

Place: 55 International Drive – Board Conference Room

Watch Meeting Via Live Stream: [https://townhallstreams.com/towns/pease\\_dev\\_nh](https://townhallstreams.com/towns/pease_dev_nh)

**BOARD OF DIRECTORS' MEETING**

**AGENDA**

- I. Call to Order:**
- II. Acceptance of Meeting Minutes: Board of Directors' Meeting of August 8, 2024 \* (Ferrini)**
- III. Public Comment:**
- IV. Board Recognition - Public Safety and Security:**
  - 1. Division of Ports and Harbors – Hampton Harbor
- V. Committees:**
  - A. Report:**
    - 1. Golf Committee \*
- VI. Old Business:**
  - A. Approval:**
    - 1. Rye Harbor Marine Facility - Retail Platform – Cessation of Appledore Marine Engineering Services (Levesque)
- VII. Consent Agenda Items:**
  - A. Consent Agenda Approvals \* (Semprini):**
    - 1. Approval of On-Call Environmental and Civil Engineer – Vanasse Hangen Brustlin and Fuss & O'Neil \* (Conard)
    - 2. Legal Services \* (Parker)
    - 3. 100 New Hampshire Avenue – Revised Concept Approval \* (Fournier)
    - 4. Skyhaven Flying Club – Flight Simulator – Right of Entry \* (Levesque)
  - B. Consent Agenda with Waivers (Conard):**
    - 1. Mobile Smart City – Monthly Service Charges \* (Conard)
    - 2. McGovern Toyota of Portsmouth - 2024 Toyota Highlander Hybrid XLE \* (Ferrini)

**VIII. Finance:**

**A. Executive Summary \***

**B. Reports:**

1. FY2024 Financial Report for the One-Month Period Ending July 31, 2024 \*
2. Cash Flow Projections for the Nine Month Period Ending May 31, 2025 \*

**IX. Licenses/Rights of Entry/Easements/Rights of Way:**

**X. Leases:**

**XI. Contracts:**

**A. Report \*:**

1. Tripleplay Services North America Inc. dba Uniguest – 3 License Agreements for Flight Information Display System & Gate Identification Display System
2. OAG Worldwide, LLC – One-Month Bridge License Agreement for Flight Information Display System
3. Martineau Electrical – Rye Harbor – Installation of Electrical for Recreational Fuel System
4. Win Waste Innovations of Northern New England, Inc.- Non-Hazardous Solid Waste Removal Services – Exercise the First of Two One-Year Options
5. Sunbelt Rentals – Lighting Cart
6. On-Call Engineer - Hoyle Tanner – Terminal Commercial Aircraft Ramp Parking Survey, Verification and Layout

**XII. Signs:**

**XIII. Executive Director:**

**A. Reports:**

1. Golf Course Operations \*
2. Airport Operations \*
  - a) Portsmouth International Airport at Pease (PSM)
  - b) Skyhaven Airport (DAW)
  - c) Noise Line Report
    - (i) July and August 2024 \*

**XIV. Division of Ports and Harbors:**

**A. Reports:**

1. Division of Ports and Harbors Facilities Report \*
2. Port Advisory Committee Meeting Minutes of May 1, 2024 \*
3. Portsmouth Commercial Fish Pier Update - Replacement Building \*

**B. Approval:**

1. Tasha Fuels and Propane, Inc. – Right of Entry \* **(Parker)**

**XV. New Business:**

**A. Grant Applications Filed in August:**

**XVI. Special Event:**

**A. Report \*:**

1. Wentworth Douglass – 5K – Seacoast Cancer Road Race

**XVII. Upcoming Meetings:**

Port Committee	October 15, 2024 @ 8:30 a.m.
Audit Committee	October 15, 2024 @ 9:30 a.m.
Board of Directors	October 17, 2024 @ 8:30 a.m.
Noise Compatibility Committee	October 17, 2024 @ 6:30 p.m.

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

**XVIII. Directors' Comments:**

**XIX. Adjournment:**

**XX. Press Questions:**

**XXI. Consultation with Counsel:**

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

**MOTION**

Director Ferrini:

I make a motion to accept the meeting minutes of the Board of Directors' meeting held on August 8, 2024.

N:\RESOLVES\2024\Approve Minutes 8-8-24 (9-12-2024).docx

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

**Thursday, August 8, 2024**

Presiding: Steve Duprey, Chairman  
 Present: Neil Levesque, Vice Chair; Thomas G. Ferrini, Treasurer; Steve Fournier; Susan B. Parker, Karen Conard, and Brian Semprini  
 Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy Director / General Counsel; Suzy Anzalone, Director of Finance; Michael R. Mates, Director of Engineering; Scott DeVito, Pease Golf Course ("PGC") General Manager; Myles Greenway, Interim Director of Division of Ports and Harbors; Jared Sheehan, Environmental Compliance Manager; Chasen Congreves; Director of Operations; Andrew Pomeroy, Director of Aviation Planning & Regulatory Compliance; Greg Siegenthaler, IT Director; and Raeline A. O'Neil, Executive Administrative Assistant

**BOARD OF DIRECTORS' MEETING**

**AGENDA**

**I. Call to Order:**

Chairman Steve Duprey ("Duprey") called the meeting to order; the meeting commenced at **8:30 a.m.**

**II. Acceptance of Meeting Minutes: Board of Directors' Meeting of June 13, 2024**

Director Conard moved the motion and Director Parker seconded to **accept the meeting minutes of the Board of Directors' meeting held on June 13, 2024.**

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

**III. Public Comment:**

Duprey provided insight into information regarding Rye Harbor and stated the Board would not be making, "now or imminently, decisions about future uses at Rye Harbor". Further, staff has been requested to review past practices, various details to the Rights of Entry ("ROE"), uses and expenses incurred at the harbors. Guiding principles moving forward:

1. Listen to everyone,
2. Staff to review options / uses of the harbor  
(Harbor is not self-sustaining - Airport / Tradeport funds cannot be utilized as a funding mechanism and concerns of environmental impacts); and
3. Harbor History.

The process will be open, transparent and provide all with a fair chance to be heard. Further the Board is charged when making decisions to consider three areas: impacts to the immediate community, the seacoast, and the State as a whole.

All speakers were afforded three minutes during public comment.

**Adam Baker – Vintage Fish Co. (Rye)** – Spoke to the start of his business at Rye Harbor through ROE and business investments. Spoke to altered business operations of various ROE holders, allowed since COVID, effecting all businesses. Spoke to the retail platform at harbor and continued parking concerns.

**Bill Epperson – Chairman Rye Selectboard** – Read a prepared statement from Representative Jaci Grote for District 24 outlining a meeting held on July 22nd. Epperson also spoke to any applications [regarding Rye Harbor] received provided priority, placed on an agenda and adjudicated fairly. Duprey indicated if there is a conflict between state policy and local policy, the state would be the one followed as Rye Harbor is a state asset. Duprey indicated the goal would be to work towards state's needs; Epperson stated Rye's goal would be to protect the assets of Rye Harbor and surrounding area.

**Alex Herlihey – Rye Heritage Commission** – Spoke to the evolution of the harbor, no room for development and parking. Supports the existing businesses at the harbor and upgrades to the harbor facility. Addressed raising money to make harbor self-sustaining by all users of the harbor to include day users, boat ramp launching, etc. Stated the proposal and implementation plan provided on July 22<sup>nd</sup> should be slowed and the Division of Ports and Harbors (“DPH”) should be under a standalone agency.

**Sarah Shanahan – Rye** – Concerned about the proposal in the public and indicated the area is built from dredge material deposited on salt marsh. Spoke to the harbor being an entry point of youth into careers/industries that are endangered, boat storage and the need for conversations with funding commitment timing.

**Nate Hanscom – Rye Harbor Lobster Pound (“RHLP”)** – Spoke to length of time at the harbor, questioned why business owners were not consulted and the costs/investments incurred (past, present and future). Business owners live with the nature of the harbor; need to invest in keeping water out with a seawall and flood gate to address the water.

**Patrese Pierson – Rye** – Spoke to being an abutter of the harbor, asked what the communication will be and how can input be provided.

**Beth Tuttle – Rye Black Dog Charters – Rye** – Spoke to the ARPA funds and asked for a copy of the submitted applications of recent proposals to see supportable facts for the requests. Fishing businesses at the harbor have not asked for infrastructure funds, rather would prefer funds to benefit all of Rye and users of harbor. Further spoke to the costs incurred (past present and future), the ROE rates and term of ROE versus that at Tradeport.

**Peggy Balboni – Representative for Rockingham 38** – Urged Board to listen to community. Also, read a letter from Senator Altschiller who wants information on study, how vendor (Appledore) chosen for a renovation, inquired into a March letter requesting ARPA funds, leadership at DPH and requested process be slowed to do what is best for all stakeholders.

**Sylvia Cheever – RHL P** – Requested submitted e-mails be included in the minutes. The buildings have been self-sustaining and built to suit business needs. Spoke to the practicality of a seawall and the timeline outlined in the 2019 study to protect the entire facility. Spoke of fees; inquired whether staff would be reviewing potential equitable fees to bring in additional funding; and request to work and interact together.

Duprey interjected that Rye Harbor currently losses approximately \$250,000/year and each year varies dependent on infrastructure needs; Myles Greenway (“Greenway”), Interim Director of Ports and Harbors, stated in 2019 DPH spent approximately \$500,000 for work on a portion of the seawall at Rye harbor.

Duprey spoke to the e-mails received to indicate provided copy of response letter to Rye Selectmen; further stated e-mails will be retained for the record.

**Paula Leed – Rye** – Speaking for the neighborhood next to harbor, shacks are an integral part of neighborhood. Currently parking is problematic, large building would be detriment to fishermen / large equipment; and protection of harbor provided through a seawall.

**Susan Shepcaro – Rye, Chair Conservation Commission** – Spoke to impacts to surrounding marshes; traffic / parking concerns and surrounding conservation areas.

**Peter Reynolds – Granite State Whale Watch** – Spoke to the size of current building versus proposed area and concerns of providing customer service with smaller location (i.e., shelter for individuals during storm). Concerned with impacts regarding trailer of boats, storage of boats and requested an open door with communications of information.

**Rob Lindholm – Rye** – Spoke to the ability to wash trailers / boats to avoid cross contamination.

**Tom Sadorick – Former Economic Development Commission for State** – Pease has done exceptional job growing the Tradeport with opportunities and resources of which some are natural. Reminds that the resource is not for one person or one entity but the community and State.

Duprey spoke to continuing to be open through the process and will follow the principles discussed earlier; meeting was paused at 9:18 a.m. to allow those in attendance for public comment to vacate the room prior to moving forward with the remaining portion of the meeting at 9:20 a.m.

#### **IV. Board Recognition - Public Safety and Security:**

##### **a. Airport Security**

Chasen Congreves, Director of Operations, introduced several Portsmouth International Airport at Pease (“PSM”) individuals (Francis Witkowski and Sandra McDonough); Port City Air (“PCA”) individuals (Bridget Mattle, Tyler Bennet and Cullen Bowen); and Portsmouth Police Department (Ian Efstathiou) who assisted in averting a potentially dangerous incident which occurred at PSM on June 16, 2024, at 8:10 a.m. An individual gained unauthorized access

onto the airfield aprons; these individuals were able to approach this person, who may have been experiencing a mental health situation, calmly and respectfully until police were able to arrive on scene. These individuals were recognized for their bravery, compassion and ability to de-escalate a potentially dangerous situation.

## **V. Committees:**

### **A. Report:**

Duprey spoke about modifications made to Committee assignments with Director Conard now the Chair of the Airport **AND** Capital Improvement and Land Planning Committees; and, Director Parker being appointed Chair of the Legal Bill Review Committee.

#### **1. Airport Committee**

Brean spoke to the Committee being provided a presentation on the status of the FBO study, to include information regarding the region and revenue streams. The fuel study has been delayed and anticipates by the end of the summer that information will be received. Spoke to a request for a proposed increase in the fuel flowage fee to offset expenses and the implementation in October of services from Breeze Airways; also stated Allegiant will be increasing its service from Portsmouth to Florida with the addition to Sarasota, FL.

Duprey stated the Airport Committee could anticipate further information regarding the FBO study later in the year; Brean affirmed further speaking to the fuel infrastructure study.

#### **2. Port Committee Agenda of 7-15-2024**

#### **3. Port Committee Agenda of 7-22-2024**

Levesque stated the July 15<sup>th</sup> meeting discussed the Portsmouth Fish Pier proposal and the submissions from Appledore Marine and OakPoint; this project is expensive and looking at ways to reduce costs to continue accommodating fishing operations. The Committee reached consensus to move forward with the preliminary plan and timeline. Also, Councilor Janet Stevens, who has assisted in this process in obtaining the funding was in attendance.

The July 22<sup>nd</sup> meeting discussed Rye Harbor Marine raised building and proposed schedule. The Port Committee reached consensus to move forward with the plan with caveats:

1. Commercial fishing operations are to be first and foremost in any project,
2. Any structure would increase the number of opportunities for commercial fishermen, charter boats and food servers. Rye Harbor would be protected physically and environmentally (including the marsh),
3. The state buildings on state property should be accessible to all citizens (including those physically challenged); and
4. Work with stakeholders and the public on the plan, implement a dialogue and listen to citizens regarding this project.

Ferrini inquired when the Board would be provided with a proforma schedule; Duprey responded within the next thirty (30) days. Ferrini asked if this would provide time to obtain the federal money; Duprey referred to potentially having the full Board meet with the Port Committee to move process along with discussions, provide comments and to weigh options.



**VI. Consent Agenda Items:**

**A. Consent Agenda Approvals:**

Director Fournier moved the motion and Director Conard seconded that the Pease Development Authority Board of Directors hereby moves that item numbers 1-9 from the consent agenda list below be approved as a single consent agenda item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Legal Services
2. Unutil Special Exception - 16 Pease Boulevard
3. ProCon – Flightline Road and Kilo Taxiway Apron and Ramp Area – Right of Entry
4. Fuel Flowage Fee Increase
5. Pease Golf Course – 300 Gallon Sprayer
6. Prestige Services, Inc. – Vending Machine Concession Agreement
7. Harriman Associates, Inc. - Air Traffic Control Tower - Renovation Design
8. Lonza Biologics, Inc. – Quality Control Laboratory Exhaust Duct Work Concept Approval – 101 International Drive
9. Port City Air – Concept Approval - 62 Durham Street Improvements

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

**B. Consent Agenda with Waivers Approvals:**

Director Parker moved the motion and Director Conard seconded that the Pease Development Authority Board of Directors hereby moves that item numbers 1-4 from the consent agenda with waivers list below be approved as a single consent agenda item and that the proposed motions included for each be incorporated into such approval of the operative motion for each item.

1. HID – CrossMatch Software and Supporting Hardware
2. Higgins – Badge Printer Service Agreement
3. AT&T Wireless Service Agreement
4. Mobile Smart City – Airport Terminal Vehicle Parking Upgrades

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

**C. Approval:**

1. USAF/DLA & CDM Constructors, Inc. – Defense Fuel Support Point Pipeline Closure in Place Under North Apron Access Road

Director Fournier **moved** the **motion** and Director Levesque **seconded** that the Pease Development Authority (“PDA”) Board of Directors approves the request of the U.S. Air Force that the segment of the two inactive Defense Logistics Agency fuel pipelines located on PDA property beneath the North Apron Access Road be cut, filled, capped and closed in-place and authorizes the PDA to ultimately take ownership of those discrete pipeline sections; all in accordance with the memorandum of Jared Sheehan, Environmental Compliance Manager, dated August 5, 2024.

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

## 2. Republic Services – Manhole Dewatering

Director Levesque **moved** the **motion** and Director Fournier **seconded** that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to contract with Republic Services, PDA’s on-call emergency spill response contractor, in an amount not to exceed \$35,000, to provide a mobile groundwater treatment trailer to treat groundwater removed from underground utility manhole structures in order to allow Eversource inspections of the manholes on the Pease Tradeport; all in accordance with the memorandum of Jared Sheehan, Environmental Compliance Manager dated August 8, 2024.

**In accordance with the provisions of RSA 12–G:8, VIII, the Board justifies the waiver of the RFP requirement as four quotes for the work were obtained and the lowest quote is being utilized.**

Discussion: Fournier spoke to the late items received and desire to establish Policies and Procedures for meeting. Specifically, this late item was provided at the meeting, not allowing Directors’ sufficient time for review and careful consideration.

Brean apologized for the late item and explained the desire for PDA staff to provide the labor for the project. Eversource is looking to have the work completed soon, which may prohibit PDA staff providing the labor due to timing. The late item allows for a contingency should outside services be required to complete the work. Anthony I. Blenkinsop (“Blenkinsop”) General Counsel indicated the equipment would be rented from Republic Services (“RS”) with support services provided by PDA staff, if able.

Jared Sheehan, Environmental Compliance Manager, stated there are sixty (60) Eversource manholes on the Tradeport. Occasionally groundwater infiltrates the manholes; PDA is required to remove any hazardous materials within the manholes. For inspections to be performed, Eversource requires the dewatering of the manholes. The motion provides for the labor to be provided as well by RS, should it become necessary.

Fournier asked if this timeline was requested by Eversource or PDA; Blenkinsop indicated Eversource has been working with PDA to schedule inspections. Additionally, inspections are typically performed on a five (5) year rotation, currently Eversource is past this

timeline. If staff can be utilized, it is anticipated costs would be under \$25,000; however, should labor not be able to be provided by PDA staff this would cover additional labor costs.

Ferrini inquired into proper notification; Blenkinsop indicated the meeting notice posted at least 24 hours in advance is required. The late item was placed on the website prior to the commencement of the meeting.

Fournier again spoke of the need for some basic Rules of Procedure (i.e., suspension of rules, deadlines etc.).

Duprey suggested Fournier and Conard work together to provide a draft for consideration of Rules of Procedure for the Board's consideration.

Disposition: Resolved **unanimous** roll call vote for; motion **carried**.

## **VII. Finance:**

### **A. Executive Summary**

### **B. Reports:**

- 1. FY2024 Financial Report for the Twelve-Month Period Ending June 30, 2024**
- 2. Cash Flow Projections for the Nine-Month Period Ending April 30, 2025**

Suzy Anzalone ("Anzalone"), Director of Finance, spoke to the Executive Summary and the two (2) reports.

Anzalone spoke to draft results for Fiscal Year ("FY") 2024 but assured the Board review is done monthly. Further, Anzalone stated operating revenues were close to budget and operating expenses were under budget by 8.6%. Further speaking to the various business units: PSM revenues were driven by higher fuel flowage fees; Skyhaven operating revenues were under budget due to lower fuel sales due to weather; and Tradeport operating revenues slightly over budget. Also indicated, the demolition of a building did not occur, so the cost has been carried over to current FY at a higher amount. Pease Golf Course ("PGC") is doing well with higher play and with its operating expenses being under budget. DPH's operating revenues were under budget by \$454,000 mainly due to lower fuel sales and wharfage and dockage fees; however, operating expenses were under budget too.

Anzalone spoke to assets, restricted and unrestricted (Fishing Revolving Loan Fund). Further, Anzalone stated that in July funds (\$66,000) from the National Marine Fisheries were received. This was CARES funding which will allow additional loans to be provided to local fishermen.

Lastly, Anzalone spoke to the expansion of detail in the monthly cash flow report provided of both grant and non-grant funding, of capital expenditures at the DPH to show monthly reporting consistency and transparency while also addressing anticipated inflows and outflows.

Duprey inquired into DPH's operating loss of \$384,000; Anzalone stated Rye made up approximately \$75,000 of the operating loss plus the \$400,000 in storm repairs (of which some is capitalized) for a cash loss of approximately \$375,000 for Rye alone. Anzalone mentioned the potential of FEMA funding for some of the repairs. Anzalone stated Rye is more susceptible to storm damage than Hampton.

Duprey asked if a fuel truck pulls up to fuel a fishing boat, is there a fee; Brean indicated while there is fee, it is not as much as if the fuel came from DPH pumps.

Ferrini inquired where the funds come from to cover an operating loss at DPH where Airport funds cannot be utilized; Anzalone indicated it is covered by cash balances within DPH. Ferrini asked if this puts DPH behind; Anzalone affirmed stating should DPH continue to operate at a loss, could run out of cash within six (6) or seven (7) years.

Ferrini spoke to consideration by taking the shortage and dividing it by the mooring fees and additional fees with a reallocation on a pro rata basis. Brean stated the deep-water terminal at Market Street subsidizes the ports and harbors.

Brean indicated it is not just the storm surges that increase operating expenses there is significant wear and tear on common use facilities (i.e., fuel pumps, restrooms etc.) at DPH.

Anzalone stated the fee structure is being reviewed and believes with change, the Board would be able to bring DPH to the positive.

Duprey reiterated the need to bring DPH to a sustainable basis as it is not an option to utilize Tradeport fees to sustain DPH.

Parker asked if FEMA monies have been received; Brean stated applications have been submitted.

## **VIII. Licenses/Rights of Entry/Easements/Rights of Way:**

### **A. Report:**

1. **EA Engineering, Science, and Technology, Inc., PRC and Sage Environmental, Inc. - Right of Entry – Off Arboretum Drive**
2. **International Association of Privacy Professionals – Right of Entry – Old Pan Am Parking Lot at 14 Aviation Avenue**

In accordance with the "Delegation to Executive Director: Consent, Approval and Execution of License Agreements," PDA entered into the following Right-of-Entry/Agreement:

1. Name: EA Engineering, Science, and Technology, Inc., PRC and Sage Environmental, Inc.  
License: Right of Entry  
Location: Off Arboretum Drive  
Purpose: Investigating soil and surface water within the pipeline corridor  
Term: June 24, 2024, through July 3, 2024

2. Name: International Association of Privacy Professionals  
License: Right of Entry  
Location: Old Pan Am Hangar Lot at 14 Aviation Avenue  
Purpose: Vehicle parking during company event  
Term: August 22, 2024

Director Fournier was consulted and granted his consent regarding these Rights of Entry.

*Director Levesque departed the meeting at 9:55 a.m. and returned at 9:56 a.m.*

#### **IX. Leases:**

##### **A. Report:**

1. **Sublease between One New Hampshire Avenue, LLC and McLane Middleton PA – 1 New Hampshire Avenue**
2. **Sublease between Next Level Now, Inc. – 16 Pease Boulevard - Exercise the First of Two (2) One (1) Year Options**
3. **Sublease between 25, 29 Retail, LLC and U.S. Senator Magaret Wood Hassan – 14 Manchester Square (Suite #281)**

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

1. Tenant: McLane Middleton PA  
Space: 1 New Hampshire Avenue  
Use: General Office Use  
Term: Seven (7) years and Three (3) months with the lease commencing upon the later of 1) Certificate of Occupancy from the City of Portsmouth; or 2) November 1, 2024 (Term Commencement Date)
2. Tenant: Next Level Now  
Space: 16 Pease Boulevard  
Use: General Office Use  
Term: Exercise first of two (2) one-year options
3. Tenant: Honorable Maggie Hassan  
Space: 14 Manchester Square, Suite 281  
Use: General Office Use and Related Activities  
Term: November 1, 2024, through January 2, 2029

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

#### **X. Contracts:**

##### **A. Report:**

1. **Honeywell – Portsmouth International Airport at Pease - 10 DVM**

**Licenses**

2. **Hoyle, Tanner & Associates, Inc. – Study for General Aviation Area Vicinity of Durham Street**
3. **Everbridge Inc. – Portsmouth International Airport at Pease - Mass Communications Software Platform**
4. **Sunbelt Rental - Portsmouth International Airport at Pease – Rental of vertical mast lighting**
5. **FinQuery (fka LeaseQuery) – Subscription Renewal of Financial Software Pertaining to Pease Development Authority Leases**
6. **Alliance Group – Pease Development Authority - Replacement of Ductless Split System**
7. **Vogel Vending, Inc. – Pease International Tradeport – Exercise the First of Two (2) One (1) Year Options**
8. **Hoyle, Tanner & Associates, Inc. – Research and Calculation Conversion of PSM’s Pavement Classification Number to Pavement Classification Rating per FAA requirement**
9. **Aero Display Systems, LLC – Portsmouth International Airport at Pease – Flight Information Display System and Gate Information Display System**

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

1. Project Name: Honeywell  
Board Authority: Director Ferrini  
Cost: \$4,870.12  
Summary: 10 DVM Licenses – Portsmouth International Airport at Pease
2. Project Name: Hoyle, Tanner & Associates, Inc.  
Board Authority: Chairman Duprey  
Cost: \$22,675.00  
Summary: Study for General Aviation Area Vicinity of Durham Street
3. Project Name: Everbridge Inc.  
Board Authority: Director Ferrini  
Cost: \$12,972.15  
Summary: Portsmouth International Airport at Pease - Mass Communications Software Platform
4. Project Name: Sunbelt Rental  
Board Authority: Director Ferrini  
Cost: \$461.95  
Summary: Portsmouth International Airport at Pease – Rental of vertical mast lighting

- 5. Project Name: FinQuery (fka LeaseQuery)  
 Board Authority: Director Ferrini  
 Cost: \$11,592.00  
 Summary: Yearly Renewal of Financial Platform for Leases
  
- 6. Project Name: Alliance Group  
 Board Authority: Director Ferrini  
 Cost: \$6,570.00  
 Summary: Replacement of the 10+ year old Ductless Split System in the Server Room at PDA located at 55 International Drive
  
- 7. Project Name: Vogel Vending, Inc.  
 Board Authority: Authorized vote of Board of Directors on August 17, 2023  
 Summary: For the provision and operation of two ATM vending machines located at Pease (Airport Terminal and Golf Course) – exercise the First of Two (2) One (1) year option
  
- 8. Project Name: Hoyle, Tanner & Associates, Inc.  
 Board Authority: Director Ferrini  
 Cost: \$8,964.00  
 Summary: For research and calculations to convert PSM’s Pavement Classification Number to Pavement Classification Rating ahead of FAA deadline of September 30, 2024
  
- 9. Project Name: Aero Display Systems, LLC  
 Board Authority: Director Ferrini  
 Cost: \$7,560.00  
 Summary: Portsmouth International Airport at Pease – Flight Information Display System and Gate Information Display System

*Director Fournier departed the meeting at 9:57 a.m. and returned at 9:58 a.m.*

**XI. Executive Director:**

**A. Reports:**

**1. 2025 Meeting Schedule**

Brean spoke of the various meeting changes for 2025, advising the Board that meetings are no longer on the Third Thursday of the month.

