

Place: 55 International Drive – Board Conference Room

Watch Meeting Via Live Stream: 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 December 16, 2025 *
(Fournier)**

III. Public Comment:

IV. Committees:

A. Report:

No items to report

V. Old Business:

A. Report:

No items to report

VI. Consent Agenda Items:

A. Consent Agenda Approvals: * (Conard)

1. Pease International Airport at Pease – On-Call Airport Engineering and Architectural Services * **(Parker)**
2. Portsmouth International Airport at Pease – New Hampshire Air National Guard – Request for Fee Transfer “Overflow Parking Lot B” Parcel * **(Fournier)**
3. Lonza Biologics – 34 Harvest Way – Sign Variance * **(Levesque)**
4. Pease Development Authority - Legal Services * **(Ferrini)**

VII. Finance:

A. Executive Summary *

B. Reports:

1. FY2026 Financial Report for the Five-Month Period Ending November 30, 2025 *
2. Cash Flow Projections for the Nine Month Period Ending September 30, 2026 *

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

A. Report: *

1. Northeast Landcare – Right of Entry – Rye Street off Corporate Drive

IX. Leases:

A. Report: *

1. Sublease between 119 International Drive, L.L.C. and Incline Analytics LLC at 15 Rye Street
2. Sublease between Pioneer New Hampshire, LLC and Sterilray, Inc. at 112 Corporate Drive

X. Contracts:

A. Report: *

1. On-call Fence Company - Premier Fence – Exercise Two Year Option
2. PDA's Auditor - Berry Dunn – CARES Act Grant Funding

B. Marketing Funds Report: *

1. Words in the Woods – Annual Report
2. Dover Chamber of Commerce

XI. Signs:

A. Report:

No items to report

XII. 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) December 2025 *

XIII. Division of Ports and Harbors:

A. Reports:

1. Division of Ports and Harbors Facilities Report *
2. Minutes of the Port Advisory Council Meeting of October 8, 2025 *
3. 2023 Annual Foreign Trade Zone Report *
4. 2024 Annual Foreign Trade Zone Report *

B. DPH Consent Agenda Approvals: * (Parker)

1. Functional Replacement Project - Appledore Marine Engineering, LLC – Dredge Analysis and Bid Solicitation Service Retroactive Approval * **(Conard)**
2. Rye Harbor Marine Facility – Riverside & Pickering Marine Contractors - Recreational Pier Floating Docks Replacement * **(Ferrini)**
3. Rye Harbor Marine Facility – Rye Harbor Seawall - Appledore Marine Engineering LLC * **(Semprini)**
4. Rye Harbor Marine Facility – Right of Entry Transfer and Amendment – Vintage Fish Company to Hidden Coast Shellfish * **(Parker)**

C. Discussion on Rye Harbor Marine Facility Study – Tighe & Bond

XIV. New Business:

A. Report:

No items to report

B. Grant Applications Filed in December:

1. Portsmouth International Airport at Pease – Passenger Boarding Bridge

XV. Special Event:

A. Report: *

1. Millennium Running - St. Patty's 5k/10k Road Race to be held on March 15, 2026

XVI. Upcoming Meetings:

Port Committee	March 5, 2026 @ 8:00 a.m.
Golf Committee	March 16, 2026 @ 8:30 a.m.
Finance Committee	March 16, 2026 @ 9:00 a.m.
Board of Directors	March 17, 2026 @ 8:30 a.m.

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

XVII. Directors' Comments:

XVIII. Non-public Session: * (Semprini)

1. Dismissal, promotion, or compensation of any public employee [NH RSA 91-A:3, II (a)] and
2. Consideration of Legal Advice [NH RSA 91-A:3, II (l)].

XIX. Vote of Confidentiality: * (Ferrini)

XX. Adjournment:

XXI. Press Questions:

XXII. 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 Fournier:

I make a motion to accept the meeting minutes of the Board of Directors' meeting held on December 16, 2025.

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

Tuesday, December 16, 2025

Presiding: Steve Duprey, Chairman
 Present: Thomas G. Ferrini, Treasurer; Steve Fournier; Susan B. Parker; and Brian Semprini
 Absent: Neil Levesque, Vice Chair and Karen Conard
 Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy Director / General Counsel; Josh Wyatt, Deputy General Counsel; Suzy Anzalone, Director of Finance; Tim Riese, Golf Course General Manager; Michael R. Mates, Director of Engineering; Jared Sheehan, Assistant Director of Engineering and Environmental Compliance; Richard Hartley, Director of Ports and Harbors; Chasen Congreves, Business Development; Andrew Pomeroy, Manager of Aviation Compliance & Safety; Greg Siegenthaler, IT Director; and Raeline A. O'Neil, Executive Administrative Assistant
 Minutes Prepared By: Raeline A. O'Neil, Executive Administrative Assistant

AGENDA

I. Call to Order:

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

II. Acceptance of Meeting Minutes: Board of Directors' Meetings of November 18, 2025

Director Ferrini moved the motion and Director Parker seconded to accept the meeting minutes of the Board of Directors' meeting held on November 18, 2025.

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

III. Public Comment:

Erik Anderson – provided a handout to the Board, which had been updated since a similar packet of material had been given to the Port Committee at its recent meeting. The handout contained information regarding the various Commercial Fisheries in the State; the importance of the three (3) DPH facilities; and that catches have no value until they arrive at the facilities and enter commerce; this document is in response to inquiries made at previous Board meetings.

Adam Baker – requested the Board consider approving more than just a one-year extension for the Rights of Entry ("ROE") referenced in item V.A.1. on the agenda. Baker spoke

to the difficulties, as a business owner, to operate on a year-to-year basis; the reference of ROEs being more than one-year in the recent Rye Harbor Study; and that extended terms would allow for better business planning. Duprey spoke to the pending litigation, need to protect the interests of the State; and with resolution of litigation determine best steps forward with through guidance (study and counsel).

IV. Committees:

A. Report:

1. Port Committee

Fournier reported that the Port Committee meeting last Thursday (12/11) and discussed the ROE Transfer request from Nudd to Heath and item XIII.B.3. referenced on today's agenda.

V. Old Business:

A. Report:

1. Rye and Hampton Harbor Marine Facilities – Shack Rights of Entry – One Year Extension

Director Fournier moved the motion and Director Parker seconded that the Pease Development Authority Board of Directors authorizes the Executive Director to finalize and enter into one (1) year extensions of the Rights-of-Entry ("ROE") for the placement of private commercial shacks at both Rye and Hampton Harbors for those current ROE holders that request an extension in writing; all in accordance with the memorandum of Executive Director Paul Brean, dated December 8, 2025, attached hereto and incorporated herein.

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

VI. Consent Agenda Items:

A. Consent Agenda Approvals:

- 1. Portsmouth International Airport at Pease – Runway Deicer – Nachurs Alpine Solutions, LLC**
- 2. Portsmouth International Airport at Pease – Right of Entry - Pease Greeters**
- 3. Pease Development Authority - Fred C. Church – Insurance Renewal**

Director Parker moved the motion and Director Fournier seconded that the Pease Development Authority Board of Directors hereby moves that item numbers 1-3 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. Portsmouth International Airport at Pease – Runway Deicer – Nachurs Alpine Solutions, LLC**
- 2. Portsmouth International Airport at Pease – Right of Entry - Pease Greeters**
- 3. Pease Development Authority - Fred C. Church – Insurance Renewal**

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

B. Consent Agenda Approval with Waiver:

1. Portsmouth International Airport at Pease - USDA / WS Wildlife Control Proposal at Airports

Director Fournier **moved** the **motion** and Director Semprini **seconded** that the Pease Development Authority (“PDA”) Board of Directors authorizes the Executive Director to enter into a Cooperative Service Agreement with the United States Department of Agriculture, Animal and Plant Health Inspection Services and Wildlife Services (APHIS – WS), to continue its integrated wildlife control and monitoring duties at Portsmouth International Airport at Pease (PSM) and Skyhaven Airport (DAW); any taking of wildlife at Pease will be confined within the airport perimeter fence and be in compliance with Federal and State permits, for the period of January 1, 2026, through December 31, 2026, in the amount of \$47,972.09; all in accordance with the memorandum of John Meehan, Airport Manager, dated December 4, 2025, and attached hereto.

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

1. PDA has a long-standing relationship with APHIS/WS stemming back to the time the PDA was formed;
2. APHIS/WS has maintained ongoing wildlife surveys, with data dating back to its first work at Pease and PDA does not want to interrupt this data stream;
3. APHIS/WS conducts training classes for PDA Airport Operations Personnel on Airport Wildlife Hazard Management to meet 14 CFR 139 requirements; and the APHIS/WS is the FAA recognized federal authority for airport wildlife hazard management and training; and
4. In addition, this agreement is a cost share with our partners at the NHANG and any taking of wildlife will be in compliance with Federal and State permits.

Discussion: None. **Disposition:** Resolved **unanimous** roll call (5-0) vote for; motion **carried**.

VII. Finance:

Suzy Anzalone (“Anzalone”), PDA Finance Director, provided a verbal report due to conversion of finance software. Anzalone spoke to revenue being favorable by 2.3%; expenses under budget by approximately 5%; and no cash flow issues; anticipates being able to provide the Board with written reports at the January meeting.

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

A. Report:

1. Right of Entry – City of Portsmouth Police Department – Hampton Street

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

1. Name: City of Portsmouth Police Department
License: Right of Entry
Location: Hampton Street
Purpose: Utilizing area for Police K9 Training Course
Term: November 1, 2025, through March 25, 2026

Director Fournier was consulted and granted his consent regarding this Right of Entry.

IX. Leases:

A. Report:

1. **Sublease between 325 Corporate Drive II, LLC, Bottomline Technologies, Inc., Market Square Architects and ReArch Company, Inc. at 325 Corporate Drive**
2. **Sublease between Farley White Pease, LLC and Dakota Wealth LLC at 100 Arboretum Drive**

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

1. Tenant: ReArch Company Inc.
Space: 325 Corporate Drive (Suite #203)
Use: Administrative, Executive and General Purposes
Term: 3-year term expiring October 31, 2028, with two (2) three-year options
2. Tenant: Dakota Wealth, LLC
Space: 100 Arboretum Drive
Use: General Office use and customary accessory uses
Term: Eighty-four (84) months, with one (1) five-year option

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. **Pease Development Authority – PDA’s On-Call Environmental Engineering Consultant Fuss & O’Neill – Preparation of Draft Notice of Intent**
2. **Pease Golf Course – B&H Photo – Three (3) Overhead Projectors for Simulator Room**

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

1. Project Name: Fuss & O’Neill
(PDA’s On-Call Environmental Engineering Consultant)
Board Authority: Director Ferrini
Cost: \$2,500.00
Summary: For the preparation of a draft Notice of Intent.
2. Project Name: B&H Photo
Board Authority: Director Ferrini
Cost: \$6,862.53
Summary: Purchase of three (3) overhead projectors for the Simulator Room at Pease Golf Course.

B. Marketing Funds Report:**1. Airport One, LLC**

Brean indicated this is a new report associated with approval by the Board to report on marketing expenses and the expense was roughly \$8,000, relating to the partnership with Allegiant Air’s service to Sanford/Orlando, Florida route.

XI. Signs:

No items to report

XII. Executive Director:**A. Reports:**

1. 2026 Meeting Schedule

2026 PDA BOARD & COMMITTEE 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.	01/13/26											
February	None												
March	Tues.	03/17/26	Mon.	03/16/26	Mon.	03/16/26			Thurs.	03/05/26			
April	Tues.	04/21/26					Mon.	04/13/26			Tues.	04/21/26	
May	Tues.	05/19/26											
June	Tues.	06/16/26	Mon.	06/15/26	Mon.	6/15/2026			Thurs.	06/04/26			
July	None												
August	Tues.	08/18/26											
September	Tues.	09/15/26	Mon.	09/14/26	Mon.	09/14/26			Thurs.	09/03/26			
October	Tues.	10/20/26					Tues.	10/13/26			Tues.	10/20/26	
November	Tues.	11/17/26											
December													
Annual	Tues.	12/15/26	Mon.	12/14/26	Mon.	12/14/26			Thurs.	12/03/26			
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:\Boarding\2025\2026 Board & Committee Meetings and Holidays

2. 2026 PDA Holiday Schedule

PDA Holidays - 2026	Day	Date
New Year's Day	Thursday	1/1/2026
Martin Luther King, Jr./Civil Rights Day	Monday	1/19/2026
Washington's Birthday	Monday	2/16/2026
Memorial Day	Monday	5/25/2026
Juneteenth Day	Friday	6/19/2026
Independence Day	Friday	7/3/2026
Labor Day	Monday	9/7/2026
Columbus Day	Monday	10/12/2026
Veterans Day	Wednesday	11/11/2026
Thanksgiving Day	Thursday	11/26/2026
Day after Thanksgiving	Friday	11/27/2026
Christmas Day	Friday	12/25/2026

3. Elections (Vice-Chair and Treasurer)

In accordance with Article III, Section 3.4 of the PDA By-Laws, the Legal Department proposes that the format and motions set forth below be followed in connection with the Annual Meeting to be held on Thursday, December 16, 2025:

ELECTION OF OFFICERS

I. Meeting Chairman: “Do I have a motion for election of a Vice-Chairman?”

Director Fournier **moved** the **motion** and Director Semprini **seconded** that the Board elect **Director Levesque** as **Vice-Chairman** of the Pease Development Authority in this process.

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

II. Meeting Chairman: “Do I have a motion for election of a Treasurer?”

Director Fournier **moved** the **motion** and Director Semprini **seconded** that the Board elect **Director Ferrini** as **Treasurer** of the Pease Development Authority in this process.

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

4. Committee Appointments

PDA COMMITTEE LISTING – EFFECTIVE December 16, 2025

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 Sempini
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 Sempini
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 Sempini, Chair
Karen Conard
Susan Parker
Staff Contact: Mates

Golf Committee

Steve Fournier, Chair
Thomas G. Ferrini
Karen Conard
Staff Contact: Brean/Riese

Port Committee

Neil Levesque, Chair
Steve Fournier
Karen Conard
Staff Contact: Brean/Hartley

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.

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5. Lonza Biologic, Inc. – Wetland Permit Submission regarding Hodgdon Brook

Brean spoke to the permitting being associated with the Vertex project. Duprey inquired into setting up a tour for the Board; Brean indicated he would look into that.

6. Golf Course Operations

Tim Riese (“Riese”), PGA Professional, Pease Golf Course (“PGC”) spoke to the golf season being April 1st to November 30th. Riese indicated that the 2025 season for PGC opened on March 28th and closed on November 30th, with approximately 72,012 rounds played; the season started slow, due to weather conditions; and approximately 50% of the 2026 season passes have been accounted for.

7. Airport Operations

- a) **Portsmouth International Airport at Pease (PSM)**
- b) **Skyhaven Airport (DAW)**
- c) **Noise Line Report**
 - (i) **November 2025**

Brean spoke about recent upgrades which will allow passengers to pay for terminal parking through the Pango mobile app. Activities at the airport are going well with numbers through October indicating approximately 100,000 enplanements, anticipation the largest year of commercial activity with leisure travel outpacing the charter activity; and fuel flowage being strong. Brean further spoke to the Air Traffic Control Tower rehabilitation project being underway; a taxiway project being completed; and recent winter weather activity.

Brean informed the Board that Thermo Fisher broke ground on its new hanger facility.

Lastly, Brean spoke to the one noise complaint received, being a Blackhawk military helicopter performing training exercises.

XIII. Division of Ports and Harbors:

A. Reports:

- 1. Division of Ports and Harbors Facilities Report**
- 2. Appledore Marine Engineering, LLC – Marine Engineering Services – Exercise Last of Three One-Year Options**
- 3. Right of Entry – Atlantic Marine Corporation & Irving Oil Terminals, Inc. – Bulk Fuel Deliveries**

Richard Hartley (“Hartley”) Director of Ports and Harbors (“DPH”) spoke to the report provided in the Board materials and further spoke to cable laying operations by UNH during the next ten (10) days in Piscataqua River and out to Isles of Shoals. Spoke to the floating dock associated with the Functional Replacement and discussions on its placement to benefit DPH and its users.

Duprey inquired into the request to made to MARAD in 2025; Hartley stated the request was for just under \$11 million to be utilized for the office / warehouse replacement at Market Street. Hartley spoke about safety issues with winds 35 mph or stronger resulting in the office needing to be vacated by staff and the office being closed. Hartley spoke to weather being the cause of a potential loss of the warehouse and the matching funding to be received from the state for the replacement of the warehouse and office.

Ferrini spoke about the potential of the grant not being awarded; the need to make the public aware that support may be needed; and the implications of safety issues. Hartley stated there are ways to mitigate the loss of office space through temporary solutions.

Brean spoke to addressing the legislature on this matter and received feedback from the Committee; Duprey spoke to concerns should the grant not be awarded and whether the matching funds from the State's would still be provided.

Parker suggested a business case be developed and presented outlining the potential loss of matching funds as well as the loss to providing service to certain revenue producers.

Hartley spoke to a high spot on the Piscataqua River Turning Basin that has been remedied by the movement of sediment due to currents.

B. DPH Consent Agenda Approvals:

1. **Hampton Harbor Marine Facility – Right of Entry Transfer from Robert Nudd to Joshua Heath**
2. **Market Street Terminal – Army Corp of Engineers - Permitting for Functional Replacement**
3. **Initial Proposal of Schedule of Fees, Mooring Permit and Wait List Application**

Director Semprini 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. **Hampton Harbor Marine Facility – Right of Entry Transfer from Robert Nudd to Joshua Heath**
2. **Market Street Terminal – Army Corp of Engineers - Permitting for Functional Replacement**
3. **Initial Proposal of Schedule of Fees, Mooring Permit and Wait List Application**

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

XIV. New Business:**A. Report:***No items to report***B. Grant Applications Filed in November:***No items to report***XV. Special Event:****A. Report:***No items to report***XVI. Upcoming Meetings:**

Board of Directors

January 13, 2026 @ 8:30 a.m.

All Meetings begin at 8:30 a.m. unless otherwise posted.**XVII. Directors' Comments:****XVIII. Adjournment:**

Director Semprini moved the motion and Director Ferrini seconded to adjourn the Board meeting. Meeting adjourned at 9:10 a.m.

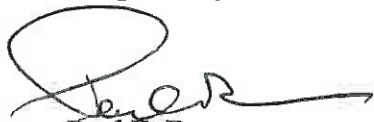
Discussion: None. Disposition: Resolved unanimous vote; motion carried/failed.

XIX. Press Questions:

None

XX. Consultation with Counsel:

Respectfully submitted,



Paul E. Brean
Executive Director

***SAMPLE* MOTION**

Director Conard:

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. Pease International Airport at Pease – On-Call Airport Engineering and Architectural Services
2. Portsmouth International Airport at Pease – New Hampshire Air National Guard – Request for Fee Transfer “Overflow Parking Lot B” Parcel
3. Lonza Biologics – 34 Harvest Way – Sign Variance
4. Pease Development Authority – Legal Services

***SAMPLE* MOTION**

Director Parker:

The Pease Development Authority ("PDA") Board of Directors hereby authorizes the Executive Director to negotiate and execute contracts for the provision of PDA's on-call Airport Architectural and Engineering Services in compliance with current FAA guidelines, with:

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

The contract with each consultant will be for a period of three (3) years with one (1), two (2) year extension option period exercisable at the Executive Director's sole discretion; all in accordance of the memorandum of Michael R. Mates, P.E., Director of Engineering, dated December 31, 2025, attached hereto.

Memorandum

To: Paul E. Brean, A.A.E., Executive Director 
From: Michael R. Mates, P.E., Director of Engineering 
Date: December 31, 2025
Subject: Airport Architectural and Engineering Services

For the past five years, PDA has held contracts with firms who have provided on-call airport engineering services. Last fall, in anticipation of the contract expirations, the Engineering Department advertised a Request for Qualifications to provide airport related services for Portsmouth and Skyhaven. Five firms responded by providing Statements of Qualifications, which were reviewed by an evaluation committee consisting of staff from the Airport and Engineering Departments. Each submission was ranked using an evaluation matrix. From this ranking the committee was able to select firms it believes are best qualified to complete various projects that are programmed in the coming years.

In compliance with FAA guidance, the committee considered the projects identified in PDA's 2027 – 2032 Airport Capital Improvement Plans ("ACIP") and paired the project with the consultant that best demonstrated its ability to complete the project work. The evaluation committee recommends the following firms be engaged to provide services as required by the ACIP:

- McClure Engineering Company
- Jacobs Engineering Group, Inc
- Hoyle, Tanner & Associates, Inc.
- McFarland-Johnson, Inc.

In addition to the ACIP projects, PDA will need on-call consulting services to assist with other tasks that arise from time to time. These may include updating drawings and maps for the airports' security and certification manuals, and general consulting, such as third-party reviews of development proposals. The committee recommends retaining the four listed firms to be available to assist PDA with these types of tasks.

At the January 2026, Board Meeting, please seek approval to contract with the four identified firms as PDA's on-call airport architectural and engineering services consultants for a period of three years with the option to extend the contract period by two years at the end of the original three-

year period. Approvals of specific project contracts will be brought to the Board at the time that the projects are scheduled to be implemented. I will be in attendance at the January meeting to answer any questions that the Board may have.

N:\ENGINEER\Board Memos\2026\airport engineering consultant.docx

***SAMPLE* MOTION**

Director Fournier:

That the Pease Development Authority Executive Director is authorized to enter into negotiations with the New Hampshire Air National Guard ("NHANG") regarding the fee transfer of property known as the Overflow Parking Lot at 119 Arboretum Drive to NHANG, subject the approval of the ultimate transfer by the Board of Directors and any required federal entity, including but not limited to the Federal Aviation Administration; all as set forth in the Memorandum of Paul E. Brean, A.A.E., Executive Director, dated December 29, 2025, attached hereto.

N:\RESOLVES\2026\Overflow Parking Lot at 119 Arboretum Drive to NHANG (1-13-26).docx

Memorandum

To: Pease Development Authority Board of Directors
From: Paul E. Brean, A.A.E., Executive Director *Peb*
Date: December 29, 2025
Subject: Fee Transfer of "Overflow Parking Lot B" to the New Hampshire Air National Guard

In August, the Pease Development Authority ("PDA") Board of Directors authorized me to engage in lease negotiations with the New Hampshire Air National Guard ("NHANG") regarding the parcel of property adjacent to the Pease Air National Guard Base fuel storage area, commonly referred to as the Overflow Parking Lot at 119 Arboretum Drive, ("OPAD"). In order to secure necessary funding, the NHANG now seeks a *de minimis* cost fee transfer, instead of a long term *de minimis* lease of the OPAD parcel.

Pease Development Authority ("PDA") staff recognize that OPAD is a significantly challenged site for commercial development. Specifically, legacy soil contamination and ongoing environmental remediation by the U.S. Air Force create roadblocks to development on the parcel. Additionally, the NHANG has "set back" security concerns with development which would need to be considered in any potential future development. For these reasons, among others, PDA staff foresees the parcel being utilized primarily for passenger automobile overflow parking during peak seasonal flight activity for the indefinite future.

The NHANG proposes utilizing the parcel as a Base commercial entry access control point. This initiative would increase the standoff distance between commercial vehicles and the fuel storage area, improving Base security. An improved NHANG commercial gate would strengthen regional emergency capabilities at Portsmouth International Airport, likely improving mutual aid public safety responses to the airfield for both commercial and military emergencies.

