharon	\$ 215.28	5
Hibiscus syriacus 'Blue Satin'	3-4 foot tall	Rose of Sharon	\$ 291.17	4
Hibiscus syriacus 'Ardens'	3-4 foot tall	Rose of Sharon	\$ 215.28	4
Rhododendron 'Roseum Pink'	5 gallon	Rhododendron	\$ 143.21	5
Rhododendron 'PJM Elite'	5 gallon	Rhododendron	\$ 128.98	4
Rhododendron 'Nova Zembla'	7 gallon	Rhododendron	\$ 170.22	4
Syringa vulgaris	3-4 foot shrubs	Lilac	\$ 231.88	5
Syringa vulgaris 'Alba'	3-4 foot shrubs	Lilac	\$ 231.88	4
Syringa vulgaris 'Charles Joly'	3-4 foot shrubs	Lilac	\$ 231.88	4
			\$ 1,218.10	
			\$ 1,686.40	
			\$ 1,496.68	
			\$ 1,561.24	
			\$ 783.91	
			\$ 772.06	
			\$ 1,354.40	
			\$ 3,190.00	
			\$ 4,280.58	
			\$ 1,076.40	
			\$ 1,164.68	
			\$ 861.12	
			\$ 716.05	
			\$ 515.92	
			\$ 680.88	
			\$ 1,159.40	
			\$ 927.52	
			\$ 927.52	
			\$ 24,372.86	
		Gator Bags	\$ 2,209.62	
		Total		\$ 26,582.48

January 7, 2019

RIGHT OF ENTRY

ISSUED TO

**The Town of Newington, New Hampshire (Newington)
For
Tree and Shrub Maintenance on Property Located at Little Bay Road
Map 23, Lot 8-3**

WHEREAS Pease Development Authority (PDA) is the Owner and Operator of the Portsmouth International Airport at Pease, and is obligated to take appropriate actions to assure that terminal airspace is adequately cleared and protected by removing, lowering, relocating, marking, lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards (Federal Aviation Administration Grant Assurance 20); and,

WHEREAS, in furtherance of this obligation, PDA has completed work that removed trees located on PDA property at Little Bay Road, shown on Newington Assessor Map 23, as Lot 8-3; and,

WHEREAS the Town of Newington has requested and PDA has agreed to plant a number of replacement trees and shrubs on Lot 8-3; and,

WHEREAS the Town of Newington has agreed to assume responsibility for the care, maintenance and watering of the newly planted trees and shrubs;

NOW THEREFORE, this Right of Entry sets forth the terms and conditions for the maintenance, care and watering of the replacement trees and shrubs along a portion of the property at Map 23, Lot 8-3 Little Bay Road.

1. **Planting.** Exhibit A to this Right of Entry is a plan showing the type, location, number, and spacing of the trees/shrubs to be planted. PDA will purchase and plant the trees and shrubs in accordance with Exhibit A. PDA will also furnish initial soil additives, and slow release watering bags. The planting will be by a contractor selected by PDA.
2. **Schedule of Planting.** PDA shall engage its contractor as soon as practicable in the spring of 2019.
3. **Right of Entry.** Subject to the terms and conditions of this Right of Entry, PDA shall grant Newington, its employees, and agents access to the area of planting for the sole purpose of maintaining (as defined below) the newly planted trees and shrubs. Access shall be from Arboretum Drive as shown on Exhibit B.

4. Tree/Shrub Maintenance. Newington shall be responsible for maintenance of the trees and shrubs to be planted under this Right of Entry. Maintenance shall begin immediately upon completion of planting and shall include watering, fertilizing, mulching, installing or removing stakes and netting, or any other practice typically recommended to ensure survivability for newly planted vegetation.
5. Coordination of Work. PDA will maintain the ground surface around the newly planted trees and shrubs and on the remainder of the lot by periodic mowing, brush-hogging or such other means as it deems appropriate to ensure it is in full compliance with FAA Grant Assurance 20. Newington shall coordinate its maintenance work so as not to conflict with PDA work.
6. Maintenance of Existing Conditions. When entering the PDA property to provide maintenance, Newington shall take care not to disturb the existing ground surface and shall employ all means necessary to prevent soil erosion.
7. Insurance Coverage. Newington and/or any agent or contractor of Newington providing to the Pease Development Authority satisfactory evidence of commercial general liability insurance to a limit of not less than Two Million Dollars (\$2,000,000.00) per occurrence, naming the Pease Development Authority as additional insured.

Each such policy or certificate therefor issued by the insurer shall contain (i) a provision that no act or omission of any employee, officer or agent of Newington 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, (iii) provide that the insurer shall have no right of subrogation against Pease Development Authority; and (iv) 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.

8. Limitation on Tree/Shrub Replacement. Newington understands that the survivability of the newly planted trees will be dependent upon the condition of the trees at the time of planting, the provision of maintenance after planting, ambient weather conditions, and/or any number of natural or man-made events. In the event that a tree does not survive within one year of its planting due to a discernable defect in the tree which was supplied and not due to a failure by Newington to care for, maintain and water such tree, PDA may, in its sole discretion, exercise such rights it may have under its supplier/installer contract to secure a replacement tree. Subject to Section 10 of this Right of Entry, Newington shall have the option of replacing, at its own expense, trees and shrubs that do not survive due to unfavorable weather conditions, animal browsing, lack of maintenance or any other circumstance outside the supplier/installer's agreement to

replace defective trees and shrubs. Newington may not plant another type of tree/shrub and will be limited to replacing a failed planting with an identical type.

9. Indemnification and Hold Harmless. Newington'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. Newington 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 Newington's use of the Premises or the conduct of activities or the performance of responsibilities under this authorization. Newington 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 Newington's use of the Premises or any activities conducted or undertaken in connection with or pursuant to this authorization.
10. Continuation of Rights. Nothing in this Right of Entry shall impact or diminish PDA's continuing rights to protect terminal airspace in accordance with FAA mandates and good practice dictates. PDA may, at any time, remove any vegetation that becomes an obstruction to air navigation.
11. Term. This Right of Entry shall become effective upon signing and shall remain in effect until the newly planted trees and shrubs are no longer at risk of perishing, but in any event no longer than four years.
12. Newington's understanding and agreement herein that this letter of authorization does not constitute grant of an exclusive interest in the Premises, an option to lease the Premises or an offer to lease the Premises and only confers the limited rights to access the property for the express purposed as set forth herein.

Signed, this _____ day of _____, 2019, by:

FOR THE PEASE DEVELOPMENT AUTHORITY

Executive Director

FOR THE TOWN OF NEWINGTON

Its duly authorized: _____

EXHIBIT A

PLANTING PLAN

EXHIBIT B

ACCESS AND HAUL ROUTE



Exhibit Depicting Town of Newington Right of Entry for Landscape Maintenance

DESIGNED BY: MRM DATE: 1/7/19 SCALE: NTS



PEASE DEVELOPMENT AUTHORITY

A Division of

55 INTERNATIONAL DRIVE, PORTSMOUTH, NH 03801

**FY 2019 FINANCIAL REPORT
FOR THE FIVE MONTH PERIOD
ENDING NOVEMBER 30, 2018**



**BOARD OF DIRECTORS MEETING
JANUARY 17, 2019**

CONSOLIDATED STATEMENT OF REVENUES AND EXPENSES 2

FOR THE FIVE MONTH PERIOD ENDING

NOVEMBER 30, 2018

(\$ 000'S)

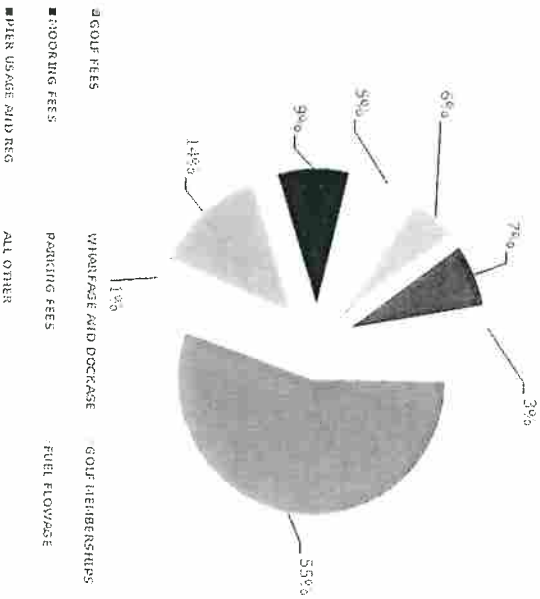
BUDGET VARIANCE ANALYSIS

<ul style="list-style-type: none"> ▪ OPERATING REVENUES- LOWER BY 0.7 %/o ... ▪ TIMING DIFFERENCES ASSOCIATED WITH RENTAL OF FACILITIES, OFFSET BY INCREASES IN: <ul style="list-style-type: none"> ▪ GOLF FEES- ESCALATION IN NONMEMBER ROUNDS PLAYED ▪ CONCESSION REVENUES FROM GRILL 28 SALES ▪ PSM PAY FOR PARKING DEFERRED UNTIL JANUARY 2019 ▪ DPH AND DAW FUEL SALES ▪ OPERATING COSTS- LOWER BY 4.3 %/o ... <ul style="list-style-type: none"> ▪ DPH AND DAW FUEL EXPENSE HIGHER TO OFFSET FUEL SALES. ▪ HEALTH INSURANCE PRELIMINARY RATE STRUCTURE MODIFIED- OPEB IMPACT ▪ COMPREHENSIVE FY 2018 YEAR END CUT-OFF PROCEDURES. ▪ BENEFITED EMPLOYEE OVERTIME IN SUPPORT OF INCREASED GOLF AND WHARFAGE ACTIVITIES (DPH). 	<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;">YEAR TO DATE ACTUAL</th> <th style="text-align: center;">YEAR TO DATE BUDGET</th> <th style="text-align: center;">CURRENT YEAR VARIANCE</th> <th style="text-align: center;">CURRENT YEAR BUDGET</th> </tr> </thead> <tbody> <tr> <td>OPERATING REVENUES <i>(PAGE #5)</i></td> <td style="text-align: right;">6,973</td> <td style="text-align: right;">7,020</td> <td style="text-align: right;">(47)</td> <td style="text-align: right;">15,224</td> </tr> <tr> <td>OPERATING EXPENSES</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PERSONNEL SERVICES AND BENEFITS <i>(PAGE #4 AND #5)</i></td> <td style="text-align: right;">2,507</td> <td style="text-align: right;">2,372</td> <td style="text-align: right;">135</td> <td style="text-align: right;">5,903</td> </tr> <tr> <td>BUILDINGS AND FACILITIES MAINTENANCE</td> <td style="text-align: right;">744</td> <td style="text-align: right;">1,023</td> <td style="text-align: right;">(279)</td> <td style="text-align: right;">2,482</td> </tr> <tr> <td>GENERAL AND ADMINISTRATIVE <i>(PAGE #6)</i></td> <td style="text-align: right;">495</td> <td style="text-align: right;">502</td> <td style="text-align: right;">(7)</td> <td style="text-align: right;">1,207</td> </tr> <tr> <td>UTILITIES <i>(PAGE #6)</i></td> <td style="text-align: right;">230</td> <td style="text-align: right;">330</td> <td style="text-align: right;">(100)</td> <td style="text-align: right;">712</td> </tr> <tr> <td>PROFESSIONAL SERVICES <i>(PAGE #6)</i></td> <td style="text-align: right;">191</td> <td style="text-align: right;">293</td> <td style="text-align: right;">(102)</td> <td style="text-align: right;">911</td> </tr> <tr> <td>MARKETING AND PROMOTION</td> <td style="text-align: right;">80</td> <td style="text-align: right;">147</td> <td style="text-align: right;">(67)</td> <td style="text-align: right;">315</td> </tr> <tr> <td>ALL OTHER <i>(PAGE #6)</i></td> <td style="text-align: right;">674</td> <td style="text-align: right;">475</td> <td style="text-align: right;">199</td> <td style="text-align: right;">1,033</td> </tr> <tr> <td>OPERATING INCOME</td> <td style="text-align: right;"><u>4,921</u></td> <td style="text-align: right;"><u>5,142</u></td> <td style="text-align: right;"><u>(221)</u></td> <td style="text-align: right;"><u>12,563</u></td> </tr> <tr> <td>NONOPERATING (INCOME) AND EXPENSE <i>(PAGE #7)</i></td> <td style="text-align: right;">2,052</td> <td style="text-align: right;">1,878</td> <td style="text-align: right;">174</td> <td style="text-align: right;">2,661</td> </tr> <tr> <td>DEPRECIATION</td> <td style="text-align: right;">(14)</td> <td style="text-align: right;">54</td> <td style="text-align: right;">68</td> <td style="text-align: right;">130</td> </tr> <tr> <td>NET OPERATING INCOME</td> <td style="text-align: right;">2,432</td> <td style="text-align: right;">2,682</td> <td style="text-align: right;">(250)</td> <td style="text-align: right;">6,437</td> </tr> <tr> <td></td> <td style="text-align: right;"><u>(366)</u></td> <td style="text-align: right;"><u>(858)</u></td> <td style="text-align: right;"><u>492</u></td> <td style="text-align: right;"><u>(3,906)</u></td> </tr> </tbody> </table>		YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET	OPERATING REVENUES <i>(PAGE #5)</i>	6,973	7,020	(47)	15,224	OPERATING EXPENSES					PERSONNEL SERVICES AND BENEFITS <i>(PAGE #4 AND #5)</i>	2,507	2,372	135	5,903	BUILDINGS AND FACILITIES MAINTENANCE	744	1,023	(279)	2,482	GENERAL AND ADMINISTRATIVE <i>(PAGE #6)</i>	495	502	(7)	1,207	UTILITIES <i>(PAGE #6)</i>	230	330	(100)	712	PROFESSIONAL SERVICES <i>(PAGE #6)</i>	191	293	(102)	911	MARKETING AND PROMOTION	80	147	(67)	315	ALL OTHER <i>(PAGE #6)</i>	674	475	199	1,033	OPERATING INCOME	<u>4,921</u>	<u>5,142</u>	<u>(221)</u>	<u>12,563</u>	NONOPERATING (INCOME) AND EXPENSE <i>(PAGE #7)</i>	2,052	1,878	174	2,661	DEPRECIATION	(14)	54	68	130	NET OPERATING INCOME	2,432	2,682	(250)	6,437		<u>(366)</u>	<u>(858)</u>	<u>492</u>	<u>(3,906)</u>
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CONSOLIDATED OPERATING REVENUES FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018

(\$ 000's)

FEE REVENUES YEAR TO DATE



	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VAR	CURRENT YEAR BUDGET
RENTAL OF FACILITIES	4,139	4,287	(148)	9,968
FEE REVENUES (SEE PIE CHART)	1,619	1,878	(259)	3,603
FUEL SALES (SEE TABLE BELOW)	586	377	209	704
CONCESSION REVENUE	189	186	3	400
GOLF MERCHANDISE	124	119	5	235
ALL OTHER- NET	316	173	143	314
	<u>6,973</u>	<u>7,020</u>	<u>(47)</u>	<u>15,224</u>