Ferrini asked the meeting spreadsheet to be placed on the website.



2025 BOARD MEETINGS												
THIRD TUESDAY OF MONTH AND COMMITTEE MEETINGS MONDAY PRECEDING BOARD MEETINGS												
	BOARD		FINANCE		GOLF		AUDIT		PORT		Noise Compatibility	
	Meetings at 8:30 am		Meetings at 9:00 am		Meetings at 8:30 am		Meetings at 8:30 am		Meetings at 8:00 am		Meetings at 6:30 pm	
Month	Day	Date	Day	Date	Day	Date	Day	Date	Day	Date	Day	Date
January	Tues.	01/07/25										
February	None											
March	Tues.	03/11/25	Mon.	03/10/25	Mon.	03/10/25			Thurs.	03/06/25		
April	Tues.	04/15/25					Mon.	04/14/25			Tues.	04/15/25
May	Tues.	05/20/25										
June	Tues.	06/17/25	Mon.	06/16/25	Mon.	6/16/2025			Thurs.	06/05/25		
July	None											
August	Tues.	08/19/25										
September	Tues.	09/16/25	Mon.	09/15/25	Mon.	09/15/25			Thurs.	09/04/25		
October	Tues.	10/21/25					Tues.	10/14/25			Tues.	10/21/25
November	Tues.	11/18/25										
December	Tues.	12/16/25	Mon.	12/15/25	Mon.	12/15/25			Thurs.	12/04/25		
NOTE: ALL MEETINGS BEGIN AT 8:30 A.M. UNLESS OTHERWISE POSTED.												
Legend												
Board	Third Tuesday of Month						No Meetings in February and July					
Finance	Quarterly - Monday before Board											
Golf	Quarterly - Monday before Board											
Audit	Semi-Annually - Monday before Board (April/Oct)											
Port	Quarterly - 1st Thursday											
Noise	Semi-Annually - 3rd Tuesday (April and October)											
P:\Boardmtg\2024\2025 Proposed Mtgs												

## 2. Committee Assignments

### Standing Committees

#### Executive Committee

Stephen M. Duprey, Chair  
 Neil Levesque, Vice Chairman  
 Thomas G. Ferrini, Treasurer  
 Staff Contact: Brean/Blenkinsop

#### Marketing and Economic Development Committee

Thomas G. Ferrini, Chair  
 Neil Levesque  
 Susan Parker  
 Staff Contact: Brean

#### Finance Committee

Thomas G. Ferrini, Chair (Treasurer)  
 Brian Semprini  
 Neil Levesque  
 Staff Contact: Brean/Anzalone

#### Zoning Adjustment & Appeals Committee

Steve Fournier, Chair  
 Susan Parker  
 Stephen M. Duprey  
 Staff Contact: Blenkinsop/Mates

#### Airport Committee

##### Karen Conard, Chair

Steve Fournier  
 Brian Semprini  
 Staff Contact: Brean/Mates



**Ad Hoc Advisory Committees**

**Capital Improvement and  
Land Planning Committee**

**Karen Conard, Chair**

Thomas G. Ferrini

Neil Levesque

Staff Contact: Blenkinsop/Mates

**Transportation Management Committee**

**Brian Semprini, Chair**

Karen Conard

Susan Parker

Staff Contact: Mates

**Golf Committee**

**Steve Fournier, Chair**

Thomas G. Ferrini

Karen Conard

Staff Contact: Brean/DeVito

**Port Committee**

**Neil Levesque, Chair**

Steve Fournier

Karen Conard

Ex Officio: Chair DPH Advisory Council

Staff Contact: Brean/Greenway (Interim)

**Audit Committee**

**Thomas G. Ferrini, Chair**

Stephen M. Duprey

Karen Conard

Staff Contact: Anzalone

**Legal Bill Review**

**Susan Parker, Chair**

Thomas G. Ferrini

Karen Conard

Staff Contact: Blenkinsop

**Notes:** Executive Committee must have Board Chairman as Executive Committee Chair and Board Vice-Chair as Executive Committee Vice-Chair. Finance Committee must have Board Treasurer as Chairman of Finance Committee. Other than that, each Committee must have a minimum of three Directors appointed to each Committee with a Chairman selected from such appointees; appointments to Committees are at sole discretion of Board Chairman.

### 3. **Golf Course Operations**

Scott DeVito (“DeVito”), PGC General Manager, spoke to 13,402 July rounds played, exceeding July of 2023. Also, PGC will be hosting the Portsmouth Varsity and JV golf tryouts; the Portsmouth JV practices and four of its matches this season. In October, PGC has been requested to hosted the JV match of Exeter, Dover and Winnacunnet High Schools.

Grill 28 is hosting its largest event of the year for the FedPoint annual luncheon of approximately 325 people and will be hosting the TAP luncheon on September 18th.

PGC hosted the Sectional Drive, Chip and Putt, and the second round of the Seacoast Amateur events.

### 4. **Airport Operations**

a) **Portsmouth International Airport at Pease (PSM)**

b) **Skyhaven Airport (DAW)**

Brean spoke to there being an uptick in enplanements and anticipates by the end of the year being over 100,000 enplanements for 2024.

Brean indicated there had been a typo in the fuel sold as it should read 1,579,000 gallons of sold; stated with the present schedule and geopolitical issues anticipates September to be a busy month.

Also reported PSM was invited by NH DEA to participate in an Air Show in the UK. PSM sent two representatives, already seeing some traffic coming in from their attendance; Port City Air (“PCA”) also had a presence at the Air Show.

Stated during the recent Airport Committee meeting there were reports from Thermo Fisher Scientific and PlaneSense regarding potential hangar projects; while there is still design work to be completed, believes information will be provided to the Board shortly.

**c) Noise Line Report  
(i) June 2024**

Brean stated for the month of June, PSM received one noise complaint.

**XII. Division of Ports and Harbors:**

**A. Reports:**

**1. Division of Ports and Harbors Facilities Report**

Greenway spoke to the report provided in the Board materials. Greenway further stated with respect to the Rye Harbor Facility, DPH has also been informing Appledore and OakPoint as to the anticipated future needs / setbacks at the facility, storage, vessels and floats.

Duprey inquired of the rehabilitation project at the Main Wharf; Blenkinsop indicated there were just a few punch list items which remain.

Duprey spoke to the EAGLE visit / tours due to the high security at the Main Wharf; Greenway indicated there were not any foreign vessels so utilized barriers to channel the flow of spectators at the facility for the event – it was well organized and many volunteers to help guide the viewing public.

Duprey asked of Lakes Regions (“LR”) services at Rye Harbor; Greenway indicated LR would complete hooking up and testing the pumps.

Ferrini inquired as to the overturned skiff; Greenway indicated not known what happened to the skiff. Further, Greenway indicated the two individuals were found holding onto the fuel tank, it is unknown if the skiff was recovered; hypothermia had set in on one of the individuals.

Greenway spoke to the FEMA applications and indicated the most recent on-site visit in Rye was related to the seawall; working toward funding for the work already perform at the harbor and that there may be additional FEMA funding regarding the seawall.

Greenway also spoke to an incoming salt ship in August. Duprey inquired into the size of the salt ship; Greenway stated they can vary in size from low 500 to high 600 feet. Greenway spoke to the use of the Panama Canal for salt ships due to the cost.

Further, Greenway also spoke to the coordination / movement of heavy lift equipment, approximately 270’ in length, traveling over the roadway from the port to Amherst soon.

**2. Charter Boats Right of Entry Report**

**a. 30 Fathom Charters, LLC – Hampton Harbor – Right of Entry**

### 3. Biennial Report FYE 2022 and 2023

#### B. DPH Consent Agenda Approvals:

Director Levesque moved the motion and Director Fournier seconded that the Pease Development Authority Board of Directors hereby moves that item numbers 1-3 from the Division of Ports and Harbors consent agenda list below be approved as a single consent agenda item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Star Island Corporation - Right of Entry – 315 Market Street - Burge Wharf
2. Cornell University / Shoals Marine Lab - Right of Entry – 315 Market Street – Burge Wharf
3. Acceptance of the ARPA Application and Expenditure of Grant Funds regarding the Hampton / Seabrook 107 Feasibility Study

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

#### C. Approval with Waiver:

1. Second Nature Pit - Emergency Remediation Work at Hampton Harbor and Rye Harbor Marine Facilities – FEMA Eligible

Director Fournier moved the motion and Director Conard seconded that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to make payment to Second Nature Pit in association with emergency remediation work performed at the Hampton Harbor and Rye Harbor marine facilities in association with January 2024 storm activity in a total amount not to exceed \$257,000.00, and authorizes the submission of documentation to request FEMA cost reimbursement; all in accordance with the memorandum of Myles Greenway, Interim Director of the Division of Ports and Harbors, dated July 30, 2024; attached hereto.

In accordance with the provisions of RSA 12-G:8, VIII, the Board waives the RFP requirement due to the emergency nature of the situation and as Second Nature Pit, a sister business to the Division’s on-call snow removal contractor, was able to quickly mobilize on-site with the required heavy equipment in order to get both facilities repaired and operational in time for the 2024 season.

Discussion: Duprey spoke to the individual monetary amounts for services at both Rye and Hampton.

Disposition: Resolved unanimous vote for; motion carried.

### XIII. New Business:

#### A. Grant Applications Filed in June and July:

1. Division of Ports and Harbors – Application for FEMA Post Storm

**Funding regarding January 2024 for the Seacoast Regional Area**

Brean spoke to discussions and site audit as having gone well and process ahead.

**2. Pease Development Authority - Air Traffic Control Tower (“ATCT”) Renovations**

Grant funding had been identified for ATCT rehabilitation and submitted for consideration.

**XIV. Special Event:**

**A. Report:**

1. Sabine Strong Foundation 3.3-mile Road Race to be held on August 11, 2024
2. Seacoast Veterans Count Pack & Boots 5K Road Race to be held on September 22, 2024
3. Newington School Supporters – Fox Point Sunset Road Race to be held on September 28, 2024

**XV. Upcoming Meetings:**

Golf Committee	September 9, 2024 @ 8:30 a.m.
Finance Committee	September 9, 2024 @ 9:00 a.m.
Board of Directors	September 12, 2024 @ 8:30 a.m.

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

Brean indicated the need for Port Committee meeting(s) to be scheduled in the near future.

**XVI. Directors’ Comments:**

Brean expressed gratitude to DPH Operations Manager, Tom Maciel, for his hard work and efforts in getting the Market Street Terminal prepared for the arrival of the EAGLE and its viewing public.

Ferrini asked when looking at dates for meetings for public outreach, requested consideration of early morning or late afternoon / evening meetings (end of workday), making it more convenient.

Levesque spoke of the need for boat storage, an issue having been mentioned regarding Rye Harbor. Inquired into the undevelopable land at PDA and spoke to exploring area(s) to allow boat storage through discussions with the FAA. Brean spoke of a potential inquiry of an FAA for use of non-aeronautical land.

Duprey spoke to the conversations earlier today which spoke to the lack of parking at Rye Harbor and which includes boat storage in-season as well as off-season; trailers and boats utilizing space, there may be many creative solutions.

Duprey spoke to the ongoing work being performed regarding the audit and several open positions listed in PDA's organizational chart. Brean spoke of the recent onboarding of an Environmental Compliance Specialist and full-time Groundskeeper; also spoke to challenges when filling other positions.

Duprey inquired into the Hutter Construction project at the Terminal; Brean indicated it is moving along. Further Brean indicated Hutter buttons things up when a commercial flight is at the terminal. Mike Mates, Director of Engineering indicated the project is scheduled to be completed around mid-November.

Finally, Brean spoke to PDA/PSM hosting the Northeast Chapter of American Association of Airport Executives commencing this weekend with approximately 225 participants and multiple vendors attending; thanked the Board for its support.

#### **XVII. Adjournment:**

Director Levesque moved the motion and Director Conard seconded to **adjourn the Board meeting. Meeting adjourned at 10:30 a.m.**

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

#### **XVIII. Press Questions:**

None.

#### **XIX. Consultation with Counsel:**

Respectfully submitted,



Paul E. Brean  
Executive Director

**PEASE DEVELOPMENT AUTHORITY**  
**Monday, September 9, 2024**

**GOLF COMMITTEE**  
**AGENDA**

**Time:** 8:30 a.m.  
**Place:** 55 International Drive, Pease International Tradeport  
Portsmouth, New Hampshire

**AGENDA**

- I. Call to Order
- II. Acceptance of Meeting Minutes of March 11, 2024 \* (Ferrini)
- III. Public Comment
- IV. New Business
  - A. Reports
    - 1. Couples Season Pass \*
    - 2. Irrigation Upgrades CIP Approval \*
    - 3. Event Center Update
- V. Upcoming Meetings

Board of Directors

September 12, 2024 @ 8:30 a.m.

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

- VI. Adjournment
- VII. 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

## MOTION

Director Levesque:

The Pease Development Authority Board of Directors directs the Executive Director to cease additional work under the amended contract with the Division of Ports and Harbors contracted on-call marine engineering service provider, Appledore Marine Engineering, LLC, for any further engineering services specifically related to the Rye Harbor Marine Facility Retail Platform, as had been authorized at the Board of Directors' June 13, 2024, meeting, so that a further review of Facility needs can be conducted.

N:\RESOLVES\2024\DPH – Appledore Marine – Rye Harbor – Retail Platform Cessation of Services (9-12-24).docx

## MOTION

Director Semprini:

The Pease Development Authority Board of Directors hereby moves that item numbers \_\_\_\_\_ from the consent agenda list below be approved as a single consent agenda item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Approval of On-Call Environmental and Civil Engineer – Vanasse Hangen Brustlin and Fuss & O’Neil (**Conard**)
2. Legal Services (**Parker**)
3. 100 New Hampshire Avenue – Revised Concept Approval (**Fournier**)
4. Skyhaven Flying Club – Flight Simulator – Right of Entry (**Levesque**)





## MOTION

Director Conard:

The Pease Development Authority Board of Directors authorizes the Executive Director to negotiate and enter into an on-call environmental and civil engineering contracts with both Vanasse Hangen Brustlin and Fuss & O'Neill for a period of three (3) years with two (2) one-year options exercisable at the Executive Director's discretion; all in accordance with the memorandum of Jared Sheehan, Environmental Compliance Manager, dated August 21, 2024; attached hereto.

# Memorandum

To: Paul E. Brean, Executive Director   
From: Jared Sheehan, Environmental Compliance Manager   
Date: August 21, 2024  
Subject: Consultant Selection – Environmental & Civil Engineering Services

PDA projects frequently require the services of environmental and civil engineers. These projects include but are not limited to stormwater sampling and treatment, wetland delineation, groundwater modeling, soil assessments, fuel tanks and spill containment, and third-party review. The engineering department advertised a request for qualifications (RFQ) to provide environmental and civil engineering consulting services for existing projects and for on-call services that may arise from time to time.

Thirteen firms responded to the RFQ. The submissions were reviewed by an evaluation committee consisting of engineering department staff members Michael Mates, Maria Stowell, and me. Each submission was ranked using an evaluation matrix. From this ranking, three firms were selected to be interviewed. As a result of this process, the evaluation team recommends entering into contracts with two firms: Vanasse Hangen Brustlin (VHB) and Fuss & O'Neill.<sup>1</sup>

Fuss & O'Neill impressed staff with their portfolio of projects, interview, full-service approach, and integrated team of professionals. Their ability to provide rapid response services with alternative solutions coupled with a familiarity of ongoing Air Force remediation projects at Pease will enable PDA to make informed efficient decisions on current and future projects. VHB has worked with PDA over the past 30 years providing a responsive quality service in transportation planning, parking, survey, and grant assistance. We found that they also have an exceptional environmental team with experience to meet PDAs current and future needs.

Having both VHB and Fuss & O'Neill retained as on-call consultants would provide PDA with the ability to address a wide variety of projects as needs arise. It would also offer PDA additional coverage in the event of one consultant having a conflict which could prevent their services from being utilized on a particular project.

At this time, we ask that you seek Board approval to enter into three-year contracts with Vanasse Hangen Brustlin (VHB) and Fuss & O'Neill to provide on-call environmental & civil engineering consulting services with options to extend up to two one-year options, exercisable at the discretion of the Executive Director.

<sup>1</sup> The selection process employed conforms to state and federal regulations and PDA policy, which require a qualification-based selection for professional services. Prices for services are considered only after the selection of the most qualified firms.

## MOTION

Director Parker:

The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to expend funds in the amount of \$19,837.50 for payment of legal services provided by Sheehan Phinney Bass & Green; all in accordance with the memorandum from Anthony I. Blenkinsop, Deputy Director / General Counsel, dated August 30, 2024; attached hereto.

## MEMORANDUM

**To:** Pease Development Authority Board of Directors  
**From:** Anthony I. Blenkinsop, Deputy Director / General Counsel *ATB*  
**Date:** August 30, 2024  
**Re:** Legal Services

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Sheehan Phinney Bass & Green provided legal services to the Pease Development Authority (“PDA”) in the month of April 2024 in a total amount of **\$19,837.50**, as follows:

July 1, 2024 – July 31, 2024	
(for Tradeport General Representation)	\$19,537.50
(Permit Implementation)	\$ 262.50
(Division of Ports and Harbors)	<u>\$ 37.50</u>
	<b>\$19,837.50</b>

This is a request for approval by the Board of Directors to authorize the Executive Director to expend funds for legal services rendered to Sheehan, Phinney, Bass & Green in a total amount of **\$19,837.50**.

SHEEHAN PHINNEY BASS & GREEN PA  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: General Representation - Trade Port  
-----

CLIENT/CASE NO. 14713-10167  
BILLING ATTORNEY: Lynn J. Preston  
Invoice Number: 407517

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$19,537.50
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$19,537.50
	-----
PREVIOUS BALANCE:	\$32,512.50
	-----
TOTAL BALANCE DUE:	\$52,050.00
	-----

PAYMENT DUE 30 DAYS FROM INVOICE DATE

Please return this page with your remittance and please reference the client/case number on all related correspondence.

AMOUNT PAID... \$ \_\_\_\_\_

To pay by CREDIT CARD, please visit [www.sheehan.com](http://www.sheehan.com), scroll to the bottom and click " LawPay " or contact our office directly.

SHEEHAN PHINNEY BASS & GREEN PA  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Permit Implementation

-----  
CLIENT/CASE NO. 14713-19658

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$262.50
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$262.50
	-----
BALANCE DUE:	\$262.50
	-----
	-----

Please return this page with your remittance and please reference the client/case number on all related correspondence.

AMOUNT PAID... \$ \_\_\_\_\_

SHEEHAN PHINNEY BASS & GREEN PA  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Market Street Terminal Reconstruction  
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CLIENT/CASE NO. 14713-17464  
BILLING ATTORNEY: Lynn J. Preston  
Invoice Number: 407438

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$37.50
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$37.50
	-----
PREVIOUS BALANCE:	\$637.50
	-----
TOTAL BALANCE DUE:	\$675.00
	-----

PAYMENT DUE 30 DAYS FROM INVOICE DATE

Please return this page with your remittance and please reference the client/case number on all related correspondence.

AMOUNT PAID... \$ \_\_\_\_\_

To pay by CREDIT CARD, please visit [www.sheehan.com](http://www.sheehan.com), scroll to the bottom and click " LawPay " or contact our office directly.

## MOTION

Director Fournier:

The Pease Development Authority Board of Directors hereby approves of Aviation Avenue Group LLC's revised concept for 100 New Hampshire Avenue; all in accordance with the terms and conditions set forth in the memorandum of Michael R. Mates, P.E., Director of Engineering, dated September 4, 2024, attached hereto.



# Memorandum

To: Paul E. Brean, Executive Director *PEB*  
From: Michael R. Mates, P.E., Director of Engineering *MEM*  
Date: September 4, 2024  
Subject: 100 New Hampshire Avenue – Revised Concept Approval

In the fall of 2022, the PDA Board of Directors approved a concept plan for 100 New Hampshire Ave. submitted by Aviation Avenue Group, LLC (“AAG”) depicting a 209,750 square foot building intended to be used for advanced manufacturing. Also approved was AAG’s submittal of applications for variances from the front and rear yard setback requirements. Following the Board approvals, AAG secured recommendations for subdivision and site review approval and the requested dimensional variances from City of Portsmouth Boards.

At the time of Board approval, AAG was in conversations with a number of advanced manufacturing companies that were interested in the 100 NH Ave. location. Unfortunately, as discussions progressed it had become evident to AAG that the advanced manufacturing tenants were not viable due to changes in the capital markets and a volatile labor market. AAG did however receive interest from a company in need of warehouse and distribution space for Fidelitone, a company that represents a nationwide home merchandising company. With the change in tenant came a change of the concept plan previously approved. AAG revised the plan to construct a 102,000 ± square foot warehouse on the 10.95-acre parcel. The development would include three driveways (two off Rochester Ave. for entering and exiting trucks and one off New Hampshire Ave. for employee vehicles), and 30 truck docks. Like the previous proposal all truck traffic would access the site via Grafton Drive and Aviation Avenue to Rochester Avenue, thereby precluding trucks from business commercial areas. The revised concept was approved by the Board of Directors in June of 2023 and the various City of Portsmouth Boards shortly thereafter.

Since that time, construction has commenced, and progress has been significant. Unfortunately, the Fidelitone tenancy has fallen through. As such, AAG is in discussions with two new potential tenants including Hospital Corporation of America (“HCA”) and a second tenant that has yet to be publicly identified, but is a manufacturer and distributor of building products. With these new tenants comes further adjustment to the approved concept and site plans. The attached cover letter and drawings describe and depict the proposed minor modifications to the approved plan. In short, these modifications include a 3,500 square foot building addition to allow trucks to pull completely

into the facility, for protection from the elements, and an eleven-vehicle parking lot off of Rochester Avenue.

In comparison with the previously approved furniture warehouse/distribution use these new tenants require fewer passenger car parking spaces and will have fewer truck trips per day. When AAG submits the amendment to their site review approval, a revised traffic study will be included. PDA will also review the stormwater management and treatment measures to ensure they are not impacted. Overall, the proposal seems to meet all applicable PDA Land Use Controls. PDA Engineering will decide after review of their amendment request whether additional review will be required by City boards, or the changes can be approved administratively.

At the September Board meeting, please seek approval of AAG's proposal for a revised concept plan.

N:\ENGINEER\Board Memos\2024\100 NH Revised Concept.dotx

Aviation Avenue Group LLC

August 28, 2024

Paul Brean  
Executive Director  
Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Re: PDA Concept Approval  
Proposed Modifications to Warehouse Facility  
100 New Hampshire Avenue  
Portsmouth, NH 03801

Dear Mr. Brean,

Aviation Avenue Group LLC is pleased to submit this project memo and the attached revised conceptual site and building plans for our under-construction warehouse and distribution facility located at 100 New Hampshire Avenue within the Pease Development Authority (PDA) Industrial Zone. This memo provides a brief project history, relevant project updates, and description of proposed modifications.

Aviation Avenue Group LLC received site plan approval on August 24, 2023 and entered into a Ground Lease with the PDA on October 31, 2023 for +/-101,936 SF warehouse and distribution facility located at 100 New Hampshire Avenue. We negotiated and executed a sublease with Fidelitone, a third-party logistics operator distributing home furnishing products in the Greater Seacoast area, to occupy the entirety of the building. This sublease was approved by the PDA concurrent with its site plan approval. We received a building permit on November 1, 2023 and commenced construction in November of 2023. During the early phases of construction, Fidelitone informed us they would not be occupying the building, asking us to continue to market the building so that we could identify replacement tenants and allow them to exit their lease.