If the NHANG proposal moved forward, the commercial gate would be designed to support surface parking for NHANG and dedicated parking for PDA Airport overflow parking during heavy volume periods. Dedicated parking would allow PDA to continue to generate parking revenue during periods of high parking demand.

The NHANG also desires to create a Leadership Reaction Course (“LRC”) on the OPAD parcel, which would provide a training environment for current and future military leaders. The LRC serves to strengthen the NH-ANG mission and to increase the Base’s prioritization ranking in the Department of Defense, ultimately supporting NHANG’s broader mission to prepare personnel for evolving global challenges.

NHANG’s proposal could represent a strategic enhancement to Base security, regional emergency preparedness, and military training capacity. The shared use model has the potential of ensuring that PDA’s operational needs are respected while enabling NHANG to fulfill its mission. Instead of PDA maintaining a large parking lot that is used infrequently, it could be afforded the benefit of having overflow parking availability with no capital or operating expenses. Additionally, site improvements could proceed in coordination with long-term environmental remediation. That said, the PDA must also consider its current and future operational needs and FAA grant assurance requirements in any transfer negotiation. Furthermore, any fee transfer must protect the PDA’s interests. As such, it makes sense to engage in negotiations with the NHANG in an attempt to reach a deal that works for both entities. Any transfer of the property would be subject to the approval of the PDA Board and the FAA.

At the January 13, 2026, Board of Directors meeting, please authorize me to engage in negotiations with the NHANG regarding a fee transfer of the OPAD, or a portion thereof, generally consistent with the above. Any finalized draft transfer documents would be brought back to the Board for consideration and potential approval.

***SAMPLE* MOTION**

Director Levesque:

The Pease Development Authority Board of Directors hereby approves of the proposed sign for Lonza Biologics at 34 Harvest Way and refers the matter to the City of Portsmouth to review Lonza's application for a variance; all in accordance with the memorandum of Michael R. Mates, P.E., Director of Engineering dated December 24, 2025; attached hereto and incorporated herein.

N:\RESOLVES\2026\Signs – Lonza Signage at 34 Harvest Way (1-13-2026).docx

Memorandum

To: Paul E. Brean, A.A.E., Executive Director
From: Michael R. Mates, P.E., Director of Engineering
Date: December 24, 2025
Subject: Lonza Signage Approval – 34 Harvest Way

Lonza is requesting approval to install signage on their new building located at 34 Harvest Way. The proposed signage includes a new monument sign located at the corner of Corporate Drive and Goose Bay Drive and two signs on the new building facing north and west as shown on the attached drawings. The proposed monument sign is 22.5 square feet, and the wall signs are 45.6 square feet each for a total of 113.7 square feet.

As per Part 306.01(d) of the PDA Land Use Controls, signage shall not exceed a maximum area of 200 square feet on each parcel without a variance. The circumstances giving rise to the variance request are unique to the Lonza facility. The Lonza lot is 43.4 acres and is home to three buildings and a parking garage. While the 200 square foot maximum may be appropriate for traditional Pease parcels that are five to ten acres, Lonza's facility is significantly larger with multiple buildings and an internal road network requiring more signage to identify their various facilities.

Currently, Lonza has four signs identifying its building: a monument sign at the main 101 International Drive driveway; a wall sign that faces International Drive; and two wall signs that face Corporate Drive and the Spaulding Turnpike. The following table illustrates the existing and proposed lot signage.

Sign Location	Sign Area: Existing	Sign Area: Proposed
International Dr. Wall Sign (1)	65.3 SF	-
Spaulding Tpk. Wall Sign (2)	94.3 SF	-
Spaulding Tpk. Wall Sign (3)	429.3 SF	-
Monument Sign (4)	38.3 SF	-
Wall Sign (A)	-	22.5 SF
Wall Sign (B)	-	45.6 SF
Monument Sign (C)	-	45.6 SF
Total Area	627.2 SF	113.7 SF

NEW SIGN AREA TOTAL = 740.9 SF

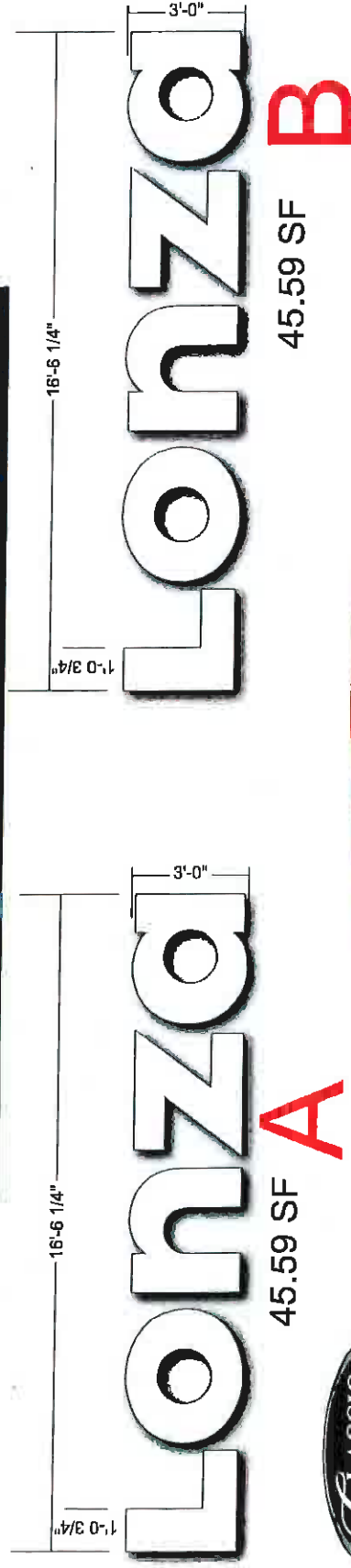


The new total proposed sign area is 740.9 square feet, which is more than the 200 square foot maximum allowed by the PDA Land Use Controls for this single lot. As such, a variance will be required to install the signs as proposed.

At the January 2026 Board meeting, please seek Board approval for Lonza's sign request as proposed. If approved, Lonza will proceed to the City of Portsmouth Zoning Board of Adjustment to file a variance application.

N:\ENGINEER\Board Memos\2026\Lonza Sign Variance 101 International.docx

34 Harvest Way Proposed Signs



Measurements on this artistic rendering may vary slightly from the actual "AS BUILT" upon final engineering. Color and resolution in prints are not representative of final project due to individual monitor settings.

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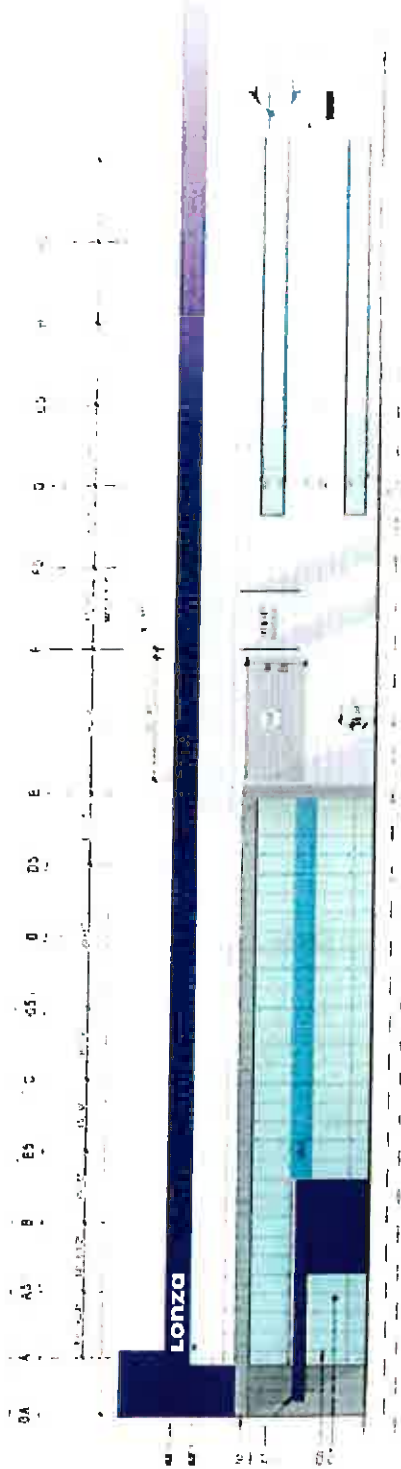


Measurements on this article rendering may vary slightly from the actual "AS BUILT" upon final engineering.
Color and resolution in prints are not representative of final projects due to individual monitor settings.

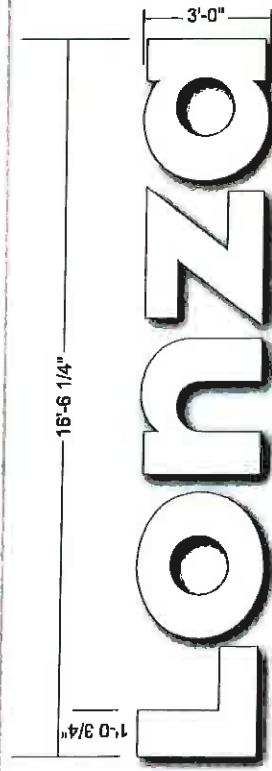
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2 NORTH ELEVATION - BL1.



Item B - Manufacture & Install (1) set non-lit metal fco
letters in white

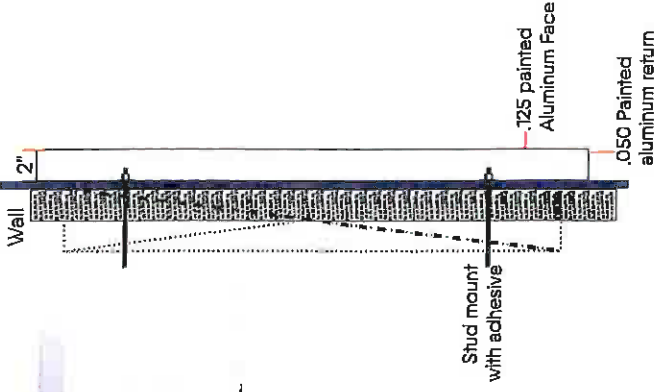


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45.59 SF

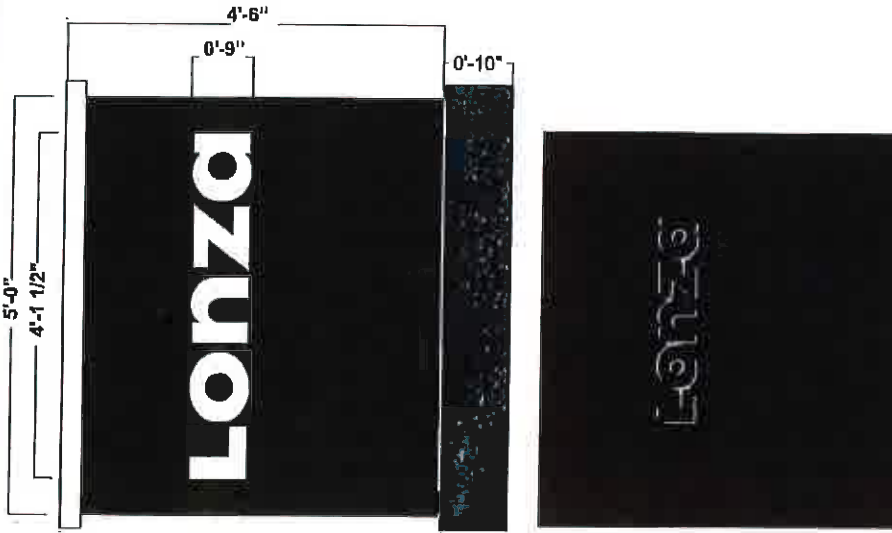
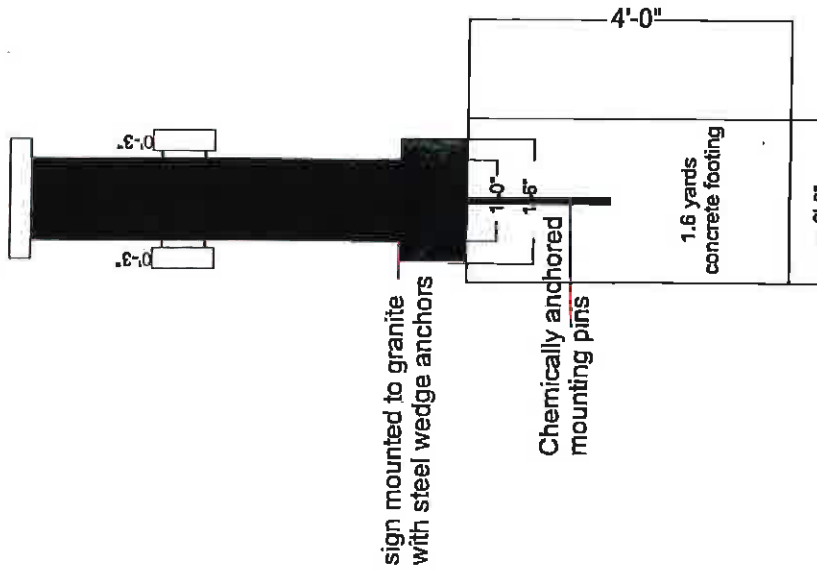
Direct wall mount non-illuminated
channel letter



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REVISION: 11/7/2025

22.5 SF



Reverse Hello Lit Channel Letter for monument sign

Diagram illustrating the reverse side of the Hello Lit Channel Letter for monument sign. The components shown include:

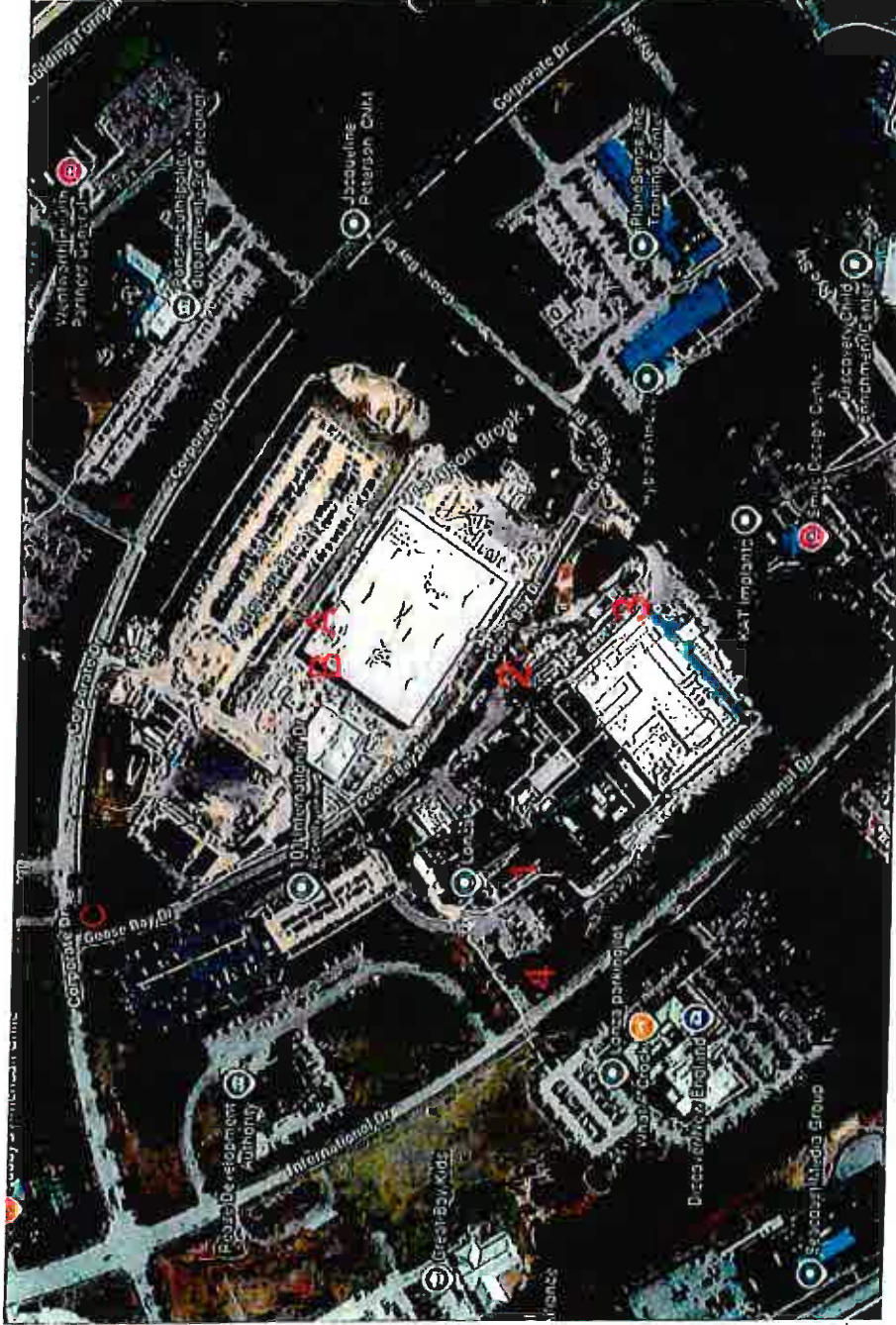
- LED low voltage wire
- Wire Passthrough
- 1/4"-20 Aluminum Stud
- Nut/ Washer
- .090 Aluminum face
- 3"
- .050 Aluminum returns
- .125" Aluminum face
- LED Modules
- 3/16" clear acrylic backer

Item C- Manufacture & Install (1) 4'6" x 5' d/f monument sign on granite base. granite base should be rock & thermal finish, dark grey in color. Black cabinet with "LONZA" halo-lit white channel letters.



Measurements on this artistic rendering may vary slightly from the actual "AS BUILT" upon final engineering. Color and resolution in profile are not representative of final projects due to individual monitor and digital.

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Measurements on this article are for informational purposes only. The actual "AS BUILT" may vary from engineering. Color and resolution in photos are not representative of the physical sign in individual manner settings.

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101 International Existing Signs



3 101" x 612"
-429.25 SF



2 48" x 283" - 94.33 SF



1 40" x 235" - 65.28 SF



4 48" x 115" - 38.33 SF



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Measurements on this artistic rendering may vary slightly from the actual "AS BUILT" upon final engineering. Color and resolution in photos are not representative of final projects due to individual monitor settings.

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***SAMPLE* MOTION**

Director Ferrini:

The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to expend funds in the amount of \$13,785.00 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 January 5, 2026; attached hereto.

N:\RESOLVES\2026\Legal Services (1-13-2026).docx

MEMORANDUM

To: Pease Development Authority Board of Directors
From: Anthony I. Blenkinsop, Deputy Director / General Counsel *ATB*
Date: January 5, 2026
Re: Legal Services

Sheehan Phinney Bass & Green provided legal services to the Pease Development Authority ("PDA") for the month of November 2025, as follows:

November 1, 2025 – November 30, 2025		
(for Tradeport General Representation)	\$5,317.50	
(for Permit Implementation)	<u>\$8,467.50</u>	
		\$13,785.00

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 in a total amount of **\$13,785.00**.

SHEEHAN PHINNEY

1000 Elm Street, 17th Floor
Manchester, NH 03101
603.668.0300

Pease Development Authority
Anthony Blenkinsop, Esq.
55 International Drive
Portsmouth, NH 03801

Invoice Date: January 02, 2026
Invoice Number: 427319
Matter Number: 14713-10167
Billing Timekeeper: Lynn J. Preston

REMITTANCE COPY

General Representation - Trade Port

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Balance Due</u>
<u>Current Invoice</u>		
01/02/26	427319	\$5,317.50
Balance Due		<u><u>\$5,317.50</u></u>

Please Remit to:

Mail To:
1000 Elm Street, 17th Floor
P.O. BOX 3701
Manchester, NH 03105-3701

Wire/ACH Instructions:
Bar Harbor Bank & Trust
82 Main Street
Bar Harbor ME 04609
ACCOUNT # 8330425805
ABA # FOR WIRE & ACH TRANSFERS:
011201759

LawPay: To pay by Credit Card or eCheck,
visit www.sheehan.com, scroll to the
bottom and click LawPay

Terms:

Net 30

Interest accrued on balances over 30 days

SHEEHAN PHINNEY

1000 Elm Street, 17th Floor
Manchester, NH 03101
603.668.0300

Pease Development Authority
Anthony Blenkinsop, Esq.
55 International Drive
Portsmouth, NH 03801

Invoice Date: January 02, 2026
Invoice Number: 427318
Matter Number: 14713-19658
Billing Timekeeper: Lynn J. Preston

REMITTANCE COPY

Permit Implementation

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Balance Due</u>
<u>Current Invoice</u>		
01/02/26	427318	\$8,467.50
Balance Due		<u>\$8,467.50</u>

Please Remit to:

Mail To:
1000 Elm Street, 17th Floor
P.O. BOX 3701
Manchester, NH 03105-3701

Wire/ACH Instructions:
Bar Harbor Bank & Trust
82 Main Street
Bar Harbor ME 04609
ACCOUNT # 8330425805
ABA # FOR WIRE & ACH TRANSFERS:
011201759

LawPay: To pay by Credit Card or eCheck,
visit www.sheehan.com, scroll to the
bottom and click LawPay

Terms:

Net 30

Interest accrued on balances over 30 days

Memorandum

To: Paul Brean, Executive Director
From: Suzy Anzalone, Director of Finance 
Date: January 6, 2026
Subject: Executive Summary – Financial Reports

In anticipation of the upcoming January 13th Pease Development Authority Board meeting, the following is an Executive Summary of the financial results for the five months ended November 30, 2025:

Consolidated Results

Pease Development Authority - Consolidated			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	9,775	9,677	97
Operating Expenses	7,199	7,829	630
Operating Income	2,576	1,848	727
Depreciation	3,552	3,633	81
Non Oper. (Inc)/Exp	(207)	(310)	(102)
Net Operating Income (Loss)	(769)	(1,475)	706

Consolidated operating revenues totaled \$9.8 million trending slightly higher than budget (1%) for the first five months of the fiscal year. Although revenue is right on budget, notable variances over and under budget include the following: fuel flowage fees, golf revenues and registration fees are trending higher than budget while wharfage and dockage fees are under budget, driven by seasonal fluctuations related to the timing of vessels arriving at the Market Street terminal. DPH parking revenue and DPH fuel sales are also trending lower.

Consolidated operating expenses through November totaled \$7.2 million, trending favorably by \$630,000 (8.1%) against budgeted projections. Operating expenses trending lower than budget include wages and benefits, environmental services, administrative expenses, professional services, marketing and fuel purchases. Cost overruns through November include airfield maintenance, facilities maintenance, snow removal, and water expense.

Non-operating income of \$207,000 represents interest earned through November.

Year-to-date Net Operating Loss is (\$769,000) performing favorably against a budgeted loss of (\$1.5) million.

Business Unit Performance

Portsmouth Airport

Portsmouth Airport (PSM) incl Security			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	1,694	1,517	177
Operating Expenses	1,774	1,802	28
Operating Income	(79)	(285)	206
Depreciation	2,089	2,115	26
Non Oper. (Inc)/Exp	0	(104)	(104)
Net Operating Income (Loss)	(2,168)	(2,296)	128

Year-to- date revenues for Portsmouth Airport are trending favorably by \$177,000 (11.7%) mainly resulting from higher fuel flowage fees. Operating expenses are favorable by \$28,000 (1.6%) with administrative expenses, marketing and professional services tending lower, offset by higher expenditures in airfield and facilities maintenance and snow removal expenses.