FUEL ANALYSIS

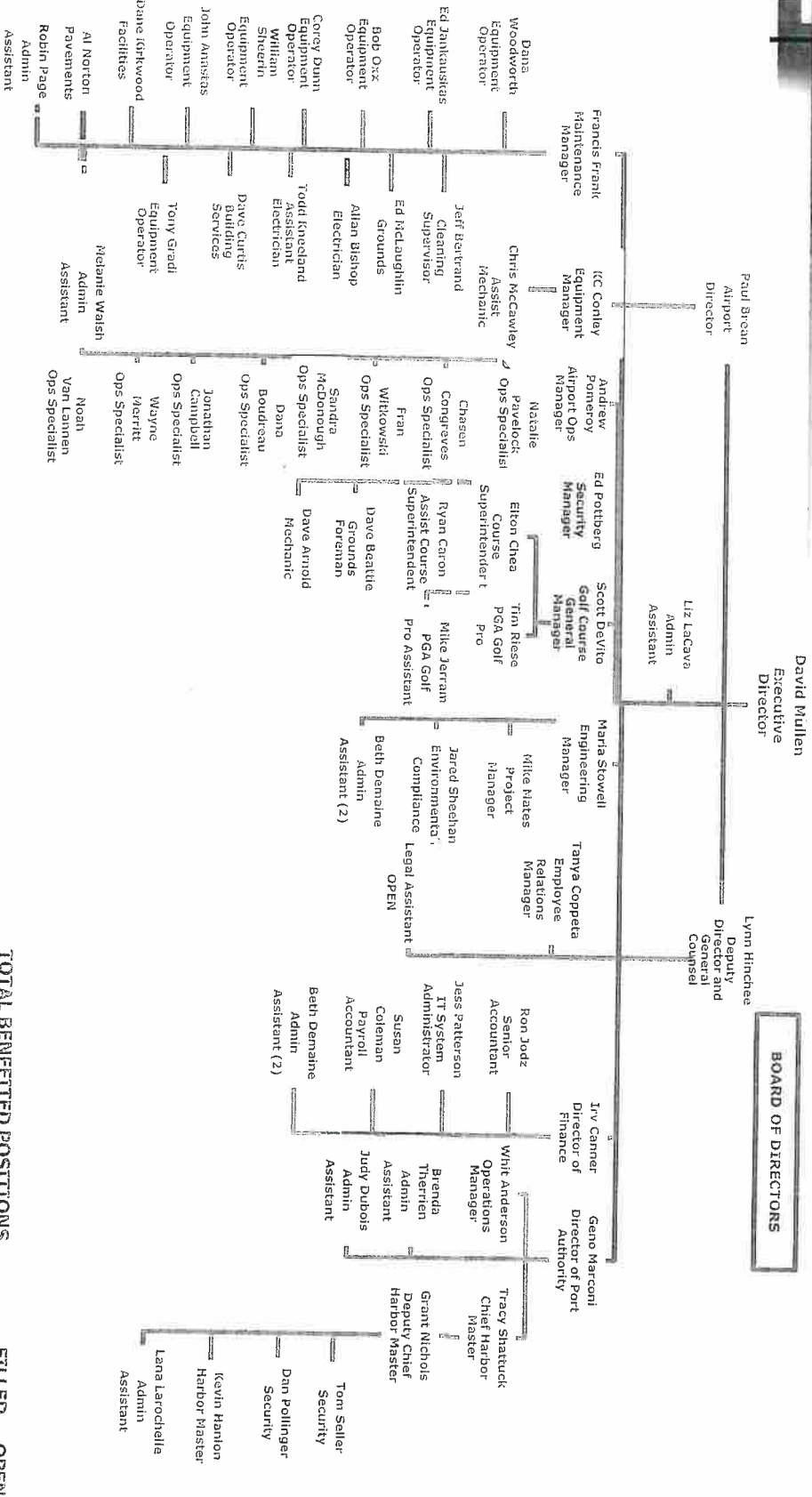
	ACTUAL SALES	BUDGETED SALES	BUDGET VARIANCE	ACTUAL COGS	BUDGETED COGS	BUDGETED VARIANCE
PORTSMOUTH FISH PIER	294	224	70	238	162	76
RYE HARBOR	112	44	68	89	41	48
HAMPTON HARBOR	148	82	66	120	76	44
SKYHAVEN AIRPORT	32	27	5	31	21	10
	<u>586</u>	<u>377</u>	<u>209</u>	<u>478</u>	<u>300</u>	<u>178</u>

CONSOLIDATED PERSONNEL SERVICES AND BENEFITS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018

(\$ 000'S)

PERSONNEL SERVICES	YEAR	YEAR	CURRENT	CURRENT	CURRENT STAFF ANALYSIS (FILLED POSITIONS) AS OF DECEMBER 31, 2018					
	TO DATE ACTUAL	TO DATE BUDGET	YEAR VARIANCE	YEAR BUDGET	SAL/ BEN	HR/ BEN	HR/ NON	SE	TOTAL	
BENEFITED	1,529	1,571	(42)	3,667						
NONBENEFITED	300	280	20	759						
OVERTIME	102	101	1	236						
ACCRUED VACATION/ SICK	12	-	12	-						
CHARGE OUT	<u>1,943</u>	<u>1,952</u>	<u>(9)</u>	<u>4,662</u>						
	<u>(146)</u>	<u>(201)</u>	<u>55</u>	<u>(368)</u>						
	<u>1,797</u>	<u>1,751</u>	<u>46</u>	<u>4,294</u>						
FRINGE BENEFITS										
HEALTH INSUR	473	428	45	1,026						
RETIREMENT	244	200	44	605						
DENTAL INSURANCE	26	27	(1)	63						
LIFE INSURANCE	11	10	1	25						
CHARGE OUT	<u>754</u>	<u>665</u>	<u>89</u>	<u>1,719</u>						
	<u>(44)</u>	<u>(44)</u>	<u>-</u>	<u>(110)</u>						
	<u>710</u>	<u>621</u>	<u>89</u>	<u>1,609</u>						
	<u>2,507</u>	<u>2,372</u>	<u>135</u>	<u>5,903</u>						
					<u>14.0</u>	<u>45.0</u>	<u>20.0</u>	<u>26.0</u>	<u>105.0</u>	

PEASE DEVELOPMENT AUTHORITY ORGANIZATION CHART - CURRENT



NOTE:
1. EXCLUDES, NON-BENEFITTED EMPLOYEES, CONTRACT AND SEASONAL EMPLOYEES.
2. SHARED POSITION

TOTAL BENEFITTED POSITIONS	FILLED	OPEN
PDA	49	1
DIVISION OF PORTS AND HARBORS	10	-

CONSOLIDATED NONOPERATING (INCOME) EXPENSE FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018

(\$ 000's)

	YEAR	YEAR	CURRENT	CURRENT		YEAR TO	FISCAL
	TO DATE	TO DATE	YEAR	YEAR		DATE	BUDGET
	ACTUAL	BUDGET	VARIANCE	BUDGET			
INTEREST EXPENSE	4	62	(58)	148	PROVIDENT BANK- RLOC	-	138
INTEREST INCOME AND OTHER	(18)	(8)	(10)	(18)	CITY OF PORTSMOUTH	4	10
	<u>(14)</u>	<u>54</u>	<u>(68)</u>	<u>130</u>	TOTAL	<u>4</u>	<u>148</u>

INTEREST EXPENSE

CONSOLIDATED STATEMENTS OF NET POSITION

(\$ 000's)

ASSETS	NOV 30 2018	JUN 30 2018	NOV 30 2018	JUN 30 2018	CASH AND EQUIVALENTS AT NOVEMBER 30, 2018	UNRESTRICTED	RESTRICTED
CURRENT ASSETS							
CASH AND EQUIVALENTS	7,796	6,134	2,590	1,593			
ACCOUNTS RECEIVABLE- NET	1,659	2,058	1,063	2,423			
OTHER ASSETS	459	500	260	681			
TOTAL CURRENT ASSETS	9,914	8,692	4,913	4,697		6,780	18
RESTRICTED ASSETS							
CASH AND EQUIVALENTS	649	489	13,225	13,225	DIVISION OF PORTS AND HARBORS	292	-
ACCOUNTS RECEIVABLE- NET	1,015	1,153	739	828	GENERAL FUNDS	706	-
TOTAL RESTRICTED ASSETS	1,664	1,642	13,964	14,053		-	-
CAPITAL ASSETS							
LAND, BUILDINGS AND EQUIPMENT	63,535	65,030	2,612	2,612	HARBOR MANAGEMENT	-	452
CONSTRUCTION IN PROCESS (PAGES #10-#12)	2,064	2,026	64,050	64,400	HARBOR DREDGING	-	193
	<u>65,599</u>	<u>67,056</u>	<u>66,062</u>	<u>66,812</u>	REVOLVING LOAN- FISHERY FUND	-	4
	<u>77,177</u>	<u>77,390</u>	<u>1,193</u>	<u>1,198</u>	FOREIGN TRADE	-	-
TOTAL ASSETS	77,177	77,390	58,234	57,574	TOTAL	998	649
DEFERRED OUTFLOWS OF RESOURCES	1,753	1,753	9	(8,214)		7,796	649
PENSION / OPEB			(7,441)	(8,214)			
TOTAL NET POSITION	1,753	1,753	58,234	57,574			
LIABILITIES							
CURRENT LIABILITIES							
ACCOUNTS PAYABLE	2,590	1,593	1,193	1,198			
ACCOUNTS PAYABLE- CONSTRUCTION	1,063	2,423	423	180			
UNEARNED REVENUE	260	681	9	10			
REVOLVING LOC FACILITY	-	-	-	-			
CURRENT PORTION- LT LIABILITIES	207	207	-	-			
TOTAL CURRENT LIABILITIES	4,120	4,904	18,084	18,957			
NONCURRENT LIABILITIES							
NET PENSION / OPEB LIABILITY	13,225	13,225	-	-			
OTHER LT LIABILITIES (PAGE #13)	739	828	-	-			
TOTAL LIABILITIES	13,964	14,053	18,084	18,957			
DEFERRED INFLOWS OF RESOURCES							
PENSION / OPEB	2,612	2,612	-	-			
NET POSITION							
NET INVESTMENT IN CAPITAL ASSETS	64,050	64,400	-	-			
RESTRICTED FOR:							
REVOLVING LOAN FUND	1,193	1,198	-	-			
HARBOR DREDGING	423	180	-	-			
FOREIGN TRADE ZONE	9	10	-	-			
UNRESTRICTED	(7,441)	(8,214)	-	-			
TOTAL NET POSITION	58,234	57,574	58,234	57,574			

SUMMARY OF INTERGOVERNMENTAL RECEIVABLES AS OF NOVEMBER 30, 2018

(\$ 000's)

PROJECT NAME	APPROVAL DATE	TOTAL PROJECT	GRANT AWARD	EXPENDED TO DATE	PDA SHARE	RECEIVED TO DATE	BALANCE DUE PDA	AMOUNT SUBMITTED
PSM OBSTRUCTION DESIGN (SBG 04-2014)	04-25-14	333	316	304	(15)	289	-	-
PSM SECURITY IDENTIFICATION MANAGEMENT SYSTEM (SBG 05-2016)	03-21-16	392	373	392	(20)	372	-	-
PSM TERMINAL BATHROOM RENOVATIONS (APP 56)	04-21-16	546	519	536	(27)	509	-	-
PSM RUNWAY 16-34 DESIGN (APP 58)	05-18-17	1,265	885	836	(33)	406	397	155
PSM OBSTRUCTION REMOVAL / CONSTRUCTION (APP 60)	05-18-17	1,130	1,074	993	(57)	782	154	-
PSM TERMINAL PLANNING STUDY (APP 61)	05-18-17	393	373	351	(17)	332	2	-
PSM- AIR NATIONAL GUARD TAXIWAY PROJECT	-	2,500	2,500	2,348	-	2,321	27	-
PSM RUNWAY REIMBUR AGREEMENT (APP 59)	08-23-17	931	885	34	(2)	29	3	-
PSM TERMINAL BUILDING EXPANSION	11-01-18	1,730	1,644	725	-	-	-	-
DAW SNOW REMOVAL EQUIP (SBG 08-2017)	05-18-17	503	478	495	(25)	7	463	463
DAW TAXILANE PAVEMENT AND DRAINAGE CONSTRUCTION (SBG 07-2016)	09-22-16	1,830	1,738	1473	(96)	1,363	14	-
DPH UPGRADE PORT SECURITY AND SOFTWARE	-	59	59	47	(2)	-	45	-
DPH BUILD GRANT APPLICATION	-	-	-	13	-	13	-	-
DPH FUNCTIONAL REPLACEMENT- BARGE DOCK	-	-	-	494	-	287	207	207

1,312

825

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-18	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-18
PORTSMOUTH AIRPORT					
RUNWAY 16-34 DESIGN (AIP 58)	661	176	(115)	61	722
TERMINAL PLANNING STUDY (AIP 61)	351	-	(351)	(351)	-
TERMINAL BUILDING EXPANSION	725	-	-	-	725
REPLACE TERMINAL RTU'S	180	32	(212)	(180)	-
OBSTRUCTION REMOVAL- CONSTRUCTION	2	101	(103)	(2)	-
AIRFIELD SINAGE	-	50	(50)	-	-
PAY FOR PARKING PROJECT	-	26	-	26	26
TERMINAL CARPETING	-	24	(24)	-	-
	<u>1,919</u>	<u>409</u>	<u>(855)</u>	<u>(446)</u>	<u>1,473</u>

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-18	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-18
SKYHAVEN AIRPORT					
TAXILANE PAVEMENT AND DRAINAGE	-	7	(7)	-	-
SNOW REMOVAL EQUIPMENT	-	1	(1)	-	-
TRADEPORT	-	8	(8)	-	-
GOLF COURSE					
TORO TOP DRESSING BRUSH	-	3	(3)	-	-
GR3150 GREENS MOWERS	-	74	(74)	-	-
GM 3500 TRIM MOWER	-	32	(32)	-	-
	-	<u>109</u>	<u>(109)</u>	-	-
ADMINISTRATION					
WEBSITE REDESIGN PROJECT	<u>29</u>	<u>10</u>	<u>(39)</u>	<u>(29)</u>	-
MAINTENANCE					
MITAS ERD 30 TIRES	-	12	(12)	-	-

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(CONTINUED):

(\$ 000'S)