Over the last several months, we have been able to identify two tenants with an urgent need for warehouse space. One of those tenants is Hospital Corporation of America (HCA) and the other, which has requested that its name be withheld for the time being, is a large, national, and well-known manufacturer and distributor of building products, including gypsum. Both tenants intend to use the space for general warehouse and distribution, which aligns with the approved use in the executed Ground Lease. Both of these organizations are leaders in their respective fields with longstanding track records of economic growth, job creation, and positive impacts in their communities. Additionally, both organizations are known entities in the Greater Seacoast and already operate successful facilities in this region. We are excited for the continued economic growth they will bring to Pease, Portsmouth, and Seacoast New Hampshire. The yet-to-be-named tenant intends to use their new space as support space to allow for production expansion at their nearby manufacturing facility in Newington. HCA intends to use their space as critical medical equipment and supplies storage for support of their NH facilities.

As the building will now feature multiple tenants, our design and engineering teams have had to make several changes to the site and building plans. Additionally, as discussions with both tenants have advanced, we have worked with their operations teams to customize improvements to each tenant's

respective portion of the building. The purpose of the remainder of this memo is to outline the nature of the modifications resulting from the building's proposed new tenants.

The following is an updated technical overview of the changes to the key project features including stormwater and utilities, and calculations for parking and open space.

### **Excess Soils**

The proposed project changes may generate excess soils that are unsuitable for use under the proposed parking expansion as part of the earthwork activities. Similar to the prior approval, any excess soil that may be generated will remain on-site and can be used to construct landscape berms along the New Hampshire Avenue frontage.

### **Site**

The project revisions will maintain the previously approved southern parking layout, trailer storage area, and loading docks along the southern portion of the building. The yet-to-be-named tenant would occupy the northern portion of the building and will require the addition of an 11 space surface parking lot and the associated concrete tip-down ramps and concrete sidewalks. An approximate 3,500 sf unconditioned truck shelter area would also be required to be added to the northwest corner of the previously constructed building which will house 3 loading docks. As this tenant does not require all the loading docks that were previously provided, the 8 trailer storage areas in the northwest corner of the paved parking area were relocated to along the building face. 3 larger 18'x80' truck and trailer parking areas are proposed in the previous location of the eight (8) 10'x55' trailer storage areas.

### **Stormwater**

The stormwater management system will be maintained as originally designed utilizing the same best management practices implemented in the prior approval which has already received an amended Alteration of Terrain Permit from the New Hampshire Department of Environmental Services (NHDES). The previously approved stormwater practices are sized correctly to handle the increase of 6,200 SF of paved parking area and 800 SF of concrete sidewalks. Stormwater runoff will be pretreated via off-line deep sump catch basin and collected in an underground detention system before being directed to a stormwater filtration device to provide advanced treatment prior to being discharged into the existing municipal closed drainage system. As the entire site is located within a Groundwater Management Zone (GMZ) infiltration of stormwater is not permitted on the site. The stormwater has been designed to meet Pease Development Authority (PDA) stormwater regulations and has received an amended Alteration of Terrain Permit on July 26, 2024, permit # AoT-2342A. Further coordination with NHDES will be completed for the revised project plans once concept approval is received from the PDA.

### **Utilities**

No changes to the utilities are proposed as part of the amended site plan.

### **Parking Calculations**

The yet-to-be-named tenant & HCA anticipate staffing their respective facilities with 10 employees and 35 employees. Based on this, we assumed a maximum peak shift of 45 employees for facility staff at the facility. 79 parking spaces are proposed for the facility which meets PDA parking requirements.

### **Traffic Impact**

As part of the prior approval for the Fidelitone facility, a Traffic Study was prepared by Tighe & Bond and peer reviewed by the PDA's traffic consultant. Based on input from Fidelitone it was assumed that approximately 60 employees would have been parking at the facility (staff plus drivers) at its peak demand. The yet-to-be-named tenant & HCA anticipate staffing their respective facilities with 10 employees and 35 employees for a total of 45 employees at the facilities peak demand. It is anticipated that vehicle trips generated by the prospective tenants will have less impact than the prior approval.

Similarly, the Traffic Study for the prior approval estimated a total of 50-60 trucks entering and existing the facility from 5am to 5pm. The yet-to-be-named tenant & HCA anticipate having 40 trucks and 10 trucks entering and exiting the facility for a total of 50 truck trips per day, it is anticipated that truck traffic generated by this prospective tenant will have a similar impact to the prior approval.

A supplemental traffic generation memorandum will be prepared by Tighe & Bond utilizing the prospective tenant's anticipated vehicle and truck trip generation. This supplemental memorandum will be submitted to the PDA for review as part of the applicant's request for an Amended Site Review Permit.

### **Open Space**

The proposed lot is approximately 10.95 acres. The PDA regulations require 25% of the upland area be retained as open space which is 2.74 acres. The proposed concept plan calls for approximately 54% (5.80 acres) of open space on site which is a slight reduction from 5.91 acres of the previous site layout.

### **The Base Building**

The building was originally designed and constructed to accommodate a warehouse and distribution tenant on the south half of the building with a tenant separation wall located approximately at the midpoint of the building's length, providing a total area of 50,830 sf. The current loading dock configuration has been installed to meet the former tenant's requirements. This tenant will no longer occupy this space. The north half of the building has been constructed as a shell space for a future warehouse or light manufacturing tenant providing 51,106 sf of space built to suite. Both spaces are heated with gas fired roof mounted heating units, (2) on each half, with 2'x2' exhaust louvers located on all four sides of the building for heat exhausting. A total of 1,600 amps have been provided to the building, with each tenant space to receive an 800-amp power distribution panel.

### **Yet-to-be-named Tenant (on the north side of the building)**

- 1) The existing tenant separation wall shall be relocated to the north to provide 45,034 sf of warehouse-distribution and office space with a 3,458 sf truck cab parking shelter.
- 2) A new 907 sf office area shall be constructed in the northwest corner of the building. The office area will include a shipping/receiving office, break room, bathrooms, MDF & Janitor's closets. New windows will be installed in the existing insulated pre-cast concrete wall panels as noted on the attached floor plan, A1.01, dated 08/28/2024.
- 3) A new tenant entry door with an entry canopy will be installed in the west elevation adjacent to the office area.
- 4) A new 31' x 112' truck cab parking shelter shall be constructed adjacent to the northwest corner of the warehouse building shell. The shelter will consist of a new structural steel frame on concrete piers and footings, a single skin, non-insulated metal panel, (2) hollow metal egress/access doors, a pitched metal deck roof, with a fiber reinforced gypsum sheathing and a singly ply TPO roof membrane. The shelter will not be heated or conditioned but will be provided with a CO/CO2 monitoring and exhaust system. A NFPA 13 compliant ESFR dry sprinkler heads and branch lines will be added to the current warehouse sprinkler system with a NFPA 72 compliant smoke/fire alarm system. The lighting shall be high efficiency LED lighting.
- 5) New Overhead Doors:
  - a. (3) 14'x14' power operated coiling doors to be installed in the west wall of the truck cab shelter.
  - b. (3) new 10'x14' power operated coiling overhead doors will be installed in the existing exterior insulated pre-cast concrete wall panels aligning with the (3) new coiling doors in the truck cab shelter.
  - c. (1) new 12'x14' power operated sectional overhead door will be installed in the existing exterior insulated pre-cast concrete wall panels with an entry ramp for trash removal. To accommodate this new drive through opening a steel frame and foundation will be added to support the opening in the pre-cast concrete wall panels.

- d. (1) new power operated 9'x10' sectional overhead door shall be installed in the existing insulated pre-cast wall panel to at new truck loading dock.
- 6) (3) new 9-6" wide x 54' long interior truck wells with a depth of 4'. One truck well will be equipped with a 7'x12' hydraulic dock leveler.
  - 7) A new structural steel frame will be installed over the three truckwells to support the tenant's hoist and tarping system.
  - 8) A new air operated 8'x7' pit type dock leveler, 25,000 lbs minimum, with bumpers, a surface mounted trailer restraint, track guards and a LED swing light.
  - 9) High efficient LED hi-bay light fixtures will be installed to provide an average lighting level of 30 fc throughout the warehouse.
  - 10) The existing gas fired heating and ventilation system shall remain in place.
  - 11) A new HVAC system will be installed to heat and condition the office area.
  - 12) (7) trailer storage spaces will be provided along the west elevation.
  - 13) The ESFR sprinkler system shall be redesigned to accommodate the tenant's warehouse and office area to comply with NFPA 13.
  - 14) A NFPA 72 compliant smoke and fire alarm system shall be installed in the tenant's warehouse and office area.
  - 15) Guard rails and safety gates will be installed at locations determined by the tenant as part of their tople protection system.
  - 16) The originally designed 800-amp power panel shall be installed to provide power per the tenant's requirements.

#### **Hospital Corporation of America (HCA)**

- 1) The existing tenant separation wall shall be relocated to the north to provide 56,902 sf of warehouse-distribution, offices and utility spaces on the south side of the building.
- 2) A new 3,067 sf office area shall be constructed in the southeast corner of the building. The HCA office area will include the following: entry vestibule, open office space, enclosed offices, conference room, bathrooms, employee break room and storage/janitor/MDF closets. There will be no changes to the current loading dock area.
- 3) A separate warehouse entry vestibule will be constructed adjacent to the main office entry.
- 4) A new gas fired heating and cooling system will be added in the warehouse to meet HCA's storage requirements. New mechanical equipment will be installed on the roof along with the appropriate roof deck reinforcement to support the units.
- 5) A new HVAC system will be installed to heat and condition the office area.
- 6) The existing high efficiency hi-bay LED light fixtures will remain with minor adjustments to accommodate the tenant's requirements while providing a lighting level of 30 fc.

In closing, we believe these modifications have been designed to work seamlessly within the existing building and site infrastructure, and we're confident that each of our new tenant's uses align with the allowed site uses in the existing ground lease, and the zoning requirements of the Pease Industrial Zone. Included in this package for the board are a conceptual site plan from Tighe and Bond as well as building renderings from PROCON. Tighe and Bond's technical memo can be found in the preceding sections of this memorandum We thank you and the entire Board for consideration of these modifications to our project.

Sincerely,



Joe Geoghegan  
Member  
Aviation Avenue Group LLC









Sep 03, 2024 4:14:00pm Plotted By: NWHIC02  
 Tighe & Bond, Inc. J:\P\0595 Pro Con General Proposals\0595-015 100 NH Avenue\Drawings\_Figures\AutoCAD\Sheet\0595-015 Design.dwg



SITE DATA:		
LOCATION: TAX MAP 308, LOT 1 80 ROCHESTER AVENUE PORTSMOUTH, NEW HAMPSHIRE		
ZONING DISTRICT: INDUSTRIAL		
ALLOWED USE: INDUSTRIAL / WAREHOUSE		
DIMENSIONAL REQUIREMENTS:		
MINIMUM LOT AREA:	REQUIRED 10 ACRES	PROPOSED ±10.95 ACRES
MINIMUM STREET FRONTAGE:	200 FT	±1,200 FT
MINIMUM SETBACKS:		
• FRONT:	70 FT	51 FT <sup>(1)</sup>
• SIDE:	50 FT	142 FT
• REAR:	50 FT	131.4 FT
MAXIMUM BUILDING HEIGHT:	PER FAA	36 FT
MINIMUM OPEN SPACE:	25%	±53%

PARKING REQUIREMENTS:		
PARKING STALL LAYOUT:		
• STANDARD 90°	REQUIRED WIDTH: 8.5' MIN AREA: 160 SF MIN	PROPOSED 9' X 18' (162 SF)
DRIVE AISLE WIDTH:		
• 90° (2-WAY TRAFFIC)	24 FT	24 FT (MIN)

PARKING SPACE REQUIREMENTS:		
INDUSTRIAL:		
2 / 3 EMPLOYEES (LARGEST SHIFT)		
+ 1 / COMPANY-OWNED-VEHICLE		
= 45 EMPLOYEES x 2/3 EMPLOYEES		
+ 2 COMPANY-OWNED-VEHICLE =		
	32 SPACES	79 SPACES <sup>(1)</sup>
TOTAL REQUIRED PARKING:		
(1) - FIVE (5) ADA SPACES PROVIDED		

(1) - ON NOVEMBER 15, 2022 THE CITY OF PORTSMOUTH ZONING BOARD OF ADJUSTMENT VOTED TO RECOMMEND APPROVAL TO THE PDA BOARD FOR A VARIANCE FROM PART 304.03(C) TO ALLOW A 51 FOOT FRONT YARD WHERE 70 FEET IS REQUIRED.

**PROPOSED FIDELITONE FACILITY**  
PORTSMOUTH, NH

**CONCEPTUAL SITE PLAN**

SCALE IN FEET  
0 60' 120'  
GRAPHIC SCALE

DATE: 9/3/2024

SCALE: AS SHOWN





## MOTION

Director Levesque:

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 at Skyhaven Airport, through September 30, 2025, with a one-year option to extend subject to the approval of the Executive Director; all in accordance with the memorandum of Andrew Pomeroy, Director of Aviation Planning & Regulatory Compliance, dated September 3, 2024; attached hereto.

N:\RESOLVES\2024\Skyhaven Flying Club 9-12-24.docx

## Memorandum

**To:** Paul E. Brean, Executive Director   
**From:** Andrew Pomeroy, Director of Aviation Planning & Regulatory Compliance   
**Date:** 9/3/2024  
**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 ("ROE") to continue to use a portion of the airport terminal building at 238 Rochester Hill Road, Rochester NH for the purpose of housing a flight simulator for SFC use. SFC agrees to pay an \$95.00 monthly rental fee for the use of the premises, will be responsible for maintaining the premises, and will abide by the Minimum Standards for Skyhaven Airport. The ROE would be effective October 1, 2024, and run through September 30, 2025. It may be extended by mutual agreement to provide SFC with a one year extension through September 30, 2026, subject to the approval of the Executive Director.

Please seek approval from the Board of Directors at its September 12, 2024, meeting to enter into the ROE for the use of Skyhaven Airport terminal space by SFC.

## MOTION

Director Conard:

The Pease Development Authority (“PDA”) Board of Directors hereby moves that item numbers \_\_\_\_\_ from the consent agenda with waivers list below be approved as a single consent agenda with waivers item, and that the proposed motions included for each be incorporated into such approval as the operative motion for each item.

1. Mobile Smart City – Monthly Service Charges (**Conard**)
2. McGovern Toyota of Portsmouth – 2024 Toyota Highlander Hybrid XLE (**Ferrini**)

**NOTE: This motion requires 5 affirmative votes.  
Roll Call Vote Required.**

## MOTION

Director Conard:

The Pease Development Authority (“PDA”) Board of Directors approves of and authorizes the Executive Director to enter into a monthly service agreement with Mobile Smart City (“MSC”) regarding the Airport’s revenue parking program in an amount not to exceed \$475.00 per lot/per month; all in accordance with the memorandum of Chasen Congreves, Director of Operations, dated September 3, 2024, attached hereto.

In accordance with the provisions of RSA 12-G:8, VIII, the Board justifies the waiver of the RFP requirement as MSC is the current provider of PDA’s existing pay for parking services and infrastructure.

**NOTE: This motion requires 5 affirmative votes.  
Roll Call vote required.**

N:\RESOLVES\2024\Airport – Mobile Smart City Service Agreement (9-12-24).docx

## Memorandum

To: Paul E. Brean, Executive Director 

From: Chasen Congreves, Director of Operations 

Date: 9/3/2024

Re: Airport Parking Revenue Service Agreement

---

The Pease Development Authority (“PDA”) introduced an airport revenue parking program supported by Mobile Smart City Corporation (“MSC”) in 2017. At the August 8, 2024, PDA Board of Directors’ meeting, the Board approved the purchase of new hardware and software to support the parking program at a cost not to exceed \$84,300.00, due to end-of-life issues with the existing equipment.

At the time of the August approval, we failed to include for Board consideration the ongoing cost for the MSC provided service agreement to maintain the software of the Pango parking application, and to provide the supporting information technology (“IT”) for the equipment, customer call center, payment capabilities, and permitting. This service agreement will support all functions of the new equipment at a cost of \$950.00 per month for the A and B lots. Any additional parking lot added to the current program will result in an additional \$475.00 per lot each month.

At the September 12, 2024, PDA Board of Director’s meeting, please request authority from the Board to include this additional service agreement cost for a period of two years, with the option to extend for two years as the discretion of the Executive Director.

P:\BOARDMTG\2024\Board Memo - Airport Revenue Parking lots Service Agreement (9-12-24).doc

## MOTION



Director Ferrini:

The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to purchase a 2024 Toyota Highlander XLE Hybrid vehicle from McGovern Toyota of Portsmouth, New Hampshire in an amount not to exceed \$49,867.00; all in accordance with the memorandum of Ken Conley, Maintenance Manager, dated September 4, 2024, attached hereto and incorporated herein.

In accordance with the provisions of RSA 12-G:8 VIII, the Board justifies the waiver of the RFP requirement due to the difficulty in obtaining these types of vehicles in the market generally, and the unavailability of this vehicle through the State of New Hampshire contract or local dealers.

**Note: This motion requires 5 affirmative votes.  
Roll Call vote.**

## Memorandum

**To:** Paul Brean, Executive Director   
**From:** Ken Conley-Maintenance Manager   
**Date:** 9/4/2024  
**Subj:** Vehicle Purchase

On April 20, 2023, the Board of Directors approved the purchase of two (2) 2023 Toyota Highlander LE AWD Hybrid Utility vehicles through the current state bid contract for a purchase price not to exceed \$39,964.00 per vehicle. These vehicles were funded in the Portsmouth International Airport Capital scheduled from 2021 to replace a 2008 Chevrolet Tahoe and 2012 Chevrolet Tahoe. Due to the pandemic supply chain shortages of vehicles, PDA has only been able to procure a replacement for one of the vehicles.

Due to the inability to receive contract pricing from the manufacturers, quotes for a similar package were sourced locally to no avail. However, McGovern Toyota of Portsmouth indicated it would enter one of its existing orders of a Platinum model 2024 Toyota Highlander into a swap pool within its 30 owned dealers, allowing access to any unallocated base model LE Highlander within its network. Unfortunately, due to a discontinuance of the base LE package, no vehicle was available. Alternatively, one of the network dealers offered a Highlander XLE package at a total price of \$49,867.00, which is due for delivery in November. Due to the general unavailability of these types of vehicles in the market, and the inability to secure one through the state contract or via attempts to source one locally, it is recommended that this vehicle be purchased from McGovern.

At the September 12, 2024, Board of Directors' meeting please seek authorization to enter into an agreement with McGovern Toyota of Portsmouth for the purchase of a 2024 Toyota Highlander Hybrid XLE at a purchase price not to exceed \$49,867.00 (an increase of \$9,903.00 to the purchase price previously authorized in 2023). Additionally, please ask the Board to waive the RFP requirement for the reasons set forth above.

P:\Board Memo - Executive Vehicle Toyota Highlander (9-12-24).docx



# Memorandum

To: Paul Brean, Executive Director  
 From: Suzy Anzalone, Director of Finance *Suzy*  
 Date: September 3, 2024  
 Subject: Executive Summary – Financial Reports

In anticipation of the upcoming September 12<sup>th</sup> Pease Development Authority Board meeting, the following is an Executive Summary of the draft financial results for the one month ended July 31, 2024:

## Consolidated Results

Pease Development Authority - Consolidated			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	2,218	2,169	49
Operating Expenses	1,390	1,479	89
<b>Operating Income</b>	<b>828</b>	<b>690</b>	<b>138</b>
Depreciation	656	627	(29)
Non Oper. (Inc)/Exp	(111)	(15)	95
<b>Net Operating Income (Loss)</b>	<b>283</b>	<b>79</b>	<b>204</b>

Consolidated operating revenues for the one month ending July 31<sup>st</sup> totaled \$2.2 million (2.3% favorable). Revenue line items trending higher than budget for July include fuel flowage fees, golf fees and golf merchandise sales. Significant line items trending under budget include DPH fuel sales-due to seasonal fluctuations, concession fees and parking revenue.

July operating expenses totaled \$1.4 million vs. budgeted expenses of \$1.5 million (6.0% favorable). Cost underruns include building and facilities expenses, professional fees and fuel purchases. Expense line items trending over budget include wages, which are most likely driven by seasonal fluctuations, turf maintenance (large July purchase) and golf merchandise cost of goods sold (due to higher sales). Electricity expenses are also over budget for July due to an Eversource billing error from June.

Non-operating income includes interest income of \$44,400 as well as COVID related grant funding for the Revolving Loan Fund in the amount of \$65,909. Year-to-date Net Operating Income is \$283,000 performing favorably against budgeted income of \$79,000.

**Business Unit Performance**

**Portsmouth Airport**

<b>Portsmouth Airport ( PSM) incl Security</b>			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	224	193	31
Operating Expenses	273	309	35
<b>Operating Income</b>	<b>(50)</b>	<b>(116)</b>	<b>66</b>
Depreciation	368	353	(15)
Non Oper. (Inc)/Exp	(0)	0	0
<b>Net Operating Income (Loss)</b>	<b>(418)</b>	<b>(469)</b>	<b>51</b>

Operating revenues for Portsmouth Airport are favorable to budget by \$31,000 mainly driven by higher fuel flowage fees. Operating expenses are favorable by \$35,000 (11.5%). Cost underruns include building and facilities and marketing expenses. Wages (likely due to seasonal fluctuations) and Utilities (due to billing error) are trending higher than budget.

**Skyhaven Airport**

<b>Skyhaven ( DAW)</b>			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	24	27	(3)
Operating Expenses	24	32	9
<b>Operating Income</b>	<b>(0)</b>	<b>(5)</b>	<b>5</b>
Depreciation	36	36	0
Non Oper. (Inc)/Exp	0	0	0
<b>Net Operating Income (Loss)</b>	<b>(36)</b>	<b>(41)</b>	<b>5</b>

Skyhaven operating revenues are under budget by \$3,000 (12.9%) mainly driven by lower fuel sales than budget. Fuel sales for July totaled \$8,089 representing 1,475 gallons sold. Budgeted fuel sales are "seasonalized" based on prior year sales history and as such, fuel sales may trend closer to budget as the year progresses. Operating expenses are favorable by \$9,000, with building and facilities and fuel purchases trending lower than budget.

**Tradeport**

<b>Tradeport</b>			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	1,053	1,041	12
Operating Expenses	44	45	1
<b>Operating Income</b>	<b>1,008</b>	<b>996</b>	<b>13</b>
Depreciation	63	63	0
Non Oper. (Inc)/Exp	(38)	(11)	27
<b>Net Operating Income (Loss)</b>	<b>984</b>	<b>944</b>	<b>40</b>

FY25 Tradeport revenues are \$12,000 favorable to budget largely due to higher facility rental revenue and short-term right-of-entry agreements. Expenses are right on budget for the month of July.

**Golf Course**

<b>Pease Golf Course</b>			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	633	555	78
Operating Expenses	346	265	(81)
<b>Operating Income</b>	<b>287</b>	<b>290</b>	<b>(3)</b>
Depreciation	32	31	(1)
Non Oper. (Inc)/Exp	0	(0)	(0)
<b>Net Operating Income (Loss)</b>	<b>255</b>	<b>259</b>	<b>(4)</b>

Golf course revenues for the first month of the fiscal year are favorable \$78,000 (4.6%) resulting from higher public play golf fees and merchandise sales. Expenses are over budget by \$81,000 (2.7%) driven by cost overruns in turf maintenance, wages (due to seasonal wage fluctuations) and golf merchandise cost of goods sold.

**Division of Ports and Harbors (DPH)-Unrestricted**

<b>Division of Ports and Harbors (Unrestricted)</b>			
(\$ 000's)	YTD	YTD	Variance Fav (unfav)
	Actual	Budget	
Operating Revenues	270	336	(66)
Operating Expenses	282	324	43
<b>Operating Income</b>	<b>(12)</b>	<b>12</b>	<b>(24)</b>
Depreciation	140	127	(14)
Non Oper. (Inc)/Exp	(6)	(5)	1
<b>Net Operating Income (Loss)</b>	<b>(147)</b>	<b>(111)</b>	<b>(36)</b>

Unrestricted operating revenues for July are under budget by \$66,000 (19.7%). Revenue line items trending unfavorably include fuel sales, concession fees and miscellaneous "other" revenue. Year-to-date operating expenses are favorable to budget by \$43,000 (13.2%) and are attributable to lower fuel purchases, building and facilities expenses and professional services. Cost overruns include wages and overtime (seasonal fluctuations and interim pay adjustments).

**Balance Sheet/Statement of Net Position (Consolidated)**

(\$ 000's)	As of	As of
	7/31/2024	7/31/2023
<b>Assets</b>		
Current Assets	22,501	20,497
Restricted Assets	1,588	1,487
Non-Current Assets	328,049	311,064
<b>Total Assets</b>	<b>352,138</b>	<b>333,048</b>
<b>Deferred Outflows of Resources</b>	<b>2,944</b>	<b>3,049</b>
<b>Liabilities</b>		
Current Liabilities	4,085	3,704
Non-Current Liabilities	10,165	11,470
<b>Total Liabilities</b>	<b>14,250</b>	<b>15,174</b>
<b>Deferred Inflows of Resources</b>	<b>219,813</b>	<b>213,258</b>
<b>Net Position</b>		
Net Invest. in Cap Assets	107,400	97,933
Restricted	1,461	1,351
Unrestricted	12,158	8,381
<b>Total Net Position</b>	<b>121,019</b>	<b>107,665</b>

The June balance sheet consists of \$22.5 million in current assets which include \$13.1 million in unrestricted cash (both PDA and DPH), \$8.4 million in trade and lease receivables, and \$1 million in inventory and prepaid expenses.