Skyhaven Airport

Skyhaven (DAW)			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	117	107	10
Operating Expenses	138	134	(3)
Operating Income	(21)	(27)	6
Depreciation	175	178	3
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income (Loss)	(196)	(204)	9

Skyhaven operating revenues through November are \$10,000 higher than budget, driven by higher fuel sales. Year-to-date gallons of fuel sold are trending 15% higher than the previous year. Operating expenses are \$3,000 over budget and include cost overruns in fuel purchases, part-time wages and environmental expenses.

Tradeport

Tradeport			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	4,612	4,643	(31)
Operating Expenses	251	310	59
Operating Income	4,361	4,333	28
Depreciation	314	325	11
Non Oper. (Inc)/Exp	(186)	(186)	(0)
Net Operating Income (Loss)	4,233	4,194	39

Year-to-date Tradeport revenues are unfavorable by \$31,000 mainly driven by lower short-term (right-of-entry) revenue. However, expenses are trending \$59,000 (19%) favorably with cost underruns in building and facilities and professional services.

Pease Golf Course			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	2,334	2,183	151
Operating Expenses	1,371	1,445	74
Operating Income	962	737	225
Depreciation	167	167	0
Non Oper. (Inc)/Exp	0	0	(0)
Net Operating Income (Loss)	795	570	225

Golf course revenues through November are favorable by \$151,000 (6.9%) driven by higher public play fee revenue but offset by lower simulator revenue and merchandise sales. Expenses are under budget by \$74,000 (5.1%) and include cost underruns in wages, golf cart lease expense and cost of goods sold for merchandise. Line items trending higher than budget include facilities expenses, office and equipment supplies and water expense.

Division of Ports and Harbors (DPH)-Unrestricted

Division of Ports and Harbors (Unrestricted)			
(\$ 000's)	YTD Actual	YTD Budget	Variance Fav (unfav)
Operating Revenues	966	1,175	(208)
Operating Expenses	1,074	1,384	310
Operating Income	(108)	(210)	101
Depreciation	729	766	38
Non Oper. (Inc)/Exp	(19)	(16)	3
Net Operating Income (Loss)	(818)	(960)	142

Year-to-date revenues for the DPH are under budget by \$208,000 (17.7%). As mentioned previously in this report, wharfage and dockage fees represent the majority of the revenue variance and is driven by seasonal fluctuations related to the timing of vessels arriving at the Market Street terminal. Fuel sales and parking fees are also trending lower. However, operating expenses are favorable by \$310,000 (22.4%) with cost underruns in wages and benefits, facilities maintenance, administrative expenses, utilities, and fuel purchases. Professional fees are also trending lower than budget as we have not received the final invoices for the Rye Harbor study.

Balance Sheet/Statement of Net Position (Consolidated)

(\$ 000's)	As of 11/30/2025	As of 11/30/2024
Assets		
Current Assets	26,756	23,960
Restricted Assets	1,728	1,709
Non-Current Assets	336,232	331,139
Total Assets	364,717	356,807
Deferred Outflows of Resources	2,672	2,944
Liabilities		
Current Liabilities	5,620	5,460
Non-Current Liabilities	11,861	10,456
Total Liabilities	17,481	15,916
Deferred Inflows of Resources	218,696	219,970
Net Position		
Net Income (Loss)	(769)	(314)
Contributed Capital	186,918	178,339
Retained Earnings	(54,937)	(54,160)
Total Net Position	131,211	123,865

The November balance sheet reflects \$26.8 million in current assets which include \$14.4 million in unrestricted cash (both PDA and DPH), \$11.8 million in trade receivables and the current portion of lease receivables, and \$0.6 million in inventory and prepaid expenses.

Restricted assets total \$1.7 million and consist primarily of the Revolving Loan Fund which currently has 19 outstanding loans totaling \$0.9 million in loans receivable.

Non-Current Assets include year-to-date capital expenditures in the amount of \$2.9 million. Expenditures include NH Ave right hand turn project, taxiway construction and design, asphalt replacement at 55 International, Portsmouth Fish Pier building replacement, and various equipment purchases for PSM and the golf course.

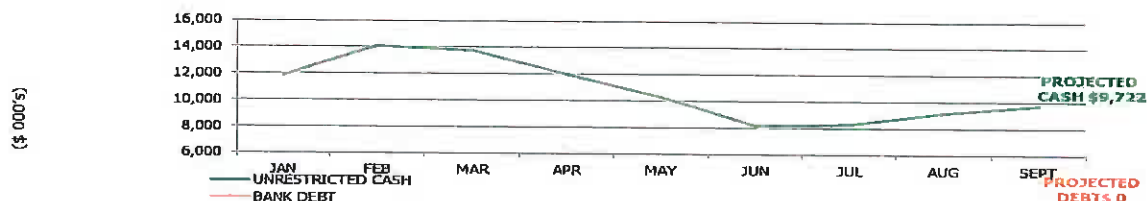
Current liabilities of \$5.6 million represent trade accounts payable, retainage and accrued expenses for both operating and capital expenditures.

PDA Cash Flow Projections for the Ten-Month Period Ending September 30, 2026 (Excl. Division of Ports and Harbors)

During the next nine-month period, PDA cash inflows are projected at \$21.0 million, mainly provided by operating revenues as well as \$4.2 million in grant funding.

Cash outflows of \$24.5 million during this same period include \$7.7 million in non-grant related capital expenditures, \$3.0 million in grant funded expenditures as well as outflows from normal operating expenses and municipal service fee payments. Current projections indicate that the PDA will not need to draw on its line of credit over the next nine months and expects unrestricted cash to decrease to \$9.7 million. The chart below outlines estimated cash and debt balances over the next nine-month period.

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

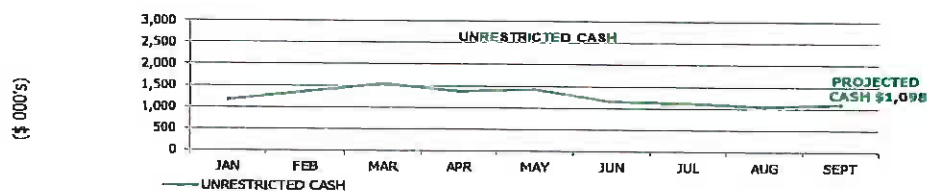


Cash Flow Projections for the Ten-Month Period Ending September 30, 2026 -Division of Ports and Harbors

During the next nine-month period, unrestricted cash inflows at the Division of Ports and Harbors are projected at \$5.1 million, provided by operating revenues and fees, but also include \$2.2 million in grant funding.

Unrestricted cash outflows of \$4.8 million during this same period include \$2.3 million in grant-funded capital expenditures, \$135,000 in non-grant expenditures as well as outflows from normal operating expenses. Unrestricted cash is projected to decrease to approximately \$1.1 million. The chart below outlines estimated 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 any additional information.

PEASE DEVELOPMENT AUTHORITY FY2026 FINANCIAL REPORT FOR THE FIVE MONTH PERIOD ENDING NOVEMBER 30, 2025



BOARD OF DIRECTORS MEETING
JANUARY 13, 2026

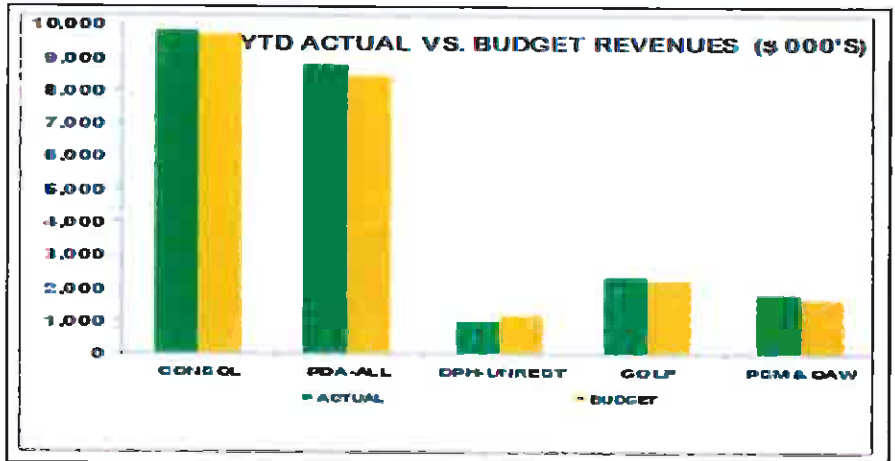
PEASE DEVELOPMENT AUTHORITY

Revenues and Expenditures –Five Months Ended November 30, 2025

Trends:

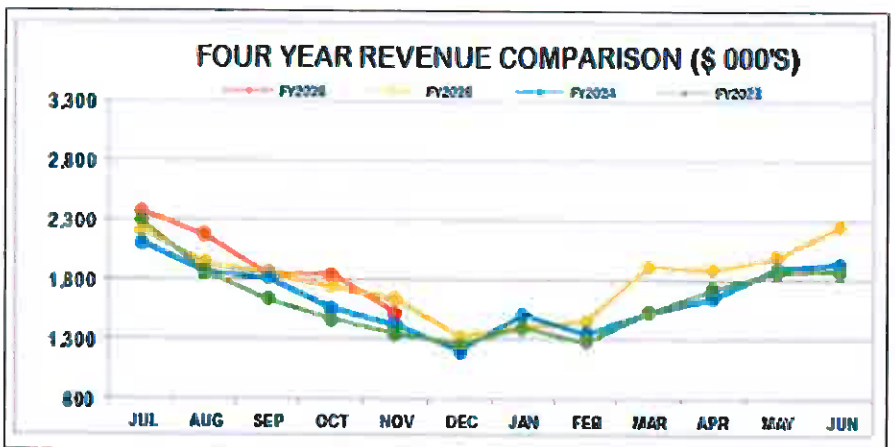
YTD revenue is 1.0% favorable

- Fuel flowage fees and golf fees trending higher than budget.
- Wharfage and dockage fees, fuel sales and parking fees trending under budget.



Trends:

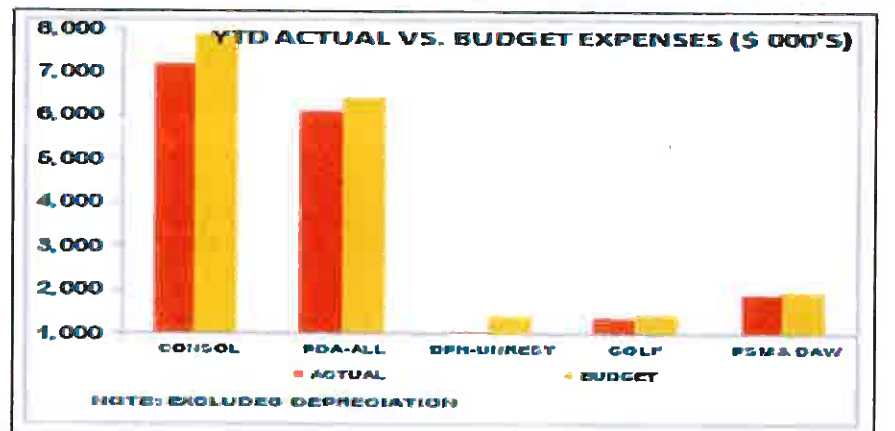
July revenues includes annual rent payment from tenant



Trends:

YTD Operating Expenses 8.1% favorable

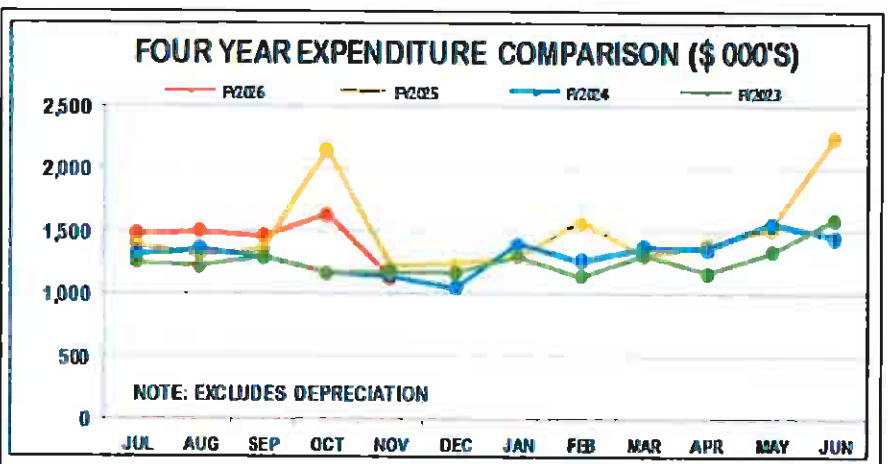
- Wages & benefits, admin expenses, professional services, environmental services, marketing and fuel purchases trending under budget.
- Offset by cost overruns in equipment and facilities maintenance, snow removal and water.



Trends:

Oct 2024 – ARPA funded feasibility study expenses of \$518k and ARPA funded architectural expenses for Rye Harbor retail improvements of \$173k

June 2025: Year-end benefit accrual (sick time) adjustment



PEASE DEVELOPMENT AUTHORITY
Consolidated Statement of Revenues and Expenses
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL								
FACILITIES	\$1,050,737	\$1,040,480	\$10,257	1.0%	\$5,256,428	\$5,267,903	(\$11,475)	(0.2%)
CARGO AND HANGARS	15,241	16,024	(783)	(4.9%)	80,399	80,022	377	0.5%
	<u>1,065,978</u>	<u>1,056,504</u>	<u>9,474</u>	<u>0.9%</u>	<u>5,336,827</u>	<u>5,347,925</u>	<u>(11,098)</u>	<u>(0.2%)</u>
CONCESSION REVENUE	27,249	63,396	(36,147)	(57.0%)	281,187	258,685	22,502	8.7%
FEE REVENUE								
AVIATION FEES	-	-	-	-	-	-	-	-
FUEL FLOWAGE	108,661	194,466	(85,805)	(44.1%)	913,785	748,792	164,993	22.0%
PSM TSA/LEO REVENUE	-	-	-	-	-	-	-	-
PSM SECURITY REVENUE	5,020	3,558	1,462	41.1%	16,315	17,790	(1,475)	(8.3%)
GOLF FEES	52,954	53,392	(438)	(0.8%)	1,567,845	1,421,009	146,836	10.3%
GOLF SIMULATORS	12,151	14,597	(2,446)	(16.8%)	16,216	24,053	(7,837)	(32.6%)
GOLF MEMBERSHIPS	58,632	58,250	382	0.7%	293,158	291,250	1,908	0.7%
GOLF LESSONS	1,225	525	700	133.3%	24,630	19,195	5,435	28.3%
MOORING FEES	38,835	37,500	1,335	3.6%	194,177	187,500	6,677	3.6%
PARKING-PSM	61,149	50,314	10,835	21.5%	206,383	202,335	4,047	2.0%
PARKING-DPH	330	406	(76)	(18.7%)	126,550	164,897	(38,347)	(23.3%)
PIER USAGE FEES	898	350	548	156.4%	20,475	18,765	1,711	9.1%
REGISTRATIONS	1,974	5,697	(3,723)	(65.4%)	67,682	60,099	7,583	12.6%
TERMINAL FEES	-	-	-	-	-	-	-	-
WHARFAGE AND DOCKAGE	35,914	4,100	31,814	775.9%	98,380	254,247	(155,867)	(61.3%)
	<u>377,743</u>	<u>423,155</u>	<u>(45,412)</u>	<u>(10.7%)</u>	<u>3,545,596</u>	<u>3,409,932</u>	<u>135,664</u>	<u>4.0%</u>
FUEL SALES	11,127	25,391	(14,264)	(56.2%)	188,667	284,770	(96,103)	(33.7%)
INTEREST INCOME								
LOAN INTEREST	1,824	2,500	(676)	(27.0%)	11,356	12,500	(1,144)	(9.1%)
OTHER REVENUES								
MERCHANDISE	12,905	16,651	(3,746)	(22.5%)	206,152	210,995	(4,843)	(2.3%)
ALL OTHER	27,552	21,981	5,571	25.3%	204,838	152,678	52,160	34.2%
	<u>40,457</u>	<u>38,632</u>	<u>1,825</u>	<u>4.7%</u>	<u>410,990</u>	<u>363,673</u>	<u>47,317</u>	<u>13.0%</u>
TOTAL OPERATING REVENUE	1,524,378	1,609,578	(85,200)	(5.3%)	9,774,623	9,677,485	97,138	1.0%
OPERATING EXPENSES								
WAGES AND FRINGE BENEFITS								
WAGES								
BENEFITED REGULAR	432,081	489,266	57,185	11.7%	2,380,255	2,476,204	95,949	3.9%
BENEFITED OVERTIME	15,786	21,185	5,399	25.5%	123,952	158,731	34,779	21.9%
NON-BENEFITED REGULAR	65,332	76,935	11,602	15.1%	548,726	583,651	34,926	6.0%
NON-BENEFITED OVERTIME	3,423	1,750	(1,673)	(95.6%)	13,974	16,747	2,773	16.6%
WAGE TRANSFERS IN/OUT	0	0	0	#DIV/0!	0	0	0	#DIV/0!
	<u>516,622</u>	<u>589,136</u>	<u>72,513</u>	<u>12.3%</u>	<u>3,066,907</u>	<u>3,235,333</u>	<u>168,427</u>	<u>5.2%</u>
BENEFITS								
ACCRUED VACATION BENEFITS	(40,475)	2,425	42,900	1769.1%	17,583	12,125	(5,458)	(45.0%)
ACCRUED SICK TIME BENEFITS	(59,265)	1,183	60,449	5109.8%	(19,005)	5,915	24,920	421.3%
DENTAL INSURANCE	5,969	5,904	(65)	(1.1%)	30,227	29,520	(707)	(2.4%)
HEALTH INSURANCE	135,182	135,910	728	0.5%	686,611	679,550	(7,061)	(1.0%)
LIFE INSURANCE	2,300	2,634	333	12.7%	11,522	13,170	1,648	12.5%
NEW HAMPSHIRE RETIREMENT	61,917	80,457	18,540	23.0%	329,014	340,408	11,394	3.3%
POST RETIREMENT BENEFITS	9,186	13,305	4,119	31.0%	46,263	66,525	20,261	30.5%
EMPLOYEE DRUG TEST	154	142	(12)	(8.7%)	637	710	73	10.3%
OPEB EXPENSE	0	0	0	#DIV/0!	0	0	0	#DIV/0!
EMPLOYER FICA	37,368	44,857	7,489	18.7%	225,715	248,077	22,362	9.0%
UNEMPLOYMENT INS	3,131	0	(3,131)	(100.0%)	3,131	0	(3,131)	(100.0%)
BENEFIT TRANSFERS IN/OUT	0	0	0	#DIV/0!	0	0	0	#DIV/0!
	<u>155,467</u>	<u>288,817</u>	<u>131,350</u>	<u>45.8%</u>	<u>1,331,698</u>	<u>1,396,000</u>	<u>64,301</u>	<u>4.6%</u>
TOTAL WAGES & BENEFITS	672,089	875,953	203,863	23.3%	4,398,605	4,631,333	232,728	5.0%

PEASE DEVELOPMENT AUTHORITY
Consolidated Statement of Revenues and Expenses
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
BUILDING AND FACILITIES								
AIRFIELD MAINTENANCE	4,293	7,875	3,582	45.5%	83,665	39,375	(44,290)	(112.5%)
SOIL & VEGETATION CONTROL	18,242	43,725	25,483	58.3%	57,178	90,930	33,752	37.1%
ENVIRONMENTAL TESTING	11,324	18,496	7,172	38.8%	53,854	120,994	67,140	55.5%
EQUIPMENT MAINTENANCE	19,624	46,745	27,121	58.0%	176,484	168,351	(8,133)	(4.8%)
FACILITIES MAINTENANCE	80,426	75,578	(4,848)	(6.4%)	408,907	373,727	(35,180)	(9.4%)
LANDSCAPING	75	15,630	15,555	99.5%	33,564	40,805	7,242	17.7%
NAVIGATION MAINTENANCE	2,790	459	(2,331)	(507.8%)	19,366	2,295	(17,072)	(743.9%)
OTHER EXPENSES	245	0	(246)	(100.0%)	246	0	(246)	(100.0%)
SECURITY	8,522	20,318	11,796	58.1%	73,227	101,590	28,363	27.9%
SNOW REMOVAL	49,435	943	(48,492)	(5142.3%)	49,661	1,943	(47,718)	(2455.9%)
	<u>194,976</u>	<u>229,769</u>	<u>34,792</u>	<u>15.1%</u>	<u>956,152</u>	<u>940,010</u>	<u>(16,142)</u>	<u>(1.7%)</u>
GENERAL AND ADMINISTRATIVE								
BANK & CREDIT CARD FEES	7,368	5,802	(1,566)	(27.0%)	62,977	76,230	13,253	17.4%
TECHNOLOGY	34,471	32,443	(2,027)	(6.2%)	161,572	162,215	643	0.4%
DISCOUNTS, FEES AND LICENSES	5,114	7,490	2,375	31.7%	34,001	33,356	(645)	(1.9%)
INSURANCE	41,820	42,391	572	1.3%	206,833	211,955	5,122	2.4%
OFFICE EQUIPMENT & SUPPLIES	12,597	17,846	5,249	29.4%	86,612	88,387	1,775	2.0%
PROFESSIONAL DEVELOPMENT	845	5,901	5,056	85.7%	14,235	21,505	7,270	33.8%
TELEPHONE AND INTERNET	15,058	18,705	3,646	19.5%	70,606	93,887	23,281	24.8%
TRAVEL AND MILEAGE	2,893	5,066	2,173	42.9%	22,818	25,682	2,864	11.2%
OTHER EXPENSES	9,330	5,124	(4,205)	(82.1%)	25,222	22,972	(2,250)	(9.8%)
	<u>129,496</u>	<u>140,768</u>	<u>11,273</u>	<u>8.0%</u>	<u>684,876</u>	<u>736,189</u>	<u>51,313</u>	<u>7.0%</u>
UTILITIES								
ELECTRICITY	50,025	44,008	(6,017)	(13.7%)	274,365	283,474	9,109	3.2%
HEATING OIL	-	-	-	-	126	499	373	74.7%
NATURAL GAS	2,433	2,553	120	4.7%	7,080	9,926	2,846	28.7%
PROPANE	2,740	938	(1,802)	(192.1%)	12,275	14,094	1,820	12.9%
WASTE REMOVAL	5,834	5,167	(667)	(12.9%)	31,896	28,671	(3,225)	(11.2%)
WATER	9,427	6,108	(3,319)	(54.3%)	67,667	38,090	(29,577)	(77.7%)
	<u>70,459</u>	<u>58,774</u>	<u>(11,685)</u>	<u>(19.9%)</u>	<u>393,409</u>	<u>374,754</u>	<u>(18,654)</u>	<u>(5.0%)</u>
PROFESSIONAL SERVICES								
AUDIT	6,888	7,887	1,000	12.7%	41,452	39,435	(2,018)	(5.1%)
LEGAL	12,570	15,888	3,318	20.9%	51,235	79,440	28,205	35.5%
LEGAL PERMIT IMPLEMENT	300	12,500	12,200	97.6%	33,375	62,500	29,125	46.6%
ADMINISTRATIVE SERVICES	8,840	22,664	13,823	61.0%	146,970	233,320	86,350	37.0%
	<u>28,598</u>	<u>58,939</u>	<u>30,341</u>	<u>51.5%</u>	<u>273,032</u>	<u>414,695</u>	<u>141,662</u>	<u>34.2%</u>
MARKETING AND PROMOTION								
MARKETING AND PROMOTION	4,467	31,044	26,577	85.6%	63,838	161,568	97,729	60.5%
	<u>4,467</u>	<u>31,044</u>	<u>26,577</u>	<u>85.6%</u>	<u>63,838</u>	<u>161,568</u>	<u>97,729</u>	<u>60.5%</u>
OTHER OPERATING EXPENSES								
COAST TROLLEY	12,490	12,500	10	0.1%	62,450	62,500	50	0.1%
FUEL	9,879	19,353	9,474	49.0%	132,481	207,416	74,935	36.1%
GOLF CART LEASE	0	2,795	2,795	100.0%	105,867	142,526	36,660	25.7%
MERCHANDISE	8,569	12,488	3,920	31.4%	128,270	158,246	29,976	18.9%
	<u>30,938</u>	<u>47,136</u>	<u>16,199</u>	<u>34.4%</u>	<u>429,068</u>	<u>570,688</u>	<u>141,621</u>	<u>24.8%</u>
TOTAL OPERATING EXPENSES	<u>1,131,023</u>	<u>1,442,383</u>	<u>311,360</u>	<u>21.6%</u>	<u>7,198,980</u>	<u>7,829,237</u>	<u>630,257</u>	<u>8.1%</u>
OPERATING INCOME/(LOSS)	<u>393,355</u>	<u>167,195</u>	<u>226,160</u>	<u>135.3%</u>	<u>2,575,644</u>	<u>1,848,248</u>	<u>727,396</u>	<u>39.4%</u>
DEPRECIATION & AMORTIZATION	713,839	725,299	11,460	1.6%	3,551,762	3,632,858	81,096	2.2%
NON-OPERATING (INCOME)/EXPENSES								
INTEREST EXPENSE	-	-	-	-	-	-	-	-
INTEREST INCOME	(35,132)	(41,041)	(5,909)	(14.4%)	(208,358)	(205,205)	3,154	1.5%
NON-OPERATING GRANT FUNDING	0	(20,868)	(20,868)	(100.0%)	-	(104,340)	(104,340)	(100.0%)
GAIN/LOSS ON ASSETS	-	-	-	-	1,230	0	(1,231)	(100.0%)
	<u>(35,132)</u>	<u>(61,909)</u>	<u>(26,777)</u>	<u>(43.3%)</u>	<u>(207,128)</u>	<u>(309,545)</u>	<u>(102,417)</u>	<u>(33.1%)</u>
NET OPERATING INCOME/(LOSS)	<u>(285,352)</u>	<u>(496,195)</u>	<u>210,843</u>	<u>42.5%</u>	<u>(768,990)</u>	<u>(1,475,065)</u>	<u>706,075</u>	<u>47.9%</u>