PROJECT NAME	BALANCE AT 06-30-18	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 11-30-18
DIVISION OF PORTS AND HARBORS (DPH)					
UPGRADE PORT SECURITY AND SOFTWARE	47	-	-	-	47
FUNCTIONAL REPLACEMENT - BARGE DOCK	21	473	-	473	494
FASTLANE GRANT APPLICATION	11	-	-	-	11
BUILD GRANT APPLICATION	-	13	-	13	13
EMERGENCY GENERATOR RETROFIT	-	26	-	26	26
	<u>79</u>	<u>512</u>	<u>-</u>	<u>512</u>	<u>591</u>
TOTAL	<u>2,027</u>	<u>1,065</u>	<u>(1,028)</u>	<u>37</u>	<u>2,064</u>

LONG TERM LIABILITIES AS OF NOVEMBER 30, 2018

(\$ 000'S)

	CURRENT PORTION	LONG TERM PORTION	TOTAL AMOUNT DUE		
STATE OF NEW HAMPSHIRE POST RETIREE HEALTH CARE PROGRAM	91	273	364	FISCAL YEAR	CITY OF PORTSMOUTH
				2019	116
				2020	116
DPH- DEPARTMENT OF ARMY	-	252	252	2021	-
				2022	-
CITY OF PORTSMOUTH- WATER POLLUTION CONTROL NOTE @ 4.50%	116	116	232	2023	-
					232
ACCRUED SICK LIABILITY	-	98	98	<i>PAID IN FY 2019</i>	-
					(91)
	<u>207</u>	<u>739</u>	<u>946</u>		<u>232</u>
					<u>364</u>

SCHEDULE OF LONG TERM LIABILITY REPAYMENT

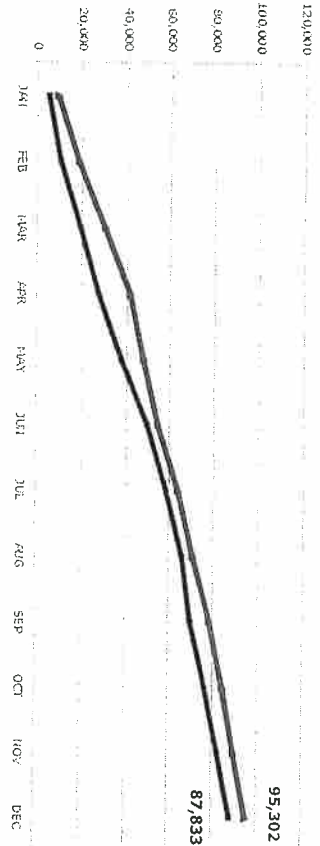
NOTE:
1. ALLOCATION OF ANNUAL PAYMENT IS \$63 CHARGED TO THE PDA AND \$28 TO THE DPH.

STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 PORTSMOUTH AIRPORT

(\$ 000's)

OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
FACILITIES RENTAL	348	348	-	811
PAY FOR PARKING	-	228	(228)	307
CONCESSION REVENUES	42	30	12	71
FUEL FLOWAGE	85	83	2	200
ALL OTHER	30	9	21	151
	<u>505</u>	<u>698</u>	<u>(193)</u>	<u>1,540</u>

ENPLACEMENT DATA



OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	505	698	(193)	1,540
OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS	368	351	17	837
BUILDINGS AND FACILITIES MAINTENANCE	288	367	(79)	970
GENERAL AND ADMINISTRATIVE	130	108	22	259
UTILITIES	99	132	(33)	317
PROFESSIONAL SERVICES	4	-	4	-
MARKETING AND PROMOTION	34	18	16	43
ALL OTHER	-	-	-	-
	923	976	(53)	2,426
OPERATING INCOME	(418)	(278)	(140)	(886)
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-
DEPRECIATION	1,410	1,625	215	3,900
NET OPERATING INCOME	<u>(1,828)</u>	<u>(1,903)</u>	<u>75</u>	<u>(4,786)</u>

STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 SKYHAVEN AIRPORT

(\$ 000's)

OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
FACILITIES RENTAL	49	50	(1)	120	OPERATING EXPENSES	81	77	4	185
FUEL SALES	32	27	5	64	PERSONNEL SERVICES AND BENEFITS	21	28	(7)	66
ALL OTHER	-	-	-	1	BUILDINGS AND FACILITIES MAINTENANCE	36	30	6	71
	<u>81</u>	<u>77</u>	<u>4</u>	<u>185</u>	GENERAL AND ADMINISTRATIVE	14	15	(1)	36
GALLONS OF FUEL SOLD	CURRENT MONTH	YEAR TO DATE	TOTAL YEAR	YTD AVE PRICE	UTILITIES	7	12	(5)	30
FY 2019	718	6,621	6,621	\$4.77	PROFESSIONAL SERVICES	3	2	1	6
FY 2018	747	8,583	15,476	\$4.32	MARKETING AND PROMOTION	-	-	-	-
					ALL OTHER - FUEL	31	21	10	51
NET CASH FLOW	OPERA	CAPITAL EXPEND	DEBT REPAY	GRANT FUNDS	TOTAL	<u>112</u>	<u>108</u>	<u>4</u>	<u>260</u>
FY 2019	(31)	(8)	-	-	(31)	(31)	(11)	(20)	(75)
FY 2018	(74)	(1,193)	-	1,370	103	-	-	-	-
FY 2017	(91)	(929)	-	301	(719)	219	187	32	450
FY 2009-	(744)	(4,670)	(100)	4,054	(1,460)	<u>(250)</u>	<u>(198)</u>	<u>(52)</u>	<u>(525)</u>
FY 2016	<u>(940)</u>	<u>(5,800)</u>	<u>(300)</u>	<u>5,725</u>	<u>(2,115)</u>				

STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 TRADEPORT

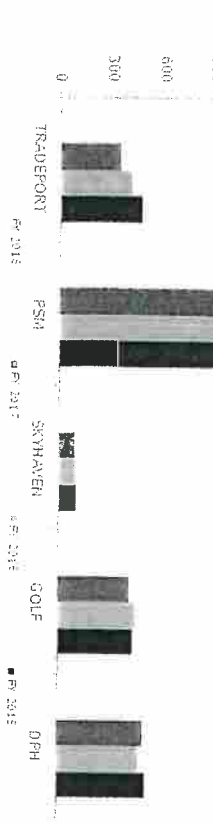
(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	3,561	3,653	(92)	8,378
RENTAL OF FACILITIES	199	113	86	179
ALL OTHER				
	<u>3,760</u>	<u>3,760</u>	<u>(6)</u>	<u>8,557</u>

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	<u>3,760</u>	<u>3,766</u>	<u>(6)</u>	<u>8,557</u>
OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	104	201	(97)	483
GENERAL AND ADMINISTRATIVE	20	20	-	48
UTILITIES	29	45	(16)	108
PROFESSIONAL SERVICES	-	-	-	-
MARKETING AND PROMOTION	1	-	1	-
ALL OTHER	34	39	(5)	120
	<u>188</u>	<u>305</u>	<u>(117)</u>	<u>759</u>
OPERATING INCOME	<u>3,572</u>	<u>3,461</u>	<u>111</u>	<u>7,798</u>
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-
DEPRECIATION	318	354	(36)	850
NET OPERATING INCOME	<u>3,254</u>	<u>3,107</u>	<u>147</u>	<u>6,948</u>

KWH CONSUMPTION ANALYSIS BY BUSINESS UNIT

	FY YTD KWH	2019	2018
TRADEPORT		128	130
PSM		820	772
SKYHAVEN		33	29
GOLF		151	178
DPH		146	156
TOTAL		<u>1,278</u>	<u>1,265</u>



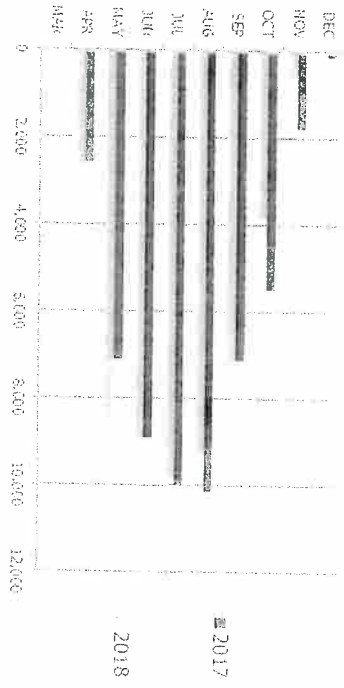
STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 GOLF COURSE

(\$ 000's)

	YEAR TO	YEAR TO	CURRENT	FISCAL		YEAR TO	YEAR TO	CURRENT	FISCAL	
	DATE	DATE	YEAR	YEAR		DATE	DATE	YEAR	YEAR	
	ACTUAL	BUDGET	VARIANCE	BUDGET		ACTUAL	BUDGET	VARIANCE	BUDGET	
OPERATING REVENUES	<u>1,434</u>	<u>1,396</u>	<u>38</u>	<u>2,468</u>						
CONCESSION REVENUES					CONCESSION REVENUES	148	154	(6)	325	
FEE REVENUES					GOLF FEES	899	880	19	1,425	
					MEMBERSHIPS	223	211	12	340	
					SIMULATOR	25	20	5	120	
					LESSONS	<u>10</u>	<u>7</u>	<u>3</u>	<u>12</u>	
					MERCHANDISE AND OTHER	<u>1,157</u>	<u>1,118</u>	<u>39</u>	<u>1,902</u>	
						129	124	5	241	
						<u>1,434</u>	<u>1,396</u>	<u>38</u>	<u>2,468</u>	
OPERATING EXPENSES										
PERSONNEL SERVICES AND BENEFITS	445	390	55	863						
BUILDINGS AND FACILITIES MAINTENANCE	161	165	(4)	319						
GENERAL AND ADMINISTRATIVE	111	113	(2)	238						
UTILITIES	50	97	(47)	13						
PROFESSIONAL SERVICES	6	7	(1)	16						
MARKETING AND PROMOTION	31	23	8	55						
ALL OTHER	163	137	26	260						
	<u>962</u>	<u>832</u>	<u>135</u>	<u>1,904</u>						
OPERATING INCOME	<u>467</u>	<u>564</u>	<u>(97)</u>	<u>564</u>						
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-						
DEPRECIATION	174	166	8	397						
NET OPERATING INCOME	<u>293</u>	<u>398</u>	<u>(105)</u>	<u>167</u>						
					BUSINESS UNIT ANALYSIS					
					PRO SHOP	124	1,137	148	25	1,434
					COURSE OPERA	(115)	(750)	(79)	(23)	967
					FOOD / BEV					
					SIM					
					TOTAL	<u>2</u>	<u>382</u>	<u>69</u>	<u>2</u>	<u>467</u>

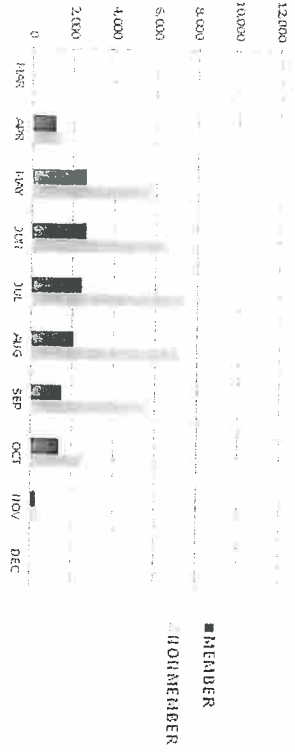
KEY GOLF COURSE BENCHMARKING DATA AS OF DECEMBER 31, 2018

ROUNDS OF GOLF PLAYED (SEASON)



2018 YTD	2017 YTD	2017 SEASON
51,317	53,234	53,234
77	52	52

2018 MEMBER / NONMEMBER ROUNDS (SEASON)



GOLF SIMULATOR REVENUES

Month	FY 2019	FY 2018
JULY	\$ 331	\$ 253
AUGUST	485	992
SEPTEMBER	479	251
OCTOBER	5,292	3,135
NOVEMBER	18,312	14,913
DECEMBER	22,559	18,951
JANUARY	-	23,260
FEBRUARY	-	23,406
MARCH	-	23,198
APRIL	-	10,006
MAY	-	841
JUNE	-	97

GRILL 28 GROSS SALES

Month	FY 2019	FY 2018
JULY	\$ 208,701	\$ 195,199
AUGUST	221,334	210,451
SEPTEMBER	188,411	178,766
OCTOBER	134,258	156,482
NOVEMBER	89,731	98,447
DECEMBER	110,593	115,699
JANUARY	-	100,736
FEBRUARY	-	95,902
MARCH	-	86,828
APRIL	-	127,356
MAY	-	194,537
JUNE	-	248,212

\$ 47,458 \$ 119,353

\$ 953,028 \$ 1,808,615

2018 ROUNDS-SEASON

MEMBER	13,878
NONMEMBER	37,439
TOTAL	51,317

CLUB / COURSE FUNCTIONS

Function	FY 2019 YTD	FY 2018 YTD
GROUPS 12-40	33,088	27,642
TOURNAMENT PLAY	127,671	134,461
LEAGUES	52,603	54,951
FOOD AND ROOM FEES	143,601	155,297

2017 ROUNDS-SEASON

MEMBER	14,383
NONMEMBER	38,851
TOTAL	53,234

STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 PORT AUTHORITY OF NEW HAMPSHIRE (UNRESTRICTED)

(\$ 000's)

	YEAR TO	YEAR TO	CURRENT	FISCAL		YEAR TO	YEAR TO	CURRENT	FISCAL
	DATE	DATE	YEAR	YEAR		DATE	DATE	YEAR	YEAR
	ACTUAL	BUDGET	VARIANCE	BUDGET		ACTUAL	BUDGET	VARIANCE	BUDGET
OPERATING REVENUES	<u>1,132</u>	<u>1,016</u>	<u>116</u>	<u>2,294</u>		<u>1,132</u>	<u>1,016</u>	<u>116</u>	<u>2,294</u>
OPERATING EXPENSES									
PERSONNEL SERVICES AND BENEFITS	487	443	44	1,084	FEE REVENUE				4
BUILDINGS AND FAC AND MAINTENANCE	52	83	(31)	192	MOORING FEES	142	146	(4)	350
GENERAL AND ADMINISTRATIVE	64	77	(13)	215	PARKING	83	66	17	116
UTILITIES	45	43	2	103	REGISTRATIONS	92	62	30	150
PROFESSIONAL SERVICES	15	7	8	18	WHARF / DOCK	<u>12</u>	<u>140</u>	<u>(123)</u>	<u>335</u>
MARKETING AND PROMOTION	2	-	2	1	FUEL SALES	334	414	(80)	951
ALL OTHER - FUEL	447	279	168	602	ALL OTHER	554	350	204	640
	<u>1,112</u>	<u>932</u>	<u>180</u>	<u>2,215</u>	TOTAL	<u>29</u>	<u>26</u>	<u>3</u>	<u>52</u>
OPERATING INCOME	<u>20</u>	<u>84</u>	<u>(64)</u>	<u>79</u>		<u>1,132</u>	<u>1,016</u>	<u>116</u>	<u>2,294</u>
NONOPERATING (INCOME) AND EXPENSE	(1)	(1)	-	(2)					
DEPRECIATION	256	296	(40)	708					
NET OP INCOME	<u>(235)</u>	<u>(211)</u>	<u>(24)</u>	<u>(627)</u>					