Restricted assets total \$1.6 million and consist primarily of the Revolving Loan Fund which currently has 20 loans outstanding totaling \$1.0 million in loans receivable.

Capital expenditures for FY25 total \$190,000 largely related to the purchases of various equipment and two new vehicles.

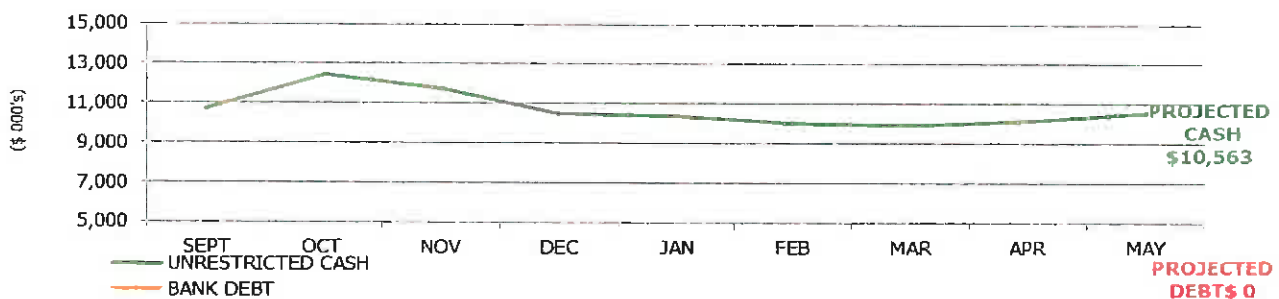
Current liabilities of \$4.1 million represent trade accounts payable, retainage and various accrued expenses.

**Cash Flow Projections for the Nine Month Period Ending May 31, 2025-PDA (Excl. Division of Ports and Harbors)**

During the next nine-month period, cash inflows are projected at \$19.3 million, mainly provided by operating revenues as well as \$4.8 million in grant funding.

Cash outflows of \$21.3 million during this same period include \$9.0 million in both grant and non-grant related capital expenditures, as well as outflows from normal operating expenses and municipal service fee payments. Current projections indicate that we will not need to draw on our line of credit over the next nine months, and we expect unrestricted cash to decrease to \$10.6 million. The chart below outlines cash and debt balances over the next nine-month period.

**PROJECTED CASH AND DEBT BALANCES – PEASE DEVELOPMENT AUTHORITY - EXCL. DPH**

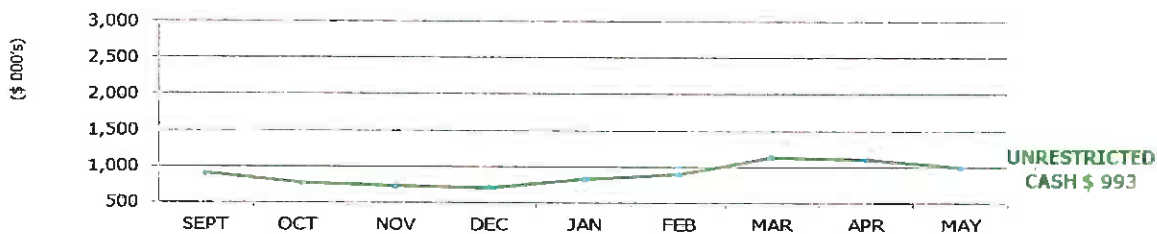


**Cash Flow Projections for the Nine Month Period Ending May 31, 2025 -Division of Ports and Harbors**

During the next nine-month period, unrestricted cash inflows at the Division of Ports and Harbors are projected at \$4.7 million, mainly provided by operating revenues and fees, but also include \$2.6 million in grant funding.

Unrestricted cash outflows of \$4.7 million during this same period include \$2.6 million in both grant and non-grant related capital expenditures, as well as outflows from normal operating expenses. Unrestricted cash is projected to decrease to \$993,000. The chart below outlines cash balances over the next nine-month period.

**PROJECTED CASH BALANCES – DIVISION OF PORTS AND HARBORS**



Please let me know if you have any questions or require supplemental information.

**PEASE DEVELOPMENT AUTHORITY  
FY2025 FINANCIAL REPORT  
FOR THE ONE-MONTH PERIOD  
ENDING JULY 31, 2024**



**BOARD OF DIRECTORS MEETING  
SEPTEMBER 12, 2024**



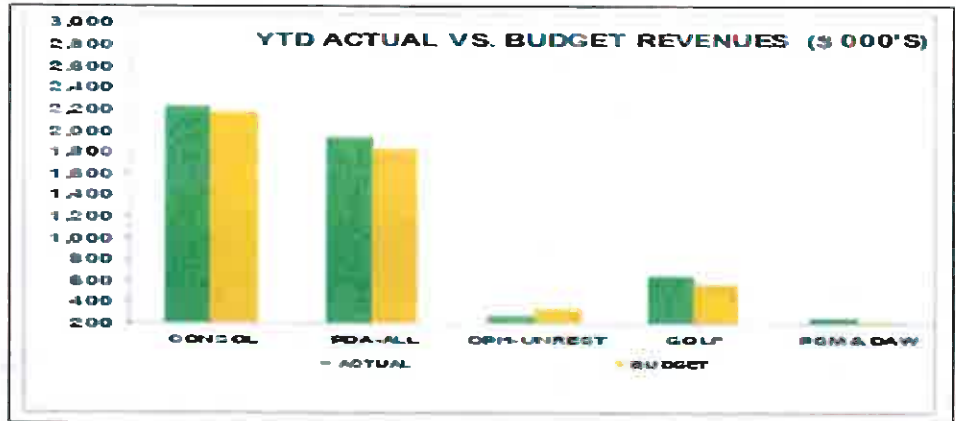
# PEASE DEVELOPMENT AUTHORITY

## Revenues and Expenditures –One Month Ended July 31, 2024

**Trends:**

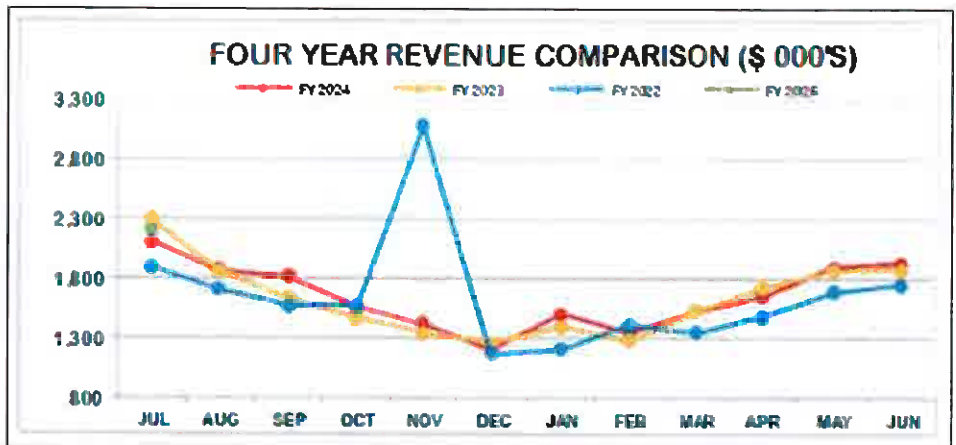
**YTD revenue higher than budget by 2.3%**

- Fuel sales, Parking and Concession revenue trending under budget
- Offset by higher revenue in Fuel Flowage Fees, Golf Fees, Registration Fees, and Golf Merchandise sales



**Trends:**

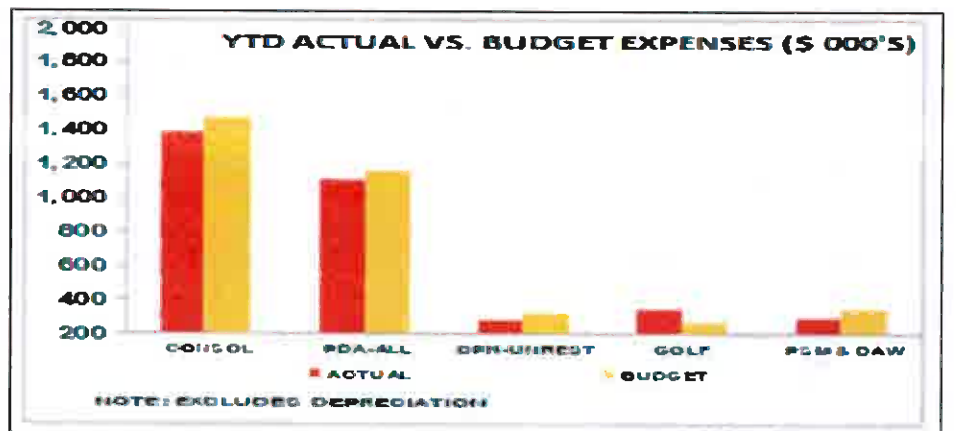
- **November 2021** includes sale of 30 NH Ave
- **July revenues** include annual rent payment-Great Bay Comm. College
- **June revenues** include increase in Golf fee revenue



**Trends:**

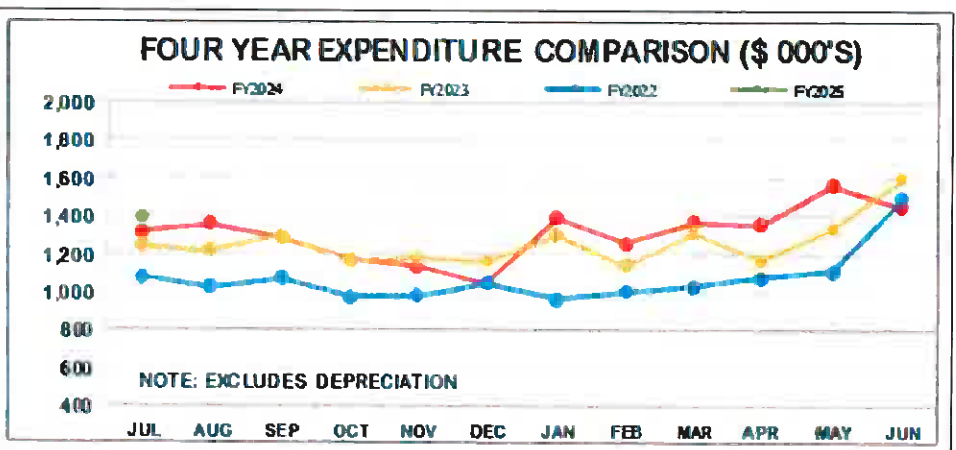
**YTD Operating Expenses lower by 6.0%:**

- Facilities, Professional Svcs., Fuel Purchases and Marketing trending lower than budget.
- Offset by cost overruns in Wages and Benefits, Cost of Goods Sold-Golf Merchandise, Turf Maintenance and Electricity expenses.



**Trends:**

**June 2022-June 2024** – Retirement OPEB year end adjustments



**PEASE DEVELOPMENT AUTHORITY**  
**Consolidated Statement of Revenues and Expenses**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
<b>FACILITY RENTAL</b>								
FACILITIES	\$1,140,430	\$1,132,302	\$8,128	0.7%	\$1,140,430	\$1,132,302	\$8,128	0.7%
CARGO AND HANGARS	17,209	15,651	1,557	9.9%	17,209	15,651	1,557	9.9%
	<u>1,157,638</u>	<u>1,147,953</u>	<u>9,685</u>	<u>0.8%</u>	<u>1,157,638</u>	<u>1,147,953</u>	<u>9,685</u>	<u>0.8%</u>
CONCESSION REVENUE	51,290	64,171	(12,881)	(20.1%)	51,290	64,171	(12,881)	(20.1%)
<b>FEE REVENUE</b>								
AVIATION FEES	0	0	0	-	0	0	0	-
FUEL FLOWAGE	123,600	73,397	50,202	68.4%	123,600	73,397	50,202	68.4%
PSM TSA/LEO REVENUE	3,707	0	3,707	-	3,707	0	3,707	-
PSM SECURITY REVENUE	2,680	5,667	(2,987)	(52.7%)	2,680	5,667	(2,987)	(52.7%)
GOLF FEES	464,944	387,225	77,718	20.1%	464,944	387,225	77,718	20.1%
GOLF SIMULATORS	120	935	(815)	(87.2%)	120	935	(815)	(87.2%)
GOLF MEMBERSHIPS	47,166	55,000	(7,834)	(14.2%)	47,166	55,000	(7,834)	(14.2%)
GOLF LESSONS	5,934	10,955	(5,022)	(45.8%)	5,934	10,955	(5,022)	(45.8%)
MOORING FEES	38,637	37,667	970	2.6%	38,637	37,667	970	2.6%
PARKING	60,301	71,706	(11,405)	(15.9%)	60,301	71,706	(11,405)	(15.9%)
PIER USAGE FEES	7,262	9,167	(1,905)	(20.8%)	7,262	9,167	(1,905)	(20.8%)
REGISTRATIONS	30,788	13,350	17,438	130.6%	30,788	13,350	17,438	130.6%
TERMINAL FEES	-	-	-	-	-	-	-	-
WHARFAGE AND DOCKAGE	4,862	0	4,862	-	4,862	0	4,862	-
	<u>789,999</u>	<u>665,069</u>	<u>124,930</u>	<u>18.8%</u>	<u>789,999</u>	<u>665,069</u>	<u>124,930</u>	<u>18.8%</u>
FUEL SALES	125,898	192,630	(66,732)	(34.6%)	125,898	192,630	(66,732)	(34.6%)
<b>INTEREST INCOME</b>								
LOAN INTEREST	2,991	2,833	157	5.6%	2,991	2,833	157	5.6%
<b>OTHER REVENUES</b>								
MERCHANDISE	63,892	45,643	18,249	40.0%	63,892	45,643	18,249	40.0%
ALL OTHER	26,579	50,710	(24,131)	(47.6%)	26,579	50,710	(24,131)	(47.6%)
	<u>90,471</u>	<u>96,353</u>	<u>5,882</u>	<u>6.1%</u>	<u>90,471</u>	<u>96,353</u>	<u>5,882</u>	<u>6.1%</u>
<b>TOTAL OPERATING REVENUE</b>	<b>2,218,286</b>	<b>2,169,008</b>	<b>49,278</b>	<b>2.3%</b>	<b>2,218,286</b>	<b>2,169,008</b>	<b>49,278</b>	<b>2.3%</b>
<b>OPERATING EXPENSES</b>								
<b>WAGES AND FRINGE BENEFITS</b>								
<b>WAGES</b>								
BENEFITED REGULAR	444,937	420,640	(24,297)	(5.8%)	444,937	420,640	(24,297)	(5.8%)
BENEFITED OVERTIME	27,850	17,885	(9,964)	(55.7%)	27,850	17,885	(9,964)	(55.7%)
NON-BENEFITED REGULAR	148,742	131,042	(17,700)	(13.5%)	148,742	131,042	(17,700)	(13.5%)
NON-BENEFITED OVERTIME	4,518	5,143	625	12.1%	4,518	5,143	625	12.1%
ACCRUED VACATION BENEFITS	(13,123)	0	13,123	-	(13,123)	0	13,123	-
ACCRUED SICK TIME BENEFITS	2,221	0	(2,221)	-	2,221	0	(2,221)	-
	<u>615,145</u>	<u>574,710</u>	<u>(40,435)</u>	<u>(7.0%)</u>	<u>615,145</u>	<u>574,710</u>	<u>(40,435)</u>	<u>(7.0%)</u>
WAGE TRANSFERS OUT	0	0	0	-	0	0	0	-
	<u>615,145</u>	<u>574,710</u>	<u>(40,435)</u>	<u>(7.0%)</u>	<u>615,145</u>	<u>574,710</u>	<u>(40,435)</u>	<u>(7.0%)</u>
<b>BENEFITS</b>								
DENTAL INSURANCE	5,623	5,971	348	5.8%	5,623	5,971	348	5.8%
HEALTH INSURANCE	119,524	126,656	7,132	5.6%	119,524	126,656	7,132	5.6%
LIFE INSURANCE	2,275	2,707	432	16.0%	2,275	2,707	432	16.0%
NEW HAMPSHIRE RETIREMENT	55,748	71,155	15,407	21.7%	55,748	71,155	15,407	21.7%
POST RETIREMENT BENEFITS	11,167	11,725	558	4.8%	11,167	11,725	558	4.8%
EMPLOYEE DRUG TEST	227	142	(85)	(60.2%)	227	142	(85)	(60.2%)
OPEB EXPENSE	-	-	-	-	-	-	-	-
EMPLOYER FICA	46,661	44,656	(2,005)	(4.5%)	46,661	44,656	(2,005)	(4.5%)
UNEMPLOYMENT INS	0	-	0	-	0	-	0	-
	<u>241,224</u>	<u>263,011</u>	<u>21,787</u>	<u>8.3%</u>	<u>241,224</u>	<u>263,011</u>	<u>21,787</u>	<u>8.3%</u>
BENEFIT TRANSFERS OUT	0	0	0	-	0	0	0	-
	<u>241,224</u>	<u>263,011</u>	<u>21,787</u>	<u>8.3%</u>	<u>241,224</u>	<u>263,011</u>	<u>21,787</u>	<u>8.3%</u>
<b>TOTAL WAGES &amp; BENEFITS</b>	<b>856,369</b>	<b>837,721</b>	<b>(18,649)</b>	<b>(2.2%)</b>	<b>856,369</b>	<b>837,721</b>	<b>(18,649)</b>	<b>(2.2%)</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Consolidated Statement of Revenues and Expenses**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>BUILDING AND FACILITIES</b>								
AIRFIELD MAINTENANCE	1,411	6,333	4,923	77.7%	1,411	6,333	4,923	77.7%
COVID-19	-	-	-	-	-	-	-	-
SOIL & VEGETATION CONTROL	23,177	2,322	(20,855)	(898.1%)	23,177	2,322	(20,855)	(898.1%)
ENVIRONMENTAL TESTING	22,297	16,602	(5,695)	(34.3%)	22,297	16,602	(5,695)	(34.3%)
EQUIPMENT MAINTENANCE	23,900	32,048	8,147	25.4%	23,900	32,048	8,147	25.4%
FACILITIES MAINTENANCE	55,366	93,843	38,478	41.0%	55,366	93,843	38,478	41.0%
LANDSCAPING	7,123	2,547	(4,576)	(179.7%)	7,123	2,547	(4,576)	(179.7%)
NAVIGATION MAINTENANCE	80	333	253	76.0%	80	333	253	76.0%
OTHER EXPENSES	0	0	0	-	0	0	0	-
SECURITY	376	14,842	14,466	97.5%	376	14,842	14,466	97.5%
SNOW REMOVAL	0	5,867	5,867	100.0%	0	5,867	5,867	100.0%
EXPENSE TRANSFERS	-	-	-	-	-	-	-	-
	133,729	174,737	41,008	23.5%	133,729	174,737	41,008	23.5%
WAGE & BENEFIT TRANSFER IN	0	0	0	-	0	0	0	-
	133,729	174,737	41,008	23.5%	133,729	174,737	41,008	23.5%
<b>GENERAL AND ADMINISTRATIVE</b>								
BAD DEBT EXPENSE	-	-	-	-	-	-	-	-
BANK FEES	16,100	10,875	(5,225)	(48.0%)	16,100	10,875	(5,225)	(48.0%)
COMPUTER EXPENSES	257	9,348	9,091	97.3%	257	9,348	9,091	97.3%
DISCOUNTS AND LATE FEES	(231)	(303)	(72)	23.7%	(231)	(303)	(72)	23.7%
EQUIPMENT UNDER \$5,000	13,215	8,919	(4,295)	(48.2%)	13,215	8,919	(4,295)	(48.2%)
FEES AND LICENSES	3,442	6,344	2,902	45.7%	3,442	6,344	2,902	45.7%
INSURANCE	37,716	38,371	655	1.7%	37,716	38,371	655	1.7%
OFFICE EQUIPMENT	1,808	2,188	381	17.4%	1,808	2,188	381	17.4%
PROFESSIONAL DEVELOPMENT	(848)	4,982	5,830	117.0%	(848)	4,982	5,830	117.0%
SUPPLIES	8,526	7,320	(1,206)	(16.5%)	8,526	7,320	(1,206)	(16.5%)
TELEPHONES AND COMMUNICATIONS	26,619	17,906	(8,714)	(48.7%)	26,619	17,906	(8,714)	(48.7%)
TRAVEL AND MILEAGE	134	3,300	3,166	95.9%	134	3,300	3,166	95.9%
OTHER EXPENSES	1,615	6,869	5,255	76.5%	1,615	6,869	5,255	76.5%
	108,352	116,119	7,767	6.7%	108,352	116,119	7,767	6.7%
<b>UTILITIES</b>								
ELECTRICITY	48,193	34,888	(13,305)	(38.1%)	48,193	34,888	(13,305)	(38.1%)
ELECTRICITY TRANSFERS	-	-	-	-	-	-	-	-
HEATING OIL	0	350	350	100.0%	0	350	350	100.0%
NATURAL GAS	1,127	3,229	2,102	65.1%	1,127	3,229	2,102	65.1%
NATURAL GAS TRANSFERS	-	-	-	-	-	-	-	-
PROPANE	3,637	3,139	(498)	(15.9%)	3,637	3,139	(498)	(15.9%)
WASTE REMOVAL	2,755	5,650	2,895	51.2%	2,755	5,650	2,895	51.2%
WASTE REMOVAL TRANSFERS	-	-	-	-	-	-	-	-
WATER	2,256	3,045	789	25.9%	2,256	3,045	789	25.9%
WATER TRANSFERS	-	-	-	-	-	-	-	-
	57,987	50,301	(7,686)	(15.2%)	57,987	50,301	(7,686)	(15.2%)
<b>PROFESSIONAL SERVICES</b>								
AUDIT	6,601	2,226	(4,375)	(196.5%)	6,601	2,226	(4,375)	(196.5%)
INFORMATION TECHNOLOGY	16,468	21,575	5,107	23.7%	16,468	21,575	5,107	23.7%
LEGAL	150	20,833	20,683	99.3%	150	20,833	20,683	99.3%
LEGAL PERMIT IMPLEMENT	(150)	12,500	12,650	101.2%	(150)	12,500	12,650	101.2%
ADMINISTRATIVE SERVICES	6,898	18,023	11,125	61.7%	6,898	18,023	11,125	61.7%
	29,966	75,158	45,191	60.1%	29,966	75,158	45,191	60.1%
<b>MARKETING AND PROMOTION</b>								
ADVERTISING	8,171	4,567	(3,604)	(78.9%)	8,171	4,567	(3,604)	(78.9%)
OTHER MARKETING	7,318	22,750	15,432	67.8%	7,318	22,750	15,432	67.8%
FLIGHT INCENTIVES	-	-	-	-	-	-	-	-
	15,489	27,317	11,828	43.3%	15,489	27,317	11,828	43.3%
<b>OTHER OPERATING EXPENSES</b>								
COAST TROLLEY	10,000	10,000	-	-	10,000	10,000	-	-
FUEL	97,106	145,310	48,204	33.2%	97,106	145,310	48,204	33.2%
GOLF CART LEASE	21,234	17,926	(3,308)	(18.5%)	21,234	17,926	(3,308)	(18.5%)
MERCHANDISE	59,673	24,287	(35,385)	(145.7%)	59,673	24,287	(35,385)	(145.7%)
	188,012	197,523	9,510	4.8%	188,012	197,523	9,510	4.8%
<b>TOTAL OPERATING EXPENSES</b>	<b>1,389,885</b>	<b>1,478,875</b>	<b>88,990</b>	<b>6.0%</b>	<b>1,389,885</b>	<b>1,478,875</b>	<b>88,990</b>	<b>6.0%</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>828,401</b>	<b>690,133</b>	<b>138,268</b>	<b>20.0%</b>	<b>828,401</b>	<b>690,133</b>	<b>138,268</b>	<b>20.0%</b>
DEPRECIATION	655,669	626,729	(28,940)	(4.6%)	655,669	626,729	(28,940)	(4.6%)
AMORTIZATION	-	-	-	-	-	-	-	-
<b>NON-OPERATING (INCOME)/EXPENSES</b>								
INTEREST EXPENSE	-	833	833	100.0%	-	833	833	100.0%
INTEREST INCOME	(44,678)	(16,313)	28,365	(173.9%)	(44,678)	(16,313)	28,365	(173.9%)
NON-OPERATING GRANT FUNDING	(65,909)	0	65,909	-	(65,909)	-	65,909	-
GAIN/LOSS ON ASSETS	-	-	-	-	-	-	-	-
OTHER NON-OPERATING	-	-	-	-	-	-	-	-
	(110,587)	(15,480)	95,107	(614.4%)	(110,587)	(15,480)	95,107	(614.4%)
<b>NET OPERATING INCOME/(LOSS)</b>	<b>283,319</b>	<b>78,884</b>	<b>204,435</b>	<b>259.2%</b>	<b>283,319</b>	<b>78,884</b>	<b>204,435</b>	<b>259.2%</b>





**PEASE DEVELOPMENT AUTHORITY**  
**Consolidated Statement of Net Position**  
**For the One Month Ending July 31, 2024**