As of 12/30/25



	FILLED	OPEN
PDA	57	3
DPH	12	1
TOTAL	69	4

CURRENT STAFF ANALYSIS - FILLED POSITIONS

	Sabry/ Benefited	Hourly/ Benefited	Hourly/ Benefited	Seasonal	TOTAL
MAINTENANCE	-	20	0	8	28
SM AIRPORT	2	8	9	-	19
SECURITY	1	1	9	-	11
PORT AUTHORITY	1	11	9	1	22
GOLF COURSE	3	4	4	16	27
FINANCE	3	2	0	-	5
ENGINEERING	3	0	1	-	4
LEGAL	2	1	-	-	3
DAW AIRPORT	-	-	4	-	4
TECHNOLOGY	1	1	-	-	2
HUMAN RESOURCES	1	-	-	-	1
MARKETING	0	1	-	-	1
EXECUTIVE	1	2	0	-	3
	18	57	36	25	136

PEASE DEVELOPMENT AUTHORITY
Consolidated Balance Sheet
For the Five Months Ending November 30, 2025

	2026	2025
	Ending	Ending
ASSETS		
Cash and Investments	\$14,381,625	\$14,746,025
Accounts Receivable - Net	11,792,124	8,760,194
Inventories	389,335	348,033
Prepays	193,067	105,474
TOTAL CURRENT ASSETS	26,756,151	23,959,726
RESTRICTED ASSETS		
Cash and Investments	829,518	695,419
Current Receivables	0	5,000
Loans Receivable - NHFL	898,792	1,008,525
TOTAL RESTRICTED ASSETS	1,728,310	1,708,944
NON-CURRENT ASSETS		
Leases Receivable-Net of Current Portion	222,788,605	221,147,554
Subscription Assets	563,434	396,818
Construction-in-Process	11,656,764	13,385,421
Other Capital Assets - Net	101,223,660	96,209,018
TOTAL NON-CURRENT ASSETS	336,232,463	331,138,811
DEFERRED OUTFLOWS OF RESOURCES		
Pension	1,135,056	1,576,375
OPEB	1,536,445	1,367,729
TOTAL DEFERRED OUTFLOWS OF RESOURCES	2,671,501	2,944,104
TOTAL ASSETS	367,388,425	359,751,585
LIABILITIES		
Accounts Payable and Accrued Expenses	4,938,840	4,418,546
Retainage	587,256	989,503
Current Portion of Subscription Liability	94,399	51,929
TOTAL CURRENT LIABILITIES	5,620,495	5,459,978
LONG TERM LIABILITIES		
Net Pension Liability	5,188,483	5,711,070
Net OPEB Liability	5,332,025	4,094,308
Subscription Liability, Net of current portion	330,609	285,291
Due in more than 1 Year	1,009,595	365,348
	11,860,712	10,456,017
RESTRICTED LIABILITIES		
Current Liabilities	0	547
	0	547
DEFERRED INFLOWS OF RESOURCES		
Pension	301,220	134,849
OPEB	2,334,036	3,168,772
Lease Revenue	216,060,476	216,666,835
TOTAL DEFERRED INFLOWS OF RESOURCES	218,695,732	219,970,456
TOTAL LIABILITIES	236,176,939	235,886,998
NET POSITION		
Net Operating Income(Loss)	(768,991)	(314,419)
Accrued Contributed Capital	5,803,485	2,591,524
Contributed Capital	181,114,275	175,747,499
Retained Earnings	(54,937,283)	(54,160,017)
TOTAL NET POSITION	131,211,486	123,864,587

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - PORTSMOUTH AIRPORT Incl Security
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2024	Budget YTD FY 2024	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	\$117,697	\$123,976	(\$6,279)	(5.1%)	\$440,842	\$453,506	(\$12,664)	(2.8%)
CONCESSION REVENUE	5,834	41,915	(36,081)	(86.1%)	73,913	54,041	19,872	36.8%
FEE REVENUE	173,970	247,921	(73,952)	(29.8%)	1,116,209	957,329	158,880	16.6%
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	9,967	10,417	(449)	(4.3%)	63,264	52,085	11,179	21.5%
TOTAL OPERATING REVENUES	307,468	424,229	(116,761)	(27.5%)	1,694,228	1,616,961	177,267	11.7%
EXPENSES								
WAGES AND FRINGE BENEFITS	100,330	149,422	49,092	32.9%	742,185	747,216	5,031	0.7%
BUILDING AND FACILITIES	99,343	93,055	(6,288)	(6.8%)	505,350	410,754	(94,596)	(23.0%)
GENERAL AND ADMINISTRATIVE	68,564	67,837	(727)	(1.1%)	307,241	332,881	25,640	7.7%
UTILITIES	37,244	27,161	(10,083)	(37.1%)	180,849	178,979	(1,869)	(1.0%)
PROFESSIONAL SERVICES	2,012	6,645	4,634	69.7%	10,057	33,225	23,168	69.7%
MARKETING AND PROMOTION	4,466	19,791	15,324	77.4%	27,879	98,955	71,076	71.8%
OTHER OPERATING EXPENSES	-	-	-	0	-	-	-	0
TOTAL OPERATING EXPENSES	311,959	363,911	51,952	14.3%	1,773,561	1,802,010	28,450	1.6%
OPERATING INCOME	(4,491)	60,318	(64,809)	(107.4%)	(79,333)	(285,049)	205,716	72.2%
NON-OPERATING (INCOME) EXPENSE	(2)	(20,868)	(20,866)	(100.0%)	22	(104,340)	(104,362)	-
DEPRECIATION	419,407	423,083	3,677	0.9%	2,089,139	2,115,415	26,277	1.2%
NET OPERATING INCOME	(423,896)	(341,897)	(81,999)	24.0%	(2,168,494)	(2,296,124)	127,630	(5.6%)

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - SKYHAVEN AIRPORT
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	\$12,315	\$13,170	(\$855)	(6.5%)	\$65,862	\$65,850	\$12	0.0%
CONCESSION REVENUE	0	500	(500)	-	3,167	2,500	667	26.7%
FEE REVENUE	0	0	0	-	60	0	60	#DIV/0!
FUEL SALES	3,779	6,630	(2,851)	(43.0%)	47,597	38,469	9,128	23.7%
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	0	92	(92)	(100.0%)	100	460	(360)	(78.3%)
TOTAL OPERATING REVENUES	16,094	20,392	(4,298)	(21.1%)	116,786	107,279	9,507	8.9%
EXPENSES								
WAGES AND FRINGE BENEFITS	9,881	10,775	894	8.3%	54,522	51,339	(3,183)	(6.2%)
BUILDING AND FACILITIES	6,399	4,836	(1,564)	(32.3%)	21,028	24,180	3,151	13.0%
GENERAL AND ADMINISTRATIVE	2,337	2,711	375	13.8%	12,434	14,203	1,769	12.5%
UTILITIES	3,002	2,690	(313)	(11.6%)	9,535	10,589	1,054	10.0%
PROFESSIONAL SERVICES	439	436	(3)	(0.7%)	2,194	2,180	(13)	(0.6%)
MARKETING AND PROMOTION	0	192	192	100.0%	0	960	960	100.0%
OTHER OPERATING EXPENSES	4,549	5,273	724	13.7%	37,867	30,635	(7,232)	(23.6%)
TOTAL OPERATING EXPENSES	26,607	26,913	306	1.1%	137,580	134,086	(3,494)	(2.6%)
OPERATING INCOME	(10,513)	(6,621)	(3,993)	61.2%	(20,794)	(26,807)	6,013	(22.4%)
NON-OPERATING (INCOME) EXPENSE	-	-	-	-	0	-	0	-
DEPRECIATION	35,179	35,500	322	0.9%	174,757	177,500	2,742	1.5%
NET OPERATING INCOME	(45,692)	(42,021)	(3,671)	(8.7%)	(195,551)	(204,307)	8,756	4.3%

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - TRADEPORT OPERATIONS
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	\$888,458	\$881,062	\$7,396	0.8%	\$4,612,030	\$4,617,583	(\$5,553)	(0.1%)
CONCESSION REVENUE	-	-	-	-	-	-	-	-
FEE REVENUE	-	-	-	-	-	-	-	-
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	0	5,000	(5,000)	(100.0%)	0	25,000	(25,000)	(100.0%)
TOTAL OPERATING REVENUES	888,458	886,062	2,396	0.3%	4,612,030	4,642,583	(30,553)	(0.7%)
EXPENSES								
WAGES AND FRINGE BENEFITS	-	-	-	-	-	-	-	-
BUILDING AND FACILITIES	36,254	38,954	2,700	6.9%	109,853	152,662	42,809	28.0%
GENERAL AND ADMINISTRATIVE	2,442	3,135	693	22.1%	14,761	15,877	1,115	7.0%
UTILITIES	6,842	5,913	(929)	(15.7%)	33,383	36,340	2,957	8.1%
PROFESSIONAL SERVICES	94	8,430	8,336	98.9%	30,471	42,150	11,679	27.7%
MARKETING AND PROMOTION	0	83	83	100.0%	103	415	312	75.2%
OTHER OPERATING EXPENSES	12,490	12,500	10	0.1%	62,450	62,500	50	0.1%
TOTAL OPERATING EXPENSES	58,122	69,015	10,893	15.8%	251,021	309,944	58,923	19.0%
OPERATING INCOME	830,336	817,047	13,289	1.6%	4,361,009	4,332,639	28,370	0.7%
NON-OPERATING (INCOME) EXPENSE	(31,909)	(37,215)	(5,305)	14.3%	(185,901)	(186,075)	(174)	0.1%
DEPRECIATION	63,014	63,634	620	1.0%	313,666	324,533	10,867	3.3%
NET OPERATING INCOME	799,231	790,628	8,604	1.1%	4,233,244	4,194,181	39,063	0.9%

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - GOLF COURSE
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CONCESSION REVENUE	21,415	20,981	434	2.1%	204,107	202,144	1,963	1.0%
FEE REVENUE	124,962	126,764	(1,802)	(1.4%)	1,901,849	1,755,507	146,342	8.3%
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	12,905	18,651	(3,746)	(22.5%)	206,152	210,995	(4,843)	(2.3%)
OTHER REVENUE	2,234	3,401	(1,167)	(34.3%)	21,555	14,116	7,439	52.7%
			0	0			0	0
TOTAL OPERATING REVENUES	161,516	167,797	(6,281)	(3.7%)	2,333,663	2,182,762	150,901	6.9%
EXPENSES								
WAGES AND FRINGE BENEFITS	100,250	111,891	11,641	10.4%	657,731	686,401	28,670	4.2%
BUILDING AND FACILITIES	30,428	60,781	30,353	49.9%	185,023	191,722	6,699	3.5%
GENERAL AND ADMINISTRATIVE	20,114	21,948	1,834	8.4%	148,798	140,309	(8,489)	(6.1%)
UTILITIES	19,727	14,959	(4,768)	(31.9%)	129,808	97,734	(32,073)	(32.8%)
PROFESSIONAL SERVICES	785	1,390	606	43.6%	6,821	6,950	329	4.7%
MARKETING AND PROMOTION	0	3,027	3,027	100.0%	9,195	21,483	12,288	57.2%
OTHER OPERATING EXPENSES	8,568	15,283	6,715	43.9%	234,137	300,772	66,636	22.2%
TOTAL OPERATING EXPENSES	179,872	229,279	49,408	21.5%	1,371,313	1,445,371	74,060	5.1%
OPERATING INCOME	(18,356)	(61,482)	43,127	(70.1%)	962,350	737,391	224,961	30.5%
NON-OPERATING (INCOME) EXPENSE	-	-	-	-	265	0	(265)	-
DEPRECIATION	33,777	33,416	(361)	(1.1%)	166,998	167,080	82	0.0%
NET OPERATING INCOME	(52,133)	(94,898)	43,488	(45.8%)	795,087	570,311	224,778	39.4%

BUSINESS UNIT ANALYSIS	PRO SHOP	COURSE OPERATIONS	FOOD/BEV	SIMULATOR	TOTAL
OPERATING REVENUES	220,039	1,901,184	198,224	16,216	2,333,663
OPERATING EXPENSES*	158,800	1,074,310	115,200	23,003	1,371,313
*Excluding Depreciation					
OPERATING INCOME	61,239	826,874	81,024	(6,787)	962,350

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - DIVISION OF PORTS AND HARBORS-UNRESTRICTED
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance		Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES									
FACILITY RENTAL	\$45,508	\$36,296	\$9,212	25.4%		\$202,093	\$194,986	\$7,107	3.6%
CONCESSION REVENUE	-	-	-	#DIV/0!		0	0	0	#DIV/0!
FEE REVENUE	77,820	47,876	29,944	62.5%		505,346	675,398	(170,052)	(25.2%)
FUEL SALES	7,347	18,761	(11,413)	(60.8%)		141,070	246,301	(105,231)	(42.7%)
INTEREST	-	-	-	-		-	-	-	-
MERCHANDISE	-	-	-	-		-	-	-	-
OTHER REVENUE	15,251	2,446	12,804	523.5%		117,779	57,892	59,887	103.4%
TOTAL OPERATING REVENUES	145,926	105,379	40,547	38.5%		966,288	1,174,577	(208,289)	(17.7%)
EXPENSES									
WAGES AND FRINGE BENEFITS	13,635	151,897	138,262	91.0%		719,059	832,254	113,195	13.6%
BUILDING AND FACILITIES	14,345	14,183	(162)	(1.1%)		81,912	99,237	17,325	17.5%
GENERAL AND ADMINISTRATIVE	14,222	13,315	(907)	(6.8%)		61,703	74,427	12,724	17.1%
UTILITIES	2,222	6,958	4,736	68.1%		35,262	45,647	10,385	22.8%
PROFESSIONAL SERVICES	1,096	6,931	5,835	84.2%		81,265	154,655	73,390	47.5%
MARKETING AND PROMOTION	0	217	217	100.0%		594	1,085	491	45.3%
OTHER OPERATING EXPENSES	5,330	14,080	8,750	62.1%		94,614	176,781	82,167	46.5%
TOTAL OPERATING EXPENSES	50,850	207,581	156,731	75.5%		1,074,409	1,384,086	309,677	22.4%
OPERATING INCOME	95,076	(102,202)	197,278	(193.0%)		(108,121)	(209,509)	101,388	(48.4%)
NON-OPERATING (INCOME) EXPENSE	(2,684)	(3,118)	(433)	13.9%		(18,792)	(15,590)	3,202	(20.5%)
DEPRECIATION	146,638	153,249	6,611	4.3%		728,584	766,245	37,661	4.9%
NET OPERATING INCOME	(48,878)	(252,333)	203,456	(80.6%)		(817,913)	(960,164)	142,251	(14.8%)

BUSINESS UNIT ANALYSIS

	RYE HARBOR	HAMPTON HARBOR	PORTS. FISH PIER	MARKET ST.	HARBOR MGMT	ADMIN	TOTAL
OPERATING REVENUES	201,804	132,490	22,178	340,747	260,203	8,866	966,288
OPERATING EXPENSES*	234,763	175,109	50,309	216,041	233,345	164,842	1,074,409
*Excluding Depreciation							
OPERATING INCOME	(32,959)	(42,619)	(28,131)	124,706	26,858	(155,976)	(108,121)

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - FOREIGN TRADE ZONE
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	\$2,000	\$2,000	\$0	-	\$16,000	\$16,000	\$0	-
CONCESSION REVENUE	-	-	-	-	-	-	-	-
FEE REVENUE	-	-	-	-	-	-	-	-
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES	2,000	2,000	0	-	16,000	16,000	0	-
EXPENSES								
WAGES AND FRINGE BENEFITS	-	-	-	-	-	-	-	-
BUILDING AND FACILITIES	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE UTILITIES	-	104	104	100.0%	2,242	520	(1,722)	(331.2%)
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-
MARKETING AND PROMOTION	-	875	875	100.0%	3,364	4,375	1,011	23.1%
OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	0	979	979	100.0%	5,606	4,895	(711)	(14.5%)
OPERATING INCOME	2,000	1,021	(979)	(96.9%)	10,394	11,105	(711)	(6.4%)
NON-OPERATING (INCOME) EXPENSE	(1)	0	1	-	(4)	0	5	-
DEPRECIATION	-	-	-	-	-	-	-	-
NET OPERATING INCOME	2,001	1,021	(980)	(96.0%)	10,398	11,105	(706)	(6.4%)

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - HARBOR DREDGING
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance	Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES								
FACILITY RENTAL	-	-	-	-	-	-	-	-
CONCESSION REVENUE	-	-	-	-	-	-	-	-
FEE REVENUE	992	594	398	67.0%	22,132	21,698	434	2.0%
FUEL SALES	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-
MERCHANDISE	-	-	-	-	-	-	-	-
OTHER REVENUE	100	583	(483)	(82.8%)	2,050	2,915	(865)	(29.7%)
TOTAL OPERATING REVENUES	1,092	1,177	(85)	(7.2%)	24,182	24,613	(431)	(1.8%)
EXPENSES								
WAGES AND FRINGE BENEFITS	-	-	-	-	-	-	-	-
BUILDING AND FACILITIES	-	2,233	2,233	100.0%	1,567	11,165	9,598	86.0%
GENERAL AND ADMINISTRATIVE UTILITIES	-	256	256	100.0%	50	1,280	1,230	96.1%
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-
MARKETING AND PROMOTION	-	-	-	-	-	-	-	-
OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	0	2,489	2,489	100.0%	1,617	12,445	10,828	87.0%
OPERATING INCOME	1,092	(1,312)	2,404	(183.2%)	22,565	12,168	10,397	85.4%
NON-OPERATING (INCOME) EXPENSE	(447)	(708)	(261)	36.9%	(2,417)	(3,540)	(1,124)	31.8%
DEPRECIATION	6,129	6,167	39	0.6%	30,445	30,835	391	1.3%
NET OPERATING INCOME	(4,590)	(6,771)	2,182	(32.2%)	(5,463)	(15,127)	9,664	(63.9%)

PEASE DEVELOPMENT AUTHORITY
Statement of Revenues and Expenses - REVOLVING LOAN FUND
For the Five Months Ending November 30, 2025

	Actual Nov FY 2026	Budget Nov FY 2026	Variance From Monthly Budget	% Variance		Actual YTD FY 2026	Budget YTD FY 2026	Variance From YTD Budget	% Variance
OPERATING REVENUES									
FACILITY RENTAL	-	-	-	-		-	-	-	-
CONCESSION REVENUE	-	-	-	-		-	-	-	-
FEE REVENUE	-	-	-	-		-	-	-	-
FUEL SALES	-	-	-	-		-	-	-	-
INTEREST	1,824	2,500	(676)	(27.0%)		11,356	12,500	(1,144)	(9.2%)
MERCHANDISE	-	-	-	-		0	0	0	-
OTHER REVENUE	-	42	(42)	(100.0%)		90	210	(120)	(57.1%)
TOTAL OPERATING REVENUES	1,824	2,542	(718)	(28.2%)		11,446	12,710	(1,264)	(9.9%)
EXPENSES									
WAGES AND FRINGE BENEFITS	-	-	-	-		-	-	-	-
BUILDING AND FACILITIES	-	-	-	-		-	-	-	-
GENERAL AND ADMINISTRATIVE	-	48	48	100.0%		135	240	105	43.8%
UTILITIES	-	-	-	-		-	-	-	-
PROFESSIONAL SERVICES	2,005	1,459	(546)	(37.4%)		10,241	7,295	(2,946)	(40.4%)
MARKETING AND PROMOTION	-	-	-	-		-	-	-	-
OTHER OPERATING EXPENSES	-	-	-	-		-	-	-	-
TOTAL OPERATING EXPENSES	2,005	1,507	(498)	(33.0%)		10,376	7,535	(2,841)	(37.7%)
OPERATING INCOME	(181)	1,035	(1,216)	(117.5%)		1,070	5,175	(4,105)	(79.3%)
NON-OPERATING (INCOME) EXPENSE	(70)	0	70	#DIV/0!		(219)	0	219	#DIV/0!
DEPRECIATION	-	-	-	-		-	-	-	-
NET OPERATING INCOME	(111)	1,035	(1,146)	(110.7%)		1,289	5,175	(3,886)	(75.1%)