	BUSINESS UNIT ANALYSTS	RYE HARBOR	HAMPTON HARBOR	PORTSMOUTH FISH PIER	MARKET STREET	HARBOR MANAG	ADMIN
OPERATING REVENUES	179	205	304	209	234	1	
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	(133)	(192)	(270)	(167)	(189)	(161)	
OPERATING INCOME	<u>46</u>	<u>13</u>	<u>34</u>	<u>42</u>	<u>45</u>	<u>(160)</u>	

**STATEMENT OF OPERATIONS FOR THE FIVE MONTH
PERIOD ENDING NOVEMBER 30, 2018
PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)**

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET		YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
FOREIGN TRADE ZONE					OPERATING REVENUES				
OPERATING REVENUES	5	12	(7)	12	OPERATING REVENUES	36	22	9	100
OPERATING EXPENSES					OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	PERSONNEL SERVICES AND BENEFITS	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-	BUILDINGS AND FACILITIES MAINTENANCE	10	19	(9)	60
GENERAL AND ADMINISTRATIVE	5	-	5	-	GENERAL AND ADMINISTRATIVE	-	2	(2)	4
UTILITIES	-	-	-	-	UTILITIES	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	PROFESSIONAL SERVICES	-	-	-	-
MARKETING AND PROMOTION	2	3	(1)	7	MARKETING AND PROMOTION	-	-	-	-
ALL OTHER	-	-	-	-	ALL OTHER	-	-	-	-
OPERATING INCOME	(2)	9	(11)	7	OPERATING INCOME	10	21	(11)	64
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	NONOPERATING (INCOME) AND EXPENSE	(1)	(1)	-	-
DEPRECIATION	-	-	-	-	DEPRECIATION	32	29	3	70
NET OPERATING INCOME	(2)	9	(11)	5	NET OPERATING INCOME	(5)	(22)	17	(34)

STATEMENT OF OPERATIONS FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2018 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(CONTINUED)

(\$ 000's)

	YEAR TO	YEAR TO	CURRENT	FISCAL		
	DATE	DATE	YEAR	YEAR		
	ACTUAL	BUDGET	VARIANCE	BUDGET		
REVOLVING LOAN FUND						
OPERATING REVENUES	19	19	-	44	BALANCE AT 11-30-2018	BALANCE AT 06-30-2018
OPERATING EXPENSES					193	48
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	SEQUESTERED FUNDS	-
BUILDINGS AND FACILITIES MAINTENANCE	7	-	7	-	<u>193</u>	<u>48</u>
GENERAL AND ADMINISTRATIVE	2	-	2	-	LOANS OUTSTANDING	
UTILITIES	-	-	-	-	CURRENT	148
PROFESSIONAL SERVICES	15	14	1	32	LONG TERM	1,010
MARKETING AND PROMOTION	-	-	-	-	1,004	<u>1,152</u>
ALL OTHER	-	-	-	-	1,197	<u>1,200</u>
OPERATING INCOME	24	14	10	32	CAPITAL UTILIZATION RATE - % (*)	<u>83.9</u>
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	FUND EXCESS (DEFICIENCY) - % (*)	<u>33.9</u>
DEPRECIATION	-	-	-	-		<u>46.0</u>
NET OPERATING INCOME	(5)	5	(10)	12		

(*) EXCLUDES SEQUESTERED FUNDS.

REVOLVING LOAN FUND RECONCILIATION

BALANCE AT 11-30-2018 BALANCE AT 06-30-2018

CASH BALANCES
GENERAL FUNDS 193 48
SEQUESTERED FUNDS - -

LOANS OUTSTANDING
CURRENT 148 142
LONG TERM 856 1,010

1,004 1,152
1,197 1,200

83.9 96.0
33.9 46.0

PEASE DEVELOPMENT AUTHORITY

STATEMENT OF NET POSITION

(EXCLUDING PORT AUTHORITY OF NEW HAMPSHIRE)

(\$ 000's)

DISCUSSION AND ANALYSIS

- CONTINUED FINANCIAL OBLIGATION TO SUPPORT NONGRANT RELATED CAPITAL PROJECTS AND DEBT REPAYMENT.
- ACCRUED PENSION LIABILITY FOR JUNE 30, 2018 REDUCED BY \$504
- REVENUE ESCALATION / CPI HAS BEEN EXCEEDED BY COST ESCALATION RELATIVE TO PERSONNEL SERVICES AND BENEFITS.

NET UNRESTRICTED POSITION AT JUNE 30

	NOV 30 2018	JUN 30 2018	NOV 30 2018	JUN 30 2018
ASSETS			LIABILITIES	1,340
CURRENT ASSETS			CURRENT LIABILITIES	
CASH AND EQUIVALENTS	6,798	5,197	ACCOUNTS PAYABLE	2,255
ACCOUNTS RECEIVABLE- NET	1,400	2,547	ACCOUNTS PAYABLE- CONSTRUCTION	830
OTHER ASSETS	418	454	UNEARNED REVENUE	139
TOTAL CURRENT ASSETS	8,616	8,198	REVOLVING LOC FACILITY	-
RESTRICTED ASSETS			CURRENT PORTION - LT LIABILITIES	178
CASH AND EQUIVALENTS	-	-	TOTAL CURRENT LIABILITIES	3,403
ACCOUNTS RECEIVABLE- NET	-	-	NONCURRENT LIABILITIES	
TOTAL RESTRICTED ASSETS	-	-	NET PENSION / OPEB LIABILITY	10,955
CAPITAL ASSETS			OTHER LT LIABILITIES	383
LAND, BUILDINGS AND EQUIPMENT	54,128	55,335	TOTAL LIABILITIES	11,338
CONSTRUCTION IN PROCESS (PAGES #10-#14)	1,472	1,947	DEFERRED INFLOWS OF RESOURCES	14,741
TOTAL ASSETS	55,600	57,282	NET POSITION	2,201
DEFERRED OUTFLOWS OF RESOURCES	1,435	1,435	NET INVEST IN CAPITAL ASSETS	54,537
TOTAL NET POSITION	48,710	48,986	RESTRICTED FOR:	
			REVOLVING LOAN FUND	-
			HARBOR DREDGING	-
			FOREIGN TRADE ZONE	(5,827)
			UNRESTRICTED	(6,279)
			TOTAL NET POSITION	48,986



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

(\$ 000's)

DISCUSSION AND ANALYSIS

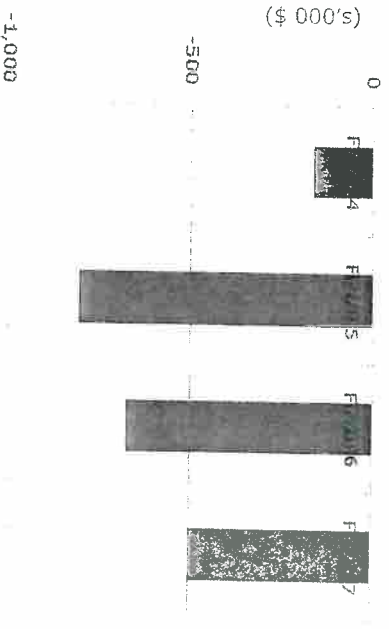
CONTINUED FINANCIAL OBLIGATION TO SUPPORT UNREIMBURSED CAPITAL PROJECTS AND ACCRUED PENSION LIABILITY.

\$ 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 WHILE \$0.9 MILLION HAS BEEN ABSORBED BY UNRESTRICTED FUND BALANCES.

ASSETS	NOV 30 2018	JUN 30 2018	LIABILITIES	NOV 30 2018	JUN 30 2018
--------	-------------	-------------	-------------	-------------	-------------

CURRENT ASSETS			CURRENT LIABILITIES		
CASH AND EQUIVALENTS	998	936	ACCOUNTS PAYABLE	329	265
ACCOUNTS RECEIVABLE- NET	259	199	ACCOUNTS PAYABLE- CONSTRUCTION	207	-
OTHER ASSETS	41	48	UNEARNED REVENUE	121	271
TOTAL CURRENT ASSETS	<u>1,298</u>	<u>1,183</u>	REVOLVING LOC FACILITY	-	-
			CURRENT PORTION- LT LIABILITIES	29	29
RESTRICTED ASSETS			TOTAL CURRENT LIABILITIES	<u>686</u>	<u>565</u>
CASH AND EQUIVALENTS	-	-	NONCURRENT LIABILITIES		
ACCOUNTS RECEIVABLE- NET	-	-	NET PENSION / OPEB LIABILITY	2,270	2,270
TOTAL RESTRICTED ASSETS	=	=	OTHER LT LIABILITIES	103	131
CAPITAL ASSETS			TOTAL LIABILITIES	<u>3,059</u>	<u>2,296</u>
LAND, BUILDINGS AND EQUIPMENT	8,645	8,902	DEFERRED INFLOWS OF RESOURCES		
CONSTRUCTION IN PROCESS (PAGES #10-#14)	566	79	PENSION / OPEB	<u>411</u>	<u>411</u>
TOTAL ASSETS	<u>9,211</u>	<u>8,981</u>	NET POSITION		
			NET INVEST IN CAPITAL ASSETS	9,004	8,351
DEFERRED OUTFLOWS OF RESOURCES			RESTRICTED FOR:		
PENSION / OPEB	<u>318</u>	<u>318</u>	REVOLVING LOAN FUND	-	-
			HARBOR DREDGING	-	-
			FOREIGN TRADE ZONE	-	-
			UNRESTRICTED	(1,646)	(2,469)
			TOTAL NET POSITION	<u>7,358</u>	<u>7,105</u>

NET UNRESTRICTED POSITION AT JUNE 30



TOTAL RESTRICTED ASSETS	=	=	NET PENSION / OPEB LIABILITY	2,270	2,270
CAPITAL ASSETS			OTHER LT LIABILITIES	103	131
LAND, BUILDINGS AND EQUIPMENT	8,645	8,902	TOTAL LIABILITIES	<u>3,059</u>	<u>2,296</u>
CONSTRUCTION IN PROCESS (PAGES #10-#14)	566	79	DEFERRED INFLOWS OF RESOURCES		
TOTAL ASSETS	<u>9,211</u>	<u>8,981</u>	PENSION / OPEB	<u>411</u>	<u>411</u>
			NET POSITION		
DEFERRED OUTFLOWS OF RESOURCES			NET INVEST IN CAPITAL ASSETS	9,004	8,351
PENSION / OPEB	<u>318</u>	<u>318</u>	RESTRICTED FOR:		
			REVOLVING LOAN FUND	-	-
			HARBOR DREDGING	-	-
			FOREIGN TRADE ZONE	-	-
			UNRESTRICTED	(1,646)	(2,469)
			TOTAL NET POSITION	<u>7,358</u>	<u>7,105</u>

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

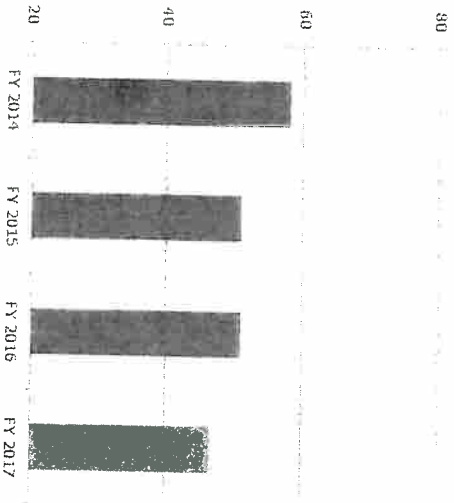
(\$ 000's)

DISCUSSION AND ANALYSIS

CURRENTLY EXPLORING ACCELERATED MARKETING PLAN TO ATTRACT POTENTIAL VENDORS.

NET RESTRICTED POSITION AT JUNE 30

	NOV 30 2018	JUN 30 2018	NOV 30 2018	JUN 30 2018
ASSETS			LIABILITIES	
CURRENT ASSETS			CURRENT LIABILITIES	
CASH AND EQUIVALENTS	-	-	ACCOUNTS PAYABLE	-
ACCOUNTS RECEIVABLE- NET	-	-	ACCOUNTS PAYABLE- CONSTRUCTION	-
OTHER ASSETS	-	-	UNEARNED REVENUE	-
TOTAL CURRENT ASSETS	-	-	REVOLVING LOC FACILITY	-
RESTRICTED ASSETS			CURRENT PORTION- LT LIABILITIES	-
CASH AND EQUIVALENTS	4	10	TOTAL CURRENT LIABILITIES	-
ACCOUNTS RECEIVABLE- NET	5	-	NONCURRENT LIABILITIES	
TOTAL RESTRICTED ASSETS	<u>9</u>	<u>10</u>	NET PENSION / OPEB LIABILITY	-
CAPITAL ASSETS			OTHER LT LIABILITIES	-
LAND, BUILDINGS AND EQUIPMENT	-	-	TOTAL LIABILITIES	-
CONSTRUCTION IN PROCESS (PAGES #10-#14)	-	-	DEFERRED INFLOWS OF RESOURCES	-
TOTAL ASSETS	<u>9</u>	<u>10</u>	PENSION	-
DEFERRED OUTFLOWS OF RESOURCES			NET POSITION	
PENSION / OPEB	-	-	NET INVEST IN CAPITAL ASSETS	-
			RESTRICTED FOR:	
			REVOLVING LOAN FUND	-
			HARBOR DREDGING	-
			FOREIGN TRADE ZONE	9
			UNRESTRICTED	-
			TOTAL NET POSITION	<u>9</u>
				<u>10</u>



(\$ 000's)

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

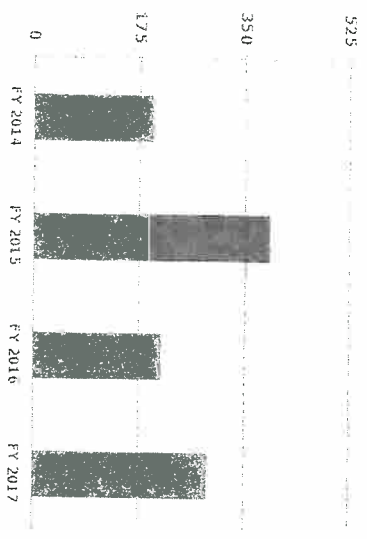
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DISCUSSION AND ANALYSIS

CONTINUED FINANCIAL OBLIGATION TO SUPPORT UNREIMBURSED CAPITAL PROJECTS OR REPAIRS AND MAINTENANCE FOR PORT OPERATIONS. FOR FY 2018:

1	VESSEL SERVICE POWER REPLAC	94
2	RYE STORM DAMAGE	36
3	PPP FISH PIER INSPECTION	25
4	PPP ELECTRICAL DESIGN	21
5	SECURITY LIGHTING UPGRADE	15
6	PPP ICE COMPRESSOR REPAIR	9
7	ALL OTHER	41