	2025	2024
	Ending	Ending
<b>ASSETS</b>		
Cash and Investments	\$13,164,527	\$14,080,443
Accounts Receivable - Net	8,461,579	5,573,753
Inventories	405,508	465,631
Prepays	343,341	259,253
	<u>22,374,955</u>	<u>20,379,081</u>
<b>RESTRICTED ASSETS</b>		
Cash and Investments	661,606	476,671
Current Receivables	2,966	66,196
Loans Receivable - NHFL		
Due within 1 Year	126,250	117,494
Due in more than 1 Year	923,075	944,477
<b>TOTAL RESTRICTED ASSETS</b>	<u>1,713,897</u>	<u>1,604,839</u>
<b>NON-CURRENT ASSETS</b>		
Leases Receivable-Net of Current Portion	220,965,902	213,131,431
Land	7,520,786	7,520,786
Construction-in-Process	8,962,691	4,233,394
Other Capital Assets - Net	90,599,733	86,178,614
<b>TOTAL NON-CURRENT ASSETS</b>	<u>328,049,112</u>	<u>311,064,225</u>
<b>TOTAL ASSETS</b>	<u>352,137,965</u>	<u>333,048,145</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension	1,576,375	1,426,696
OPEB	1,367,728	1,621,805
	<u>2,944,103</u>	<u>3,048,501</u>
<b>LIABILITIES</b>		
<b>ACCOUNTS PAYABLE AND ACCRUED EXPENSES</b>		
Retainage	2,839,508	2,742,666
Unearned Revenues	733,064	438,055
Long-Term Liabilities	511,541	521,715
Net Pension Liability	5,711,070	5,286,773
Net OPEB Liability	4,094,308	5,835,603
Due in more than 1 Year	359,576	347,529
	<u>14,249,067</u>	<u>15,172,341</u>
<b>RESTRICTED LIABILITIES</b>		
Current Liabilities	725	1,319
Long-Term Liabilities	0	0
Due within 1 Year	0	0
Due in more than 1 Year	0	0
	<u>725</u>	<u>1,319</u>
<b>TOTAL LIABILITIES</b>	<u>14,249,792</u>	<u>15,173,660</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension	134,849	228,607
OPEB	3,168,772	2,087,794
Lease Revenue	216,509,177	210,941,329
	<u>219,812,798</u>	<u>213,257,730</u>
<b>NET POSITION</b>		
Net Investment in Capital Assets	107,400,060	97,932,794
Restricted For:		
Revolving Loan Fishery Fund	1,354,573	1,267,978
Harbor Dredging and Pier Maintenance	86,986	65,859
Foreign Trade Zone	19,364	17,433
Unrestricted	12,158,495	8,381,191
<b>TOTAL NET POSITION</b>	<u>121,019,478</u>	<u>107,665,256</u>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - PORTSMOUTH AIRPORT incl Security**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2024	Budget YTD FY 2024	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	\$62,110	\$57,835	\$4,275	7.4%	\$62,110	\$57,835	\$4,275	7.4%
CARGO AND HANGARS	2,748	2,635	113	4.3%	2,748	2,635	113	4.3%
CONCESSION REVENUE	1,814	820	994	121.2%	1,814	820	994	121.2%
FEE REVENUE	150,065	114,361	35,704	31.2%	150,065	114,361	35,704	31.2%
FUEL SALES								
INTEREST								
MERCHANDISE								
OTHER REVENUE	6,771	16,917	(10,146)	(60.0%)	6,771	16,917	(10,146)	(60.0%)
<b>TOTAL OPERATING REVENUES</b>	<b>223,508</b>	<b>192,568</b>	<b>30,940</b>	<b>16.1%</b>	<b>223,508</b>	<b>192,568</b>	<b>30,940</b>	<b>16.1%</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	133,515	126,199	(7,316)	(5.8%)	133,515	126,199	(7,316)	(5.8%)
BUILDING AND FACILITIES	37,598	82,692	45,094	54.5%	37,598	82,692	45,094	54.5%
GENERAL AND ADMINISTRATIVE	51,642	51,743	101	0.2%	51,642	51,743	101	0.2%
UTILITIES	27,775	20,037	(7,738)	(38.6%)	27,775	20,037	(7,738)	(38.6%)
PROFESSIONAL SERVICES	11,952	11,046	(906)	(8.2%)	11,952	11,046	(906)	(8.2%)
MARKETING AND PROMOTION	10,869	17,092	6,223	36.4%	10,869	17,092	6,223	36.4%
OTHER OPERATING EXPENSES								
<b>TOTAL OPERATING EXPENSES</b>	<b>273,351</b>	<b>308,809</b>	<b>35,458</b>	<b>11.5%</b>	<b>273,351</b>	<b>308,809</b>	<b>35,458</b>	<b>11.5%</b>
<b>OPERATING INCOME</b>	<b>(49,843)</b>	<b>(116,241)</b>	<b>66,398</b>	<b>57.1%</b>	<b>(49,843)</b>	<b>(116,241)</b>	<b>66,398</b>	<b>57.1%</b>
NON-OPERATING (INCOME) EXPENSE	(1)	0	1	-	(1)	0	1	-
DEPRECIATION	368,025	353,083	(14,942)	(4.2%)	368,025	353,083	(14,942)	(4.2%)
<b>NET OPERATING INCOME</b>	<b>(417,867)</b>	<b>(469,324)</b>	<b>51,457</b>	<b>(11.0%)</b>	<b>(417,867)</b>	<b>(469,324)</b>	<b>51,457</b>	<b>(11.0%)</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - SKYHAVEN AIRPORT**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CARGO AND HANGARS	14,461	13,017	1,444	11.1%	14,461	13,017	1,444	11.1%
CONCESSION REVENUE	0	267	(267)	(100.0%)	0	267	(267)	(100.0%)
FEE REVENUE	0	0	0	-	0	0	0	-
FUEL SALES	9,089	13,667	(4,578)	(33.5%)	9,089	13,667	(4,578)	(33.5%)
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	0	92	(92)	(100.0%)	0	92	(92)	(100.0%)
<b>TOTAL OPERATING REVENUES</b>	<b>23,550</b>	<b>27,042</b>	<b>(3,492)</b>	<b>(12.9%)</b>	<b>23,550</b>	<b>27,042</b>	<b>(3,492)</b>	<b>(12.9%)</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	10,773	11,225	452	4.0%	10,773	11,225	452	4.0%
BUILDING AND FACILITIES	1,640	4,332	2,692	62.1%	1,640	4,332	2,692	62.1%
GENERAL AND ADMINISTRATIVE	1,955	2,499	544	21.8%	1,955	2,499	544	21.8%
UTILITIES	1,108	2,750	1,642	59.7%	1,108	2,750	1,642	59.7%
PROFESSIONAL SERVICES	450	672	222	33.0%	450	672	222	33.0%
MARKETING AND PROMOTION	-	88	88	100.0%	0	88	88	100.0%
OTHER OPERATING EXPENSES	7,869	10,934	3,065	28.0%	7,869	10,934	3,065	28.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>23,795</b>	<b>32,499</b>	<b>8,705</b>	<b>26.8%</b>	<b>23,795</b>	<b>32,499</b>	<b>8,705</b>	<b>26.8%</b>
<b>OPERATING INCOME</b>	<b>(245)</b>	<b>(5,457)</b>	<b>5,212</b>	<b>(95.5%)</b>	<b>(245)</b>	<b>(5,457)</b>	<b>5,212</b>	<b>(95.5%)</b>
NON-OPERATING (INCOME) EXPENSE	-	-	-	-	0	-	0	-
DEPRECIATION	35,514	35,583	69	0.2%	35,514	35,583	69	0.2%
<b>NET OPERATING INCOME</b>	<b>(35,759)</b>	<b>(41,040)</b>	<b>5,281</b>	<b>(12.9%)</b>	<b>(35,759)</b>	<b>(41,040)</b>	<b>5,281</b>	<b>(12.9%)</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - TRADEPORT OPERATIONS**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	\$1,040,312	\$1,036,908	\$3,404	0.3%	\$1,040,312	\$1,036,908	\$3,404	0.3%
CARGO AND HANGARS	-	-	-	-	-	-	-	-
CONCESSION REVENUE	-	-	-	-	-	-	-	-
FEE REVENUE	-	-	-	-	-	-	-	-
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	12,431	4,333	8,098	186.9%	12,431	4,333	8,098	186.9%
<b>TOTAL OPERATING REVENUES</b>	<b>1,052,743</b>	<b>1,041,241</b>	<b>11,502</b>	<b>1.1%</b>	<b>1,052,743</b>	<b>1,041,241</b>	<b>11,502</b>	<b>1.1%</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	-	-	-	-	-	-	-	-
BUILDING AND FACILITIES	25,874	25,942	67	0.3%	25,874	25,942	67	0.3%
GENERAL AND ADMINISTRATIVE	1,754	2,100	347	16.5%	1,754	2,100	347	16.5%
UTILITIES	6,535	6,975	440	6.3%	6,535	6,975	440	6.3%
PROFESSIONAL SERVICES	93	93	0	-	93	93	0	-
MARKETING AND PROMOTION	0	167	167	100.0%	0	167	167	100.0%
OTHER OPERATING EXPENSES	10,000	10,000	-	-	10,000	10,000	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>44,256</b>	<b>45,277</b>	<b>1,021</b>	<b>2.3%</b>	<b>44,256</b>	<b>45,277</b>	<b>1,021</b>	<b>2.3%</b>
<b>OPERATING INCOME</b>	<b>1,008,487</b>	<b>995,964</b>	<b>12,523</b>	<b>1.3%</b>	<b>1,008,487</b>	<b>995,964</b>	<b>12,523</b>	<b>1.3%</b>
NON-OPERATING (INCOME) EXPENSE	(38,044)	(10,736)	27,309	(254.4%)	(38,044)	(10,736)	27,309	(254.4%)
DEPRECIATION	62,717	62,750	33	0.1%	62,717	62,750	33	0.1%
<b>NET OPERATING INCOME</b>	<b>983,814</b>	<b>943,950</b>	<b>39,864</b>	<b>4.2%</b>	<b>983,814</b>	<b>943,950</b>	<b>39,864</b>	<b>4.2%</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - GOLF COURSE**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CARGO AND HANGARS	-	-	-	-	-	-	-	-
CONCESSION REVENUE	47,993	52,534	(4,541)	(8.6%)	47,993	52,534	(4,541)	(8.6%)
FEE REVENUE	518,163	454,115	64,048	14.1%	518,163	454,115	64,048	14.1%
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	63,892	45,643	18,249	40.0%	63,892	45,643	18,249	40.0%
OTHER REVENUE	2,535	2,344	191	8.2%	2,535	2,344	191	8.2%
<b>TOTAL OPERATING REVENUES</b>	<b>632,584</b>	<b>554,636</b>	<b>77,948</b>	<b>14.1%</b>	<b>632,584</b>	<b>554,636</b>	<b>77,948</b>	<b>14.1%</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	162,518	152,750	(9,769)	(6.4%)	162,518	152,750	(9,769)	(6.4%)
BUILDING AND FACILITIES	54,074	29,402	(24,672)	(83.9%)	54,074	29,402	(24,672)	(83.9%)
GENERAL AND ADMINISTRATIVE	28,650	22,659	(5,991)	(26.4%)	28,650	22,659	(5,991)	(26.4%)
UTILITIES	15,540	12,901	(2,639)	(20.5%)	15,540	12,901	(2,639)	(20.5%)
PROFESSIONAL SERVICES	2,312	2,941	629	21.4%	2,312	2,941	629	21.4%
MARKETING AND PROMOTION	1,620	1,700	80	4.7%	1,620	1,700	80	4.7%
OTHER OPERATING EXPENSES	80,906	42,213	(38,694)	(91.7%)	80,906	42,213	(38,694)	(91.7%)
<b>TOTAL OPERATING EXPENSES</b>	<b>345,621</b>	<b>264,565</b>	<b>(81,055)</b>	<b>(30.6%)</b>	<b>345,621</b>	<b>264,565</b>	<b>(81,055)</b>	<b>(30.6%)</b>
<b>OPERATING INCOME</b>	<b>286,963</b>	<b>290,071</b>	<b>(3,107)</b>	<b>(1.1%)</b>	<b>286,963</b>	<b>290,071</b>	<b>(3,107)</b>	<b>(1.1%)</b>
NON-OPERATING (INCOME) EXPENSE	-	(17)	(17)	100.0%	0	(17)	(17)	100.0%
DEPRECIATION	31,913	31,008	(905)	(2.9%)	31,913	31,008	(905)	(2.9%)
<b>NET OPERATING INCOME</b>	<b>255,050</b>	<b>259,080</b>	<b>(4,029)</b>	<b>(1.6%)</b>	<b>255,050</b>	<b>259,080</b>	<b>(4,029)</b>	<b>(1.6%)</b>

<b>BUSINESS UNIT ANALYSIS</b>	PRO SHOP	COURSE OPERATIONS	FOOD/BEV	SIMULATOR	TOTAL
OPERATING REVENUES	66,871	517,544	48,049	120	632,584
OPERATING EXPENSES* *Excluding Depreciation	65,319	255,218	20,260	4,824	345,621
OPERATING INCOME	1,552	262,326	27,789	(4,704)	286,963

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - DIVISION OF PORTS AND HARBORS-UNRESTRICTED**  
For the One Month Ending July 31, 2024

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	\$34,008	\$33,559	\$448	1.3%	\$34,008	\$33,559	\$448	1.3%
CARGO AND HANGARS	-	-	-	-	-	-	-	-
CONCESSION REVENUE	1,483	10,550	(9,067)	(85.9%)	1,483	10,550	(9,067)	(85.9%)
FEE REVENUE	106,571	80,926	25,645	31.7%	106,571	80,926	25,645	31.7%
FUEL SALES	116,809	178,963	(62,154)	(34.7%)	116,809	178,963	(62,154)	(34.7%)
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	10,828	32,066	(21,238)	(66.2%)	10,828	32,066	(21,238)	(66.2%)
<b>TOTAL OPERATING REVENUES</b>	<b>269,699</b>	<b>336,064</b>	<b>(66,365)</b>	<b>(19.7%)</b>	<b>269,699</b>	<b>336,064</b>	<b>(66,365)</b>	<b>(19.7%)</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	167,514	135,851	(31,663)	(23.3%)	167,514	135,851	(31,663)	(23.3%)
BUILDING AND FACILITIES	6,575	21,837	15,262	69.9%	6,575	21,837	15,262	69.9%
GENERAL AND ADMINISTRATIVE	12,079	14,195	2,115	14.9%	12,079	14,195	2,115	14.9%
UTILITIES	4,659	6,857	2,199	32.1%	4,659	6,857	2,199	32.1%
PROFESSIONAL SERVICES	1,568	10,771	9,203	85.4%	1,568	10,771	9,203	85.4%
MARKETING AND PROMOTION	0	538	538	100.0%	0	538	538	100.0%
OTHER OPERATING EXPENSES	89,237	134,376	45,139	33.6%	89,237	134,376	45,139	33.6%
<b>TOTAL OPERATING EXPENSES</b>	<b>281,632</b>	<b>324,424</b>	<b>42,792</b>	<b>13.2%</b>	<b>281,632</b>	<b>324,424</b>	<b>42,792</b>	<b>13.2%</b>
<b>OPERATING INCOME</b>	<b>(11,933)</b>	<b>11,640</b>	<b>(23,573)</b>	<b>(202.5%)</b>	<b>(11,933)</b>	<b>11,640</b>	<b>(23,573)</b>	<b>(202.5%)</b>
NON-OPERATING (INCOME) EXPENSE	(5,651)	(4,769)	882	(18.5%)	(5,651)	(4,769)	882	(18.5%)
DEPRECIATION	140,478	126,971	(13,507)	(10.6%)	140,478	126,971	(13,507)	(10.6%)
<b>NET OPERATING INCOME</b>	<b>(146,760)</b>	<b>(110,562)</b>	<b>(36,198)</b>	<b>32.7%</b>	<b>(146,760)</b>	<b>(110,562)</b>	<b>(36,198)</b>	<b>32.7%</b>

<b>BUSINESS UNIT ANALYSIS</b>	<b>RYE HARBOR</b>	<b>HAMPTON HARBOR</b>	<b>PORTS. FISH PIER</b>	<b>MARKET ST.</b>	<b>HARBOR MGMT</b>	<b>ADMIN</b>	<b>TOTAL</b>
OPERATING REVENUES	53,380	57,401	51,822	39,221	67,875	0	269,699
OPERATING EXPENSES* *Excluding Depreciation	41,857	75,481	40,101	33,360	43,878	46,955	281,632
<b>OPERATING INCOME</b>	<b>11,523</b>	<b>(18,080)</b>	<b>11,721</b>	<b>5,861</b>	<b>23,997</b>	<b>(46,955)</b>	<b>(11,933)</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - FOREIGN TRADE ZONE**  
For the One Month Ending July 31, 2024

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	\$4,000	\$4,000	\$1	0.0%	\$4,000	\$4,000	\$1	0.0%
CARGO AND HANGARS								
CONCESSION REVENUE								
FEE REVENUE								
FUEL SALES								
INTEREST								
MERCHANDISE								
OTHER REVENUE								
<b>TOTAL OPERATING REVENUES</b>	<b>4,000</b>	<b>4,000</b>	<b>1</b>	<b>0.0%</b>	<b>4,000</b>	<b>4,000</b>	<b>1</b>	<b>0.0%</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS								
BUILDING AND FACILITIES								
GENERAL AND ADMINISTRATIVE	-	104	104	100.0%	0	104	104	100.0%
UTILITIES								
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-
MARKETING AND PROMOTION	0	850	850	100.0%	0	850	850	100.0%
OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>0</b>	<b>954</b>	<b>954</b>	<b>100.0%</b>	<b>0</b>	<b>954</b>	<b>954</b>	<b>100.0%</b>
<b>OPERATING INCOME</b>	<b>4,000</b>	<b>3,045</b>	<b>955</b>	<b>31.3%</b>	<b>4,000</b>	<b>3,045</b>	<b>955</b>	<b>31.3%</b>
NON-OPERATING (INCOME) EXPENSE	(1)	-	-	(121.2%)	(1)	0	-	(121.2%)
DEPRECIATION	-	-	-	-	-	-	-	-
<b>NET OPERATING INCOME</b>	<b>4,001</b>	<b>3,046</b>	<b>955</b>	<b>31.4%</b>	<b>4,001</b>	<b>3,046</b>	<b>955</b>	<b>31.4%</b>

**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - HARBOR DREDGING**  
For the One Month Ending July 31, 2024

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CARGO AND HANGARS								
CONCESSION REVENUE								
FEE REVENUE	8,812	10,000	(1,188)	(11.9%)	8,812	10,000	(1,188)	(11.9%)
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST								
MERCHANDISE								
OTHER REVENUE	400	583	(183)	(31.4%)	400	583	(183)	(31.4%)
<b>TOTAL OPERATING REVENUES</b>	<b>9,212</b>	<b>10,583</b>	<b>(1,371)</b>	<b>(13.0%)</b>	<b>9,212</b>	<b>10,583</b>	<b>(1,371)</b>	<b>(13.0%)</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS								
BUILDING AND FACILITIES	-	1,750	1,750	100.0%	-	1,750	1,750	100.0%
GENERAL AND ADMINISTRATIVE	25	1,023	998	97.6%	25	1,023	998	97.6%
UTILITIES								
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-
MARKETING AND PROMOTION	-	-	-	-	-	-	-	-
OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>25</b>	<b>2,773</b>	<b>2,748</b>	<b>99.1%</b>	<b>25</b>	<b>2,773</b>	<b>2,748</b>	<b>99.1%</b>
<b>OPERATING INCOME</b>	<b>9,187</b>	<b>7,810</b>	<b>1,377</b>	<b>17.6%</b>	<b>9,187</b>	<b>7,810</b>	<b>1,377</b>	<b>17.6%</b>
NON-OPERATING (INCOME) EXPENSE	(941)	(567)	374	(66.0%)	(941)	(567)	374	(66.0%)
DEPRECIATION	6,128	6,417	288	4.5%	6,128	6,417	288	4.5%
<b>NET OPERATING INCOME</b>	<b>3,999</b>	<b>1,960</b>	<b>2,039</b>	<b>104.1%</b>	<b>3,999</b>	<b>1,960</b>	<b>2,039</b>	<b>104.1%</b>



**PEASE DEVELOPMENT AUTHORITY**  
**Statement of Revenues and Expenses - REVOLVING LOAN FUND**  
**For the One Month Ending July 31, 2024**

	Actual Jul FY 2025	Budget Jul FY 2025	Variance From Monthly Budget	% Variance	Actual YTD FY 2025	Budget YTD FY 2025	Variance From YTD Budget	% Variance
<b>OPERATING REVENUES</b>								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CARGO AND HANGARS	-	-	-	-	-	-	-	-
CONCESSION REVENUE	-	-	-	-	-	-	-	-
FEE REVENUE	-	-	-	-	-	-	-	-
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	2,991	2,833	157	5.6%	2,991	2,833	157	5.6%
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	-	42	(42)	(100.0%)	0	42	(42)	(100.0%)
<b>TOTAL OPERATING REVENUES</b>	<b>2,991</b>	<b>2,875</b>	<b>116</b>	<b>4.0%</b>	<b>2,991</b>	<b>2,875</b>	<b>116</b>	<b>4.0%</b>
<b>EXPENSES</b>								
WAGES AND FRINGE BENEFITS	-	-	-	-	-	-	-	-
BUILDING AND FACILITIES	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	0	48	48	100.0%	0	48	48	100.0%
UTILITIES	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	675	1,250	575	46.0%	675	1,250	575	46.0%
MARKETING AND PROMOTION	-	-	-	-	-	-	-	-
OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>675</b>	<b>1,298</b>	<b>623</b>	<b>48.0%</b>	<b>675</b>	<b>1,298</b>	<b>623</b>	<b>48.0%</b>
<b>OPERATING INCOME</b>	<b>2,316</b>	<b>1,577</b>	<b>739</b>	<b>46.8%</b>	<b>2,316</b>	<b>1,577</b>	<b>739</b>	<b>46.8%</b>
NON-OPERATING (INCOME) EXPENSE	(65,931)	(17)	65,914	(387729.4%)	(65,931)	(17)	65,914	(387729.4%)
DEPRECIATION	-	-	-	-	-	-	-	-
<b>NET OPERATING INCOME</b>	<b>68,247</b>	<b>1,594</b>	<b>66,653</b>	<b>4181.0%</b>	<b>68,247</b>	<b>1,594</b>	<b>66,653</b>	<b>4181.0%</b>

REVOLVING LOAN FUND (\$ 000's)	BALANCE AT 07-31-2024	BALANCE AT 06-30-2024
<b>CASH BALANCES</b>		
GENERAL FUNDS	306	227
SEQUESTERED FUNDS	-	-
	<u>306</u>	<u>227</u>
<b>LOANS OUTSTANDING (20)</b>		
CURRENT	126	129
LONG TERM	923	931
	<u>1,049</u>	<u>1,060</u>
<b>TOTAL CAPITAL BASE</b>	<u>1,355</u>	<u>1,287</u>
<b>CAPTIAL UTILIZATION RATE -% *</b>	<b>77.4%</b>	<b>82.4%</b>

\*EXCLUDES SEQUESTERED FUNDS



**SUMMARY OF INTERGOVERNMENTAL RECEIVABLES  
AS OF JULY 31, 2024**

(\$000's)

<u>BUSINESS UNIT</u>	<u>TOTAL PROJECT</u>	<u>GRANT AWARD</u>	<u>EXPENDED TO DATE</u>	<u>PDA /DPH SHARE</u>	<u>RECEIVED TO DATE</u>	<u>BAL. DUE PDA/DPH</u>	<u>AMOUNT SUBMITTED</u>
PORTSMOUTH AIRPORT & TRADEPORT	12,091	11,642	7,879	(1,079)	3,983	3,102	1,886
SKYHAVEN AIRPORT	2,079	1,867	63	(4)	0	58	0
DIVISION OF PORTS AND HARBORS	21,778	21,778	18,866	0	18,550	72	72
	<b><u>35,948</u></b>	<b><u>35,287</u></b>	<b><u>26,808</u></b>	<b><u>(1,083)</u></b>	<b><u>22,533</u></b>	<b><u>3,232</u></b>	<b><u>1,958</u></b>

**SUMMARY OF CONSTRUCTION WORK IN PROCESS  
AS OF JULY 31, 2024**

(\$000's)