REVOLVING LOAN FUND (\$ 000's)	BALANCE AT 11-30-2025	BALANCE AT 11-30-2024
CASH BALANCES		
GENERAL FUNDS	456	353
SEQUESTERED FUNDS	-	-
	<u>456</u>	<u>353</u>
LOANS OUTSTANDING (19)		
CURRENT	123	126
LONG TERM	775	882
	<u>898</u>	<u>1,008</u>
TOTAL CAPITAL BASE	<u>1,354</u>	<u>1,361</u>
CAPITAL UTILIZATION RATE -% *	66.3%	74.1%

*EXCLUDES SEQUESTERED FUNDS

**SUMMARY OF INTERGOVERNMENTAL RECEIVABLES
AS OF NOVEMBER 30, 2025**

(\$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	16,902	16,319	15,622	(1,958)	8,297	5,687	285
SKYHAVEN AIRPORT	1,921	1,709	277	(15)	176	86	0
DIVISION OF PORTS AND HARBORS	22,215	22,215	20,682	0	20,137	85	85
	<u>41,038</u>	<u>40,243</u>	<u>36,581</u>	<u>(1,973)</u>	<u>28,610</u>	<u>5,858</u>	<u>370</u>

**SUMMARY OF CONSTRUCTION WORK IN PROCESS
AS OF NOVEMBER 30, 2025**

(\$000's)

<u>PROJECT NAME</u>	<u>BALANCE AT 06-30-25</u>	<u>CURRENT YEAR EXPENDITURES</u>	<u>TRANSFER TO PLANT IN SERVICE</u>	<u>NET CURRENT YEAR CHANGE</u>	<u>11/30/2025</u>
PORTSMOUTH AIRPORT					
ALPHA NORTH TAXIWAY RECONST-DESIGN (AIP 75)	345	-	-	-	345
ALPHA NORTH TAXIWAY RECONST(AIP 78 & 79)	5,833	23	-	23	5,856
ALPHA SOUTH TAXIWAY DESIGN (AIP 81)	154	149	-	149	303
NH AVE RIGHT HAND TURN LANE	160	465	-	465	625
SRE MTE & LIQUID DE-ICE TRUCK (AIP 77)	19	1,032	-	1,032	1,051
ARRIVALS HALL (NON-GRANT)	-	11	-	11	11
AIR TRAFFIC CONTROL TOWER (ATCT) DESIGN	447	56	-	56	503
LINE PAINT MACHINE	-	27	(27)	-	-
TERMINAL ACCESS CONTROL UPGRADE	84	-	-	-	84
PSM PAY FOR PARKING TECH UPGRADE	42	-	-	-	42
HAUL TRUCKS CONVERSION	16	-	-	-	16
AIRLINE AVE PARKING EXPANSION	80	37	-	37	117
EMERGENCY OPS CENTER EQUIPMENT	2	-	(2)	(2)	-
DUMP TRUCK BODIES	-	87	-	87	87
AIRFIELD ELECTRICAL DISTRIBUTION REPAIRS	-	135	-	135	135
PSM TERMINAL REFACE	30	61	-	61	91
	<u>7,212</u>	<u>2,083</u>	<u>(29)</u>	<u>2,054</u>	<u>9,266</u>
SKYHAVEN AIRPORT					
TERMINAL APRON RECONSTRUCT	19	-	-	0	19
WILDLIFE PERIMETER FENCE	88	66	-	66	154
ROOF REPLACEMENT	-	10	-	10	10
TERMINAL PARKING LOT RECONSTRUCT	83	14	-	14	97
	<u>190</u>	<u>90</u>	<u>0</u>	<u>90</u>	<u>280</u>
GOLF COURSE					
GROUNDMASTER RIDING MOWER	-	46	(46)	-	-
GRILL 28 EXPANSION	112	-	-	-	112
300 GALLON CHEMICAL SPRAYER	-	77	-	77	77
DUMPSTER FENCE AND GATES	-	7	-	7	7
SIMULATOR UPGRADE	-	62	-	62	62
PRO SHOP HVAC REPLACEMENT	-	38	-	38	38
IRRIGATION REPAIRS	17	22	-	22	39
	<u>129</u>	<u>252</u>	<u>(46)</u>	<u>206</u>	<u>335</u>
IT/ADMIN/TRADEPORT					
FIREWALL REPLACEMENT- PSM & ADMIN	-	10	-	10	10
ASPHALT REPLACEMENT-55 INT'L	-	296	-	296	296
	<u>0</u>	<u>306</u>	<u>0</u>	<u>306</u>	<u>306</u>
DIVISION OF PORTS AND HARBORS (DPH)					
FUNCTIONAL REPLACEMENT - BARGE DOCK	179	-	-	-	179
PFP BUILDING REPLACE (ARPA)	1,075	164	-	164	1,239
TRUCK SCALE-MARKET ST	52	-	-	-	52
	<u>1,306</u>	<u>164</u>	<u>0</u>	<u>164</u>	<u>1,470</u>
TOTAL	<u>8,837</u>	<u>2,895</u>	<u>(75)</u>	<u>2,820</u>	<u>11,657</u>

PEASE DEVELOPMENT AUTHORITY CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING SEPTEMBER 30, 2026



**PEASE DEVELOPMENT AUTHORITY
CASH FLOW SUMMARY OVERVIEW
JANUARY 1, 2026 TO SEPTEMBER 30, 2026
(EXCLUDING DIVISION OF PORTS AND HARBORS)**

(\$ 000's)

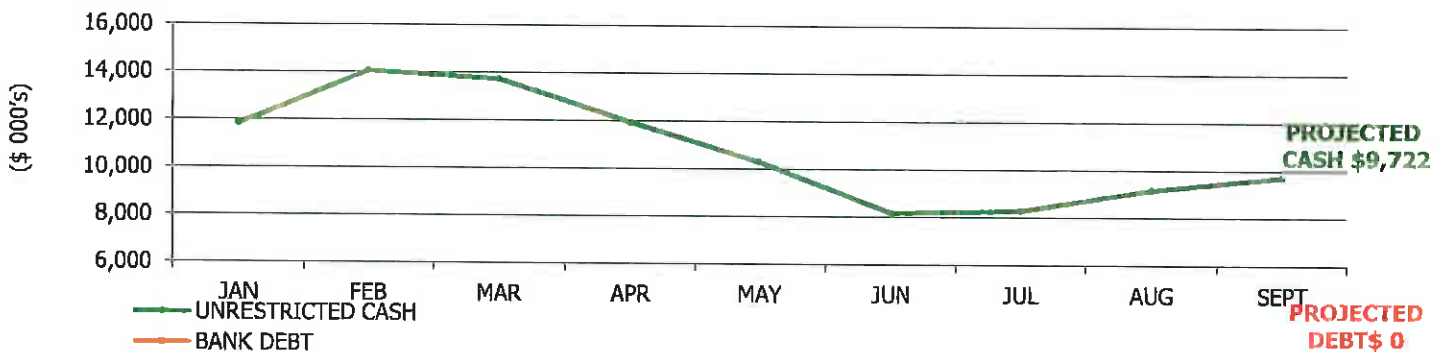
(\$000's)	AMOUNT
OPENING FUND BALANCE	13,169
SOURCES OF FUNDS	
GRANT AWARDS (SEE PAGE 4)	4,191
TRADEPORT TENANTS	9,160
MUNICIPAL SERVICE FEE (COP)	2,052
GOLF COURSE FEE AND CONCESSION REVENUES	3,511
REVOLVING LINE OF CREDIT (PROVIDENT BANK)	0
PSM AIRPORT- LEASES, FUEL FLOWAGE FEES AND PARKING	1,934
SKY HAVEN AIRPORT HANGAR AND FUEL REVENUES	202
	21,050
USES OF FUNDS	
OPERATING EXPENSES	12,478
CAPITAL EXPENDITURES- NON-GRANT (SEE PAGE 5)	7,679
CAPITAL EXPENDITURES- GRANT (SEE PAGE 4)	2,970
MUNICIPAL SERVICE FEE (COP)	1,370
	24,497
NET CASH FLOW	(3,447)
CLOSING FUND BALANCE	9,722

TOTAL FUND BALANCES	BALANCE AT 12/31/25	BALANCE AT 12/31/24
UNRESTRICTED	13,169	15,341
DESIGNATED	14	14
TOTAL	13,183	15,355

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, 2028. THE TERMS ARE 1 MONTH FHLB (CLASSIC) PLUS 250 BASIS POINTS.

REVOLVING LINE OF CREDIT	Jan-26	Jan-25
CURRENT INTEREST RATE	6.78%	7.41%

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

(\$000's)

CASH FLOW - PDA	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
OPENING FUND BALANCE	13,169	11,846	14,068	13,740	11,939	10,296	8,180	8,285	9,172	13,169
SOURCES OF FUNDS										
GRANT AWARDS (SEE PAGE # 4)	-	2,338	44	56	502	306	360	360	225	4,191
TRADEPORT TENANTS	970	1,036	973	997	1,027	1,001	1,180	1,012	964	9,160
MUNICIPAL SERVICE FEE	147	390	147	147	390	147	147	390	147	2,052
GOLF COURSE	139	72	105	331	558	641	562	587	516	3,511
PORTSMOUTH AIRPORT- (PSM)	3	6	3	3	3	3	3	4	4	32
PSM PAY FOR PARKING	74	82	109	168	62	39	60	37	29	660
PSM FLOWAGE FEES	95	90	165	138	172	159	191	113	119	1,242
SKYHAVEN AIRPORT	19	20	19	23	24	25	22	24	26	202
EXTERNAL FINANCING- NET	-	-	-	-	-	-	-	-	-	-
	1,447	4,034	1,565	1,863	2,738	2,321	2,525	2,527	2,030	21,050
USE OF FUNDS										
CAPITAL- GRANT RELATED (SEE PAGE # 4)	855	60	40	835	430	400	250	100	-	2,970
CAPITAL- NONGRANT (SEE PAGE 5)	540	407	676	1,215	2,541	1,050	850	200	200	7,679
OPERATING EXPENSES	1,375	1,345	1,177	1,614	1,410	1,617	1,320	1,340	1,280	12,478
MUNICIPAL SERVICE FEE	-	-	-	-	-	1,370	-	-	-	1,370
	2,770	1,812	1,893	3,664	4,381	4,437	2,420	1,640	1,480	24,497
NET CASH FLOW	(1,323)	2,222	(328)	(1,801)	(1,643)	(2,116)	105	887	550	(3,447)
CLOSING FUND BALANCE	11,846	14,068	13,740	11,939	10,296	8,180	8,285	9,172	9,722	9,722

PEASE DEVELOPMENT AUTHORITY

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

GRANT FUNDED PROJECTS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
PORTSMOUTH AIRPORT										
NH HAVE RIGHT TURN LANE	30	-	-	-	-	-	-	-	-	30
ALPHA NORTH TAXIWAY CONSTRUCTION (AIP78&79)	780	10	10	5	-	-	-	-	-	805
TAXIWAY A SOUTH & HOLD BAY DESIGN	30	30	30	30	30	-	-	-	-	150
SRE- LIQUID DEICING & MTE (AIP 77)	-	-	-	500	-	-	-	-	-	500
	<u>840</u>	<u>40</u>	<u>40</u>	<u>535</u>	<u>30</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,485</u>
SKYHAVEN AIRPORT										
WILDLIFE FENCE DESIGN	10	10	-	-	-	-	-	-	-	20
TERMINAL PARKING LOT DESIGN	5	10	-	-	-	-	-	-	-	15
TERMINAL APRON CONSTRUCTION	-	-	-	300	400	400	250	100	-	1,450
	<u>15</u>	<u>20</u>	<u>-</u>	<u>300</u>	<u>400</u>	<u>400</u>	<u>250</u>	<u>100</u>	<u>-</u>	<u>1,485</u>
TOTAL GRANT REIMBURSEMENT PROJECTS	<u>855</u>	<u>60</u>	<u>40</u>	<u>835</u>	<u>430</u>	<u>400</u>	<u>250</u>	<u>100</u>	<u>-</u>	<u>2,970</u>

PEASE DEVELOPMENT AUTHORITY

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

GRANT AWARDS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
PORTSMOUTH AIRPORT										
ARRIVALS HALL	-	350	-	-	-	-	-	-	-	350
NH HAVE RIGHT TURN LANE	-	300	-	20	-	-	-	-	-	320
ALPHA NORTH TAXIWAY CONSTRUCTION (AIP78&79)	-	720	-	9	-	9	-	-	-	738
TAXIWAY A SOUTH & HOLD BAY DESIGN	-	27	27	27	27	27	-	-	-	135
SRE- LIQUID DEICING & MTE (AIP 77)	-	929	-	-	475	-	-	-	-	1,404
	<u>-</u>	<u>2,326</u>	<u>27</u>	<u>56</u>	<u>502</u>	<u>36</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,947</u>
SKYHAVEN AIRPORT										
WILDLIFE FENCE DESIGN	-	8	8	-	-	-	-	-	-	16
TERMINAL PARKING LOT DESIGN	-	4	9	-	-	-	-	-	-	13
TERMINAL APRON CONSTRUCTION	-	-	-	-	-	270	360	360	225	1,215
	<u>-</u>	<u>12</u>	<u>17</u>	<u>-</u>	<u>-</u>	<u>270</u>	<u>360</u>	<u>360</u>	<u>225</u>	<u>1,244</u>
TRADEPORT										
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL GRANT RECEIPT AWARDS	<u>-</u>	<u>2,338</u>	<u>44</u>	<u>56</u>	<u>502</u>	<u>306</u>	<u>360</u>	<u>360</u>	<u>225</u>	<u>4,191</u>

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

(\$ 000's)

NON-GRANT CAPITAL PROJECTS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
TECHNOLOGY AND OTHER										
PAYCHEX PAYROLL KIOSKS **	-	5	-	-	-	-	-	-	-	5
SERVER REPLACEMENT**	10	-	-	-	-	-	-	-	-	10
	<u>10</u>	<u>5</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15</u>
GOLF COURSE										
COURSE EQUIPMENT	98	-	168	-	-	-	-	-	-	266
GOLF COURSE NETTING	-	60	-	-	-	-	-	-	-	60
CLUBHOUSE HVAC/GEOTHERMAL REPAIRS	90	-	-	-	-	-	-	-	-	90
VIDEO SURVEILLANCE SYSTEM	-	-	30	10	-	-	-	-	-	40
AUTOMATIC GRASS CUTTER**	-	-	10	-	-	-	-	-	-	10
IRRIGATION REPAIRS	-	-	200	600	531	-	-	-	-	1,331
	<u>188</u>	<u>60</u>	<u>408</u>	<u>610</u>	<u>531</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,797</u>
PORTSMOUTH AIRPORT										
AIRLINE AVE PARKING EXPANSION	10	-	-	-	750	750	500	-	-	2,010
PAY FOR PARKING INFRASTRUCTURE UPGRADES	40	-	-	-	-	-	-	-	-	40
AIR TRAFFIC CONTROL TOWER CONSTRUCTION**	200	200	200	200	200	200	200	200	200	1,800
N FUEL FARM PAVEMENT**	-	-	-	-	-	100	150	-	-	250
ARRIVALS HALL-CONSTRUCTION	5	5	5	-	-	-	-	-	-	15
	<u>255</u>	<u>205</u>	<u>205</u>	<u>200</u>	<u>950</u>	<u>1,050</u>	<u>850</u>	<u>200</u>	<u>200</u>	<u>4,115</u>
SKYHAVEN AIRPORT										
SRE DRIVEWAY PAVEMENT REPAIR**	30	-	-	-	-	-	-	-	-	30
FUEL SYSTEM CREDIT CARD **	-	-	-	5	-	-	-	-	-	5
TERMINAL APRON PAVEMENT-FUEL FARM PAD**	-	-	-	-	250	-	-	-	-	250
	<u>30</u>	<u>-</u>	<u>-</u>	<u>5</u>	<u>250</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>285</u>
SECURITY - PORTSMOUTH AIRPORT										
ACCESS CONTROL SYSTEM	-	100	-	-	-	-	-	-	-	100
	<u>-</u>	<u>100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100</u>
SECURITY - SKYHAVEN AIRPORT										
GATE 3 NETWORKING**	7	-	-	-	-	-	-	-	-	7
	<u>7</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7</u>
TRADEPORT										
STORMWATER UPGRADES	-	25	-	-	25	-	-	-	-	50
FLIGHTLINE ROAD CONSTRUCTION**	-	-	-	400	400	-	-	-	-	800
ROOF REPLACEMENT-19 DURHAM**	50	-	-	-	-	-	-	-	-	50
	<u>50</u>	<u>25</u>	<u>-</u>	<u>400</u>	<u>425</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>900</u>
MAINTENANCE										
VEHICLE FLEET REPLACEMENT -MAINT**	-	-	63	-	75	-	-	-	-	138
BUILDING INFRASTRUCTURE **	-	-	-	-	50	-	-	-	-	50
SIGN PROGRAM APPLICATION TABLE**	-	12	-	-	-	-	-	-	-	12
DUMP TRUCK AND TRAILER**	-	-	-	-	260	-	-	-	-	260
	<u>-</u>	<u>12</u>	<u>63</u>	<u>-</u>	<u>385</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>460</u>
TOTAL NON-GRANT CAPITAL PROJECTS	540	407	676	1,215	2,541	1,050	850	200	200	7,679

NOTE: **PENDING BOARD APPROVAL

DIVISION OF PORTS AND HARBORS (UNRESTRICTED FUNDS)

CASH FLOW SUMMARY OVERVIEW

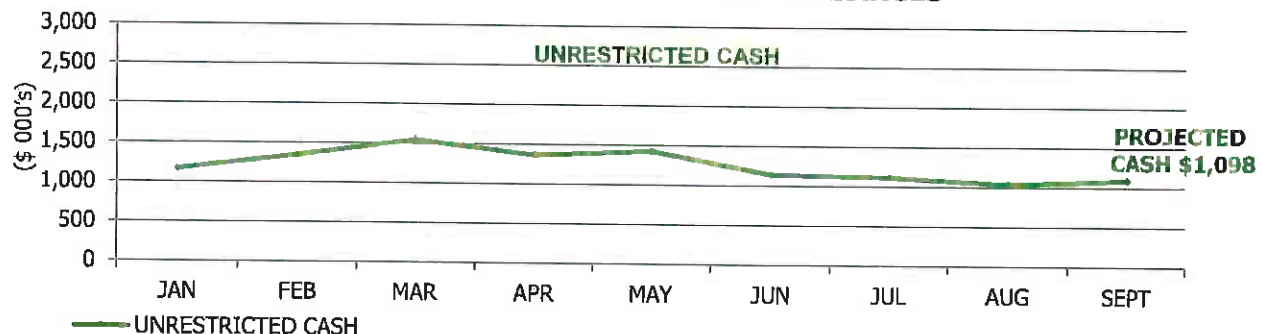
JANUARY 1, 2026 TO SEPTEMBER 30, 2026

(\$ 000's)

(\$000'S)	AMOUNT	TOTAL FUND BALANCES	BALANCE AT 12/31/25	BALANCE AT 12/31/24
OPENING FUND BALANCE	729	UNRESTRICTED FUNDS	729	908
SOURCES OF FUNDS		DESIGNATED FUNDS	178	173
FACILITY RENTALS AND CONCESSIONS	477		907	1,081
FUEL SALES	291			
GRAND AWARD (SEE PAGE 8)	2,213			
REGISTRATIONS / WHARFAGE	1,448			
MOORING FEES	450			
DESIGNATED FUNDS	40			
PARKING FEES	218			
	5,137			
USES OF FUNDS				
PERSONNEL SERVICES AND BENEFITS	1,529			
FUEL PROCUREMENT	171			
OPERATING EXPENSES	681			
CAPITAL EXPENDITURES -GRANT (SEE PAGE 8)	2,252			
CAPITAL EXPENDITURES -NON-GRANT (SEE PAGE 8)	135			
	4,768			
NET CASH FLOW	369			
CLOSING FUND BALANCE	1,098			

CASH FLOW PROJECTION SENSITIVITIES INCLUDE: 1) ACCURACY OF CAPITAL EXPENDITURES FORECAST AND USE OF HARBOR DREDGING AND PIER MAINTENANCE FUND 2) SEASONAL REVENUE AND EXPENSE FLUCTUATIONS

PROJECTED UNRESTRICTED CASH BALANCES



DIVISION OF PORTS AND HARBORS (UNRESTRICTED FUNDS)
STATEMENT OF CASH FLOW

(\$000's)

CASH FLOW - DPH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
OPENING FUND BALANCE	729	1,169	1,350	1,551	1,365	1,427	1,140	1,118	1,039	729
SOURCES OF FUNDS										
FACILITY RENTALS AND CONCESSIONS	50	41	53	53	73	49	64	39	55	477
FUEL SALES	10	7	7	12	17	47	74	60	57	291
MOORING FEES	100	150	150	50						450
PARKING FEES	-	-	2	10	17	36	61	59	33	218
GRANTS FUNDS RECEIVED & OTHER (SEE PAGE #8)	-	-	-	19	137	19	19	1,019	1,000	2,213
DESIGNATED FUNDS	-	-	-	40	-	-	-	-	-	40
REGISTRATIONS / WHARFAGE	490	218	225	70	83	65	16	30	251	1,448
	650	416	437	254	327	216	234	1,207	1,396	5,137
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	160	157	161	162	184	179	182	182	162	1,529
FUEL PROCUREMENT	7	4	4	8	8	34	15	53	38	171
UTILITIES	10	13	9	10	9	10	10	13	8	92
GENERAL AND ADMINISTRATIVE	12	12	12	13	12	14	16	15	14	120
BUILDINGS AND FACILITIES	13	22	23	23	15	229	15	15	42	397
PROFESSIONAL SERVICES	8	8	8	8	8	8	8	8	8	72
CAPITAL- GRANT RELATED (SEE PAGE # 8)	-	19	19	176	19	19	-	1,000	1,000	2,252
CAPITAL- NONGRANT (SEE PAGE # 8)	-	-	-	40	10	10	10	-	65	135
	210	235	236	440	265	503	256	1,286	1,337	4,768
NET CASH FLOW	440	181	201	(186)	62	(287)	(22)	(79)	59	369
CLOSING FUND BALANCE	1,169	1,350	1,551	1,365	1,427	1,140	1,118	1,039	1,098	1,098

**CAPITAL PROJECTS PRESENTED TO THE HOUSE PUBLIC WORKS AND HIGHWAYS COMMITTEE
ON MARCH 10, 2025:**

- MARKET STREET TERMINAL-MAIN WHARF DREDGING \$1,417,000
- RYE AND HAMPTON HARBORS RIPRAP REPAIR \$ 765,000
- MARKET STREET MARINE TERMINAL WAREHOUSE
REMOVAL AND OFFICE REPLACEMENT \$1,973,300

Note: The above projects were submitted in April 2024 as part of the State Capital Improvement Plan and approved on June 5, 2025

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

(\$ 000's)