NET RESTRICTED POSITION AT JUNE 30



	NOV 30 2018	JUN 30 2018	NOV 30 2018	JUN 30 2018
ASSETS			LIABILITIES	
CURRENT ASSETS			CURRENT LIABILITIES	
CASH AND EQUIVALENTS	-	-	ACCOUNTS PAYABLE	2
ACCOUNTS RECEIVABLE- NET	-	-	ACCOUNTS PAYABLE- CONSTRUCTION	26
OTHER ASSETS	-	-	UNEARNED REVENUE	-
TOTAL CURRENT ASSETS	-	-	REVOLVING LOC FACILITY	-
RESTRICTED ASSETS	-	-	CURRENT PORTION- LT LIABILITIES	-
CASH AND EQUIVALENTS	452	431	TOTAL CURRENT LIABILITIES	<u>28</u>
ACCOUNTS RECEIVABLE- NET	6	1	NONCURRENT LIABILITIES	
TOTAL RESTRICTED ASSETS	<u>458</u>	<u>432</u>	NET PENSION / OPEB LIABILITY	253
CAPITAL ASSETS			OTHER LT LIABILITIES	253
LAND, BUILDINGS AND EQUIPMENT	762	793	TOTAL LIABILITIES	<u>261</u>
CONSTRUCTION IN PROCESS (PAGES #10-#14)	26	-	DEFERRED INFLOWS OF RESOURCES	
TOTAL ASSETS	<u>1,246</u>	<u>1,225</u>	PENSION	-
DEFERRED OUTFLOWS OF RESOURCES	-	-	NET POSITION	
PENSION / OPEB	-	-	NET INVEST IN CAPITAL ASSETS	509
			RESTRICTED FOR: REVOLVING LOAN FUND	-
			HARBOR DREDGING	456
			FOREIGN TRADE ZONE	-
			UNRESTRICTED	-
			TOTAL NET POSITION	<u>965</u>
				<u>964</u>

CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING SEPTEMBER 30, 2019

**BOARD OF DIRECTORS MEETING
JANUARY 17, 2019**



PEASE DEVELOPMENT AUTHORITY CASH FLOW SUMMARY OVERVIEW (EXCLUDING DIVISION OF PORTS AND HARBORS) JANUARY 1, 2019 TO SEPTEMBER 30, 2019

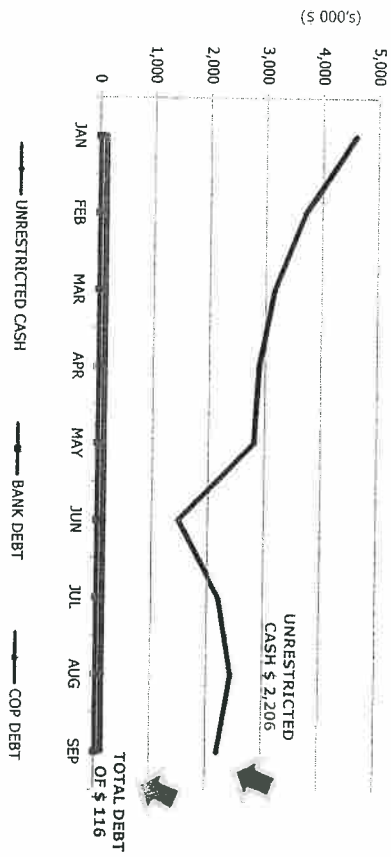
(\$ 000's)

AMOUNT	(\$ 000's)
OPENING FUND BALANCE	5,375
SOURCES OF FUNDS	
TRADEPORT TENANTS	7,150
MUNICIPAL SERVICE FEE (COP) - NET	1,274
GOLF COURSE FEE AND CONCESSION REVENUES	1,135
PSM AIRPORT - LEASES, FUEL FLOWAGE FEES AND PARKING	1,086
GRANT AWARDS (SEE PAGE #8)	355
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	139
EXTERNAL BANK FINANCING- NET	-
USES OF FUNDS	11,139
OPERATING EXPENSES	7,800
CAPITAL EXPENDITURES- NON GRANT (SEE PAGES #5-#7)	5,324
CAPITAL EXPENDITURES- GRANT (SEE PAGE #4)	994
LONG TERM DEBT RETIREMENT	127
STATE OF NH- POST RETIREMENT	63
NET CASH FLOW	(3,169)
CLOSING FUND BALANCE	2,206

DISCUSSION

AT THIS TIME, THE PDA DOES NOT ANTICIPATE THE NEED TO UTILIZE ITS CREDIT FACILITIES WITH THE PROVIDENT BANK TO FINANCE PROJECTED NON-GRANT RELATED CAPITAL EXPENDITURES AND OR WORKING CAPITAL REQUIREMENTS. CURRENT SENSITIVITIES TOWARD FUTURE PROJECTIONS INCLUDE 1) RECEIPT OF FEDERAL / STATE GRANT AWARDS, INCLUSIVE OF THE PSM TERMINAL EXPANSION, 2) ACCURACY OF THE CAPITAL EXPENDITURE AND REIMBURSEMENT FORECAST, 3) POTENTIAL LITIGATION CLAIMS AND OR 4) TRADEPORT REVENUE STREAMS.

PROJECTED CASH AND DEBT BALANCES



TOTAL FUND BALANCES	BALANCE AT 12-31-2018	BALANCE AT 06-30-2018
PDA UNRESTRICTED	5,375	5,162
PDA DESIGNATED	19	19
TOTAL	5,394	5,181

PEASE DEVELOPMENT AUTHORITY

STATEMENT OF CASH FLOW (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	
OPENING FUND BALANCE	5,375	4,585	3,697	3,149	2,883	2,808	1,470	2,206	2,440	2,440	5,375
SOURCES OF FUNDS											
TRADEPORT TENANTS	695	695	700	700	710	710	1,515	710	715	7,150	
MUNICIPAL SERVICE FEE	250	375	250	250	375	250	250	375	250	2,625	
GOLF COURSE	80	120	120	90	100	125	175	175	150	1,135	
PAY FOR PARKING- PSM	60	60	60	55	50	50	45	45	45	470	
PORTSMOUTH AIRPORT	45	50	45	45	50	45	45	50	45	420	
GRANT AWARDS (SEE PAGE #8)	85	5	95	70	-	-	100	-	-	355	
FUEL FLOWAGE FEES- PSM	20	25	25	24	22	20	20	20	20	196	
SKYHAVEN AIRPORT	14	14	14	15	15	17	17	17	16	139	
EXTERNAL FINANCING- NET	-	-	-	-	-	-	-	-	-	-	
USE OF FUNDS	1,249	1,344	1,309	1,249	1,322	1,217	2,167	1,392	1,241	12,490	
CAPITAL- NONGRANT (SEE PAGES #5-#7)	857	1,255	884	610	512	200	348	183	475	5,324	
OPERATING EXPENSES	905	860	870	870	875	875	870	825	850	7,800	
MUNICIPAL SERVICE FEE	-	-	21	-	-	1,330	-	-	-	1,351	
CAPITAL- GRANT RELATED (SEE PAGE #4)	150	117	82	35	10	150	150	150	150	994	
LONG TERM DEBT RETIREMENT	127	-	-	-	-	-	-	-	-	127	
STATE OF NH- POST RETIREMENT	-	-	-	-	-	-	63	-	-	63	
NET CASH FLOW	2,039	2,232	1,857	1,515	1,397	2,555	1,431	1,158	1,475	15,659	
	(790)	(888)	(548)	(266)	(75)	(1,338)	736	234	(234)	(3,169)	
CLOSING FUND BALANCE	4,585	3,697	3,149	2,883	2,808	1,470	2,206	2,440	2,206	2,206	

PEASE DEVELOPMENT AUTHORITY

CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
GRANT REIMBURSEMENT										
PORTSMOUTH AIRPORT										
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 63 - \$1.8M)	-	-	-	-	-	150	150	150	150	600
RUNWAY 16-34 DESIGN (AIP 58)	110	100	70	25	-	-	-	-	-	305
OBSTRUCTION MITIGATION - CONSTRUCT (AIP 60)	15	15	10	10	10	-	-	-	-	60
SKYHAVEN AIRPORT										
TL AND DRAINAGE (SBG 7)	25	2	2	-	-	-	-	-	-	29
	<u>150</u>	<u>117</u>	<u>82</u>	<u>35</u>	<u>10</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>994</u>

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY

CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<u>NONGRANT REIMBURSEMENT</u>										
SKYHAVEN AIRPORT										
ADMINISTRATION	-	-	-	-	-	-	-	-	-	-
COMPUTERS / PRINTERS / SOFTWARE / SERVERS / TELECOMMUNICATIONS ***	-	-	-	65	-	12	-	-	13	90
PROPERTY MANAGEMENT SOFTWARE **	-	-	-	-	-	-	5	-	-	5
GOLF COURSE	=	=	=	<u>65</u>	=	<u>12</u>	<u>5</u>	=	<u>13</u>	<u>95</u>
FAIRWAY AERATOR	-	-	28	-	-	-	-	-	-	28
PATIO / CLUBHOUSE LIGHTING **	-	-	-	-	-	-	25	-	25	50
RESTAURANT MODIFICATIONS	-	20	-	-	-	-	-	-	-	20
ROUGH MOWER **	-	-	-	-	-	-	-	-	-	-
	=	<u>20</u>	<u>28</u>	=	=	=	<u>25</u>	=	<u>25</u>	<u>98</u>

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY

CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000'S)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
NONGRANT REIMBURSEMENT										
<i>(CONTINUED):</i>										
PORTSMOUTH AIRPORT										
TERMINAL CONSTRUCTION	558	1,076	816	487	512	188	183	183	387	4,390
TERMINAL EXPANSION DESIGN	172	-	-	-	-	-	-	-	-	172
PAY FOR PARKING	100	75	40	-	-	-	-	-	-	215
GROUND TRANSPORTATION BUS **	-	-	-	-	-	-	100	-	-	100
NORTH WEATHER STATION GENERATOR **	-	-	-	-	-	-	35	-	-	35
TREE REPLACEMENT **	-	14	-	13	-	-	-	-	-	27
	<u>830</u>	<u>1,165</u>	<u>856</u>	<u>500</u>	<u>512</u>	<u>188</u>	<u>318</u>	<u>183</u>	<u>387</u>	<u>4,939</u>

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY

CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(CONTINUED)

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
<u>NONGRANT REIMBURSEMENT</u>										
TRADEPORT										
STORMWATER TREATMENT	10	=	=	=	=	=	=	=	=	10
MAINTENANCE										
VEHICLE FLEET REPLACEMENT **	-	40	-	45	-	-	-	-	-	135
FRONT END LOADER TIRES	17	-	-	-	-	-	-	-	-	17
BACKHOE SNOW PLOW **	-	5	-	-	-	-	-	-	-	5
TRACTOR ADD ON COMPONENTS **	-	25	-	-	-	-	-	-	-	25
	17	70	=	45	=	=	=	=	50	182
TOTAL	857	1,255	884	610	512	200	348	183	475	5,324

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY RECEIPT GRANT AWARDS (EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000's)

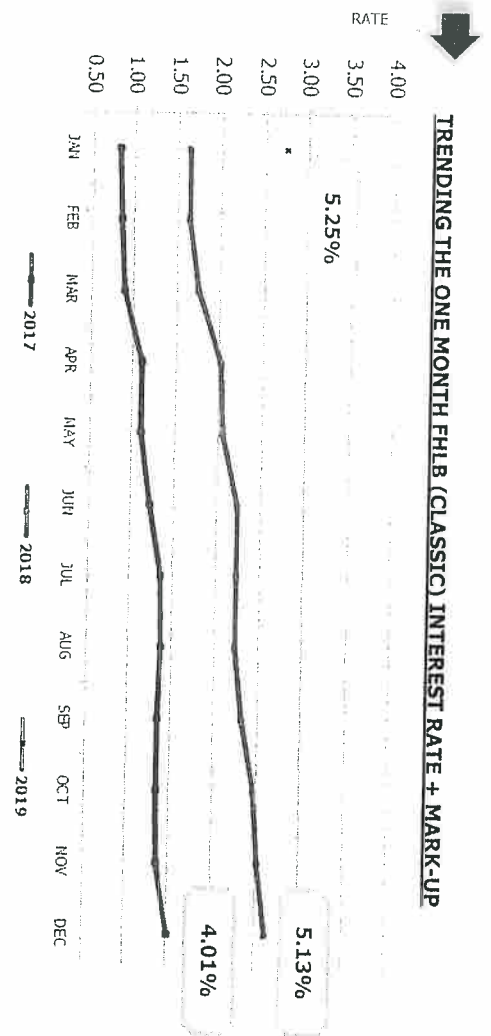
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
PORTSMOUTH AIRPORT										
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 63 - \$1.8M)	-	-	-	-	-	-	-	-	-	-
RUNWAY 16-34 DESIGN (AIP 58)	85	-	95	-	-	-	100	-	-	280
OBSTRUCTION REMOVAL / CONSTRUCT (AIP 60)	-	5	-	70	-	-	-	-	-	75
SKYHAVEN AIRPORT										
	-	-	-	-	-	-	-	-	-	-
TOTAL	<u>85</u>	<u>5</u>	<u>95</u>	<u>70</u>	<u>-</u>	<u>-</u>	<u>100</u>	<u>-</u>	<u>-</u>	<u>355</u>

PEASE DEVELOPMENT AUTHORITY CREDIT FACILITIES AND OUTSTANDING DEBT ANALYSIS

(\$ 000's)

REVOLVING LETTER OF CREDIT (RLOC)	THE PROVIDENT BANK
AMOUNT OF CREDIT FACILITY	15,000
AMOUNT CURRENTLY AVAILABLE	15,000
TERM DATE	12-31-2022
PURPOSE	TO FUND CAPITAL IMPROVEMENTS AND WORKING CAPITAL NEEDS.
INTEREST RATE	ONE MONTH FHLB (CLASSIC) + 250 BASIS POINTS
MINIMUM SIZE OF DRAWDOWN	NO MINIMUM
OTHER	DOES NOT CARRY THE STATE GUARANTEE

OUTSTANDING DEBT ANALYSIS	BALANCE AT 12-31-2018	BALANCE AT 06-30-2018	MATURITY DATE	INTEREST RATE %
THE PROVIDENT BANK (RLOC)	-	-	12-31-2023	VARIABLE
CITY OF PORTSMOUTH	233	233	12-31-2020	4.50
WEIGHTED AVERAGE	<u>233</u>	<u>233</u>		<u>4.50</u>



DIVISION OF PORTS AND HARBORS

CASH FLOW SUMMARY OVERVIEW (EXCLUDING RESTRICTED FUNDS)

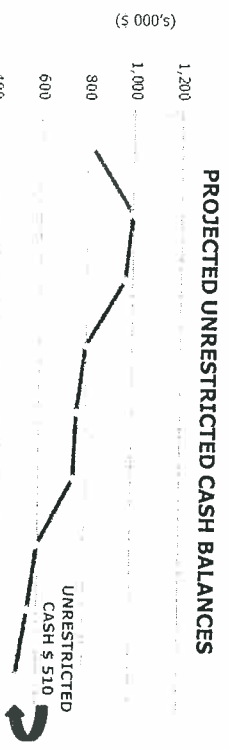
(\$ 000's)	AMOUNT
OPENING FUND BALANCE	<u>821</u>
SOURCES OF FUNDS	
FACILITY RENTALS	556
MOORING FEES	325
FUEL SALES	300
PARKING FEES AND CONCESSIONS	220
REGISTRATIONS / WHARFAGE	75
	<u>1,476</u>
USES OF FUNDS	
PERSONNEL SERVICES AND BENEFITS	1,070
OPERATING EXPENSES	384
FUEL PROCUREMENT	270
CAPITAL EXPENDITURES AND OTHER	35
STATE OF NH- POST RETIREMENT	28
	<u>1,787</u>
NET CASH FLOW	<u>(311)</u>
CLOSING FUND BALANCE	<u>510</u>

DISCUSSION

CURRENT SENSITIVITIES TOWARD FUTURE PROJECTIONS INCLUDE 1) ACCURACY OF CAPITAL EXPENDITURE FORECAST AND USE OF HARBOR DREDGING AND PIER MAINTENANCE FUNDS, 2) WORKERS COMPENSATION CLAIMS, 3) FUEL CONSUMPTION AND 4) CONTINUED CONTAINMENT OF EMPLOYEE OVERTIME.