<u>PROJECT NAME</u>	<u>BALANCE AT 06-30-24</u>	<u>CURRENT YEAR EXPENDITURES</u>	<u>TRANSFER TO PLANT IN SERVICE</u>	<u>NET CURRENT YEAR CHANGE</u>	<u>7/31/2024</u>
<b>PORTSMOUTH AIRPORT</b>					
SNOW REMOVAL EQUIPMENT (AIP 74)	-	-	-	-	-
ALPHA NORTH TAXIWAY RECONSTRUCTION	322	-	-	-	322
NH AVE RIGHT HAND TURN LANE	115	-	-	-	115
TERMINAL/GATE ACCESS CONTROL UPGRADE	41	-	-	-	41
JET BRIDGE REHAB	45	-	-	-	45
LEE STREET SIGNAGE AREA	17	2	-	2	19
ARRIVALS HALL (AIP 76)	5,580	-	-	-	5,580
ARRIVALS HALL (NON-GRANT)	1,899	29	-	29	1,928
PSM FENCE REPAIR	35	-	-	-	35
SRE MTE & LIQUID DE-ICE TRUCK (AIP 77)	15	-	-	-	15
2024 CHEVY SILVERADO VIN#7460	-	55	(55)	-	-
2024 CHEVY SILVERADO VIN#7383	-	55	(55)	-	-
HAUL TRUCKS CONVERSION	11	2	-	2	13
	<b><u>8,080</u></b>	<b><u>143</u></b>	<b><u>(110)</u></b>	<b><u>33</u></b>	<b><u>8,113</u></b>
<b>SKYHAVEN AIRPORT</b>					
TERMINAL APRON RECONSTRUCT	15	-	-	0	15
WILDLIFE PERIMETER FENCE	25	-	-	0	25
TERMINAL PARKING LOT RECONSTRUCT	13	-	-	0	13
SRE CARRIER VEHICLE WITH PLOW	9	-	-	0	9
	<b><u>62</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>62</u></b>
<b>GOLF COURSE</b>					
TORO GREENSMaster MOWER	-	17	(17)	-	-
GRILL 28 EXPANSION	29	30	-	30	59
	<b><u>29</u></b>	<b><u>47</u></b>	<b><u>-17</u></b>	<b><u>30</u></b>	<b><u>59</u></b>
<b>IT/ADMIN/TRADEPORT</b>					
	-	-	-	-	-
	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>MAINTENANCE</b>					
	-	-	-	-	0
	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>DIVISION OF PORTS AND HARBORS (DPH)</b>					
FUNCTIONAL REPLACEMENT - BARGE DOCK	75	-	-	-	75
PPF BRACING & DECKING (ARPA)	615	-	-	-	615
RYE GANGWAY REPLACEMENT	8	-	-	-	8
RYE HARBOR DEVELOPMENT (ARPA)	16	-	-	-	16
PPF BUILDING REPLACE ( ARPA)	14	-	-	-	14
	<b><u>728</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>728</u></b>
<b>TOTAL</b>	<b><u>8,899</u></b>	<b><u>190</u></b>	<b><u>(127)</u></b>	<b><u>63</u></b>	<b><u>8,962</u></b>

**PEASE DEVELOPMENT AUTHORITY  
CASH FLOW PROJECTIONS FOR THE  
NINE MONTH PERIOD ENDING  
MAY 31, 2025**



**BOARD OF DIRECTORS MEETING  
SEPTEMBER 12, 2024**

**PEASE DEVELOPMENT AUTHORITY  
CASH FLOW SUMMARY OVERVIEW  
SEPTEMBER 1, 2024 TO MAY 31, 2025  
(EXCLUDING DIVISION OF PORTS AND HARBORS)**

(\$ 000's)

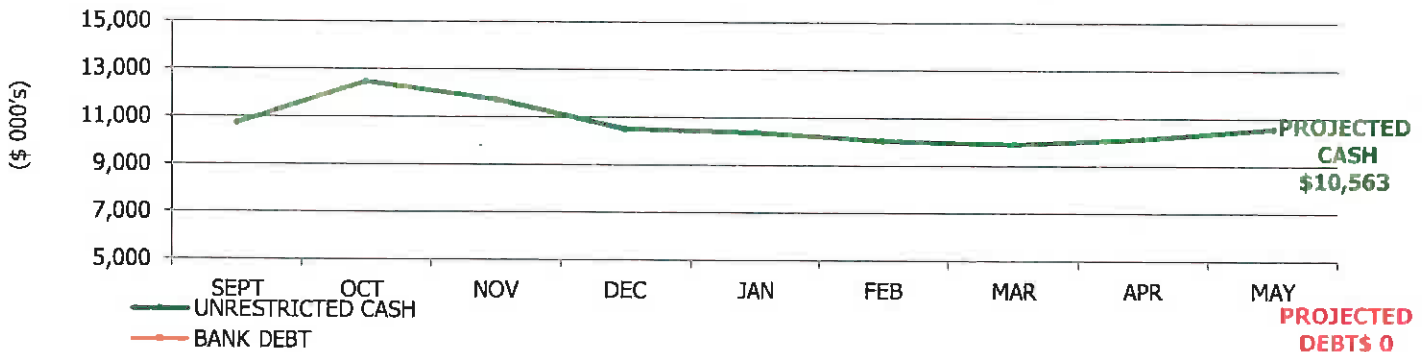
(\$000's)	AMOUNT
OPENING FUND BALANCE	<u>12,493</u>
<b>SOURCES OF FUNDS</b>	
GRANT AWARDS (SEE PAGE 4)	4,799
TRADEPORT TENANTS	8,492
MUNICIPAL SERVICE FEE (COP)	2,241
GOLF COURSE FEE AND CONCESSION REVENUES	2,221
REVOLVING LINE OF CREDIT (PROVIDENT BANK)	0
PSM AIRPORT- LEASES, FUEL FLOWAGE FEES AND PARKING	1,375
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	192
	<u>19,320</u>
<b>USES OF FUNDS</b>	
OPERATING EXPENSES	10,808
CAPITAL EXPENDITURES- NON-GRANT (SEE PAGE 5)	4,850
CAPITAL EXPENDITURES- GRANT (SEE PAGE 4)	4,192
MUNICIPAL SERVICE FEE (COP)	1,400
	<u>21,250</u>
<b>NET CASH FLOW</b>	<u>(1,930)</u>
<b>CLOSING FUND BALANCE</b>	<u>10,563</u>

TOTAL FUND BALANCES	BALANCE AT 08-31-2024	BALANCE AT 6-30-2024
UNRESTRICTED	12,493	12,082
DESIGNATED	14	14
<b>TOTAL</b>	<u>12,507</u>	<u>12,096</u>

**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.

**PROJECTED CASH AND DEBT BALANCES**



THE PDA RENEWED ITS REVOLVING LINE OF CREDIT (RLOC) WITH PROVIDENT BANK. THE PRINCIPAL LOAN AMOUNT IS \$7 MILLION WITH A TERMINATION DATE OF DECEMBER 31, 2025. THE TERMS ARE 1 MONTH FHLB (CLASSIC) PLUS 250 BASIS POINTS.

REVOLVING LINE OF CREDIT	Aug-24	Aug-23
CURRENT INTEREST RATE	8.04%	7.86%

**PEASE DEVELOPMENT AUTHORITY**  
**STATEMENT OF CASH FLOW ( EXCLUDING DIVISION OF PORTS AND HARBORS)**

(\$000's)

<b>CASH FLOW - PDA</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>OPENING FUND BALANCE</b>	<b>12,493</b>	<b>10,747</b>	<b>12,477</b>	<b>11,739</b>	<b>10,509</b>	<b>10,376</b>	<b>10,044</b>	<b>9,918</b>	<b>10,133</b>	<b>12,493</b>
<b>SOURCES OF FUNDS</b>										
GRANT AWARDS (SEE PAGE #4)	20	2,527	511	1,498	37	27	39	-	140	4,799
TRADEPORT TENANTS	902	910	946	932	961	978	926	948	989	8,492
MUNICIPAL SERVICE FEE	147	453	147	147	453	147	147	453	147	2,241
GOLF COURSE	445	327	171	61	98	65	82	399	573	2,221
PORTSMOUTH AIRPORT- (PSM)	6	6	6	6	6	6	128	6	6	176
PSM PAY FOR PARKING	21	25	35	38	49	60	77	84	53	442
PSM FLOWAGE FEES	91	95	51	65	100	48	87	117	103	757
SKYHAVEN AIRPORT	24	23	22	21	19	19	20	21	23	192
EXTERNAL FINANCING- NET	-	-	-	-	-	-	-	-	-	-
	<u>1,656</u>	<u>4,366</u>	<u>1,889</u>	<u>2,768</u>	<u>1,723</u>	<u>1,350</u>	<u>1,506</u>	<u>2,028</u>	<u>2,034</u>	<u>19,320</u>
<b>USE OF FUNDS</b>										
CAPITAL- GRANT RELATED (SEE PAGE #4)	1,397	855	850	850	40	30	10	150	10	4,192
CAPITAL- NONGRANT (SEE PAGE 5)	811	660	602	540	584	460	405	488	300	4,850
OPERATING EXPENSES	1,194	1,121	1,175	1,208	1,232	1,192	1,217	1,175	1,294	10,808
MUNICIPAL SERVICE FEE	-	-	-	1,400	-	-	-	-	-	1,400
	<u>3,402</u>	<u>2,636</u>	<u>2,627</u>	<u>3,998</u>	<u>1,856</u>	<u>1,682</u>	<u>1,632</u>	<u>1,813</u>	<u>1,604</u>	<u>21,250</u>
<b>NET CASH FLOW</b>	<b>(1,746)</b>	<b>1,730</b>	<b>(738)</b>	<b>(1,230)</b>	<b>(133)</b>	<b>(332)</b>	<b>(126)</b>	<b>215</b>	<b>430</b>	<b>(1,930)</b>
<b>CLOSING FUND BALANCE</b>	<b>10,747</b>	<b>12,477</b>	<b>11,739</b>	<b>10,509</b>	<b>10,376</b>	<b>10,044</b>	<b>9,918</b>	<b>10,133</b>	<b>10,563</b>	<b>10,563</b>

**PEASE DEVELOPMENT AUTHORITY**

**GRANT REIMBURSEMENT CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS) (\$ 000's)**

<b>GRANT FUNDED PROJECTS</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>PORTSMOUTH AIRPORT</b>										
ARRIVALS HALL (AIP 76)	800	800	800	800	-	-	-	-	-	3,200
PEASE BOULEVARD-ARBORETUM DR RT TURN LN	10	10	10	10	10	10	10	10	10	90
ALPHA NORTH TAXIWAY DESIGN (AIP 75)	21	-	-	-	-	-	-	-	-	21
SRE- LIQUID DEICING/MTE (AIP 77)	-	-	-	-	-	-	-	-	-	-
SNOW REMOVAL EQUIPMENT (AIP 74)	526	-	-	-	-	-	-	-	-	526
	<b>1,357</b>	<b>810</b>	<b>810</b>	<b>810</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>3,837</b>
<b>SKYHAVEN AIRPORT</b>										
WILDLIFE FENCE DESIGN	20	20	20	20	20	20	-	-	-	120
TERMINAL PARKING LOT DESIGN	20	20	20	20	10	-	-	-	-	90
TERMINAL APRON CONSTRUCTION	-	-	-	-	-	-	-	-	-	-
SRE-ONE TON TRUCK WITH PLOW	-	5	-	-	-	-	-	140	-	145
	<b>40</b>	<b>45</b>	<b>40</b>	<b>40</b>	<b>30</b>	<b>20</b>	<b>-</b>	<b>140</b>	<b>-</b>	<b>355</b>
<b>TRADEPORT</b>										
<b>TOTAL GRANT REIMBURSEMENT PROJECTS</b>	<b>1,397</b>	<b>855</b>	<b>850</b>	<b>850</b>	<b>40</b>	<b>30</b>	<b>10</b>	<b>150</b>	<b>10</b>	<b>4,192</b>

**PEASE DEVELOPMENT AUTHORITY**

**GRANT RECEIPT AWARDS (EXCLUDING THE DIVISION OF PORTS AND HARBORS) (\$ 000's)**

<b>GRANT AWARDS</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>PORTSMOUTH AIRPORT</b>										
ARRIVALS HALL	-	1,440	-	1,440	-	-	-	-	-	2,880
PEASE BOULEVARD-ARBORETUM DR RT TURN LN	20	-	-	21	-	-	21	-	-	62
ALPHA NORTH TAXIWAY DESIGN (AIP 75)	-	18	-	-	-	-	-	-	-	18
SNOW REMOVAL EQUIPMENT (AIP 69)	-	376	-	-	-	-	-	-	-	376
SRE- LIQUID DEICING/MTE (AIP 77)	-	-	-	-	-	-	-	-	-	-
SRE CARRIER VEHICLE ( AIP 74)	-	647	474	-	-	-	-	-	-	1,121
	<b>20</b>	<b>2,481</b>	<b>474</b>	<b>1,461</b>	<b>-</b>	<b>-</b>	<b>21</b>	<b>-</b>	<b>-</b>	<b>4,457</b>
<b>SKYHAVEN AIRPORT</b>										
WILDLIFE FENCE DESIGN	-	27	18	18	18	18	18	-	-	117
TERMINAL PARKING LOT DESIGN	-	19	19	19	19	9	-	-	-	85
TERMINAL APRON CONSTRUCTION	-	-	-	-	-	-	-	-	-	-
SRE-ONE TON TRUCK WITH PLOW	-	-	-	-	-	-	-	-	140	140
	<b>-</b>	<b>46</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>27</b>	<b>18</b>	<b>-</b>	<b>140</b>	<b>342</b>
<b>TRADEPORT</b>										
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GRANT RECEIPT AWARDS</b>	<b>20</b>	<b>2,527</b>	<b>511</b>	<b>1,498</b>	<b>37</b>	<b>27</b>	<b>39</b>	<b>-</b>	<b>140</b>	<b>4,799</b>



**PEASE DEVELOPMENT AUTHORITY**  
**NON-GRANT CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)**

(\$ 000's)

<b>NON-GRANT CAPITAL PROJECTS</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>TECHNOLOGY AND OTHER</b>										
PAYCHEX PAYROLL KIOSKS **	-	-	-	5	-	-	-	-	-	5
FINANCE SOFTWARE	-	-	-	50	-	-	-	-	-	50
	-	-	-	55	-	-	-	-	-	55
<b>GOLF COURSE</b>										
COURSE EQUIPMENT	-	-	-	-	-	-	-	168	-	168
GOLF COURSE TEE AREA RESURFACE**	-	-	10	-	-	-	-	-	-	10
EVENTS CENTER STUDY	40	40	40	-	-	-	-	-	-	120
VIDEO SURVEILLANCE SYSTEM	-	-	-	-	-	-	20	20	-	40
IRRIGATION REPAIRS**	-	-	-	-	-	-	-	-	-	-
	40	40	50	-	-	-	20	188	-	338
<b>PORTSMOUTH AIRPORT</b>										
FENCE CONSTRUCTION	-	-	40	-	-	-	-	-	-	40
GENERATOR UPGRADE **	-	10	-	-	-	-	-	-	-	10
JETBRIDGE REHAB	106	-	-	-	-	-	-	-	-	106
PAY FOR PARKING UPGRADES	80	-	-	-	-	-	-	-	-	80
ARRIVALS HALL-CONSTRUCTION	60	60	60	60	60	60	60	-	-	420
PDA HANGAR DESIGN & CONSTRUCTION**	300	300	400	400	400	400	300	300	300	3,100
	546	370	500	460	460	460	360	300	300	3,756
<b>SKYHAVEN AIRPORT</b>										
SRE DOOR REPLACEMENT**	20	-	-	-	-	-	-	-	-	20
FUEL SYSTEM CREDIT CARD **	-	5	-	-	-	-	-	-	-	5
RENOVATION WORK-TERMINAL BLDG	15	-	-	25	-	-	-	-	-	40
EQUIPMENT FORKS	-	-	-	-	-	-	-	-	-	-
	35	5	-	25	-	-	-	-	-	65
<b>SECURITY - PORTSMOUTH AIRPORT</b>										
CCTV SECURITY GATES	50	-	-	-	-	-	-	-	-	50
BADGE PRINTER REPLACEMENT	10	-	-	-	-	-	-	-	-	10
REPLACE BADGING WORKSTATIONS	-	-	27	-	-	-	-	-	-	27
ACCESS CONTROL SYSTEM**	-	-	-	-	124	-	-	-	-	124
	60	-	27	-	124	-	-	-	-	211
<b>SECURITY - SKYHAVEN AIRPORT</b>										
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
<b>TRADEPORT</b>										
STORMWATER UPGRADES	-	-	25	-	-	-	25	-	-	50
	-	-	25	-	-	-	25	-	-	50
<b>MAINTENANCE</b>										
VEHICLE FLEET REPLACEMENT -MAINT**	-	-	-	-	-	-	-	-	-	-
VEHICLE FLEET REPLACEMENT -AIRPORT OPS/ADMIN**	-	45	-	-	-	-	-	-	-	45
BUILDING INFRASTRUCTURE **	-	50	-	-	-	-	-	-	-	50
UTILITY VEHICLE - SECURITY**	-	-	-	-	-	-	-	-	-	-
JD DIESEL TRACTORW/TOW BEHIND MOWER	130	-	-	-	-	-	-	-	-	130
SNOW MELTER/HAUL	-	150	-	-	-	-	-	-	-	150
	130	245	-	-	-	-	-	-	-	375
<b>TOTAL NON-GRANT CAPITAL PROJECTS</b>	<b>811</b>	<b>660</b>	<b>602</b>	<b>540</b>	<b>584</b>	<b>460</b>	<b>405</b>	<b>488</b>	<b>300</b>	<b>4,850</b>

NOTE: \*\*PENDING BOARD APPROVAL

# DIVISION OF PORTS AND HARBORS (UNRESTRICTED FUNDS)

## CASH FLOW SUMMARY OVERVIEW

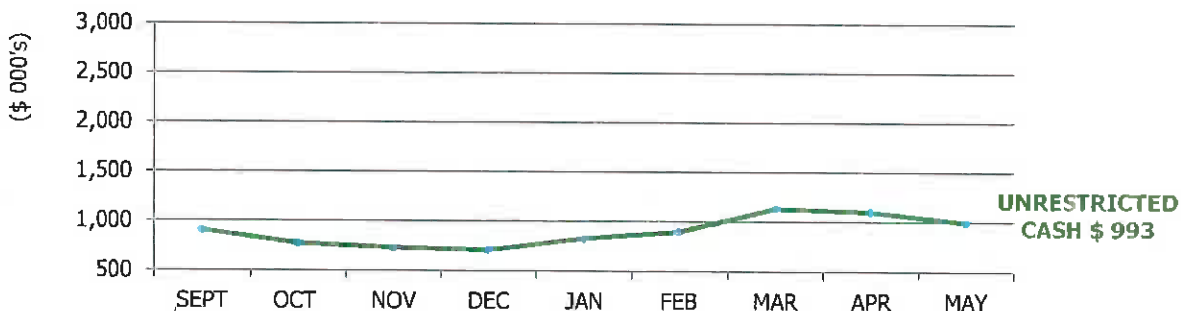
SEPTEMBER 1, 2024 TO MAY 31, 2025

(\$ 000's)

(\$000'S)	AMOUNT	TOTAL FUND BALANCES	BALANCE AT 08/31/24	BALANCE AT 06/30/24
<b>OPENING FUND BALANCE</b>	<u>1,004</u>			
<b>SOURCES OF FUNDS</b>		UNRESTRICTED FUNDS	1,004	1,519
FACILITY RENTALS AND CONCESSIONS	408	DESIGNATED FUNDS	173	173
FUEL SALES	367		<u>1,177</u>	<u>1,692</u>
GRAND AWARD (SEE PAGE 8)	2,643			
REGISTRATIONS / WHARFAGE	771			
MOORING FEES	500			
PARKING FEES	31			
	<u>4,720</u>			
<b>USES OF FUNDS</b>				
PERSONNEL SERVICES AND BENEFITS	1,295			
FUEL, PROCUREMENT	271			
OPERATING EXPENSES	529			
CAPITAL EXPENDITURES -GRANT (SEE PAGE 8)	2,458			
CAPITAL EXPENDITURES -NON-GRANT (SEE PAGE 8)	178			
	<u>4,731</u>			
<b>NET CASH FLOW</b>	<u>(11)</u>			
<b>CLOSING FUND BALANCE</b>	<u>993</u>			

CASH FLOW PROJECTION SENSITIVITIES INCLUDE: 1) ACCURACY OF CAPITAL EXPENDITURES FORECAST AND USE OF HARBOR DREDGING AND PIER MAINTENANCE FUNDS 2) SEASONAL REVENUE FLUCTUATIONS AND 3) CONTINUED OVERSIGHT OF OPERATING EXPENSES

### PROJECTED UNRESTRICTED CASH BALANCES



**DIVISION OF PORTS AND HARBORS (UNRESTRICTED FUNDS)**

**STATEMENT OF CASH FLOW**

(\$000's)

<b>CASH FLOW - DPH</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>OPENING FUND BALANCE</b>	<b>1,004</b>	<b>908</b>	<b>774</b>	<b>731</b>	<b>709</b>	<b>828</b>	<b>898</b>	<b>1,134</b>	<b>1,102</b>	<b>1,004</b>
<b>SOURCES OF FUNDS</b>										
FACILITY RENTALS AND CONCESSIONS	55	58	47	38	31	41	52	50	36	<b>408</b>
FUEL SALES	105	105	42	30	12	6	11	21	35	<b>367</b>
MOORING FEES	-	-	-	-	100	200	200	-	-	<b>500</b>
PARKING FEES	13	4	1	-	-	-	-	6	7	<b>31</b>
GRANTS FUNDS RECEIVED & OTHER (SEE PAGE #8)	498	425	300	-	220	200	200	200	600	<b>2,643</b>
REGISTRATIONS / WHARFAGE	13	-	84	135	156	26	209	101	47	<b>771</b>
	<b>684</b>	<b>592</b>	<b>474</b>	<b>203</b>	<b>519</b>	<b>473</b>	<b>672</b>	<b>378</b>	<b>725</b>	<b>4,720</b>
<b>USE OF FUNDS</b>										
PERSONNEL SERVICES AND BENEFITS	151	144	121	142	146	136	159	144	152	<b>1,295</b>
FUEL PROCUREMENT	77	70	40	25	8	4	9	15	23	<b>271</b>
UTILITIES	7	5	8	8	17	13	21	4	12	<b>95</b>
GENERAL AND ADMINISTRATIVE	14	14	14	14	14	13	13	14	14	<b>124</b>
BUILDINGS AND FACILITIES	22	22	23	25	26	26	23	22	22	<b>211</b>
PROFESSIONAL SERVICES	11	11	11	11	11	11	11	11	11	<b>99</b>
CAPITAL- GRANT RELATED (SEE PAGE #8)	498	460	300	-	-	200	200	200	600	<b>2,458</b>
CAPITAL- NONGRANT (SEE PAGE #8)	-	-	-	-	178	-	-	-	-	<b>178</b>
	<b>780</b>	<b>726</b>	<b>517</b>	<b>225</b>	<b>400</b>	<b>403</b>	<b>436</b>	<b>410</b>	<b>834</b>	<b>4,731</b>
<b>NET CASH FLOW</b>	<b>(96)</b>	<b>(134)</b>	<b>(43)</b>	<b>(22)</b>	<b>119</b>	<b>70</b>	<b>236</b>	<b>(32)</b>	<b>(109)</b>	<b>(11)</b>
<b>CLOSING FUND BALANCE</b>	<b>908</b>	<b>774</b>	<b>731</b>	<b>709</b>	<b>828</b>	<b>898</b>	<b>1,134</b>	<b>1,102</b>	<b>993</b>	<b>993</b>



**DIVISION OF PORTS AND HARBORS**  
**CAPITAL EXPENDITURES (GRANT AND NON-GRANT)**

(\$ 000's)

<b>GRANT FUNDED PROJECTS</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>MARKET STREET TERMINAL</b>										
FUNCTIONAL REPLACEMENT-BARGE DOCK	-	-	-	-	-	200	200	200	200	800
BUILD GRANT-MAIN WHARF REHAB	78	-	-	-	-	-	-	-	-	78
	<b>78</b>	-	-	-	-	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>878</b>
<b>HARBORS</b>										
HARBOR DEVELOPMENT - RYE ARPA	100	100	-	-	-	-	-	-	200	400
FEASIBILITY STUDY - HAMPTON ARPA	-	-	-	-	-	-	-	-	-	-
GANGWAY REPLACEMENT - RYE (POSSIBLE 75% FEMA REIMB)	-	35	-	-	-	-	-	-	-	35
STORM REPAIR - HAMPTON (POSSIBLE 75% FEMA REIMB)	-	-	-	-	-	-	-	-	-	-
STORM REPAIR - RYE (POSSIBLE 75% FEMA REIMB)	-	-	-	-	-	-	-	-	-	-
	<b>100</b>	<b>135</b>	-	-	-	-	-	-	<b>200</b>	<b>435</b>
<b>PORTSMOUTH FISH PIER</b>										
BRACING & DECKING - ARPA	220	225	300	-	-	-	-	-	-	745
BUILDING REPLACEMENT - ARPA	100	100	-	-	-	-	-	-	200	400
	<b>320</b>	<b>325</b>	<b>300</b>	-	-	-	-	-	<b>200</b>	<b>1,145</b>
<b>TOTAL GRANT FUNDED PROJECTS</b>	<b>498</b>	<b>460</b>	<b>300</b>	-	-	<b>200</b>	<b>200</b>	<b>200</b>	<b>600</b>	<b>2,458</b>
<b>INTERNALLY FUNDED</b>										
<b>MARKET STREET TERMINAL</b>										
TRUCK SCALE	-	-	-	-	178	-	-	-	-	178
	-	-	-	-	<b>178</b>	-	-	-	-	<b>178</b>
<b>HARBORS</b>										
-	-	-	-	-	-	-	-	-	-	-
<b>PORTSMOUTH FISH PIER</b>										
-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL INTERALLY FUNDED PROJECTS</b>	-	-	-	-	<b>178</b>	-	-	-	-	<b>178</b>