GRANT FUNDED PROJECTS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
MARKET STREET TERMINAL										
FUNCTIONAL REPLACEMENT-BARGE DOCK	-	-				-	-	1,000	1,000	2,000
SECURITY CAMERA SYSTEM UPGRADE**	-	-	-	157	-	-	-	-	-	157
	-	-	-	157	-	-	-	1,000	1,000	2,157
HARBORS										
RYE HARBOR SEAWALL DESIGN (FEMA/STATE)**	-	19	19	19	19	19	-	-	-	95
	-	19	19	19	19	19	-	-	-	95
PORTSMOUTH FISH PIER										
	-	-	-	-	-	-	-	-	-	-
TOTAL GRANT FUNDED PROJECTS	-	19	19	176	19	19	-	1,000	1,000	2,252
INTERNALLY FUNDED										
MARKET STREET TERMINAL										
BARKER WHARF REPAIRS**	-	-	-	40	-	-	-	-	-	40
	-	-	-	40	-	-	-	-	-	40
HARBORS										
HOISTS (5) - ALL LOCATIONS**	-	-	-	-	10	10	10	-	-	30
HARBOR MASTER PATROL VEHICLE**	-	-	-	-	-	-	-	-	65	65
	-	-	-	-	10	10	10	-	65	95
PORTSMOUTH FISH PIER										
	-	-	-	-	-	-	-	-	-	-
TOTAL INTERALLY FUNDED PROJECTS	-	-	-	40	10	10	10	-	65	135

DIVISION OF PORTS AND HARBORS
GRANT RECEIPT AWARDS

(\$ 000's)

GRANT AWARDS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
MARKET STREET TERMINAL										
FUNCTIONAL REPLACEMENT-BARGE DOCK	-	-				-	-	1,000	1,000	2,000
SECURITY CAMERA SYSTEM UPGRADE	-	-	-	-	118	-	-	-	-	118
	-	-	-	-	118	-	-	1,000	1,000	2,118
HARBORS										
RYE HARBOR SEAWALL DESIGN (FEMA/STATE)**	-	-	-	19	19	19	19	19	-	95
	-	-	-	19	19	19	19	19	-	95
PORTSMOUTH FISH PIER										
	-	-	-	-	-	-	-	-	-	-
TOTAL GRANT RECEIPT AWARDS	-	-	-	19	137	19	19	1,019	1,000	2,213

DIVISION OF PORTS AND HARBORS (*RESTRICTED FUNDS*)

CASH FLOW SUMMARY OVERVIEW

JANUARY 1, 2026 TO SEPTEMBER 30, 2026

(\$ 000's)

HARBOR DREDGING FUND

(\$ 000's)	<u>AMOUNT</u>
OPENING FUND BALANCE	<u>369</u>
SOURCES OF FUNDS	
PIER USAGE FEES	81
REGISTRATIONS	9
GRANT FUNDING	-
	<u>90</u>
USES OF FUNDS	
BUILDINGS AND FACILITIES	125
GENERAL AND ADMINISTRATIVE	4
PROFESSIONAL SERVICES	-
ALL OTHER- (CBOC)	25
	<u>154</u>
NET CASH FLOW	<u>(64)</u>
CLOSING FUND BALANCE	<u>305</u>

REVOLVING LOAN FUND

(\$ 000's)	<u>AMOUNT</u>
OPENING FUND BALANCE	<u>467</u>
SOURCES OF FUNDS	
LOAN REPAYMENTS	93
INTEREST INCOME-LOANS	30
INTEREST INCOME-FUND BALANCE	-
	<u>123</u>
USES OF FUNDS	
NEW LOANS PROJECTED	100
GENERAL AND ADMINISTRATIVE	6
PROFESSIONAL SERVICES	15
	<u>121</u>
NET CASH FLOW	<u>2</u>
CLOSING FUND BALANCE	<u>469</u>

FOREIGN TRADE ZONE

(\$ 000's)	<u>AMOUNT</u>
OPENING FUND BALANCE	<u>21</u>
SOURCES OF FUNDS	
FACILITY RENTALS	4
ALL OTHER	-
	<u>4</u>
USES OF FUNDS	
GENERAL AND ADMINISTRATIVE	3
PROFESSIONAL SERVICES	-
OTHER	7
	<u>10</u>
NET CASH FLOW	<u>(6)</u>
CLOSING FUND BALANCE	<u>15</u>

TOTAL FUND BALANCES	BALANCE AT 12/31/25	BALANCE AT 12/31/24
HARBOR DREDGING	369	322
REVOLVING LOAN FUND	467	361
FOREIGN TRADE ZONE	21	21
	<u>857</u>	<u>704</u>

MEMORANDUM

TO: Pease Development Authority Board of Directors

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

DATE: January 5, 2026

SUBJECT: Licenses / ROEs / Easements / Rights of Way

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

1. Name: Northeast Landcare
 License: Right of Entry
 Location: Southeast corner lot on Rye Street off Corporate Drive
 Purpose: Utilizing laydown area for materials storage
 Term: December 30, 2025, through April 30, 2026

Director Fournier was consulted and granted his consent regarding this Right of Entry.

MEMORANDUM

TO: Pease Development Authority Board of Directors

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

DATE: January 5, 2026

SUBJECT: Lease Report

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

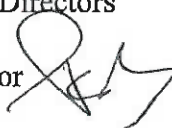
1. Tenant: Incline Analytics LLC.
Space: 15 Rye Street (Suite #225)
Use: General Office and Related Uses
Term: 2-year term expiring November 30, 2027
2. Tenant: Sterilray, Inc.
Space: 112 Corporate Drive
Use: General Office Use
Term: 2-year term

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.

P:\BOARDMTG\2026\Lease Report (1-13-26).doc

MEMORANDUM

TO: Pease Development Authority Board of Directors

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

DATE: January 5, 2026

SUBJECT: Contract Reports

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

1. Project Name: Premier Fence, LLC
(PDA's On-Call Fence Company)
Board Authority: Board approval received December 21, 2023
Summary: Exercise of the two-year extension option to the agreement.
2. Project Name: Berry Dunn
(PDA's Auditor)
Board Authority: Director Ferrini
Cost: Not to exceed \$5,000.00
Summary: Review of CARES Act grant funding.

Memorandum

To: Paul E. Brean, A.A.E., Executive Director *PEB*

From: Chasen Congreves, C.M., Business Development *CC*

Date: 1/2/2026

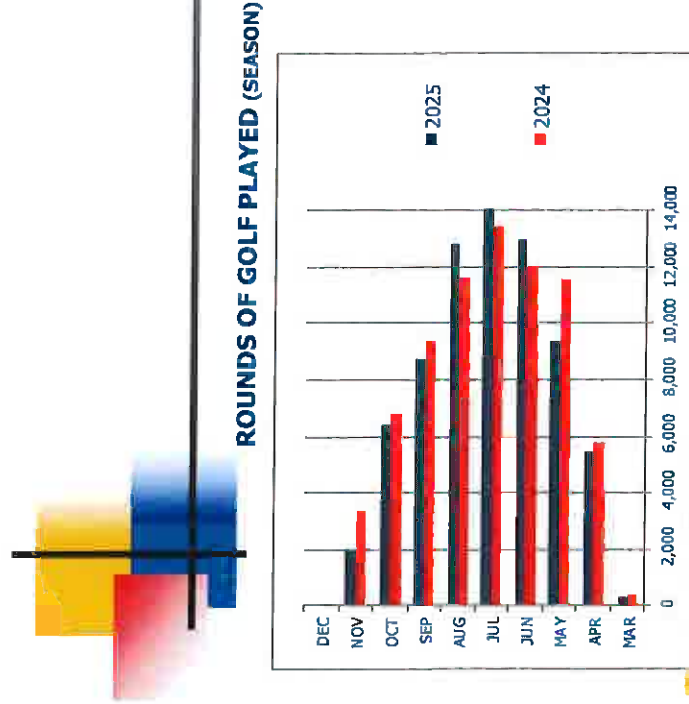
Re: Pease Development Authority Marketing Funds FY26

In accordance with the Board's November 18, 2025, approval authorizing the use of FY26 budgeted marketing funds totaling \$237,500, and requiring expenditure reporting at the subsequent Board meeting, the Pease Development Authority ("PDA") provides the following report of funds expended since the report provided at the Board's December 2025, meeting. As of December 31, 2025, actual FY26 marketing expenditures total \$76,725.

1. Organization: Words from the Woods, LLC ("WFTW")
 - Cost: \$17,500
 - Term: 3 Months (December 2025 – February 2026)
 - Purpose: To educate the local community, lawmakers, business partners, and the general public about the PDA's mission, its role as a driver of economic vitality, and accomplishments over the past year.
 - Outcome: WFTW will produce the PDA's 2025 Annual Report to increase awareness and understanding of the PDA's impact and mission. Through transparent storytelling and data-driven highlights, the report will strengthen trust and communication with the local community, inform lawmakers and business partners, and reinforce the PDA's value as a steward of public assets and a catalyst for economic growth.

1. Organization: Dover Chamber of Commerce
 - Cost: \$220
 - Term: 12 Months (January 2026 – December 2027)
 - Purpose: To strengthen the PDA's connection to the regional business community by engaging with local employers, civic leaders, and economic development partners through the Dover Chamber of Commerce.
 - Outcome: The PDA will renew membership with Dover's Chamber of Commerce to strengthen partnerships with local businesses and stakeholders, increase awareness and understanding of the airport's role, and reinforce the airport's value as a community-focused public asset that supports long-term economic development.

KEY GOLF COURSE BENCHMARKING DATA – DECEMBER 2025

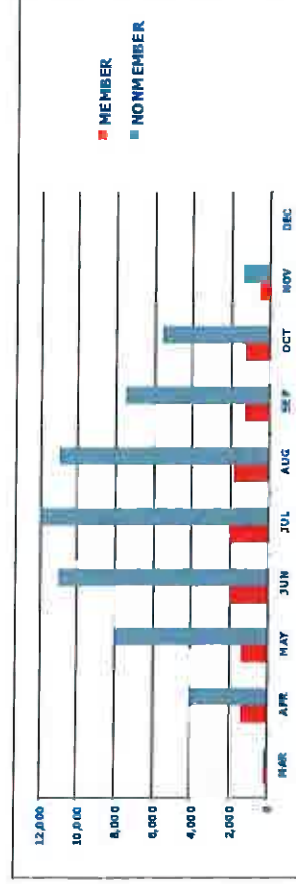


ROUNDS OF GOLF PLAYED (SEASON)

Month	2023 Season	2024 Season
DEC	~1,000	~1,000
NOV	~2,000	~3,000
OCT	~5,000	~6,000
SEP	~8,000	~9,000
AUG	~10,000	~11,000
JUL	~13,000	~12,000
JUN	~12,000	~11,000
MAY	~9,000	~10,000
APR	~5,000	~5,000
MAR	~1,000	~1,000

	2025 SEASON	2024 SEASON	2023 SEASON
ROUNDS PLAYED	72,012	74,251	73,897
RAIN DAYS	55	55	58

2025 MEMBER / NONMEMBER ROUNDS (SEASON)



2025 ROUNDS- SEASON	
MEMBER	11,556
NONMEMBER	<u>60,456</u>
TOTAL	72,012

CLUB/ COURSE FUNCTIONS	FY 2026 YTD	FY 2025 YTD
GROUPS 20-59	47,957	40,815
TOURNAMENT PLAY	165,778	177,921
LEAGUES	60,107	44,475
FOOD AND ROOM FEES THRU	258,924	121,613

AIRPORT REPORT

PERIOD ENDING NOVEMBER 2025

NOV ENPLANEMENTS

2025

Scheduled Enplanements
Chartered Enplanements

5,901
1,146

Total Enplanements

7,047

2025 Enplanements YTD

110,743

REVENUE PARKING-NOV

\$62,846

1328 Transactions @ \$47.32

NOV FUEL FLOWAGE FEES

\$107,800.48

Total Gallons

980,004.40

CRAF and DOD

72%

Commercial

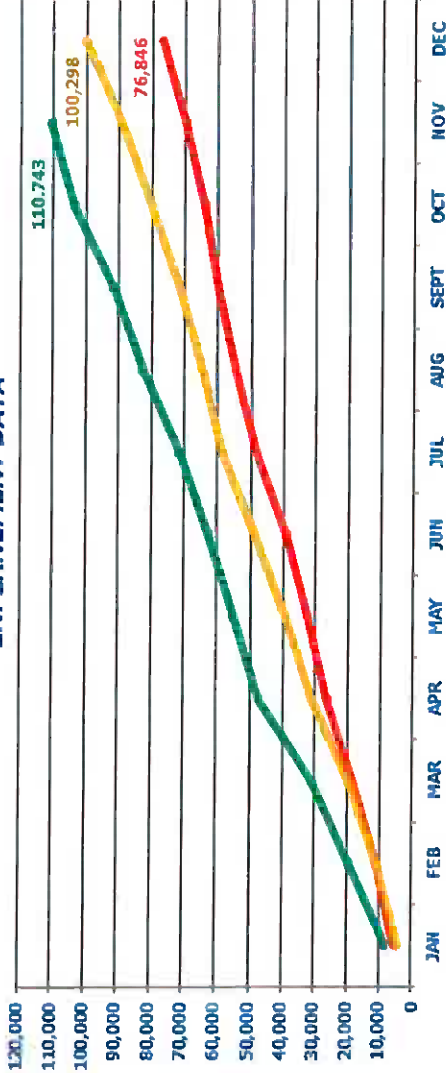
10%

General Aviation

18%

- **Airfield Construction**
 - Thermo Fisher Hangar Development
- **AIP Grant Funded Projects**
 - Taxiway Alpha South & Holding Bay Reconstruction- Currently in Design Phase
- **Parking Revenue Update**
 - Increase from \$7 /day to \$9/day beginning Jan 1, 2026
- **Enterprise Concession Fees:**
JULY, AUG, SEPT: \$52,314.54

ENPLANEMENT DATA





36 Airline Ave., Portsmouth, NH 03801
603.433.6536

Memorandum

To: John Meehan, Airport Manager 
From: Josh Wright, Airport Operations Specialist 
Date: January 5, 2026
Re: Noise Report for December 2025

Portsmouth International Airport at Pease ("PSM") received two noise inquiries in December 2025.

- December 9, 2025: A resident of Greenland, NH called regarding a helicopter operating over his house which caused his house to shake. The resident was notified that this was a military UH60 Blackhawk Helicopter performing pattern work operations.
- December 18, 2025: A resident of Durham, NH called requesting air traffic be varied throughout the day. The resident was notified that the current activity involved a B737 aircraft which departed from runway 34 at 9:04 p.m., a military KC46 performing a touch and go maneuvers at 9:27 p.m. and landing at 9:43 p.m., and a military KC46 performing pattern work from 9:35 p.m. to 10:14 p.m..

All noise inquiries submitted to the noise line are received and responded to unless otherwise specified.

To: Pease Development Authority Board of Directors

From: Richard Hartley, Director Ports and Harbors

R. Hartley

Date: January 05, 2026

SUBJECT: PORTS AND HARBORS PDA BOARD NOTES

Market Street Terminal Vessel/ Cargo Report:

- *Durable* (x2) – Bunkering and pier side maintenance and repairs
- *Reliance* – Pier side maintenance and repairs
- First bulk salt ship expected mid-January



- **Truck Scale Installed:**
 - Installation not fully complete, but scale is in place and functioning.
 - Over 1,800 salt trucks loaded out by tenants in December.
- **2025 Calendar Year-End Summary:**
 - 296,426 tons of cargo throughput
 - 4,252,600 lbs of menhaden landed
 - 588,275 gallons of diesel transferred
 - 1,139 Cruise passengers/ tourists
 - 62 Calls on MST by various vessels
- **Functional Replacement/ Pier Extension:**
 - Received dredge project permit for pier-side dredging from 22' MLW to 36' MLW. This project will go hand-in-hand with the primary functional replacement project as dredging vendor will already be on site.

Foreign Trade Zone #81 Items:

- Submitted applications awaiting activation:
 - DHL, Foxx Life Sciences, Hypertherm, Tycoon Games, EMD Millipore
- Expected applicants: Pratt & Whitney, Turbocam

Grants and Cruise Industry:

- Maritime Administration PIDP Grant answer expected this month
- Working with CBP to add second cruise line to 2026 season

Marine Facilities and Harbor Management:

- **Portsmouth Fish Pier:**
 - Began discussion with Portsmouth Sail on 2026 Tall Ship event, which will be taking place mid-July
- **Rye Harbor:**
 - Rye Harbor Seawall Project pending Board approval to move forward with AME for A&E; Funded by FEMA/ NH HS-EM, Cost Share through State funds, for significant storm damage
 - Recreational floating dock bid has been accepted, HDPM Fund & 125k for project.
 - The team is identifying line items from the study that need to be addressed before 2026 boating season.
 - Next project- RH commercial float pilings (fall 2026 project)
- **Hampton Harbor:**
 - Continue to monitor commercial floats, DPH left the floats this winter to help with commercial activity.

Harbor Master & Terminal Security Operations:

- Security Staff completed monthly required training to stay up to date, according to FSP and SSO held Safety Training sessions required to stay up to date.
- Work on an updated list of new/old drivers, and new/old trucks to be compiled
- First-ever DPH float for Holiday parade.
- The USCG Annual Inspection was successfully completed in December.





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 OCTOBER 8, 2025 4:00 PM

PRESENT: Chris Snow, Chair
Mike Donahue, Vice-Chair
Jeff Gilbert, Treasurer (excused at 4:46)
Erik Anderson
Bill McQuillen (excused at 5:41)
Richard Hartley, Assistant Port Director
Ethan Murray, Terminal Operations Manager
Adam Winkler, Deputy Chief Harbormaster

1. CALL TO ORDER

Chair Snow called the meeting to order at 4:05 PM following the suspension of the public hearing on the initial proposed pilot fees.

2. APPROVE MINUTES

McQuillen made a motion to approve the June 11, 2025 minutes, Anderson seconded. No discussion, a vote was taken, all were in favor and the motion passed.

3. FINANCE REPORT

The 2-month period ending August 2025 finance report was included in the packet; a corrected page 2 was distributed to members. Gilbert noted the importance of reviewing financials on a cash basis in addition to P&L, as depreciation and capital costs can distort the overall picture. He added that historically the Port has not been expected to fund all capital improvements internally (approx. \$20M). Gilbert also emphasized the need to understand how expenses are allocated.

Anzalone explained that financial statements are prepared on an accrual basis in accordance with GAAP and audit standards. A six and a half year internal capital budget—approved by PDA—is in place. A cash flow report is included in the PDA Board packet and available to members. Administrative allocations are conservative estimates. Two months into the fiscal year, operating revenue and expenses are favorable to budget (18.4%). Cash position has improved over last year; payables are down by half. RLF utilization has declined; we like the utilization rate to be about 90%. There is one loan and one new application in process. The current RLF interest rate is 3% (reduced from 4% during COVID). Discussion followed on raising the rate; suggestion was to keep it at 3% for now. A fisherman, Keper Connell, commented that limited outreach and industry uncertainty may be affecting participation. Staff will increase promotion efforts.

Gilbert commended Port staff for improved financial performance, noting a \$300K increase in cash and equivalent decrease in payables. Discussion followed on the capital budget. Hartley described it as a “wish list” incorporating state and federal funding opportunities, including a pending PDIP Grant application. Anzalone noted this report was issued close to the meeting date due to audit timing but aims to distribute earlier in the future. Gilbert encouraged continued detailed commentary. Anderson inquired about differences between Rye and Hampton performance. Anzalone cited seasonality and staffing variations; Market Street operations continue to offset other sites so we try to look at the Port at a consolidated basis. Fuel is available in Portsmouth so get the word out. Donahue remarked that the year is off to a strong start and that operating income is trending positively. He commended Port staff for their efforts in increasing wharfage, dockage, and tenant activity, including the addition of cruise ship operations, which have diversified revenue and reduced reliance on salt shipments. Gilbert added that revenues and expenses appear to be tracking together and that overall financial performance indicates things are moving in the right direction.

4. PISCATAQUA RIVER VESSEL TRANSIT REPORT

The September 2025 report was included in the packet. Captain Chris Holt was present and reported that there were a couple of Irving ships, a cement ship, an asphalt and a gypsum ship. In July Irving topped off their tanks. This time of year Irving will typically close down for cleaning and safety inspections.

5. DIRECTOR’S REPORT

A. Hartley provided updates on the following items:

1. Rye Harbor Study-Tighe & Bond. The results of the study will be released at a PDA Board meeting on October 14th. This is the first presentation and no one else has seen the outcome of the final report. Anderson asked how much the report cost, it was about \$170,000 and was paid for out of the Port operating funds. Gilbert asked how Hartley thought the process went. T & B did a good job in taking their time to put it together and getting the proper input from stakeholders. Everyone is looking forward to hearing the results and what that will mean for the harbor. Gilbert asked if there was any clarity of the functional analysis, such as goals and objectives. Donahue commented that one of the goals was to ensure that there was access for everyone in the State. Hartley had a copy of the Assessment goals from the RFQ and read it verbatim to the Council. Further discussion on a business model regarding revenue. Hartley reminded the Council that no funds transfer between the Port and PDA unless it is to pay for services rendered. Snow offered that the most important thing will be what is done with that report.

2. The bait cooler at the fish pier building will be opened very soon to the fishermen, Port staff are working on the details of Right of Entry for the users and protecting the walls without voiding the warranty. Josh Ford, in attendance as a member of the public, will be one of the users of the bait cooler and mentioned that he feels the project went well overall and contractors were held accountable by use of a punch list. Anderson reiterated that there definitely needs to be protection for the walls. Further discussion ensued on the different options for protection. As a reminder, ultimately, the users of the bait cooler are responsible for repairing damages caused by them.

3. Functional Replacement, the Port met with DOT staff and Appledore Marine to discuss some non-participating items regarding the floating dock relocation. As a result of the

meeting, the Port has proposed a compromise to NHDOT on the relocation of the dock, which will eliminate the need for some of the non-participating items associated with relocating the dock such as hand rails and removing fenders. The proposed compromise will also serve the needs of the Port better by way of keeping the existing barge dock available to larger boats. Murray showed the Council on the model where the new location is proposed to be. Additional discussion on a bollard in a different location and marine patrols use of the dock. Hartley provided an update on the ACOE dredge spoils permit, he is in contact with them weekly. Last update is that it is still with the ACOE and then needs to go to EPA for review. Once that final permit comes in and final bid docs/design are approved by DOT & FHWA the project can go out to bid solicitation for construction. Donahue mentioned that anything Richard can do to get the design right should be done now. Anderson commented on the building and the restriction for people being in the building in wind over 35mph and asked what the plan is, he had heard that the warehouse might be taken down. Hartley mentioned the office area was installed into the old liquor warehouse. We would love to be able to replace the entire building using that PDIP Grant, if awarded. Donahue noted that this facility is a "Roll On/ Roll Off" facility designated by FEMA for emergencies, it's the only one in proximity to the seacoast, having adequate facilities to support in case of emergencies is extremely important. A RORO facility allows ships to deliver vehicles/supplies to offload at the terminal directly from the ships.

B. The Council was provided with a list of items that were presented to the PDA Board of Directors at the September 2025 meetings, as shown below.