LEASE AGREEMENT WITH GRANITE STATE MINERALS WAS EFFECTIVE **NOVEMBER 15, 2017**.

\$ 252 LOAN AMORTIZATION PERIOD AND INTEREST RATE ASSOCIATED WITH HB 25-FN-A (PISCATAQUA RIVER TURNING BASIN), HAS YET TO BE DETERMINED. LONG TERM LIABILITY.



TOTAL FUND BALANCES	BALANCE AT <u>12-31-2018</u>	BALANCE AT <u>06-30-2018</u>
UNRESTRICTED FUNDS	<u>821</u>	<u>940</u>
RESTRICTED FUNDS:		
HARBOR DREDGING	423	431
REVOLVING LOAN FUND	201	50
FOREIGN TRADE ZONE	2	10
TOTAL	<u>626</u>	<u>491</u>

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - UNRESTRICTED FUNDS

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
OPENING FUND BALANCE	821	818	996	964	798	757	749	599	558	558
SOURCES OF FUNDS										
FACILITY RENTALS	60	60	62	62	62	62	62	63	63	556
CONCESSION REVENUES	-	-	-	10	10	10	5	-	-	35
MOORING FEES	75	225	25	-	-	-	-	-	-	325
REGISTRATIONS / WHARFAGE	-	25	-	25	-	-	25	-	-	75
PARKING FEES	-	-	-	10	30	40	40	40	25	185
FUEL SALES	30	30	30	35	35	35	35	35	35	300
	<u>165</u>	<u>340</u>	<u>117</u>	<u>142</u>	<u>137</u>	<u>147</u>	<u>167</u>	<u>138</u>	<u>123</u>	<u>1,476</u>
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	90	85	90	220	90	90	220	95	90	1,070
BUILDINGS AND FACILITIES	15	10	10	15	15	10	10	10	15	110
GENERAL AND ADMINISTRATIVE	11	14	12	12	15	13	12	12	14	115
UTILITIES	17	18	17	16	13	12	12	12	12	175
PROFESSIONAL SERVICES	10	-	-	10	-	-	10	-	-	30
FUEL PROCUREMENT	25	20	20	35	35	30	25	40	40	270
STATE OF NH- POST RETIREMENT	-	-	-	-	-	-	28	-	-	28
CAPITAL EXPENDITURES AND OTHER	-	15	-	-	10	-	-	10	-	35
	<u>168</u>	<u>162</u>	<u>149</u>	<u>308</u>	<u>178</u>	<u>155</u>	<u>317</u>	<u>179</u>	<u>171</u>	<u>1,787</u>
NET CASH FLOW	(3)	178	(32)	(166)	(41)	(8)	(150)	(41)	(48)	(311)
CLOSING FUND BALANCE	818	996	964	798	757	749	599	558	510	510

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW- HARBOR DREDGING FUND

(RESTRICTED)

(\$ 000's)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
OPENING FUND BALANCE	<u>423</u>	<u>403</u>	<u>409</u>	<u>420</u>	<u>446</u>	<u>440</u>	<u>459</u>	<u>461</u>	<u>472</u>	<u>423</u>
SOURCES OF FUNDS										
PIER USAGE FEES	15	15	25	-	15	15	25	-	25	135
REGISTRATIONS	-	-	10	-	5	-	-	10	-	25
FUEL FLOWAGE FEES	2	3	3	3	3	4	4	3	4	29
GRANT FUNDING	-	-	-	23	-	-	-	-	-	23
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	17	18	38	26	23	19	29	13	29	212
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	2	10	2	-	2	-	2	-	2	20
UTILITIES	-	-	-	-	2	-	-	2	-	6
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ALL OTHER- (CBOC)	35	-	25	-	25	-	25	-	25	135
NET CASH FLOW	(20)	22	27	-	29	-	27	2	27	161
CLOSING FUND BALANCE	<u>403</u>	<u>409</u>	<u>420</u>	<u>446</u>	<u>440</u>	<u>459</u>	<u>461</u>	<u>472</u>	<u>474</u>	<u>474</u>

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - REVOLVING LOAN FUND

(RESTRICTED)

(\$ 000's)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>TOTAL</u>
OPENING FUND BALANCE	<u>201</u>	<u>211</u>	<u>236</u>	<u>245</u>	<u>256</u>	<u>266</u>	<u>277</u>	<u>287</u>	<u>287</u>	<u>297</u>
SOURCES OF FUNDS										
LOAN REPAYMENTS	10	10	10	10	10	10	10	10	10	90
INTEREST INCOME-LOANS	3	3	3	3	3	2	2	2	2	23
INTEREST INCOME- FUND BALANCE	-	1	-	-	-	1	-	-	-	2
BERRINGER AUCTION	-	35	-	-	-	-	-	-	-	35
USE OF FUNDS	<u>13</u>	<u>49</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>13</u>	<u>12</u>	<u>12</u>	<u>150</u>
NEW LOANS ISSUED	-	-	-	-	-	-	-	-	-	-
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	-	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	3	24	4	2	3	2	2	2	2	44
ALL OTHER	-	-	-	-	-	-	-	-	-	-
NET CASH FLOW	<u>3</u>	<u>24</u>	<u>4</u>	<u>2</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>44</u>
	10	25	9	11	10	11	10	10	10	106
CLOSING FUND BALANCE	<u>211</u>	<u>236</u>	<u>245</u>	<u>256</u>	<u>266</u>	<u>277</u>	<u>287</u>	<u>297</u>	<u>307</u>	<u>307</u>

DIVISION OF PORTS AND HARBORS STATEMENT OF CASH FLOW - FOREIGN TRADE ZONE FUND (RESTRICTED)

(\$ 000'S)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
OPENING FUND BALANCE	2	2	7	6	6	6	6	4	4	2
SOURCES OF FUNDS										
FACILITY RENTALS	-	-	-	-	-	-	-	-	-	-
ALL OTHER	-	5	-	-	-	-	-	-	-	5
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	1	-	-	-	2	-	-	3
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ALL OTHER	-	-	-	-	-	-	-	-	-	-
NET CASH FLOW	-	5	(1)	-	-	-	(2)	-	-	2
CLOSING FUND BALANCE	2	7	6	6	6	6	4	4	4	4



PEASE
INTERNATIONAL
DEVELOPMENT
AUTHORITY

55 International Drive, Portsmouth, NH 03801

MOTION

Director Torr:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with the Skyhaven Flying Club, Inc. for the purposes of operating a flight simulator; all in accordance with the Right of Entry retroactively effective October 1, 2018, and the memorandum of Paul E. Brean, Airport Director, dated January 10, 2019, all attached hereto.

Note: Roll Call vote required

N:\RESOLVES\2019\SkyhavenFlying0119.docx



Memorandum

To: David R. Mullen, Executive Director *DRM*
From: Paul E. Brean, Airport Director
Date: 1/10/2019
Subj: Skyhaven Flying Club, Inc. Flight Simulator "Right of Entry"

The Skyhaven Flying Club, Inc. ("SFC") is a general aviation flying club based at Skyhaven Airport. SFC is requesting a "Right of Entry" to use a portion of the airport terminal building at 238 Rochester Hill Road, Rochester NH, for the purpose of housing and using a flight simulator. The flying club agrees to pay an \$85.00 monthly rental fee for the use of the premises, will be responsible for maintaining the area and will abide by the Minimum Standards for Skyhaven Airport.

I request that you seek Board of Directors approval at the January 17, 2019 meeting, to approve the "Right of Entry" retroactively effective from October 1, 2018 through September 30, 2019.

Please do not hesitate to contact me with any questions.



PEASE
INTERNATIONAL
DEVELOPMENT
AUTHORITY

55 International Drive, Portsmouth, NH 03801

December 19, 2018

Ron Stock, President
Skyhaven Flying Club, Inc.
PO Box 232
North Hampton, NH 03862-0232

Re: Right of Entry -Skyhaven Flying Club, Inc.
Skyhaven Airport, Rochester, NH

Dear Mr. Stock:

This Right of Entry will authorize Skyhaven Flying Club, Inc. ("SFC") to enter upon a portion of the airport terminal building as more specifically described in Exhibit A at Skyhaven Airport, 238 Rochester Hill Road, Rochester, NH 03867 (the "Premises") commencing on October 1, 2018 for a period of one (1) year through September 30, 2019, for the purpose of housing and using a flight simulator and for no other use without the express written consent of the Pease Development Authority ("PDA"). This Right of Entry may be extended by the mutual consent of the Parties for an additional one (1) year period through September 30, 2020 subject to the approval of the PDA Executive Director. This ROE is subject to the approval of the PDA Board of Directors at its next meeting on January 17, 2019.

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; and (c) subject to such rules and regulations as the PDA may prescribe from time to time. This Right of Entry shall terminate upon either Party providing at least 30 days advance written notice ahead of the date on which the Agreement is to end, unless terminated earlier or extended by agreement of the Parties. This authorization is conditioned upon the following:

1. 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 SFC members, officers, agents, servants or employees, or others who may be on the Premises at their invitation or the invitation of any one of them.

2. SFC 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 upon providing thirty (30) days advance written notice 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

Ron Stock, President
Skyhaven Flying Club, Inc.
December 19, 2018
Page 2

Airport activities. PDA may also terminate this Right of Entry for cause upon providing SFC with seven (7) days advance written notice.

3. SFC agrees to assume all risks of loss or damage to property and injury or death to persons by reason of or incident to the possession and/or use of the Premises, or the activities conducted by it under this Right of Entry.

4. SFC expressly waives all claims against PDA for any such loss, damage, personal injury or death caused by or occurring as a consequence of such possession and/or use of the Premises or the conduct of activities or the performance of responsibilities under this Right of Entry.

5. SFC and/or any agent or contractor of SFC providing to the PDA satisfactory evidence of commercial general liability / aviation insurance to a limit of not less than one million dollars (\$1,000,000.00), naming the Pease Development Authority and the State of New Hampshire as additional insureds and workers compensation coverage to State statutory limits.

Each such policy or certificate therefore 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 SFC, 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; (iii) provide that the insurer shall have no right of subrogation against Pease Development Authority or the State of New Hampshire; and (iv) 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.

6. SFC's agreement to secure all necessary Federal, State, municipal and/or local permits as may be required for its operations.

7. SFC's agreement to pay a rental fee of \$85.00 per month for the use of the Premises (inclusive of utilities) with the first payment due on or before October 1, 2018 and all subsequent payments due on or before the first day of each month for the duration of this Right of Entry.

8. PDA retains the right to access the Premises for the purpose of maintaining any PDA owned equipment which is housed therein. PDA will notify SFC when such access is required or if notification is not possible, advise SFC of such access as soon as practicably possible thereafter.

9. [Reserved]

Ron Stock, President
Skyhaven Flying Club, Inc.
December 19, 2018
Page 3

10. SFC's agreement to leave the Premises in the same or better condition as existed at the time of the commencement of this Right of Entry.
11. SFC's agreement to provide trash disposal containers at the Premises and to ensure that the Premises is kept neat, clean and free of all trash and debris generated from its operations.
12. SFC's agreement to abide by the Minimum Standards for Commercial and Non-Commercial Aviation Operators at Skyhaven Airport.
13. To the extent applicable, SFC agrees to hold the State of New Hampshire and Pease Development Authority, harmless with respect to taxes levied against the premises subject to this Agreement as a consequence of the application of RSA 72:23 I. If applicable, SFC agrees to pay in addition to other payments all properly assessed real and personal property taxes against the premises subject to this Agreement in accordance with the provisions of RSA 72:23 I. Failure of SFC to pay its duly assessed personal and real estate taxes when due shall be cause to terminate this Agreement by Pease Development Authority. SFC shall, in addition reimburse Pease Development Authority for any taxes paid by it pursuant to RSA 72:23 I as a result of SFC's failure to pay said taxes.
14. Except in circumstances involving the sole negligence of the PDA and its employees, SFC covenants and agrees to indemnify, a hold harmless and defend PDA and the State of New Hampshire from and against any and all claims, demands, causes of action, losses, and damages asserted by or on behalf of any person, firm, corporation, and public authority on account of or based upon any death or injury to person or loss of or damage to any property sustained or occurring (or which may be claimed to have been sustained or have occurred) on, in, or about Skyhaven Airport and the Premises.

Please indicate by your signature or the signature of a duly authorized representative, the consent of the SFC to the terms of this Right of Entry and return the same to me for countersignature. A fully executed copy of this Right of Entry will be provided to you shortly thereafter.

Sincerely,



David R. Mullen
Executive Director

Ron Stock, President
Skyhaven Flying Club, Inc.
December 19, 2018
Page 4

Agreed and accepted this 21 day of December, 2018

SKYHAVEN FLYING CLUB, INC.