**DIVISION OF PORTS AND HARBORS**  
**GRANT RECEIPT AWARDS**

(\$ 000's)

<b>GRANT AWARDS</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>TOTAL</b>
<b>MARKET STREET TERMINAL</b>										
FUNCTIONAL REPLACEMENT-BARGE DOCK	-	-	-	-	-	200	200	200	200	800
BUILD GRANT-MAIN WHARF REHAB	78	-	-	-	-	-	-	-	-	78
	<b>78</b>	-	-	-	-	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>878</b>
<b>HARBORS</b>										
GANGWAY REPLACEMENT - RYE (POSSIBLE 75% FEMA REIMB)	-	-	-	-	26	-	-	-	-	26
STORM REPAIR - HAMPTON (POSSIBLE 75% FEMA REIMB)	-	-	-	-	74	-	-	-	-	74
STORM REPAIR - RYE (POSSIBLE 75% FEMA REIMB)	-	-	-	-	120	-	-	-	-	120
HARBOR DEVELOPMENT - RYE	100	100	-	-	-	-	-	-	200	400
	<b>100</b>	<b>100</b>	-	-	<b>220</b>	-	-	-	<b>200</b>	<b>620</b>
<b>PORTSMOUTH FISH PIER</b>										
BRACING & DECKING	220	225	300	-	-	-	-	-	-	745
BUILDING REPLACEMENT	100	100	-	-	-	-	-	-	200	400
	<b>320</b>	<b>325</b>	<b>300</b>	-	-	-	-	-	<b>200</b>	<b>1,145</b>
<b>TOTAL GRANT RECEIPT AWARDS</b>	<b>498</b>	<b>425</b>	<b>300</b>	-	<b>220</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>600</b>	<b>2,643</b>

# DIVISION OF PORTS AND HARBORS (RESTRICTED FUNDS)

## CASH FLOW SUMMARY OVERVIEW

SEPTEMBER 1, 2024 TO MAY 31, 2025

(\$ 000's)

### HARBOR DREDGING FUND

(\$ 000's)	AMOUNT
<b>OPENING FUND BALANCE</b>	<b><u>343</u></b>
<b><u>SOURCES OF FUNDS</u></b>	
PIER USAGE FEES	81
REGISTRATIONS	9
GRANT FUNDING	-
	<u>90</u>
<b><u>USES OF FUNDS</u></b>	
BUILDINGS AND FACILITIES	54
GENERAL AND ADMINISTRATIVE	6
PROFESSIONAL SERVICES	-
ALL OTHER- (CBOC)	50
	<u>110</u>
<b>NET CASH FLOW</b>	<u>(20)</u>
<b>CLOSING FUND BALANCE</b>	<b><u>323</u></b>

### REVOLVING LOAN FUND

(\$ 000's)	AMOUNT
<b>OPENING FUND BALANCE</b>	<b><u>316</u></b>
<b><u>SOURCES OF FUNDS</u></b>	
LOAN REPAYMENTS	99
INTEREST INCOME-LOANS	30
INTEREST INCOME-FUND BALANCE	-
	<u>129</u>
<b><u>USES OF FUNDS</u></b>	
NEW LOANS PROJECTED	100
GENERAL AND ADMINISTRATIVE	6
PROFESSIONAL SERVICES	15
	<u>121</u>
<b>NET CASH FLOW</b>	<u>8</u>
<b>CLOSING FUND BALANCE</b>	<b><u>324</u></b>

### FOREIGN TRADE ZONE

(\$ 000's)	AMOUNT
<b>OPENING FUND BALANCE</b>	<b><u>20</u></b>
<b><u>SOURCES OF FUNDS</u></b>	
FACILITY RENTALS	15
ALL OTHER	-
	<u>15</u>
<b><u>USES OF FUNDS</u></b>	
GENERAL AND ADMINISTRATIVE	3
PROFESSIONAL SERVICES	-
OTHER	7
	<u>10</u>
<b>NET CASH FLOW</b>	<u>5</u>
<b>CLOSING FUND BALANCE</b>	<b><u>25</u></b>

TOTAL FUND BALANCES	BALANCE AT 8/31/24	BALANCE AT 06/30/24
HARBOR DREDGING	343	297
REVOLVING LOAN FUND	316	225
FOREIGN TRADE ZONE	20	17
	<u>679</u>	<u>539</u>

## MEMORANDUM

**TO:** Pease Development Authority Board of Directors

**FROM:** Paul E. Brean, Executive Director



**DATE:** September 3, 2024

**SUBJECT:** Contract Reports

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

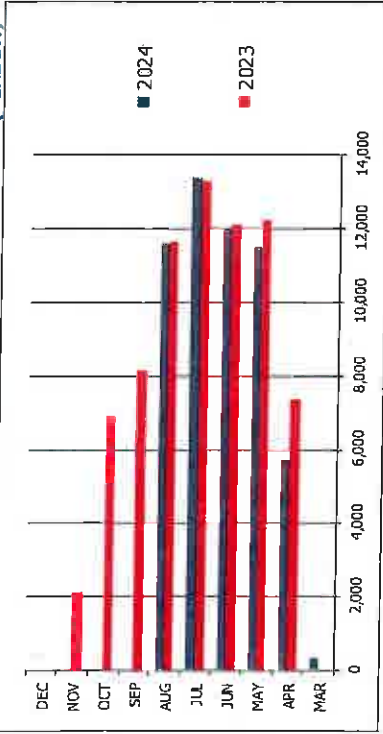
1. Project Name: Tripleplay Services North America Inc. dba Uniguest  
Board Authority: Director Ferrini  
Cost: \$900.00  
Summary: Portsmouth International Airport at Pease - 3 Licenses for Flight Information Display System and Gate Information Display System.
2. Project Name: OAG Worldwide, LLC  
Board Authority: Director Ferrini  
Cost: \$559.08  
Summary: One-Month Bridge License Agreement for Flight Information Display System.
3. Project Name: Martineau Electric  
Board Authority: Director Ferrini  
Cost: \$25,000.00  
Summary: Electrical work performed by PDA's on-call contractor, Martineau Electric, for the installation of electrical at Rye Harbor's recreation fuel system.
4. Project Name: Win Waste Innovations of Northern New England, Inc.  
Board Authority: Approved by the Board of Directors on September 15, 2022  
Summary: Non-Hazardous Solid Waste Removal Services – Exercise the First of Two One-Year Options.

5.     Project Name:       Sunbelt Rentals  
       Board Authority:   Director Ferrini  
       Cost:               \$467.80  
       Summary:           Rental of a vertical mast lighting cart to be utilized for night painting the week of September 2, 2024.
  
6.     Project Name:       On-Call Engineer – Hoyle Tanner  
       Board Authority:   Director Ferrini  
       Cost:               \$8,720.00  
       Summary:           Terminal Commercial Aircraft Ramp Parking Survey, Verification and Layout to identify aircraft parking locations due to increase aircraft activity at the terminal.

# KEY GOLF COURSE BENCHMARKING DATA – AUGUST 2024



ROUNDS OF GOLF PLAYED (SEASON)

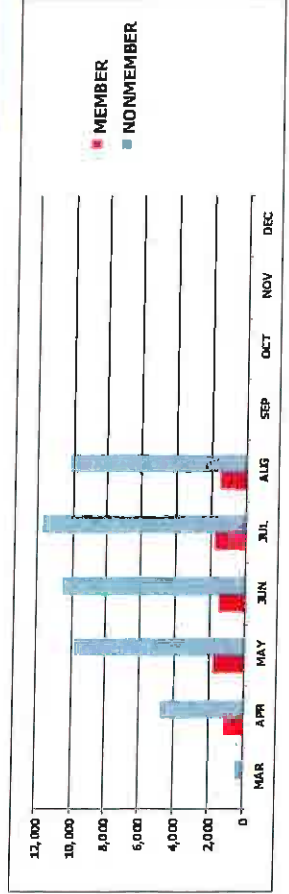


2024 SEASON 2023 SEASON

ROUNDS PLAYED	54,714	73,897	71,985
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RAIN DAYS	45	58	51
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2023 MEMBER / NONMEMBER ROUNDS (SEASON)



<b>2024 ROUNDS- SEASON</b>	
MEMBER	7,544
NONMEMBER	47,170
<b>TOTAL</b>	<b>54,714</b>

<b>2023 ROUNDS- SEASON</b>	
MEMBER	15,805
NONMEMBER	58,092
<b>TOTAL</b>	<b>73,897</b>

GOLF SIMULATOR REVENUES

Month	FY 2025	FY 2024
JULY	\$120	\$1,799
AUGUST	\$165	\$1,107
SEPTEMBER	\$0	\$280
OCTOBER	\$0	\$3,403
NOVEMBER	\$0	\$15,547
DECEMBER	\$0	\$20,789
JANUARY	\$0	\$26,413
FEBRUARY	\$0	\$27,234
MARCH	\$0	\$23,756
APRIL	\$0	\$2,924
MAY	\$0	\$1,015
JUNE	\$0	\$240
<b>TOTAL</b>	<b>\$285</b>	<b>\$124,507</b>

GRILL 28 GROSS SALES

Month	FY 2025	FY 2024
JULY	282,315	327,065
AUGUST	299,823	348,564
SEPTEMBER	0	307,833
OCTOBER	0	243,213
NOVEMBER	0	142,063
DECEMBER	0	166,385
JANUARY	0	125,329
FEBRUARY	0	128,748
MARCH	0	148,462
APRIL	0	177,109
MAY	0	278,408
JUNE	0	315,276
<b>TOTAL</b>	<b>\$582,138</b>	<b>\$2,708,455</b>

CONCESSION FEES EARNED (17%)

Month	FY 2025	FY 2024
JULY	47,994	55,601
AUGUST	50,970	59,256
SEPTEMBER	0	52,332
OCTOBER	0	41,346
NOVEMBER	0	24,151
DECEMBER	0	28,285
JANUARY	0	21,306
FEBRUARY	0	21,887
MARCH	0	25,239
APRIL	0	30,109
MAY	0	47,329
JUNE	0	53,597
<b>TOTAL</b>	<b>\$98,963</b>	<b>\$460,437</b>

CLUB/ COURSE FUNCTIONS

Function	FY 2025 YTD	FY 2024 YTD
GROUPS 20-59	18,270	11,630
TOURNAMENT PLAY	97,881	90,455
LEAGUES	38,105	30,227
FOOD AND ROOM FEES	82,124	92,765

# AIRPORT REPORT PERIOD ENDING AUGUST 2024



**JULY ENPLANEMENTS** 2024

Scheduled Enplanements 4,556

Chartered Enplanements 5,221

**Total Enplanements 9,777**

**2024 Enplanements YTD 58,518**

**REVENUE PARKING** \$19,740

478 Transactions @ \$41.30

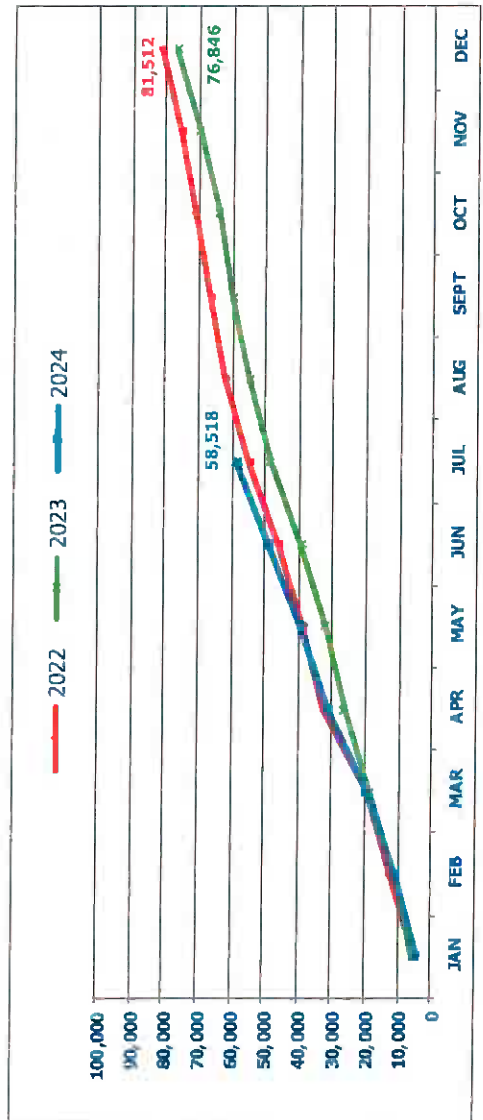
**JULY FUEL FLOWAGE FEES** \$116,326

Total Gallons 1,938,761

CRAF and DOD 87%

Commercial 5%

General Aviation 8%



**Fuel Pricing**



- Port City Air Retail; \$6.05 Jet A
- Port City Air Retail; \$6.70 100LL
- Northeast Avg; \$6.95 Jet A, \$7.88 100LL

**Grant Projects**

- Domestic Arrivals Hall Upgrades
- Taxiway Alpha

- AAY Sarasota, FL Service
- MX RSW and MCO Service
- Enterprise Concession Fees: April, May, June - \$17,337.74

## Memorandum

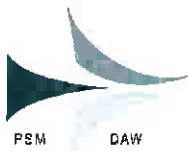
To: John Meehan, Airport Operations Manager   
From: Sandy McDonough, Airport Community Liaison   
Date: August 29, 2024  
Re: Noise Report for July 2024

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Portsmouth International Airport at Pease ("PSM") received two noise inquiries in July 2024.

- July 13, 2024: A resident from an unknown location logged a general question concerning air traffic in the middle of the night. A return email was sent asking for more details to help answer their question because no phone number or address was provided. No response to the e-mail was received.
- July 19, 2024: A caller from Rye, NH logged a complaint about an aircraft that was very loud and appeared lower than 10,000 feet. The aircraft was an Antonov (AN 124) departing Runway 16 and was instructed to fly the runway heading and climb to 10,000 feet.





## Memorandum

To: John Meehan, Airport Operations Manager   
From: Sandy McDonough, Airport Community Liaison   
Date: September 3, 2024  
Re: Noise Report for August 2024

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Portsmouth International Airport at Pease ("PSM") received two noise inquiries in August 2024. Both complaints concerned the backup presidential Boeing 747.

- August 7, 2024: A caller from Durham, NH logged a complaint about the heavy amount of traffic in the pattern and wanted to know what was going on. That day a presidential aircraft, a VC 25 (Boeing 747 equivalent) was in the pattern doing multiple touch and go landings.
- August 7, 2024: A caller from Newington, NH logged a complaint about an aircraft circling for two hours. That day a presidential aircraft, a VC 25 (Boeing 747 equivalent) was in the pattern doing multiple touch and go landings.

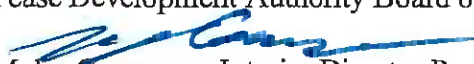


# PEASE

INTERNATIONAL

555 Market Street, Suite 1 Portsmouth, NH 03801

PORTS AND HARBORS

To: Pease Development Authority Board of Directors  
From:   
Myles Greenway, Interim Director Ports and Harbors  
Date: August 28, 2024

SUBJECT: **PORTS AND HARBORS PDA BOARD NOTES, SEPTEMBER 12, 2024**

## Market Street Terminal:

- **MAS finished with construction and admin punch list items for Main Wharf Rehabilitation Project (BUILD):**
  - Update As-built submittal and provide Record Drawing CAD files of the “As-Builts” (returned as a revise and resubmit on submittal 235)
  - Update the warranty plan (returned as a revise and resubmit on submittal 232)
  - Complete the underwater debris removal (punch list item 20)
  - Complete a deck crack inspection no earlier than 120 days after placement and provide a report and repair plan through the warranty (spec section 03 31 30, Paragraph 3.11.1 Crack Repair)
- **M/V Columbia** – Salt vessel arrival 28 August, approximate cargo discharge: 40,000 MT
- **American Cruise Line** - August 8 arrival. Total FY25 revenue for the 3 ACL ships to date = \$2,729.90 and brought in a total of 257 passengers
- **Heavy Lift:** Bay Crane company successfully moved a condenser for an Eversource power transfer station from the New Hampshire Port Authority. The heavy cargo was 277-ft long and required two trailers with 14 axles each...8 tires per axle. This piece had been stored at the port after its journey by sea on the cargo ship “M/V RONNIE” a few months back. And was delivered to Amherst, NH.



○○○○ TAKING YOU THERE

ph 603-436-8500

fax 603-436-2780

www.peasedev.org

### Portsmouth Fish Pier:

- **Commercial Fish Pier - Fish Pier Bracing and Decking project:**
  - Pile cap 16 identified by Riverside as having end rot up to 4-5 feet deep. Engineering and Construction team working on cost estimate.
  - Floating dock guide rods at Bents 20 and 21 identified by Riverside – loose/detached at bottom.



- **Building Replacement, moving forward, current floor plan and schedule in board package**

### Rye Harbor Fuel System-Recreational Pier:

- Martineau Electric completed their work on the recreational fuel system.
- Lakes Region Environmental is completing a pre-inspection of the fuel system in preparation for State inspection and operation.
- Fuel Enclosure - total cost, including materials and labor \$19,572.09, completed by PDA Maintenance staff



### Hampton Harbor:

- **Sump:** Scheduling walk through with Lakes Region Environmental for gasoline tank sump failure – drafting plan(s)/work for Spring 2025. Let them know which pump is down?
- **Sink Hole:** Completed two seawall bulkhead patches – moving forward with patching remaining threaded rods.



### General:

- **FEMA:** Post Storm Application / Meeting – 26AUG2024 – still on moving forward – OPS Manager commencing to work on Category “Z” (tracking hours of personal work hours).



*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, MAY 1, 2024 6:00 PM

PRESENT: Brad Cook, Chair  
Mike Donahue, Vice-Chair  
Erik Anderson  
Bill McQuillen  
Chris Holt  
Chris Snow (arrived 6:07 pm)  
Chris Ward  
Myles Greenway, Assistant Director, PDA-DPH

1. CALL TO ORDER

The meeting was called to order at 6:00 PM.

2. APPROVE MINUTES

McQuillen made a motion to approve the April 10, 2024 minutes, Anderson seconded. No discussion, a vote was taken, all members were in favor and the motion passed.

3. PUBLIC COMMENT-

Roger Groux introduced himself as a past a member of the Council for 12 years and Chair for 6 years. Groux spoke on his concerns about what's been happening, and started during Covid and has gotten worse. Bottom line is the PDA seems to only be concerned with Rye Harbor and the Port Advisory Council's time spent discussing Rye Harbor, which is an insignificant part of the entire operation. We've got a major Port here, the Market St. Terminal, that has been undergoing enhancements that are about 65% completed and once done will greatly increase the capacity in the laydown area. We were under orders during COVID to provide support to the Navy Yard and to not shut the pier down under any circumstances. The Port of Portsmouth is strategically important to the people of NH because almost all of the heating oil, asphalt, and salt comes through the Port. Foreign Trade-Zones are also a large part of the Port structure. Groux mentioned that the Port Committee meeting minutes have not been approved for several months because they keep getting postponed by the Chair of the Committee. Concerns during those meetings always seem to surround Rye Harbor, Groux added, Rye Harbor is the tail wagging the dog. PDA needs to figure out their priorities. Groux commented on Port Director Marconi's administrative leave, he has known him for over 12 years, and found him to be a totally honorable man who works hard, far exceeding anything he needs to do, especially regarding getting funding for Port projects and moving things along. What is happening to him now is political, and any pending charges would have no basis. Groux suggested the Council consider taking a vote of confidence in Geno.



Wendy Lull, for full disclosure she is a resident of Berwick ME, but is here as President of the Propellor Club of Portsmouth, commented that they have no information on what happened with Geno so it's difficult for the club to take a position. Geno is a Board Member of the Propellor Club. There are over 100 members and several significant sponsors so without knowing the situation the Club is in an awkward position and with that the Club encourages clarification as soon as possible.

#### 4. FINANCE REPORT

The report FY ending March 31, 2024 was included in the meeting packet. Suzy Anzalone, PDA Finance Director, went over the report with the Council. Operating revenue and expenses are operating under budget. Wages and Benefits are also under budget. Currently, the net operating loss is at about \$47,000 YTD. Business Unit analysis is also provided. Anzalone explained the rest of the report in detail. Donahue noted that that the net income went up by another \$100,000 for year to date, in other words, the Port has \$100,000 less of a loss that it had budgeted for, and that is important for the PDA to take note of since the PDA Board approved the budget with a projected loss and there is substantially less of a loss than what was budgeted. The Port Council believes that they expect to come out of the year with a positive net income with the expected ships and fuel system repairs. Further discussion included the construction projects listed on the last page of the report, the figures that make up those numbers can be found on the Statement of Net Position page.

#### 5. PISCATAQUA RIVER VESSEL TRANSIT REPORT

Holt reported that there were a couple of double moves and one triple move in the month of April. Discussion included the hard times that hit the ship "Genco Picardy" they were attacked by a drone in the Red Sea, then they had equipment problems, so they had to be moved off the Sprague dock, they went to anchor for 3 days, went back to Sprague, and had to be moved again (temporarily) to allow an oil ship to come in. They were finally able to offload their cargo and sail out. This type of situation really affects the crew morale. There was also a tallow ship that came in, which we haven't seen in a couple years.

#### 6. DIRECTOR'S REPORT

Greenway reported on the following From the April 18, 2024 PDA Board meeting:

i. Reports:

1. Morton Salt, License and Operating Agreement, last of 3 one-year options
2. Commercial Mooring for Hire Applications
3. Commercial Mooring Transfers
  - a. Steaker Charters to Kirkland
  - b. Nudd to Rydbeck
  - c. Tirone to Levine
  - d. Carter to Elwell
4. Tasha Fuel Right of Entry, diesel fuel deliveries to vessels(6-month ROE)

ii. Approvals:

1. Star Island Right of Entry
2. Shoals Marine Lab Right of Entry
3. Granite State Minerals, first of 3 one-year options
4. Diesel Direct Right of Entry, diesel fuel deliveries to vessels
5. Hampton Harbor Tackle, Right of Entry, storage cooler
6. Riverside & Pickering, Rye Harbor, Gangway purchase
7. Lakes Region Environmental, Rye Harbor fuel system repairs

Greenway also reported on replacing the truck scale at the Market St. Terminal. RFP's were received and are under review. The gangway in Rye is scheduled to be installed May 13<sup>th</sup>. Work on the fuel systems at Rye and Hampton will begin during the first couple of weeks in May. The Division is gathering information for a potential DHHS grant for Security Camera replacement and Security fencing. The PFP Building Concept Study draft has been received and is under review. The final report will be received by May 15<sup>th</sup>. Greenway attended the Governor and Council meeting in Concord today, and the Division was approved for ARPA funds in the amount of \$2,000,000 for Rye and PFP. The Functional Replacement project is waiting on the ACOE permit. The second-round of bids won't go out until all permits are in place. Will keep an eye on the current permits to make sure they don't expire. Further discussion on ARPA funds, they are held at the State treasury, permitting process may delay the progress on the projects, especially in Rye.

7. NEW BUSINESS-

No new business

8. COMMITTEE REPORTS

- Business Development/FTZ- Donahue spoke about Off Shore Wind, handed out a graphic showing the newest lease areas. There are about 1 million acres to be leased out, this should generate about 15GW of power and has the potential to provide energy for about 5 million homes. The comment period ends on July 1<sup>st</sup>. The date of the lease areas bidding will be announced after the comment period and is on track to occur in the 4<sup>th</sup> quarter. Further discussion on the requirements for the bidders which includes a \$2 million deposit (per lease area) just to enter a bid. The Propellor Clubs next event is May 16<sup>th</sup> and Coast Guard Captain of the Port, Florentino will be the speaker. The annual lobster bake is being held on June 21<sup>st</sup> at the Coast Guard station. Anderson indicated that the fisheries groups have submitted comments whenever they can regarding the OSW efforts. He believes that most transmission lines will probably go to Maine and Massachusetts. Once the leases are acquired, the investment for research and development will proceed (paid for by the winning bidder). Onshoring of the power will be determined during the R & D periods. Holt commented that he believes the OSW projects will be more detrimental for the maritime industry and marine life than anything else afloat. Environmental organizations have received funding from OSW developers and seem to have gone silent on the subject. Anderson spoke about a compensation plan for any fishing businesses impacted by the OSW activity. Discussion on the failed OSW lease areas in New Jersey. Anderson mentioned again that onshoring transmission lines



could involve having to install “cooling stations” which will use and recycle back into the ocean 4 to 7 million gallons per day, water is taken in at ambient temperature and released at a warmer temperature, also the water will have chlorine added to it as part of the cooling process.