1. Reports:

1. Facility Report – September 16, 2025
2. Roberts Energy, LLC Fuel provider to vessels
3. Commercial Mooring Transfers
 - a. Reynolds to Pollock
 - b. Lamprey to Devine
 - c. McNamara to Fisher

2. Approvals:

1. Pda 700 Rules, Final Adoption
2. Christopher Holt, Class I Pilot Reappointment
3. Proposed Initial Pilot Fees

6. NEW BUSINESS

USCG Coastal Buoy Modernization Proposal (CBMP) Update & Solicitation for Public Comment. There were several minutes of discussion on the revised changes provided by the Coast Guard. There is concern over the fact that Coast Guard is still proposing removal of several buoys that are important to navigation, which are as follows:

Still on list for removal:

215: Rye Harbor Entrance Lighted Buoy
220: Appledore Ledge Buoy 2
230: Halfway Rock Buoy 4
245: Little Boars Head Buoy 1C
8905: Outer Rocks Buoy 2

Changes to the ATON positions and lighting of:

225: Isle of Shoals Relocated 700 yds NW

8875: Change to Rye Harbor Lighted Buoy 3 w flashing green 4 second intervals.

There was several minutes of discussion and included the use of electronic navigation and virtual aids to navigation, which are buoys that show on the plotter, but don't actually exist, the use of private aids to navigation, and the importance of the buoys they are planning to remove. Also, weather and terrorist attacks that spoof the location of the virtual buoys, impact the reliability of virtual buoys. In the end, the Council discussed creating a subcommittee and drafting a response to the Coast Guard which is due by November 15.

7. COMMITTEE REPORTS

- Business Development/FTZ- Donahue spoke on the Propeller Club's initiative on the Economic Impact Study for the whole river, including the private terminals up the river. The Club is trying to bring it to the attention of the State of NH and the Department of Business Development. Currently they are waiting to see who the new nominee is for BEA and they will reach out at that time. In the meantime, the Club is preparing a video for introduction to commerce on the river and is hoping the Port can provide some video and/or photos that show some of the different ships at the dock outside of the salt ships. This will be very important to show the capabilities of the Port that don't exist in Boston or Portland, which are crucial to the State of NH.
- Dredging- Hartley said he met with some folks in Hampton, regarding the bridge construction, future dredging, and the ongoing feasibility study for Hampton/Seabrook Harbor.
- Fisheries- Anderson reported on recent meetings on the NEFMC and NHCFA and offered the following:
 - A permanent person has not yet been named as the Chief of Marine Fisheries at Fish & Game. Renee Zobel has been filling in and doing a great job.
 - The NEFMC met recently and suspended any future development with "on demand gear" for lobster fishing.
 - Upcoming population assessment for lobster and menhaden. Depending the assessment, there could be reductions of up to 50% on the menhaden, which is the main source of lobster bait. Tuna fishing closed yesterday and will reopen in December.
 - An important lobster industry survey is circulating and is due Oct 17th, the results of the survey will be a component in assessing future regulatory issues.
 - There was a concern identified by the fishing association regarding that fact that reciprocity of violations on fishing licenses in other states does not currently exist in NH. Also, marine licenses in the State of NH are issued to the individual, not the vessel, but the association would like the violation issued to the vessel.
 - There is some sea clam fishing going on and the boats are very close to shore, 100 to 200 yards out. They are out of state boats and the regulations require residency in NH.
 - Lobster prices are strong, fishery is doing well.
 - The Yankee Fisherman's Co-Op in Seabrook is in negotiations with the Town of Seabrook for their lease renewal. It is also currently the only place for the fishermen to get ice.
- Government- McQuillen reported that there is a task force that the Commissioner of Safety and Homeland Security have brought together for marine safety. With the different agencies, it can get complex and he is looking to use the Port office to have face-to-face discussions. The facility here is preferred meeting point because it's already secure. The next meeting is tomorrow.
- Moorings- Snow passed out the active permit waitlist from the website, along with the overview of how many people are on the waitlists by area. Snow indicated the number of additional people were added to the list just in the last year, and concern is that the list continues to grow and grow. There are some waits that are 20 plus with Isles of Shoals with a wait of 35 years. Winkler spoke

on the steps the Division is taking in looking at the rules and regulations. Currently, demand is exceeding supply. The rules are currently under a detailed review, and there are some that are unclear and can be tightened up to allow better enforcement. There will be public outreach to determine some of the concerns that the public has as well. There is a good foundation but we are trying to identify sections of the rules that can be improved. Snow said there are some areas that have no waiting period, and it appears there are no boats on the moorings. People do find workarounds and the Division is only able to work within the rules as they exist now. Winkler indicated that one person can only be on any waitlist one time, in other words they can be on as many waitlists as they like, but only one time per area. Discussion on the Commercial for Hire such as Great Bay Marina and the Yacht Club that sit on the waitlist for the members. Hartley mentioned that we don't want to change the rules for problems that don't exist, but want to close the loopholes. Snow said the DMV date has not been set yet. Donahue indicated the PDA board has discussed the mooring program at several meetings and their interest relates closely to what opportunity there might be for generating revenue through the commercial mooring transfer program. There will need to be rule change and possibly a legislative change as well.

- Marine Facilities- no report

8. OLD BUSINESS

No old business.

9. PUBLIC COMMENT

Josh Ford asked about lighting on the pier that are on a timer and could it be made into being motion activated. Hartley said they are aware and are working on a solution.

10. PRESS QUESTIONS

No press present

11. ADJOURNMENT

The next PAC meeting is scheduled for November 5th. The meeting adjourned at 6:00 PM

For Zone Operations in 2023

85th ANNUAL REPORT of the

**Foreign-Trade
Zones Board**

to the

Congress
OF THE UNITED STATES

**SUBMITTED BY THE
FOREIGN-TRADE ZONES BOARD**

August 2024

GINA M. RAIMONDO
Secretary of Commerce

JANET L. YELLEN
Secretary of the Treasury

ALTERNATES

Dawn Shackleford
Executive Director of Trade Agreements Policy & Negotiations
U.S. Department of Commerce

Aviva R. Aron-Dine
Acting Assistant Secretary for Tax Policy
U.S. Department of the Treasury

Elizabeth Whiteman
Executive Secretary

U.S. FOREIGN-TRADE ZONES

Foreign-trade zones are secure areas under supervision of U.S. Customs and Border Protection (CBP) that are considered outside the customs territory of the United States for the purposes of duty payment. Located in or near customs ports of entry, they are the U.S. version of what are known internationally as free trade zones. Authority for establishing these facilities is granted by the Foreign-Trade Zones (FTZ) Board under the Foreign-Trade Zones Act of 1934, as amended (19 U.S.C. §§81a-81u), and the Board's regulations (15 C.F.R. Part 400). The Executive Secretariat of the Board is located within Enforcement and Compliance of the U.S. Department of Commerce in Washington, D.C.

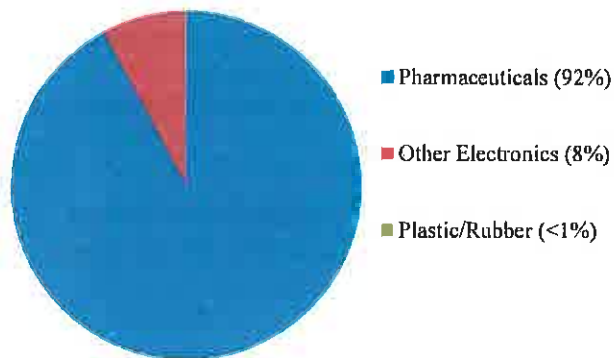
Foreign and domestic merchandise may, subject to FTZ Board and CBP regulations, be moved into zones for operations not otherwise prohibited by law involving storage, exhibition, assembly, manufacturing, and processing. All zone activity is subject to public interest review, and all production activity requires a case-by-case review. Under zone procedures, the usual formal customs entry procedure and payment of duties are not required on the foreign merchandise unless and until it enters customs territory for domestic consumption, in which case the importer may have a choice of paying duties either on the original foreign materials or the finished product. Domestic goods moved into a zone for export are considered exported upon entering the zone for purposes of excise tax rebates and drawback. The benefits obtained through FTZ procedures help encourage U.S. activity, employment and value added, often in competition with foreign alternatives. FTZ sites and activities remain within the jurisdiction of federal, state and local governments and agencies.

A foreign-trade zone is created when a local organization, such as a city, county or port authority, applies to the FTZ Board for a grant to establish and operate a zone to serve a specifically defined geographic area. Upon approval of the zone by the FTZ Board, the organization becomes known as the FTZ "grantee". Grantees are then able to submit applications to the FTZ Board to establish FTZ sites or subzones for use by companies in that area. Under the FTZ Act, grantees are required to operate their zones as "public utilities" and provide "uniform treatment under like conditions" to companies using the zone.

The regulations of the Foreign-Trade Zones Board are published in the Code of Federal Regulations at Title 15, Part 400 (15 C.F.R. Part 400), and the regulations of U.S. Customs and Border Protection concerning zones are published in the Code of Federal Regulations at Title 19, Part 146 (19 C.F.R. Part 146). Information on foreign-trade zones is available of the FTZ Web site at: <http://www.trade.gov/ftz>.

NEW HAMPSHIRE

TOP FOREIGN-STATUS PRODUCTS BY VALUE



STATE SUMMARY

Merchandise Received:	\$250-500 mil
Exports:	\$10-25 mil
Merchandise Forwarded:	\$100-250 mil
Employees:	1,251-1,500

FTZ 81, PORTSMOUTH

GRANTEE: PEASE DEVELOPMENT AUTHORITY, DIVISION OF PORTS AND HARBORS

All Activity:

MERCHANDISE RECEIVED	EXPORTS	EMPLOYEES
\$250-500 mil	\$10-25 mil	1,251-1,500

Warehouse/Distribution Activity:

NUMBER OF OPERATORS	MERCHANDISE RECEIVED	EXPORTS	MERCHANDISE FORWARDED
1	\$25-50 mil	\$1-5 mil	\$25-50 mil

Production Activity:

	COMPANY	MERCHANDISE RECEIVED	EXPORTS	MERCHANDISE FORWARDED
81	Textiles Coated International	\$10-25 mil	\$5-10 mil	\$10-25 mil
81D	Millipore Corporation	\$250-500 mil	\$1-5 mil	\$100-250 mil

For Zone Operations in 2024

86th ANNUAL REPORT of the

**Foreign-Trade
Zones Board**

to the

Congress
OF THE UNITED STATES

**SUBMITTED BY THE
FOREIGN-TRADE ZONES BOARD**

November 2025

HOWARD LUTNICK
Secretary of Commerce

SCOTT BESSENT
Secretary of the Treasury

ALTERNATES

Christopher Abbott
*Deputy Assistant Secretary for Policy and Negotiations,
performing the non-exclusive functions and duties
of the Assistant Secretary for Enforcement and Compliance
U.S. Department of Commerce*

Kenneth J. Kies
*Assistant Secretary for Tax Policy
U.S. Department of the Treasury*

Elizabeth Whiteman
Executive Secretary

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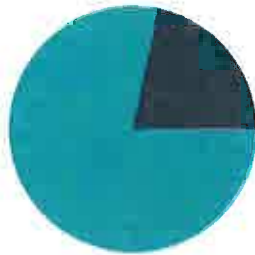
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NEW HAMPSHIRE

TOP FOREIGN-STATUS PRODUCTS BY VALUE



- Pharmaceutical Products (78%)
- Other Electronics Products/Parts (22%)
- Plastic/Rubber Products (<1%)

STATE SUMMARY

Merchandise Received:	\$250-500 mil
Exports:	\$10-25 mil
Merchandise Forwarded:	\$100-250 mil
Employees:	1,000-1,250

FTZ 81, PORTSMOUTH

GRANTEE: PEASE DEVELOPMENT AUTHORITY, DIVISION OF PORTS AND HARBORS

All Activity

MERCHANDISE RECEIVED	EXPORTS	EMPLOYEES
\$250-500 mil	\$10-25 mil	1,000-1,250

Warehouse/Distribution Activity

NUMBER OF OPERATORS	MERCHANDISE RECEIVED	EXPORTS	MERCHANDISE FORWARDED
1	\$50-75 mil	\$1-5 mil	\$25-50 mil

Production Activity

	COMPANY	MERCHANDISE RECEIVED	EXPORTS	MERCHANDISE FORWARDED
81	Textiles Coated International	\$10-25 mil	\$5-10 mil	\$10-25 mil
81D	Millipore Corporation	\$100-250 mil	\$5-1 mil	\$100-250 mil

***SAMPLE* MOTION**

Director Parker:

The Pease Development Authority Board of Directors hereby moves that item numbers _____ 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. Functional Replacement Project – Appledore Marine Engineering, LLC – Dredge Analysis and Bid Solicitation Service Retroactive Approval
2. Rye Harbor Marine Facility – Riverside & Pickering Marine Contractors – Recreational Pier Floating Docks Replacement
3. Rye Harbor Marine Facility – Rye Harbor Seawall – Appledore Marine Engineering LLC
4. Rye Harbor Marine Facility – Right of Entry Transfer and Amendment – Vintage Fish Company, LLC to Hidden Coast Shellfish LLC

***SAMPLE* MOTION**

Director Conard:

The Pease Development Authority Board of Directors retroactively approves the 2024 execution of a contract with the Division of Ports and Harbors contracted on-call marine engineering service provider, Appledore Marine Engineering, LLC, in an amount not to exceed \$136,992.00, for the purpose of providing Dredge Analysis and Bid Solicitation Services related to the Functional Replacement of the Barge Dock at the Market Street Terminal; all in accordance with the memorandum of Richard Hartley, Director of Ports and Harbors, dated December 15, 2025, attached hereto.

N:\RESOLVES\2026\DPH – Appledore Marine – Functional Replacement Barge Dock (1-13-26).docx



PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

To: Pease Development Authority Board of Directors

From: Richard Hartley, Director, Ports and Harbors *R. Hartley*

Date: December 15, 2025

Re: Functional Replacement Project, Appledore Marine, Dredge Analysis and Bid Solicitation Services

It has recently come to the attention of PDA staff that, in 2024, the Division of Ports and Harbors (the "Division") signed a scope of work for marine engineering services prepared by Appledore Marine Engineering, LLC ("AME") for Dredge Analysis and Bid Solicitation Services (the "Proposal") related to the Functional Replacement ("FR") of the Barge Dock project, without submitting same to the PDA Board. The Division may have done so under the view that the engineering costs were expected to be 100% reimbursed by the state and federal government. The 2024 Proposal is attached for reference.

Background

The Division has been working with the New Hampshire Department of Transportation ("NHDOT") on the FR Project since the completion of the construction of the new Sarah Mildred Long Bridge in 2018. The realignment of the new bridge resulted in loss of use of 200' of the Barge Dock. As a result, the Division entered into an agreement with NHDOT to bring the facility back to full functionality, funded 100% through Federal Highway ("FHWA") funds.

In September of 2023, the FR project was advertised for bid for the first time. The Division received 1 (one) bid, which was disqualified due to contractor not meeting the minimum requirements outlined in the bid. Given the failed bidding process, there remains a need to bid out the construction phase.

Looking ahead to rebidding the FR project's construction, on September 30, 2024 AME (the Division's on-call marine engineer and the engineering firm of record for the FR project) prepared the 2024 Proposal for additional services. On November 7, 2024 NHDOT provided the Division with Notice to Proceed (attached) with the Proposal. On November 10, 2024, the Division countersigned the Proposal. To date, 100% of the Dredge Alternatives Analysis and 70% of the Bid Solicitation Services have been completed, paid, and reimbursed to the Division by NHDOT. There is a balance of \$26,719.30 remaining for Bid Solicitation Services.

Now, out of an abundance of caution and to ensure the Board is aware of the expenditure, the Division seeks retroactive Board approval and authorization to accept the 2024 proposal from AME. A brief overview of the 2024 Proposal is set forth below.

Task 1 Bid Solicitation Services

As discussed above, in September of 2023, the FR project was advertised for bid for the first time. The Division received 1 (one) bid, which was disqualified due to contractor not meeting the minimum requirements outlined in the bid. There remains a need to bid out the FR construction phase. **AME's Proposal indicated a cost of \$98,171 for Bid Solicitation Services.**

Task 2 Dredge Alternative Analysis

When the FR construction project went out to bid in September of 2023, the Army Corp of Engineers ("ACOE") Individual Permit was still pending. NHDOT has since indicated that they would require all permits to be in place for the second bid advertisement. In December of 2023, the ACOE notified the Division that an alternatives analysis for the dredge materials ("Dredge Alternatives Analysis ") would need to be completed to move the permit review forward. The Dredge Alternatives Analysis provides a summary of options to dispose of the dredge material. The ACOE permit was issued on November 26, 2025. **AME's Proposal indicated a cost of \$38,821.00 to complete the Dredge Alternative Analysis.**

Therefore, in accordance with the foregoing, the Division requests and recommends the PDA Board of Directors retroactively approve the Proposal in the amount of \$136,992.00.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Portsmouth NH – Kittery, ME 15731
Route 1 Bypass over the Piscataqua River (Br. No 251/108)
Functional Replacement

Highway Design
Room 200
Tel: (603) 271-2171
Fax: (603) 271-7025

September 7, 2022

Captain Geno Marconi, Director of Ports and Harbors
Pease Development Authority, Division of Ports and Harbors
55 Market Street
Portsmouth, NH 03801

Re: Notice to Proceed – Functional Replacement 15731, Design

Dear Captain Marconi:

This letter serves as the Notice to Proceed for the Portsmouth-Kittery 15731 project for the design phase only. For invoicing purposes the Project Name: Portsmouth-Kittery, Number: 15731, WCC: 337, and Org Code: 2945 should be shown on the invoice. This agreement will be administered as a lump sum agreement. Invoices and Progress Reports shall be submitted monthly. I will be acting as the NHDOT Contract Manager for this agreement please submit all questions and invoices through me. The maximum amount allowed to be billed against this agreement is \$2,376,242.00 which includes \$1,865,823.00 for the original contract, \$23,544.00 for Amendment #1, and \$478,691.00 for Amendment #2 (excluding the PIDP work), and \$8,184.00 for Amendment #2 PIDP work.

The PIDP work was not considered a federally participating work element by the Federal Highway Administration as the work occurred prior to authorization. In the future, work prior to authorization will not be reimbursable and will be the sole responsibility of the PDA-DPH. As this line item is not participating, it must be billed separately and identified as "Non-Participating" on your future invoices.

The Construction phase portion of the work efforts will be authorized after the project has been advertised and awarded to a successful bidder. This portion of the work will be on a cost-plus fixed fee basis with required monthly billings.

The next steps for design include PDA-DPH providing an updated design schedule to meet the current advertising date of July 18, 2023. Upon receipt of this deliverable, the Department will be looking to meet on the project site to review status, schedule and next steps. In addition, we also need to work towards completing and executing a revised Memorandum of Agreement for the updated work elements and project costs.

The Department continues to encourage close coordination with Department staff to aid in keeping the design schedule "on-track". Should you have any specific questions, feel free to contact me.

We look forward to working with you on this effort.

Sincerely,

Wendy A. Johnson

Wendy A. Johnson
Project Manager

cc: Wendy Johnson, Contract Manager/Project Manager
Finance – Accounts Payable Section
Internal Audit Office
Project File



Appledore Marine Engineering, LLC

600 State Street, Suite E | Portsmouth New Hampshire 03801

September 30, 2024

Myles Greenway
Interim Director Division of Ports and Harbors
555 Market Street
Portsmouth, New Hampshire 03802

Re: Proposal – Rebid & Alternatives Analysis
Functional Replacement Barge Dock
Portsmouth, New Hampshire

Dear Mr. Greenway:

Appledore Marine Engineering, LLC (AME) is pleased to present this proposal for Marine Engineering services for the above-referenced project. This proposal will discuss the Background, Scope of Service, Schedule, and fee required to complete the work.

BACKGROUND:

The Functional Replacement Barge Dock project was advertised on September 12, 2023, and bids were due on November 2, 2023. Only one bid was received during that solicitation. After review of the bid package, the only bid did not meet the qualifications outlined in the specifications, specifically the contractor did not provide three projects within the required range of \$20 to \$50 million dollars. This bid was rejected, and we understand it is the owner's intent to rebid the project.

When the project went out to bid in September, Army Corps of Engineers (ACOE) permit approvals were still pending. The NHDES wetlands permit conditions were received during bidding and issued in Addendum No. 1.

In December 2023, the ACOE made the determination that an alternatives analysis must be completed for the disposal of the dredge material before they can approve offshore disposal. An alternatives analysis is not included in any permitting guidance that the ACOE has for its applicants and was not brought up by the ACOE or EPA during coordination on this project. The ACOE permitting and dredge programs did not know of this requirement and thought a suitability determination was all that was needed.

The following scope of services includes the additional services, required for the additional regulatory permitting (alternatives analysis) and Bid solicitation services.

It is anticipated the project would be solicited once all permits are secured for the project.

SCOPE OF SERVICE:

TASK 1: DREDGE ALTERNATIVES ANALYSIS

1. Research and review of existing documentation.
2. Alternative analysis.
3. Coordination with ACOE/EPA.

TASK 2: BID SOLICITATION SERVICES

1. Update overall project schedule.
2. Incorporate addendums from the Initial bidding into Contract Documents and any additional required revisions.
3. Prepare list of changes for submission to FHWA.
4. Pre-bid meeting and site walk through with potential bidders.
5. Review Requests for Information (RFIs) during bidding and develop addendums.
6. Attend bid opening.
7. Review of bids and completion of bid analysis with recommendations.

DELIVERABLES

The following submissions will be made as part of the Scope of Service.

1. Alternatives Analysis
2. Updated Contract Documents

ASSUMPTIONS:

The alternatives analysis will not result in the need to update existing permit applications or prepare new applications as long as impact areas do not change. Attached is current permit expirations for reference.

SCHEDULE:

Following approval of this proposal, we will begin work on the alternatives analysis and finalizing bid documents. The advertising schedule and construction schedule is dictated by the approval of the ACOE permit. The approval period for the alternatives analysis is not known, but the ACOE has indicated their intent to expedite the process. Once ACOE permit approval is received, the revised documents will be submitted to the FHWA for review and approval. Following approval from the FHWA (approximately one month) the project will be advertised.

SUB CONSULTANTS:

To complete the required regulatory permitting and bid solicitation services, we have assembled a team that leverages the DOT team members currently involved in the Functional Replacement Barge Dock Project. The team and respective roles are as follows;

Appledore Marine Engineering, LLC (AME)	Project Management, Marine Structural Design
Hoyal Tanner Associates (HTA)	Site Engineering
McFarland Johnson (MJ)	Regulatory Permitting Approvals
Ransom Consulting, Inc (Ransom)	Environmental Management for Site Improvements

Prompt payment of invoices is necessary for us to maintain a schedule and provide responsible service. We will invoice monthly for our engineering services and reimbursable expenses. Payment is due within thirty (30) days of date of invoice.

Thank you for giving us the opportunity to present a proposal for this work. If this Letter of Engagement satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy and return it to us. Receipt of the signed copy will serve as our Notice to Proceed.

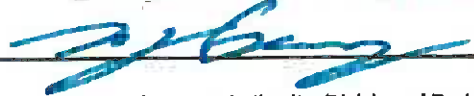
If you have any questions or require additional information, please do not hesitate to contact me.

Regards,



Noah J. Elwood, PE
President

Accepted this 10th day of November, 2024.

By: 

Pease Development Authority, Division of Ports & Harbors

This proposal is subject and subordinate to the Agreement for Marine Engineering Services between the Parties dated January 1, 2023.