By: 
Duly Authorized

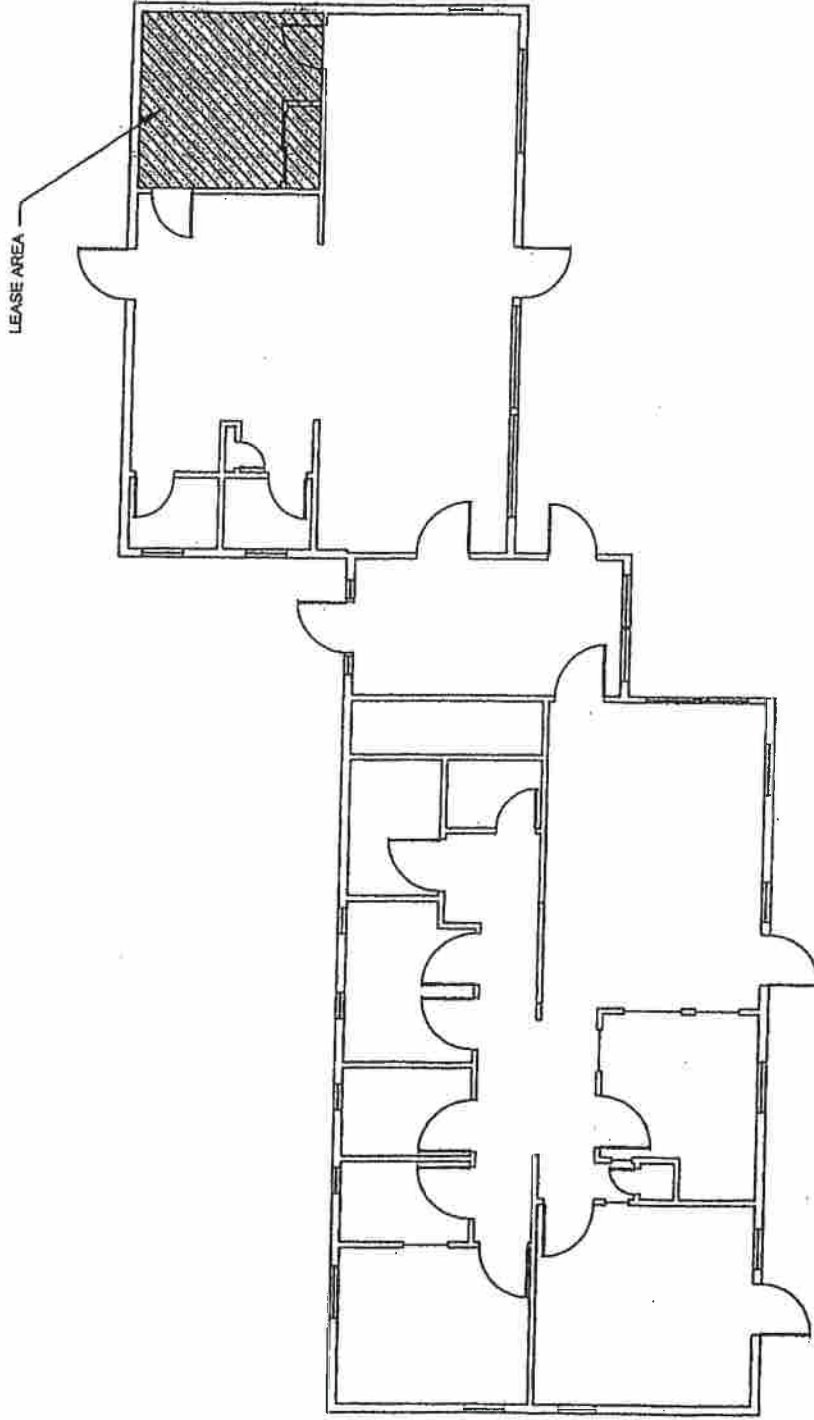
Its: President

cc: Paul Brean, Airport Director
Andrew Pomeroy, Airport Operations Manager
Irving Canner, Director of Finance
Mark H. Gardner, Deputy General Counsel

Ron Stock, President
Skyhaven Flying Club, Inc.
December 19, 2018
Page 5

EXHIBIT A

PREMISES



kyhaven Terminal - Flying Club Lease Area

DESIGNED BY: MRM DATE: 6/5/15 SCALE: 3/32"=1'



PEASE DEVELOPMENT AUTHORITY

55 INTERNATIONAL DRIVE, PORTSMOUTH, NH 03801



PEASE
INTERNATIONAL
DEVELOPMENT
AUTHORITY

55 International Drive, Portsmouth, NH 03801

MOTION

Director Levesque:

The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute the License Agreement Amendment No. 2 retroactively effective October 15, 2018 for use of the Hough T-500 Aircraft Tug between the Pease Development Authority and Port City Air, Inc. ("PCA") on substantially the same terms and conditions set forth in License Agreement Amendment No. 2 and the memorandum from Paul E. Brean, Airport Director, dated January 10, 2019 both attached hereto.

Note: Roll Call vote required.

N:\RESOLVES\2019\PCAHoughTug0119.docx

Memorandum

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

From: Paul E. Brean, Airport Director *PEB*

Date: 1/10/2019

Subj: License Agreement Amendment No. 2 Hough T-500 Aircraft Tug– Port City Air

Port City Aircraft, Inc. (“PCA”), has an agreement with the Pease Development Authority (“PDA”) for the use of a Hough T-500 Aircraft Tug to support ground handling of wide body aircraft. Each time the Hough T-500 is used to support a flight, the PDA receives a \$125.00 per pull fee from PCA. PCA has maintained the tug in good, serviceable condition and routinely uses the tug to handle wide body aircraft. Use of this tug by PCA allows the airport to serve wide body aircraft that generate high volume fuel sales and large passenger loads resulting in strong revenue for the airport.

I request that you seek Board of Directors approval at the January 17, 2019 meeting, to extend the agreement retroactively effective from October 15, 2018 through October 31, 2019 under License Agreement Amendment No. 2.

The equipment to be issued in the agreement is as a 1985 Hough T-500 Aircraft Tug.

Please do not hesitate to contact me with any questions.

LICENSE AGREEMENT AMENDMENT NO. 2

LICENSOR: PEASE DEVELOPMENT AUTHORITY
LICENSEE: PORT CITY AIR, INC.
EQUIPMENT: Hough T-500 Aircraft Tug
COMMENCEMENT DATE: October 14, 2014

This Amendment No. 2 is made retroactively effective as of the 15th day of October, 2018, by and between the Pease Development Authority ("PDA") and Port City Air, Inc. ("Licensee").

WHEREAS, Licensee desires to extend its License through October 31, 2019 and further requests one option to extend the License for an additional year;

WHEREAS, PDA has agreed to extend said License through October 31, 2019 and grant Licensee one option to extend the License for an additional year;

NOW, THEREFORE, PDA and Licensee agree for good and valuable consideration, that the License shall be amended on the following terms:

1. The term of the License is hereby extended through October 31, 2019;
2. All the other terms and conditions of the License shall remain the same and will continue to be in full force and effect.
3. Notwithstanding the foregoing, the extension of this License is subject to the approval of the Pease Development Authority Board of Directors which approval will be sought at its January 17, 2019 meeting.

IN WITNESS WHEREOF, PDA and Licensee have executed this Amendment No. 2 made retroactively effective as of October 15, 2018.

Licensee:
PORT CITY AIR, INC.

Licensor:
PEASE DEVELOPMENT AUTHORITY

By: _____
Its _____

By: _____
David R. Mullen
Its: Executive Director

MOTION

Director Bohenko:

The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute License Agreement Amendment No. 4 retroactively effective September 25, 2018 for use of aircraft tow tractors including: a) 1978 International Hough tow tractor; b) 1980 American Coleman tow tractor; and c) 1982 Stewart Stevenson tow tractor with Port City Air, Inc. ("PCA") on substantially the same terms and conditions set forth in License Agreement Amendment No. 4 and the memorandum of Paul E. Brean, Airport Director, dated January 10, 2019, both attached hereto.

Note: Roll Call vote required.

N:\RESOLVES\PCATow0417.docx

Memorandum

To: David R. Mullen, Executive Director *DRM*
From: Paul E. Brean, Airport Director *PEB*
Date: 1/10/2019
Subj: License Agreement Amendment No. 4 Multiple Tow Tractors – Port City Air

Port City Aircraft, Inc. (“PCA”), has an agreement with the Pease Development Authority for the use of three tow tractors to support commercial air service at the airport. Specifically, this equipment is used to push and tow large commercial and military aircraft. PCA has maintained the tow tractors in good, serviceable condition and have utilized the equipment to increase handling capabilities at the airport. The unique capabilities of these three tractors allow the airport to host a variety of aircraft with various pushback requirements.

I request that you seek Board of Directors approval at the January 17, 2019 meeting, to extend the agreement retroactively effective from September 25, 2018 through September 30, 2019 under License Agreement Amendment No. 4.

The equipment to be issued in the agreement is as follows: 1978 Hough Tractor, 1980 Coleman Tug, and 1982 Stewart Stevenson.

Please do not hesitate to contact me with any questions.

LICENSE AGREEMENT AMENDMENT NO. 4

LICENSOR: PEASE DEVELOPMENT AUTHORITY
LICENSEE: PORT CITY AIR, INC.
EQUIPMENT: 1978 Aircraft Towing Tractor MB-2 (International Hough)
1980 American Coleman Co. Aircraft Tow Tractor
1982 Stewart Stevenson Tow Tractor
COMMENCEMENT DATE: September 25, 2012

This Amendment No. 4 is made retroactively effective as of the 25th day of September, 2018, by and between the Pease Development Authority ("PDA") and Port City Air, Inc. ("Licensee").

WHEREAS, Licensee desires to extend its License through September 30, 2019 and further requests one option to extend the License for an additional year;

WHEREAS, PDA has agreed to extend said License through September 30, 2019, and grants Licensee one option to extend the License for an additional year;

NOW, THEREFORE, PDA and Licensee agree for good and valuable consideration, that the License shall be amended on the following terms:

1. The term of the License is hereby extended through September 30, 2019;
2. All the other terms and conditions of the License shall remain the same and will continue to be in full force and effect.
3. Notwithstanding the foregoing, the extension of this License is subject to the approval of the Pease Development Authority Board of Directors which approval will be sought at its January 17, 2019 meeting.

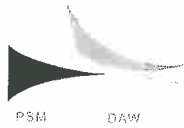
IN WITNESS WHEREOF, PDA and Licensee have executed this Amendment No. 4 made retroactively effective as of September 25, 2018.

Licensee:
PORT CITY AIR, INC.

Licensor:
PEASE DEVELOPMENT AUTHORITY

By: _____
Its _____

By: _____
David R. Mullen
Executive Director



PEASE
AIRPORT
MANAGEMENT

36 Airline Ave., Portsmouth, NH 03801
603.433.6536

Memorandum

To: Paul Brean, Airport Director

From: Sandra McDonough, Airport Community Liaison *SM*

Date: 1/10/2019

Subj: Noise Report for December, 2018

The Portsmouth International Airport at Pease did not receive any noise inquiries in December, 2018.

As of December 10, 2018 you are able to report a noise concern by phone (603-436-6333) and on the Pease Development Authority website, (<https://peasedev.org/noise-complaint-submission-form/>).



*Division of Ports and Harbors Advisory Council
555 Market St.
Portsmouth, NH 03801
Tel 603-436-8500
Fax 603-436-2780*

**PORT ADVISORY COUNCIL MEETING MINUTES
WEDNESDAY, DECEMBER 12, 2018**

PRESENT: Don Coker, Chairman
Roger Groux, Vice-Chairperson
Erik Anderson
Chris Snow
Jeff Gilbert
Brad Cook
Geno Marconi, Secretary, Director, DPH

ABSENT: Chris Holt
Ned Reynolds

1. CALL TO ORDER

Chairman Coker called the meeting to order at 6:00 p.m.

2. APPROVE MINUTES

Erik Anderson made a motion to accept the November 14, 2018 minutes and commented that they are very thorough, R. Groux 2nd, no further discussion, the council voted and the motion carried.

3. FINANCE REPORT

Director Marconi reported the Port is operating in the black. We have our 2nd salt ship this month for Granite State Minerals and a 3rd will be coming around Christmas time for Morton Salt. Director reminded everyone about the minimum guaranteed payment terms for the tenants, for Morton Salt for an acre and a half, it is \$225,000/ yr. Granite State (3 acres) guarantees \$450,000 in ground rental and wharfage and dockage. Further discussion.

4. DIRECTOR'S REPORT

The following items were on the PDA board agenda for the November 15, 2018 meeting:

- Approval, Rye Rip Rap project- The cost of this part of the project through Appledore Marine Engineering, which includes Regulatory Permit meetings and application development, survey, design sketches, and construction support is \$27,300 and the Division will be requesting reimbursement from FEMA as the damage was caused by the March winter storm. Director indicated the plan is to mitigate with FEMA and rather than rebuilding the existing wall they will build on top of the existing wall with boulders which can easily be replaced if they are pushed off by any tidal waters.
- Reported, Granite State Minerals exercised the first of their 4 options to extend the operating license and will be a tenant through October 31, 2019.
- Reported, expenses from the Harbor Dredge and Pier Maintenance Fund-The Division reported the following expenses to the PDA Board out of the Harbor Dredge and Pier Maintenance Fund, 1) Storage shed in Rye, \$3175.00, 2) Repair leaking roof in Scalehouse, \$4270.47, 3) Change order for Market St. emergency generator project, \$8179. Director reminded everyone of the importance of this generator as it is part of

the Port Security Plan and also this facility can be used as an emergency command center should the need arise.

- BUILD Grant, after 11 unsuccessful grant applications, the Port was finally awarded a \$7.5 mil Grant to rehabilitate the main pier. Director pointed out the proposed changes on a diagram to the Council and explained that Federal Highway authorized \$18 mil for the Functional Replacement and this separate grant will rehabilitate the main pier. This will allow better access to the dock, heavier pieces can be brought in and out directly ship side. Roger asked if the total is \$30.5 mil and if there are any efficiencies to doing the 2 projects together (meaning the Functional Replacement), Director answered yes and explained the difference between the 2 projects and although they won't be able to be done concurrently, they should follow one right after the other. Director explained that they are hoping to start construction late fall (2019) on the Functional Replacement and at that time hope to start the design and permitting of the main pier rehabilitation. There are also advantages to having the bidding done after the fact since one of the biggest costs associated with marine construction is mobilization of equipment and there is a lot of marine construction going on at the Navy Yard which could end about the time our project could start. Don asked that once both projects are done, will that change the type of cargo that will come into the Port, Director indicated that the Port has had to turn away some cargo in the past because of the condition and design of the pier so it could as the Port will have more land to use and more flexibility with types of cargo, such as windmill blades. Roger added that there will be an increase in laydown area as well, Director confirmed that the Port will gain about 2 acres. Eric asked about the conditional assessment of the rest of the pier, Director explained that this is a rehabilitation and modification project which will include all new pilings, filling in of the open water area between the dock and the pier. Director also pointed out on the diagram the areas of the pier that have already been shut down due to failure. Roger asked about getting the newspaper involved to explain what is going to be happening within the next 2 years to educate the public on what is going on and to promote a positive image of the Port. Director said that could be done down the road.

Director let the Council know that the Port is ready to launch the conceptual design for the fish pier. With this, there will be a meeting scheduled in the middle of January and all stakeholders will be invited to share their thoughts and comments to discuss the conceptual design. He hopes there will be a good turnout at the meeting.