- Dredging- Holt reported that there is a dredge meeting on May 15<sup>th</sup>. The ACOE have replaced the buoys in the Piscataqua River. The large rock in the middle of the Turning Basin is still there, no news about plans to remove it. Having the rock there reduces the depth clearance to 34’ instead of 36’ MLLW.
  - Fisheries- Anderson said local fishing industry is getting their gear ready. The Portsmouth Fish Pier construction is beginning soon, with that the users were told to remove their gear off the pier by May 1<sup>st</sup>.
  - Government- McQuillen reported that local and state agencies met with FEMA regarding the January storms and requests for public assistance are due within the next 2 weeks.
  - Moorings- Snow mentioned that the Moorings for Hire and Mooring Transfers are listed in the packet.
  - PDA- Cook reported on the April 18<sup>th</sup> PDA meeting, at which Geno was placed on paid administrative leave during a Non-Public session. As a result, he was left with a series of questions and after discussion with a couple of the other Council members, and in line with Article 8, Section 1 of the PAC Bylaws he drafted a letter to PDA Chair, which you all have a copy of. He received a response letter back from the AG’s office yesterday, copies were handed out to the members and content was discussed. Further discussion on the Right to Know Law in NH, and how it could help. Holt asked if the PDA Board private meeting is recorded? Minutes are required to be maintained; however, they did vote to seal those minutes, and not sure if/when those minutes would or could be released. Also discussed was what the process should be (going forward) for the Council Chair writing a letter without consulting the Council members, if we follow Robert’s Rules, procedures would indicate consultation is required before writing a letter. The Chair mentioned he wrote the letter with the intention of getting information for tonight’s meeting. Also a concern was raised about the statements made in the letter against one particular board member, if they were accusations or factual. Chair stated they were factual statements and can be proven. Additionally, the concern is more procedural than what is written in the letter. Discussion on the Channel 9 news clip.
  - Recreational Piers- The ramp in Rye has been resurfaced. Bauer seems to be spreading out in the parking lot a bit and it should be addressed with him now before the busy season ramps up. Chair mentioned that it is a cooperative effort down there, and it is all about how each other responds to things and help prevent conflict. Teamwork.
9. OLD BUSINESS- Holt made a comment that he’s been on the river for 26 years and remembers how disorganized and unproductive the Port of Portsmouth was. He discussed what Geno has done for the Port, he’s made it a very productive, viable, safe,

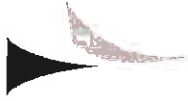
and a desirable place for commercial work to come. Holt made a motion to have a "Vote of Confidence" for Geno to keep his position as Port Director. Snow seconded the motion. Discussion included the great job that Geno has done here to make the Port an attractive place to be. He's done a great job at managing all of the bits and pieces of managing the Port. Cook reported that he's known Geno for his entire term here. In his opinion, all 3 of the other facilities, that were taken over from State Parks, would have failed without Geno's guidance and his and the staff efforts. A vote was taken and the motion passed unanimously.

10. PRESS QUESTIONS –

No Press present.

11. ADJOURNMENT

Holt made a motion to adjourn the meeting, and the meeting adjourned at 7:35 pm.




# PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

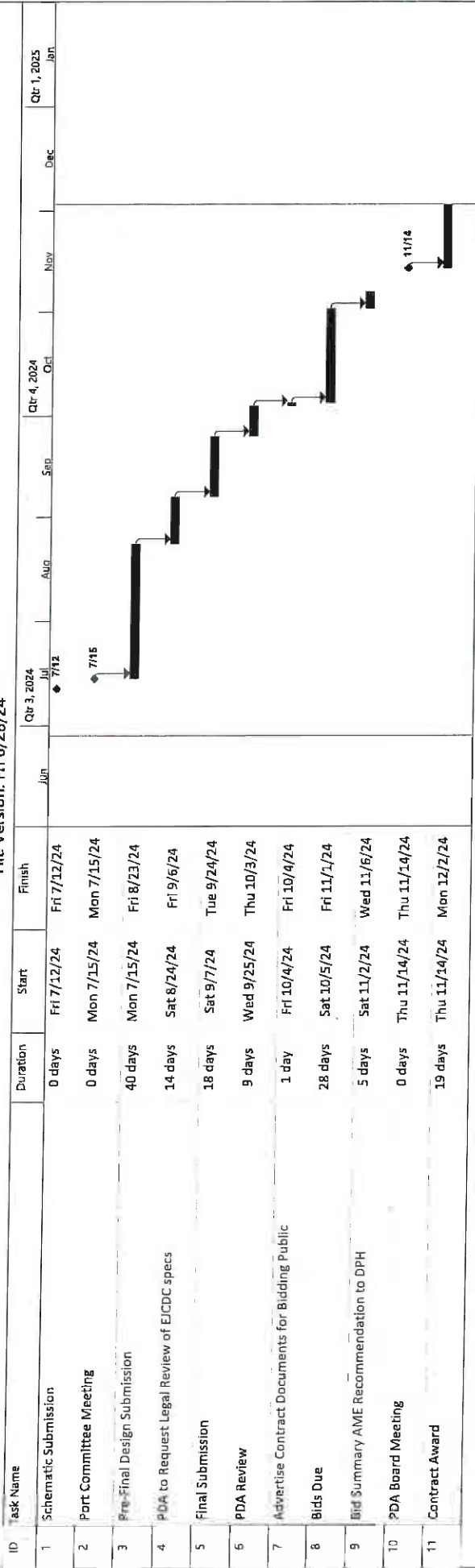
TO: Pease Development Authority ("PDA"), Board of Directors  
FROM:  Myles Greenway, Interim Director of Ports and Harbors  
DATE: September 4, 2024  
SUBJECT: Update- Portsmouth Commercial Fish Pier, Replacement Building

Upon the PDA Board approval of the Appledore Marine Engineering, LLC ("AME") for a proposal for Engineering Services for a Replacement Building (the "Proposal") at the Portsmouth Commercial Fish Pier ("PFP"), the Division of Ports and Harbors (the "Division") is providing an update on the project, which includes the project schedule, a sketch of the planned floorplan, and an updated cost estimate for construction of the replacement building, all attached hereto.

At its meeting on July 15, 2024, the Port Committee was presented with two (2) building replacement options and reviewed the schematics and estimated cost for both. The Port Committee also reviewed the proposed schedule for the project (which was the same for either option). After taking into consideration comments from the public and stakeholders, the Port Committee expressed support for moving ahead with the wooden building option in accordance with the proposed schedule. Since that meeting minor changes were made to the design which included adding in an option for a bathroom and moving the locations of the overhead door access points.

The Pre-Final design and related documents were received from AME on August 24 and are currently under review. PDA and Division staff will provide comments back to AME by Sept 6, 2024. Following that the next steps include finalizing the design, obtaining permits, preparing contract documents, and putting the project out to bid. Final bids will be received no later than October 5<sup>th</sup>. Any bids received will be reviewed and a recommendation for approval of a bid award is planned to be presented at the November 14, 2024, PDA Board meeting. Should approval be received a contract award is planned for no later than December 2<sup>nd</sup>, therefore obligating the ARPA fund award prior to the deadline of December 31, 2024. The total construction estimated cost, with options included, is \$1,246,435 and there is \$778,084 remaining in the ARPA award funds.

**Project Schedule for  
Pease Development Authority - Division of Ports and Harbors  
Portsmouth Fish Pier  
File Version: Fri 6/28/24**



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 DRAWN BY: XXX  
 CHECKED BY: XXX  
 PROJECT: 22204.21

PEASE DEVELOPMENT AUTHORITY  
 DIVISION OF PORTS AND HARBORS  
 Portsmouth, NH  
 20 Main Street

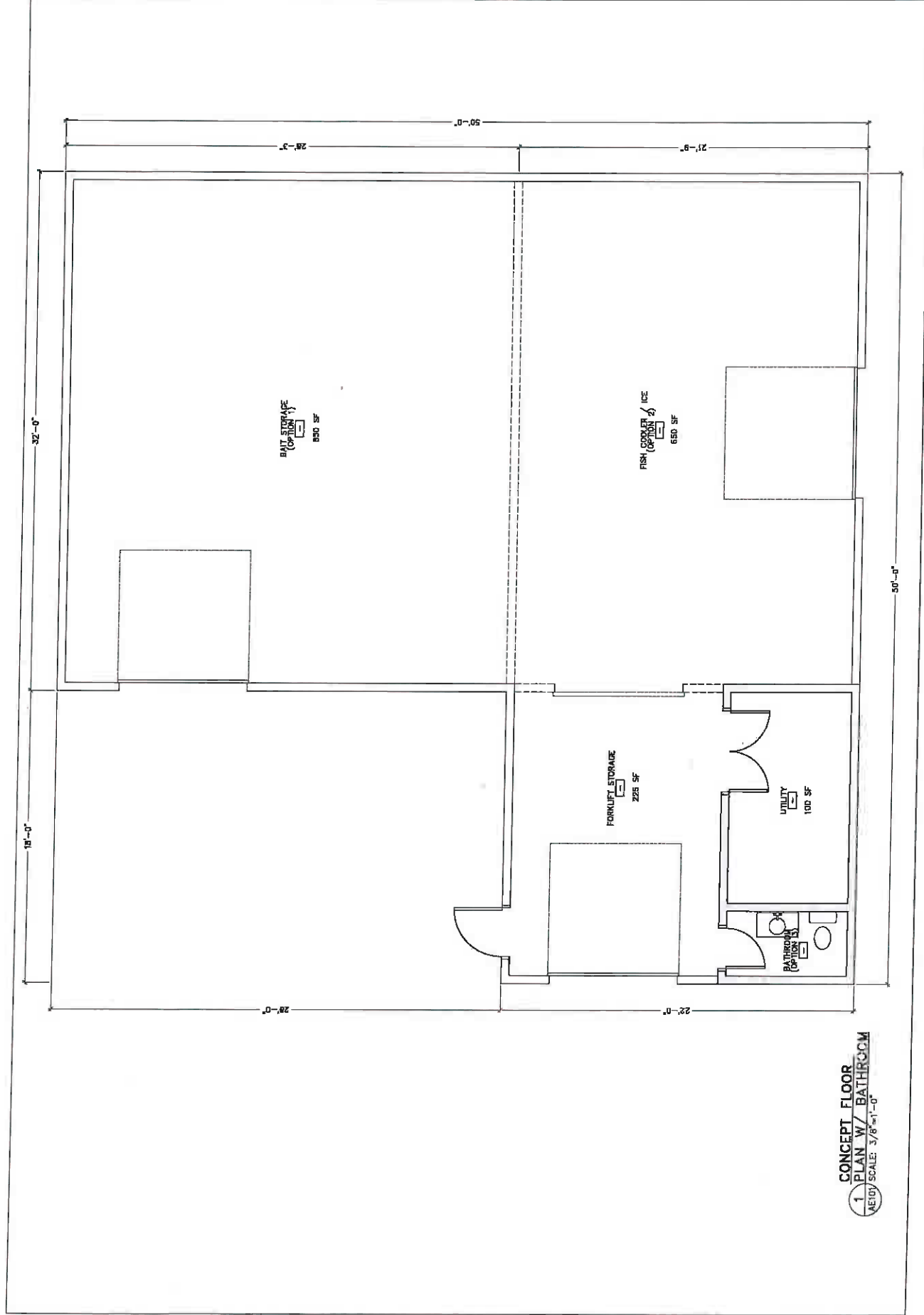
PORTSMOUTH COMMERCIAL FISH MARI  
 Pease Island Head  
 Portsmouth, NH

CONCEPT FLOOR PLAN W/ BATHROOM

SCALE: AS NOTED  
 DATE: 08-02-24

DWG.: AE101

SHEET: 01 of 1



**CONCEPT FLOOR PLAN W/ BATHROOM**  
 1  
 AE101 SCALE: 3/8"=1'-0"

# ESTIMATE OF PROBABLE COST

PROJECT TITLE

**Building Replacement**

PROJECT LOCATION

**Commercial Fish Pier**

**Portsmouth, New Hampshire**

CLIENT NAME

**PDA**

CLIENT PROJECT NUMBER

**22304.21**



**OAK POINT**  
A S O C I A T E S

architecture  
engineering  
planning

DATE

**21 August 2024**

OPA PROJECT NUMBER

**22304.21**

STATUS OF DESIGN

**Pre-Final**

ESTIMATE VALID TO

**Winter 2025**

ITEM DESCRIPTION	PERCENTAGE	MATERIALS	LABOR	ESTIMATED AMOUNT
<b>BASE BID - PROJECT COST SUMMARY</b>				
DIVISION 01 - GENERAL REQUIREMENTS (see mark-up below)		\$0	\$0	\$0
DIVISION 02 - DEMOLITION/EXISTING CONDITIONS		\$40,205	\$73,285	\$113,490
DIVISION 03 - CONCRETE		\$19,440	\$16,430	\$35,870
DIVISION 05 - METALS		\$3,454	\$2,560	\$6,014
DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES		\$36,730	\$52,775	\$89,505
DIVISION 07 - THERMAL AND MOISTURE PROTECTION		\$36,505	\$22,538	\$59,043
DIVISION 08 - OPENINGS		\$13,950	\$3,075	\$17,025
DIVISION 09 - FINISHES		\$4,810	\$6,004	\$10,814
DIVISION 10 - SPECIALTIES		\$1,100	\$475	\$1,575
DIVISION 22 - PLUMBING		\$25,538	\$30,610	\$56,399
DIVISION 23 - HVAC		\$4,000	\$18,000	\$22,000
DIVISION 26 - ELECTRICAL		\$28,915	\$38,133	\$67,048
DIVISION 28 - ELECTRONIC SAFETY AND SECURITY		\$5,000	\$3,840	\$8,840
DIVISION 31 - EARTHWORK		\$9,271	\$24,610	\$33,881
DIVISION 32 - EXTERIOR IMPROVEMENTS		\$4,403	\$5,843	\$10,246
DIVISION 33 - UTILITIES		\$11,857	\$15,635	\$27,491
<b>BASE BID SUBTOTALS</b>		<b>\$245,178</b>	<b>\$313,813</b>	<b>\$559,241</b>
Design Contingency	5.0%			
Subtotal				\$27,962
General Conditions	10.0%			\$587,203
Subtotal				\$58,720
OH & P	15.0%			\$645,923
Subtotal				\$96,888
Bond	2.5%			\$742,811
Subtotal				\$18,570
<b>BASE BID TOTAL:</b>				<b>\$761,382</b>
<b>BASE BID TOTAL (ROUNDED):</b>				<b>\$761,400</b>
<i>Base Bid Goal</i>				\$775,000
<i>Delta</i>				-\$13,618





## MOTION

Director Parker:

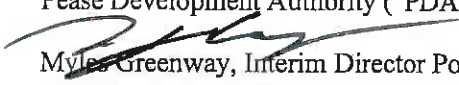
The Pease Development Authority (“PDA”) Board of Directors authorizes the Executive Director to enter into a Right of Entry with Tasha Fuels & Propane for the purpose of dispensing diesel fuel at the PDA–Division of Ports and Harbors Market Street Marine Terminal; all in accordance with the terms and conditions contained in the memorandum of Myles Greenway, Interim Director of Ports and Harbors, dated September 3, 2024; attached hereto.



# PEASE INTERNATIONAL

555 Market Street, Suite 1 Portsmouth, NH 03801

## PORTS AND HARBORS

Date: September 3, 2024  
To: Pease Development Authority ("PDA"), Board of Directors  
From:  Myles Greenway, Interim Director Ports and Harbors  
Subject: Bulk Fuel Deliveries – Tasha Fuels and Propane, Inc.

The Division of Ports and Harbors (the "Division") received a request from Tasha Fuels and Propane, Inc. ("Tasha") to extend its 6 month Right of Entry, which expires on October 2, 2024, to make bulk diesel fuel deliveries to vessels at the Market St. Marine Terminal. Diesel fuel deliveries over water directly to a vessel from a tank truck, are regulated as follows:

- By the U.S. Coast Guard in accordance with 33 CFR and 46 CFR for vessels whose fuel capacity is 10,500 gallons or more;
- By the Office of the State Fire Marshal in accordance with the NFPA 30 for vessels whose capacity is less than 10,500 gallons;
- By the PDA for all vessels desiring to receive fuel deliveries from Division properties.

The Division has reviewed the request of Tasha and recommends the PDA Board of Directors approve a non-exclusive right for Tasha to deliver diesel fuel (gasoline prohibited) at the Market St. Terminal, and authorize the Executive Director to enter into a Right of Entry agreement generally in accordance with the following terms and conditions:

PREMISES: Market Street Marine Terminal.  
PURPOSE: Sale of diesel fuel only to Commercial Vessels.  
TERM: Three (3) years, commencing October 3, 2024, through September 30, 2027.  
FEES: Published Fuel Flow Fee rates as contained in Exhibit A, Ports Terminal Charges, Section L.  
INSURANCE: As contained in Exhibit A, Ports Terminal Charges, Section R, including Environmental/Pollution Liability insurance with limits of not less than \$1 million per occurrence and \$1 million aggregate.

### ADDITIONAL TERMS AND CONDITIONS:

- Proof of compliance with applicable sections of 33 CFR and 46 CFR.
- Diesel fuel will only be delivered to vessels with less than 10,500-gallon capacity that have a contractual agreement with the PDA-DPH to receive deliveries, including a Variance issued by the Office of the State Fire Marshal in accordance with Bulletin #2015-07.
- Diesel fuel, (gasoline prohibited) will only be delivered to commercial vessels with greater than 10,500-gallon capacity at the Market Street Marine Terminal with prior permission of the Division.

○○○○ TAKING YOU THERE

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

PEASE DEVELOPMENT AUTHORITY  
DIVISION OF PORTS AND HARBORS  
555 MARKET STREET  
PORTSMOUTH, NH 03801  
603-436-8500

TERMINAL CHARGES

January 01, 2007

Amended March 1, 2009

Amended January 24, 2017

Amended May 3, 2021

Amended April 1, 2024

A. DOCKAGE:

(The term dockage refers to the charges assessed against a vessel for berthing at the facility or for mooring to a vessel so berthed.)

\$0.29 cents per net registered ton per twenty-four hour period or a fraction thereof, with a minimum charge of \$500.00 per twenty-four hour period or a fraction thereof.

\$1.70 per ft. per twenty-four hour period or a fraction thereof for subchapter T and subchapter K (small passenger vessel), tugs without tows or barges without certificate of registry.

B. WHARFAGE:

(Wharfage refers to a charge assessed against the vessel on all cargo and containers, full or empty, passing or conveyed over, onto or between vessels (to or from barge, lighter or water) when berthed at the wharf. Wharfage is solely the charge for use of the wharf and does not include charges for any other service.)

Dry Bulk Cargo	\$0.85 per net ton
Containers 20 and 40 Ft length (loaded)	\$15.00 per container
Containers 20 and 40 Ft length (empty on return cycle)	No Charge
Passengers embarking or disembarking	\$2.50 per passenger
Heavy Lift Cargo	\$300.00 minimum per pick, charges to be determined in advance
Cargo, NOS	\$1.75 per net ton
Minimum Charge per Vessel	\$300.00

Trucks, Buses, Vans  
any size to ships' side \$120.00 each entry onto the terminal.

Parking  
Trucks, buses, vans \$20.00 per day  
passenger cars \$5.00 per day

C. VESSEL DOCK LINES:

Line handlers are arranged by the Ship's Agent(s) or representative. All contractors are required to meet all insurance requirements of the PDA-DPH.

PDA/DPH reserves the right to approve or reject line handling procedures and additional lines may be required according to prevailing circumstances.

D. MOORING MASTER

PDA/DPH reserves the right to require an approved Mooring Master be onboard any vessel while at the terminal for a period of time determined by the PDA-DPH, according to prevailing circumstances, including but not limited to, size of vessel, velocity of current, wind and weather conditions. The cost of the Mooring Master is the responsibility of the vessel owner or charterer, in accordance with the terms of the charter.

E. TERMINAL LABOR:

Arranged by cargo owner, consignee, contractors or subcontractors. All contractors are required to meet all insurance requirements of the PDA-DPH.

F. SECURITY and TWIC ESCORT:  
\$37.00 per hour

G. CRANE RENTAL:

All cranes are the responsibility of the customer either by rental or ownership. Documentation of crane certifications and certificates of insurance must be produced for inspection. Certified operators only.

H. FORKLIFT/SMALL EQUIPMENT RENTAL;

All equipment is the responsibility of the customer either by rental or ownership. Documentation of certifications (where applicable) and certificates of insurance must be produced for inspection. Certified operators only.

I. LIGHTS:

\$100.00 per night

J. WAREHOUSE SPACE:

\$6.50 per sq. ft., per annum, net of utilities

K. FRESH WATER

\$20.00 per 100 cubic feet, \$100.00 minimum per delivery.

L. FLUIDS TRANSFER:\*

See PDA-DPH fuel/bunkers ROE contracts with vendors.

- M. **ELECTRICAL:**  
Available. Price to be determined. All service installation(s) and disconnects for shippers account.
- N. **NON-HAZARDOUS WASTE DISPOSAL:**  
Outside contract/vessel.
- O. **STORAGE**  
To be arranged in advance of cargo delivered to terminal.  
Outside paved, uncovered.  
\$63,000.00 per acre per annum
- P. **FREE TIME:**  
5 days beginning at 0800 hrs on the day following discharge for inbound cargo or entry into the terminal for outbound cargo excluding weekends and holidays.
- Q. **POINT OF REST:**  
To be determined by the PDA/DPH prior to arrival of cargo/equipment.
- R. **MINIMUM INSURANCE REQUIREMENTS:\*\***

All contractors, subcontractors and/or any agents thereof are required to provide proof of insurance to the Pease Development Authority-Division of Ports and Harbors (PDA-DPH) before the commencement of any work on PDA-DPH property. The following are the minimum requirements for insurance coverage:

1. **Commercial General Liability:** Two (2) million dollars commercial general liability coverage per occurrence; and Two (2) million dollars per project aggregate.
2. **Automobile Liability:** One (1) million dollars automobile liability coverage.
3. **Workers Compensation:** Coverage equal to minimum statutory levels as required by New Hampshire State law.
4. **Longshore and Harbor Workers Compensation Act Insurance:** *To the extent applicable* and to limits as required by Federal and State law.
5. **Environmental/Pollution Liability:** As required by activities which give rise to the necessity for such coverage and in such amounts as determined by PDA-DPH from time to time.
6. **Additional Insureds:** Pease Development Authority Division of Ports and Harbors and the State of New Hampshire must be named as additional insureds under all liability coverages.
7. **Certificate Holder:** Pease Development Authority, Division of Ports of Harbors  
555 Market St.  
Portsmouth, NH 03801
8. **Professional Liability:** As required by activities which give rise to the necessity for such coverage and in a minimum amount of One (1) million dollars.
9. **Notice of Cancellation:** A 30 day notice of cancellation (with the exception of a 10 day notice for non-payment of premium) must be provided.
10. **Waiver of Subrogation:** With the exception of workers compensation coverage, a statement that a waiver of subrogation is included with respect to applicable coverage.

11. **Primary Insurance:** A provision that any liability coverage required to be carried shall be primary and noncontributing with respect to any insurance carried by the PDA.

\*\*Insurance Coverage amounts may be greater, subject to nature of activities conducted on PDA-DPH property

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ITEMS A - R ARE FOR INFORMATIONAL PURPOSES

ALL FINAL CONTRACTUAL AGREEMENTS ARE SUBJECT TO APPROVAL BY THE PEASE DEVELOPMENT AUTHORITY IN ACCORDANCE WITH NEW HAMPSHIRE STATUTE

ANY ADDITIONAL/UNFORESEEN COSTS OTHER THAN WHAT IS STATED ABOVE IS TO BE PAID FOR BY THE CUSTOMER

ALL PROJECTS ARE SUBJECT TO THE AVAILABILITY OF THE FACILITIES AT THE TIME

TERMS ARE NET, COMPLETION OF THE PROJECT; UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE FOR CREDIT

A DEPOSIT MAY BE REQUIRED BEFORE THE BEGINNING OF ANY PROJECT

THE PDA/DPH IS TO BE NAMED AS AN ADDITIONAL INSURED FOR ALL CARGO AT THE TERMINAL AND FOR SHIP LOADING OPERATIONS


CERTIFICATES OF INSURANCE MUST BE RECEIVED BEFORE THE RECEIPT OF CARGO AND START OF WORK

**\*FUEL AND BUNKERS DELIVERIES:**

In accordance with current **BULK FUEL DELIVERY CONTRACTS** all fuel and bunkers deliveries are by PDA-DPH approved vendors only. GASOLINE IS PROHIBITED. Proof of compliance with applicable sections of 33 CFR and 46 CFR required. The following flow fee for fuel and bunkers deliveries is currently in effect:

- \$0.10 (ten cents) per gallon for vessels with tank capacity of less than 10,500 gallons
- \$0.01(one cent) per gallon for up to 50,000 gallons for vessels with a tank capacity of greater than 10.500 gallons
- \$0.005 (one half cent) per gallon in where the delivery exceeds 50,000 gallons for vessels with a tank capacity of greater than 10,500 gallons

## MEMORANDUM

To: Pease Development Authority Board of Directors  
From: Paul E. Brean, Executive Director   
Date: August 29, 2024  
Re: Special Event

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I am pleased to report that on September 15, 2024, Wentworth Douglass Hospital Charitable Foundation will be holding a 5K road race, utilizing a portion of the road network situated on the Pease International Tradeport.

P:\BOARDMTG\2024\Special Event 9-12-24.docx