Roger mentioned there was another story in the paper about the SML Bridge and the wavy ropes. His concern is how do we ensure that this doesn't happen in the middle of winter and possibly affect the delivery of oil up the river. Director replied that the Bridge and Navigation Division of the Coast Guard has control of restrictions to navigation and will take that into consideration. Director also mentioned that the wavy ropes are not that they are waving in the wind, it has to do with the "lay of the wire." Roger reminded everyone that when they replace the wires, the bridge has to be in the down position for 2 weeks per side, so no ships will be able to go up the river.

5. COMMITTEE REPORTS

Fisheries- Erik reported that things are quiet, there are maybe 2 or 3 boats ground fishing out of Hampton and Rye. The lobster fisheries are going along but have had a patch of rough weather, most guys are setting up their winter strategies at this point. Erik asked about the proposed fee changes and public hearings, do they go through the PDA? Director said that the public hearings go through the Division. The Division set a standard years ago that even though the mooring fees aren't required to have a public hearing. Director explained the process for adopting the new fees, which includes presenting to this Council, then the PDA Board, and then a public hearing. All proposed changes will be posted on our website and are available at the Division office. Most likely the new fees will have an adoption date of November 1st, 2019. Erik asked if any of the increases for the fish pier will be implemented prior to this date. Director said that staff has been having discussions regarding this so that the timing is taken into account to not increase fees in the middle of the season and both may happen late in 2019. Erik mentioned an item came up at the Marine Advisory Committee meeting the other night regarding the Hampton/Seabrook Harbor dredging and asked about the possibility of allowing 24 hr. tie ups at the Hampton Harbor facility. Director said that anyone who is interested should contact him as the Division understands and can make accommodations. One of the other issues with fisheries is the bait shortage and whether different types of bait can be used in the lobster fishery.

Government- No report

Moorings- Chris Snow reported that the first day of the commercial permit/license renewals was today and the next one is on January 9th from 8:30-12 at the Dover DMV. Erik mentioned that he was there today and it was busy. Roger asked if everything ran smoothly and Erik said it seemed to be.

PDA Liaison- No report

Maritime/Public Affairs- Don reported that there is not much going on with the PMC and things are quiet. Director said that he had a meeting this morning with Chad and Phil from the PMC. Not much came out of the meeting, there were a lot of "what ifs" and PMC will call Director when they have something. Don reported that PMC lost a fair chunk of change at their last event but are still adding to their website and gearing up for next season.

Dredging- Chris Holt was not in attendance so Director reported the Army Corp of Engineers (ACE) got funding to do Hampton/Seabrook, Chief Harbor Master Tracy Shattuck will be submitting the wetlands application. The bad news is that it probably won't be starting until November of 2019. Tracy has been gathering the list of abutters to notify for the wetlands application and working on getting easements from Hampton, Seabrook and State Parks. The other bad news is the ACE released its 2019 budget and there were 5 discretionary projects that were authorized and one of them was not the turning basin. There is some work being done with the Corp on Rye Harbor, because of the estimated cost Director submitted a late item to the CBOC (which was approved to be allowed in by the Governor) for the Divisions cost share for removing the state anchorage which is estimated to cost over \$400,000 and also to remove and replace all of the existing moorings.

Recreational Piers- Brad reported there is nothing going on at the Rec piers. The biggest news is the Rip Rap repair in Rye. Director reported there is a broken float down in Hampton.

6. NEW BUSINESS

The final draft of the by-laws were presented. Jeff made a motion to accept the new by-laws as presented, Roger seconded the motion, no discussion all were in favor.

The annual meeting will be held on January 9th, which is the regular meeting date.

7. OLD BUSINESS

Roger mentioned the upcoming PDA Board meeting and asked if it's worth making a statement about the marinas? Director said they are aware Roger would like to come speak and that will be ok with them. Roger asked for a motion from the Council to authorize him to speak to the PDA board concerning the lack of contributions from vessels berthed at the marinas to the Harbor Maintenance Fund and the inequality in distribution of boat registration fees in NH. Jeff made a motion, Erik seconded, no discussion, all were in favor and the motion passed. There was a little bit of further discussion regarding what mechanism could be used to implement the changes, Roger said at this point his intention is to make the PDA Board aware of the issue and to ask for support on pursuing the issue. Discussion circled back around to how the money could be collected from the private marinas for example, if someone is berthed at the Wentworth the money the person pays to the Wentworth is not trickled down to the State but all of those boats use the same waterways, the discussion lasted several minutes with several possible scenarios.

Director let the Council know that he has separated the fee structure for the moorings from the fee structure for the Piers as he has further research to do on the pier fees before he is able to present those to the PDA Board.

Roger let Jeff know (to catch him up) that the Alternative Site Framework FTZ zone was approved and that the Hampton Bridge is proposed to be a high rise fixed bridge which will leave the New Castle Bridge the last bascule bridge in NH.

Director reminded everyone they will be receiving the annual financial disclosure form that needs to be submitted by January 18th.

8. PUBLIC COMMENT

No public comment but Director introduced Peter Welch from the Town of Newington to Jeff as he has expressed an interest in the meetings and has been joining us for the meetings.

9. PRESS QUESTIONS

There were no members of the press present.

10. ADJOURNMENT

Erik A. made a motion to adjourn, Chris S. seconded, and all were in favor. Meeting was adjourned at 7:15 PM



MEMORANDUM

To: Pease Development Authority Board of Directors
 From: David R. Mullen, Executive Director *DM*
 Date: January 17, 2019
 Re: Commercial Use Mooring Permit 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>
Hampton Harbor Transferor: Transferee:	No. 7561 James R. Cummings, Jr. Joseph Armano	Commercial Fishing	1/8/19
Rye Harbor Transferor: Transferee:	No. 2445 James S. Bowles Savage Charters	Commercial Charters	1/8/19

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\Boardmem0119.docx



PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

January 8, 2019

James R. Cummings, Jr
38 Tinker Road
Merrimack, NH 03054

RE: Request to Transfer Commercial Moorings
Commercial Mooring No. 7561, Hampton Harbor, New Hampshire

Dear Mr. Cummings:

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 Joseph Armano of 7 Tilton Terrace Salem, NH in connection with the sale of your commercial business.

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

In accordance with the administrative rules which govern the transfer of commercial moorings; "If 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 Joseph Armano 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
Joseph Armano
PDA Legal Dept.



PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

January 8, 2019

James S. Bowles
57 Fabyan Point
Newington, NH 03801

RE: Request to Transfer Commercial Moorings
Commercial Mooring No. 2445, Rye Harbor, New Hampshire

Dear Mr. Bowles:

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 Savage Charters of 56 Gary Rd Sanbornton, NH in connection with the sale of your commercial business.

You and Shannon LaMonica of Savage Charters have represented that Savage Charters intends to use the mooring for commercial purposes. Please be advised that the approval to transfer the mooring is subject to the condition that Savage Charters will continue to use the mooring for commercial purposes.

In accordance with the administrative rules which govern the transfer of commercial moorings; "If 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 Savage Charters 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
Savage Charters
PDA Legal Dept.

○○○○ TAKING YOU THERE

ph: 603-436-8500 fax: 603-436-2780 www.peasedev.org

PART Pda 508 TRANSFER OF MOORING PERMITS

Pda 508.01 Transfer of Commercial Use Mooring Permits.

(a) A commercial vessel owner may transfer his or her commercial use mooring permit(s) to a new owner if the permit holder's business, including the vessel for which the commercial use mooring permit(s) was issued by the division, is sold or under a contract of sale, subject to:

- (1) The buyer's submitting an application for a commercial use mooring permit for the same type of business or another type of business that would qualify for a commercial use mooring permit and all applicable documentation;
- (2) Payment of the commercial use mooring permit transfer fee for transfers pursuant to Pda 508.01(a), provided that fees paid in the form of a check or a money order shall be made payable to "Pease Development authority, Division of Ports and Harbors;" and
- (3) Approval of the transfer by the authority upon the buyer's showing that he or she has complied with all the requirements for a commercial use mooring permit.

(b) The owner of a water-dependent business as described in Pda 502.30(b) may transfer his or her commercial use mooring permit(s) to a new owner if the permit holder's business is sold or under contract of sale, subject to:

- (1) The buyer's submitting an application for a commercial use mooring permit for a water-dependent business as described in Pda 502.30(b) and all applicable documentation;
- (2) Payment of the **commercial use water dependent business mooring permit** transfer fee for transfers pursuant to Pda 508.01(b), provided that fees paid in the form of a check or a money order shall be made payable to "Pease Development Authority, Division of Ports and Harbors;" and
- (3) Approval of the transfer by the authority upon the buyer's showing that he or she has complied with all the requirements for a commercial use mooring permit.

(c) The division shall only consider written transfer requests made by the owner of record and mailed or hand delivered to its office at:

Deliver To:

Pease Development Authority
Division of Ports and Harbors
555 Market Street
Portsmouth, NH 03801

Mail To:

Pease Development Authority
Division of Ports and Harbors
555 Market Street
Portsmouth, NH 03801

(d) If the holder of a commercial use mooring permit ceases operation of the commercial entity for which the permit was issued, the permit shall lapse.

MOTION

Director Loughlin:

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

- a. to execute a contract with BRP US, Inc. for the purchase of one (1) 75 HP Evinrude ETEC motor and controls to replace the old motor on the Division of Ports and Harbors' Carolina skiff; and to expend \$7,218.24 for said purchase; and
- b. to enter into a contract with Dover Marine in an amount not to exceed \$2,500 for services related to the installation of the new motor;

for a total of expenditure of \$9,218,24 from the Harbor Management account; all in accordance with the Memorandum of Geno J. Marconi, Division Director, dated January 7, 2019, attached hereto.

Note: Roll Call vote required

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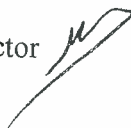




PEASE
INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

To: Pease Development Authority (“PDA”) Board of Directors
From: Geno Marconi, Division Director 
Re: Re-power Carolina Skiff
Date: January 7, 2019

The Division of Ports and Harbors (“DPH”) has received a quote to replace the failing motor on its Carolina skiff. The 4-stroke 75 hp Mercury on the Carolina skiff was purchased in 2003. The Division has maintained the motor and gotten a far greater service life from it than would be expected. It has reached a point at which it is unreliable, and it is not prudent to invest further in that motor. The boat itself is in very good condition.

Attached is a quote from BRP US Inc. (Bombardier) for a 75 hp Evinrude ETEC under the US Government Services Administration contract. The total for the motor and controls is \$7218.24. Also attached is a quote from Dover Marine which estimates \$2272.76 for the removal of the 2003 Mercury and the installation of the new Evinrude.

With this, the Division recommends approval to expend \$7218.24 to purchase a motor from BRP US Inc. and a payment to Dover Marine not to exceed \$2500 for a total not to exceed \$9718.24 for the removal of the old motor and installation of the new motor. Funds will be expended from the Harbor Management account within the General Operating account.



TAKING YOU THERE

ph: 603-436-8500

fax: 603-436-2780

www.peasedev.org

Division of Ports & Harbors

Memorandum

To: Capt. Geno J. Marconi, Director

From: Tracy R. Shattuck, Chief H/M *TRJ*

Re: Re-power Carolina Skiff

Date: November 7, 2018

As you know the 4-stroke 75 hp Mercury on the Carolina Skiff was purchased in 2003. We have maintained the motor and gotten a far greater service life from it than would be expected. It has reached a point at which it is unreliable, and not prudent to invest further in that motor. The boat itself is in very good condition.

Attached is a quote from BRP US Inc (Bombardier) for a 75 hp Evinrude ETEC under the US Government Services Administration contract. The total for the motor and controls is \$7218.24. Dover Marine estimates \$2272.76 for the removal of the 2003 Mercury and the installation of the Evinrude. I request and recommend approval of \$7218.24 to BRP US Inc for the motor and not to exceed \$2500 to Dover Marine for the installation. The total amount expended would be \$9718.24 from the Harbor Management Account.



BRP US Inc.
10101 Science Drive
Sturtevant, WI 53177

EVINRUDE. Johnson.
ROTAX.

Quote No.
2635 SQ

www.evinrude.com

Prepared For:

NH PORT AUTHORITY
555 MARKET STREET
PORTSMOUTH NH 03801

Cage Code: 1UVT5
FEIN #37-1341308
DUNS #033775334

Prepared By:

John Phelps
john.phelps@brp.com
Phone : (800) 901-3228
FAX : (262) 884-5403

GSA CONTRACT:47QSWA18D007F. CONTRACT EXPIRATION DATE: JULY 31,2023

CUSTOMER NO.	CUSTOMER REFERENCE NO.	SALES REPRESENTATIVE	QUOTE NO.	QUOTE DATE
1280054	QUOTE		2635 SQ	01/07/19
QTY	DESCRIPTION	MODEL # / PART #	UNIT PRICE	EXTENDED PRICE
1	EV 75HP 20" ETEC/REM/EL/PT WH	E75DSLAF	6,166.00	6,166.00
1	RCAY,BIN-1LVR WT/K	5006186	299.22	299.22
1	KIT AY,STRG CONN	5009794	34.70	34.70
2	CABLE 12' 2PK	173112	27.42	54.84
1	KIT AY,WIRING 15FT	176340	97.66	97.66
1	KT,RMTE OIL 40-90	768407	337.82	337.82
1	GA AY,TACH-SYS/CHK	177107	125.67	125.67
1	PROP,AL 13.75X13	765181	102.33	102.33
TRACY SHATTUCK PH:603-436-8500				
			TAX	.00
			TOTAL	7,218.24

This QUOTE will be valid for 60 days from today
BRP Invoice Terms and Conditions Apply
Standard Shipping Charges Included
Delivery: Contract Terms Apply Terms: Net 30 Days

Dover Marine

Go With The Best!

17 New Rochester Road
Dover, NH 03820
Phone 603-742-5453 Fax 603-749-0381

sales@dovermarine.com

Bill To:

NH Port Authority
555 Market St
Portsmouth, NH 03820

Quote

DATE: November 5, 2018
INVOICE # 412-16225
FOR: Installation of Etec
75

DESCRIPTION	AMOUNT
Engine model E 75DSL	
de-rig and re-rig Carolina Skiff from Mercury to Evinrude Etec 75 Approx 18Hours @ \$100/hr	1,800.00
Install Racor Filter #320R-RAC-01	102.99
Fuel barbs (2) @ \$6.99 Ea	13.98
Fuel Hose 3/8 for approx 15' @\$8.99/ft	134.85
hose clamps (4) @ 2.99	11.96
1000 Amp Battery required	159.99
1 Gallon XD100 oil	48.99
TOTAL	\$ 2,272.76

Make all checks payable to **DOVER MARINE**
If you have any questions concerning this invoice please contact Frank Merrill.

THANK YOU FOR YOUR BUSINESS!