Portsmouth 15731C
Functional Replacement Project

Permit Summary

Permit	Issued Date	Expiration Date	Time Restrictions	Comments
DES Wetlands Permit 2022-00429	DES Approval: 9/6/23 G&C Approval: 11/8/2023	5 yrs from permit issuance with option to extend another 5 yrs	Permit will be released upon payment of \$1,004,210.24 to ARM Fund	All work must be completed by 11/8/2033
Coastal Zone Consistency Concurrence 2023-p-2	10/11/23	N/A		
Corps Section 404/10 Permit	On hold	10 yrs from permit issuance		According to Mike Hicks, the application will become active again as soon as the additional information is received on dredge disposal alternatives.
Corps Section 408 Authorization	On hold	N/A		
DES Alteration of Terrain AOT-2409	6/23/23	6/23/28 with option to extend another 5 yrs		

Dredging Alternative Analysis

LABOR

Engineering Discipline	Rate	Research		Existing Document Review		Alternative Analysis	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	1	\$97	0	\$0	2	\$194
Senior Engineer	\$82.91	12	\$995	8	\$663	12	\$995
Engineer	\$62.48	4	\$260	12	\$750	24	\$1,500
Technician	\$59.86	2	\$120	2	\$120	0	\$0
CADD Professional	\$43.74	0	\$0	0	\$0	6	\$262
Clerical	\$39.44	2	\$79	0	\$0	4	\$158
Subtotals:		21	\$1,641	22	\$1,633	48	\$3,109
Engineering Discipline	Rate	Reporting		Follow-up			
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	2	\$194	4	\$388	0	\$0
Senior Engineer	\$82.91	16	\$1,327	8	\$663	0	\$0
Engineer	\$62.48	12	\$750	12	\$750	0	\$0
Technician	\$59.86	6	\$359	0	\$0	0	\$0
CADD Professional	\$43.74	0	\$0	2	\$87	0	\$0
Clerical	\$39.44	6	\$237	4	\$158	0	\$0
Subtotals:		42	\$2,868	30	\$2,047	0	\$0
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	0	\$0	0	\$0	0	\$0
Senior Engineer	\$82.91	0	\$0	0	\$0	0	\$0
Engineer	\$62.48	0	\$0	0	\$0	0	\$0
Technician	\$59.86	0	\$0	0	\$0	0	\$0
CADD Professional	\$43.74	0	\$0	0	\$0	0	\$0
Clerical	\$39.44	0	\$0	0	\$0	0	\$0
Subtotals:		0	\$0	0	\$0	0	\$0
Subtotal for Labor:		163	\$11,095				
Overhead:	149.86%		\$16,627				
Profit:	10.0%		\$2,772				
Total Cost for Labor:			\$30,495				

REPRODUCTION COSTS

Item	Unit	Price/Unit	Cost
Deliverable	0		\$0
Report (Color)	0	\$1.00	\$0
Specs, Reports (B&W)	0	\$0.75	\$0
Plans (11x17)	0	\$1.50	\$0
Plans (22x34)	0	\$3.00	\$0
CD-ROM:	0	\$4.00	\$0
			\$0
Total Cost for Reproduction:			\$0
TOTAL ENGINEERING SERVICES:			\$30,821

DIRECT COSTS FOR FIELD WORK

Item	Expense	Cost
McFarland Johnson	\$7,569	\$8,326
		\$0
Total for Direct Costs:		\$8,326

Bid Solicitation Services							
LABOR							
Engineering Discipline	Rate	Contract Doc Rev & Update		Schedule Rev & Update		Advertising	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	1	\$97	1	\$97	0	\$0
Senior Engineer	\$82.91	2	\$166	2	\$166	2	\$166
Engineer	\$62.48	12	\$760	6	\$376	4	\$250
Technician	\$59.86	16	\$958	6	\$359	0	\$0
CADD Professional	\$43.74	0	\$0	0	\$0	0	\$0
Clerical	\$39.44	2	\$79	0	\$0	12	\$473
Subtotals:		33	\$2,040	15	\$897	18	\$889
Engineering Discipline	Rate	Pre-Bid Meeting		Contractor RFI Rev		Amendments	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	2	\$194	6	\$583	6	\$583
Senior Engineer	\$82.91	4	\$332	12	\$995	12	\$995
Engineer	\$62.48	16	\$1,000	24	\$1,500	30	\$1,874
Technician	\$59.86	12	\$718	48	\$2,873	24	\$1,437
CADD Professional	\$43.74	0	\$0	0	\$0	24	\$1,050
Clerical	\$39.44	4	\$166	6	\$237	0	\$0
Subtotals:		38	\$2,402	96	\$8,187	102	\$6,175
Engineering Discipline	Rate	Bid Review		Meetings			
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$97.12	4	\$388	2	\$194	0	\$0
Senior Engineer	\$82.91	8	\$663	6	\$497	0	\$0
Engineer	\$62.48	24	\$1,500	6	\$376	0	\$0
Technician	\$59.86	32	\$1,916	0	\$0	0	\$0
CADD Professional	\$43.74	0	\$0	0	\$0	0	\$0
Clerical	\$39.44	12	\$473	2	\$79	0	\$0
Subtotals:		80	\$4,940	16	\$1,145	0	\$0
Subtotal for Labor:		398	\$24,785				
Overhead:	149.86%		\$37,142				
Profit:	10.0%		\$8,193				
Total Cost for Labor:			\$40,120				

REPRODUCTION COSTS			
Item	Unit	Price/Unit	Cost
Deliverable	0		
Report (Color)	0	\$1.00	\$0
Specs, Reports (B&W)	0	\$0.75	\$0
Plans (11x17)	0	\$1.50	\$0
Plans (22x34)	0	\$3.00	\$0
CD-ROM:	0	\$4.00	\$0
			\$0
			\$0
Total Cost for Reproduction:			\$0
TOTAL ENGINEERING SERVICES:			\$40,171

DIRECT COSTS FOR FIELD WORK		
Item	Expense	Cost
Ransom	\$7,500	\$8,250
RTA	\$12,250	\$13,475
McFarland Johnson	\$7,569	\$8,328
		\$0
Total for Direct Costs:		\$29,053

***SAMPLE* MOTION**

Director Ferrini:

The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to award and execute a contract with Riverside & Pickering Marine Contractors, Inc. to replace the floating docks at the Recreational Pier at the Rye Harbor Marine Facility, in an amount not to exceed \$93,200.00 from the Harbor Dredging and Pier Maintenance Fund; all in accordance with the memorandum of Richard Hartley, Director of Ports and Harbors, dated December 31, 2025; attached hereto.



PEASE

INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

To: Pease Development Authority, Board of Directors ("PDA")
From: Richard Hartley, Director, Ports and Harbors *R. Hartley*
Date: December 31, 2025
Subject: Harbor Dredging and Pier Maintenance Fund-Rye Harbor Recreational Dock

In accordance with RSA 12-G:46, III, Harbor Dredging and Pier Maintenance Fund Established, the Pease Development Authority Division of Ports and Harbors ("the Division") is requesting approval of the PDA Board to expend \$93,200.00 from the Harbor Dredging and Pier Maintenance Fund for the purpose of awarding a contract to replace the floating docks at the Recreational Pier at the Rye Harbor Marine Facility (Rye Harbor).

The removable floats at Rye Harbor have deteriorated and require replacement. While this project is included in the Division's Capital Improvement Plan for 2027, routine end-of-season inspections following the 2025 summer season raised concerns about the safety and structural integrity of the floats. Subsequently, replacement of the floats was also recommended in the Tighe & Bond Rye Harbor Study Report. Replacement will be necessary before the start of the 2026 recreational boating, whale-watching, and charter season. If replacement is not completed before next season, significant and costly repairs will be required to keep the existing floats safe for use.

With that, the Division published a Request for Bids to replace the floating docks, which were received on December 23, 2025. There were 2 bids received, summarized below.

- Pepperell Cove Marine Services, Inc. \$109,700.00
- Riverside Marine Construction Inc. \$93,200.00
(dba Riverside & Pickering Marine Contractors)

The Division has reviewed the bids and determined that each was submitted in a thorough and complete manner. In addition, the Division has previously worked with both contractors and finds them to be equally qualified to perform the services outlined in the Scope of Work. Therefore, the Division recommends that the PDA Board of Directors authorize the Executive Director to award and execute a contract with the lowest responsive bidder, Riverside Marine Construction Inc., in the amount of \$93,200.00.

Finally, use of the HDPM funds requires prior approval from the Capital Project Overview Committee ("CPOC"). Anticipating the expense, the Division requested and received approval from CPOC on September 29, 2025, see attached for details. The Division will report back to CPOC with the results of the bid at the next CPOC meeting.

As of December 22, 2025, the balance of the Harbor Dredging and Pier Maintenance Fund is \$359,920.79.



Approved by the Capital Project Overview
Committee September 29, 2025

CAP 25-015

PEASE
INTERNATIONAL
PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

September 10, 2025

The Honorable David Milz, Chair
Capital Project Overview Committee
State House
Concord, New Hampshire 03301

Re: Harbor Dredging and Pier Maintenance Fund

REQUESTED ACTION

In accordance with RSA 12-G:46, III, Harbor Dredging and Pier Maintenance Fund Established, the Pease Development Authority Division of Ports and Harbors ("the Division") is requesting prior approval of the Capital Project Overview Committee to expend up to \$125,000 from the Harbor Dredging and Pier Maintenance Fund, for the purpose of replacing the floating docks at the Recreational Pier at the Rye Harbor Marine Facility.

EXPLANATION

The Division is requesting the Capital Project Overview Committee (the "Committee") approve an expenditure of up to \$125,000, subject to the approval by the Pease Development Authority (PDA) Board of Directors, for the purpose of funding replacement of the floating docks at the Recreational Pier at the Rye Harbor Marine Facility (Rye Harbor).

The removable floats at the recreational docks at Rye Harbor are deteriorating and require replacement. While this project is included in the Division's Capital Improvement Plan for 2027, routine end-of-season inspections following the 2025 summer season revealed increasing concerns about the safety and structural integrity of the floats. Replacement is necessary before the start of the 2026 recreational boating, whale-watching, and charter season.

To assess the cost of replacement, the Division obtained an estimate from a local marine construction company, which came in at \$118,000. The Division is requesting prior approval for an amount "up to \$125,000" to provide flexibility for bid pricing. Securing approval at this time will allow the Division to finalize the scope of work (draft attached), publish bid documents, evaluate responses, seek PDA Board approval to award a contract, and ensure installation of the new floats prior to the 2026 boating season. If replacement is not completed before next season, significant and costly repairs will be required to keep the existing floats safe for use.

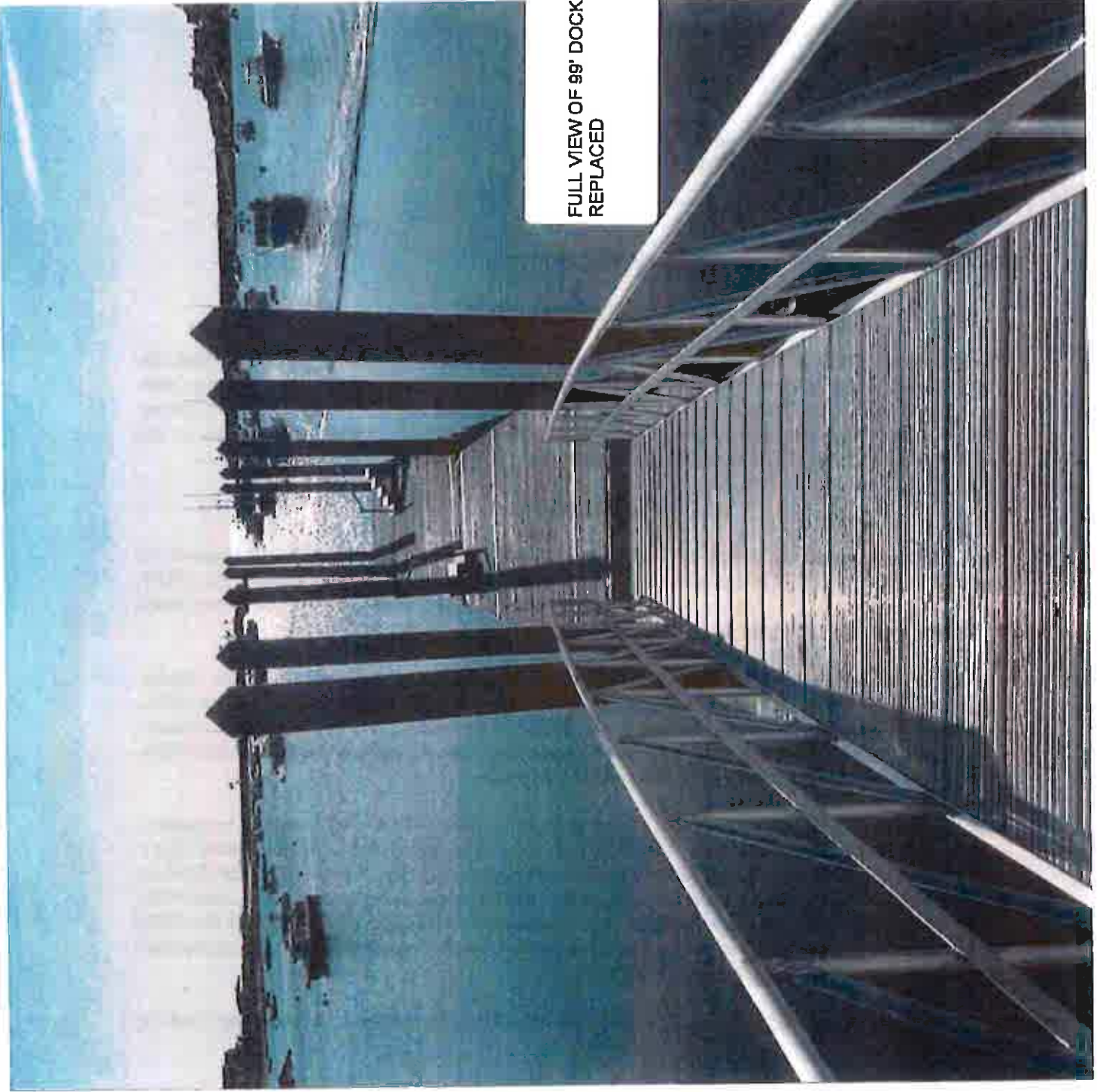
As of September 9, 2025, the balance of the Harbor Dredging and Pier Maintenance Fund is \$350,899.

Attachments:

DRAFT Scope of Work, photos of deteriorating floats

○○○○ TAKING YOU THERE

ph 603-436-8600 fax: 603-436-2780 www.peasedev.org



FULL VIEW OF 99' DOCK TO BE REPLACED

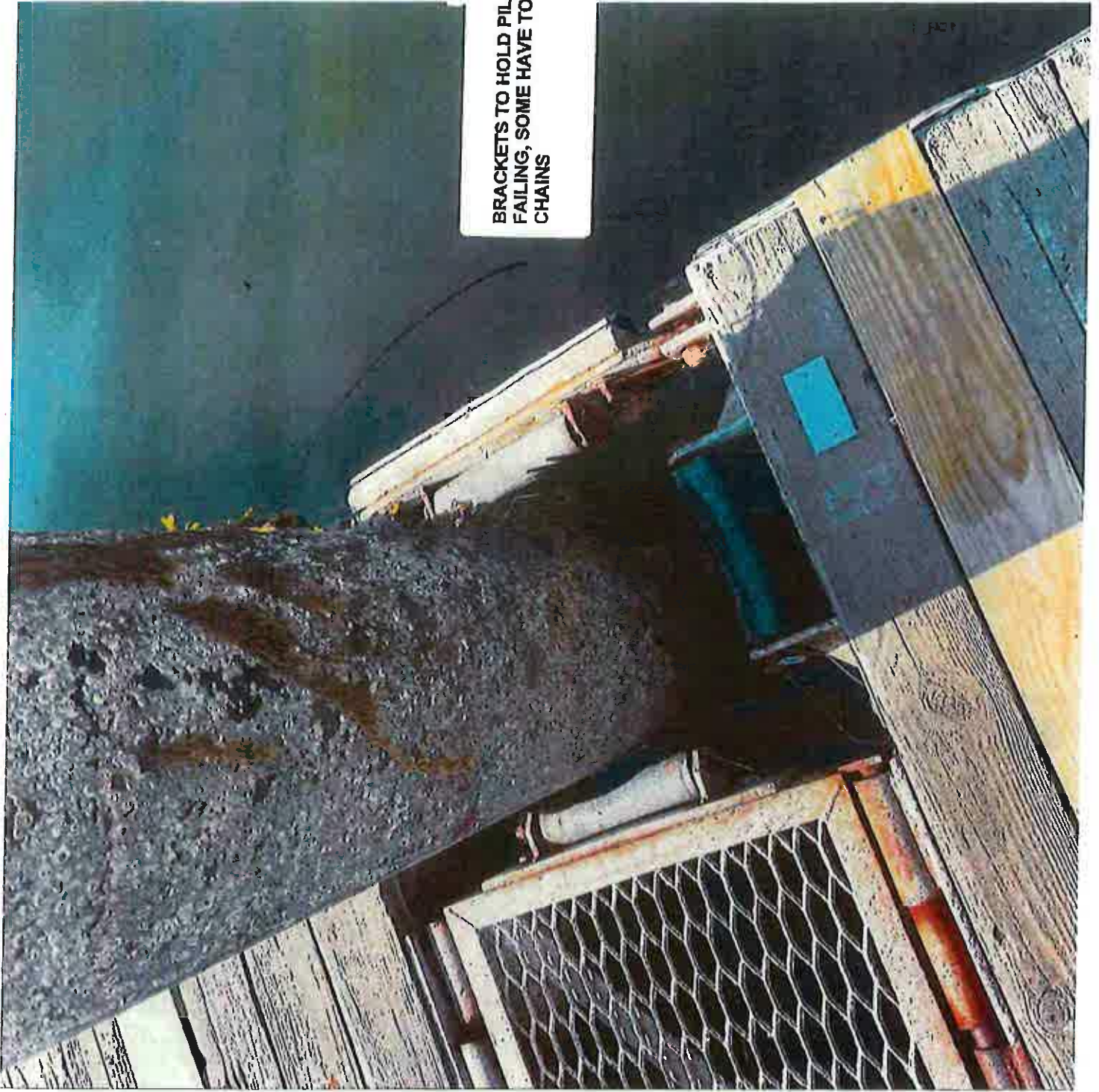
PERPETUAL ROTTING WOOD



ROLLERS ON PILINGS
AT END OF LIFE



BRACKETS TO HOLD PILINGS ARE FAILING, SOME HAVE TO HAVE CHAINS

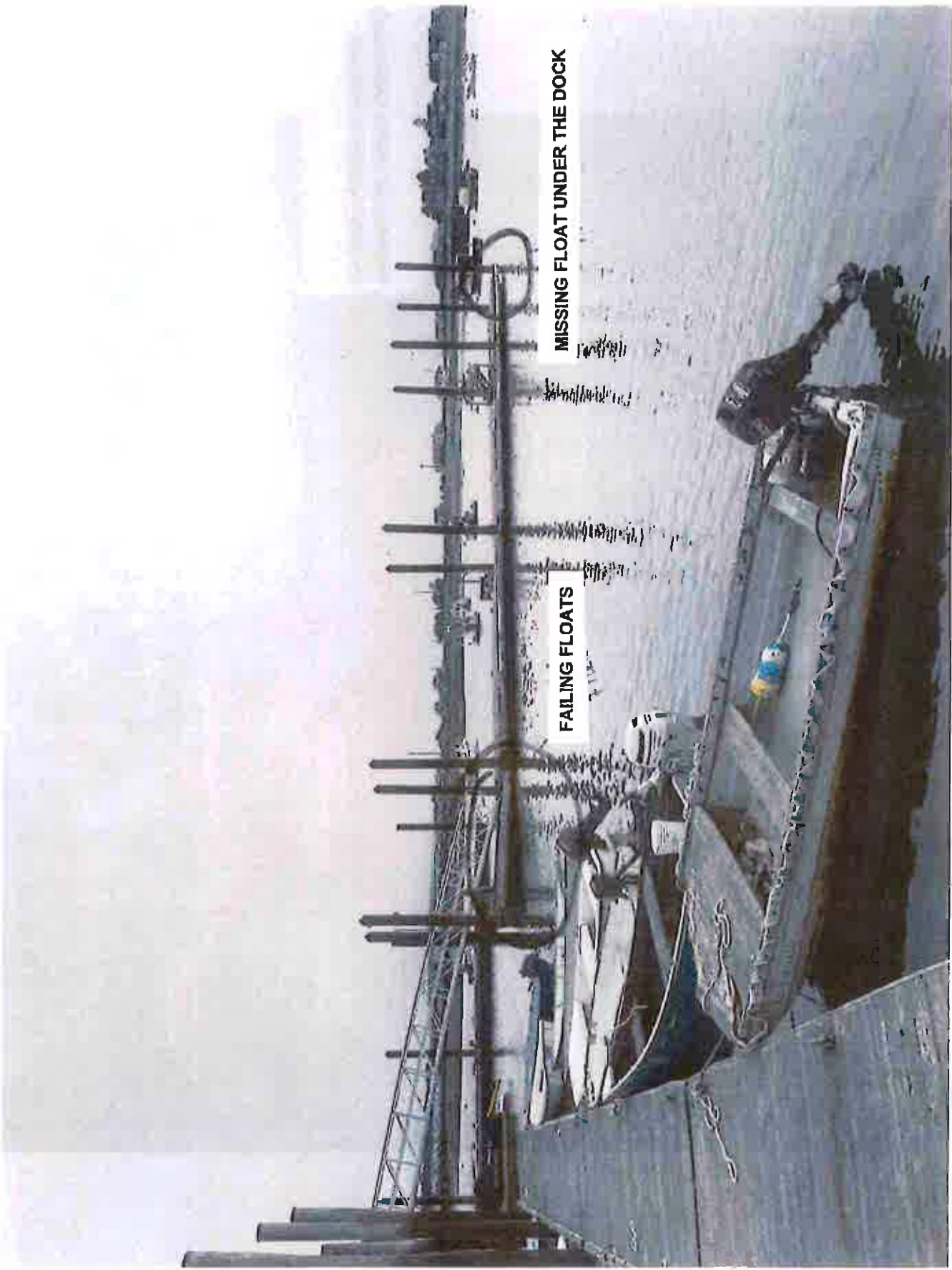


PERPETUAL REPLACEMENT OF
BOARDS AS THEY FAIL



**TRANSITION PLATE CONTINUES
TO NEED ONGOING REPAIRS**





MISSING FLOAT UNDER THE DOCK

FAILING FLOATS

Scope of Work

Project Title: In-Kind Replacement of Recreational Floats – Rye Harbor

Owner: New Hampshire Division of Ports and Harbors

Location: Rye Harbor, Rye, NH

Date of Completion: No Later Than (NLT) April 1, 2026

1. Project Overview

The New Hampshire Division of Ports and Harbors (DPH) seeks qualified contractors to perform an in-kind replacement of a section of recreational floats at Rye Harbor. The intent of this project is to replace existing floats with new structures of similar design, dimensions, and configuration to ensure safe and reliable service for the upcoming boating season.

2. Project Schedule

- **Float Removal:** Existing floats will be removed from the harbor during the last week of October 2025.
 - **Measurement Period:** Removed floats will be stored on-site and made available for contractor review and measurement during the bid request phase.
 - **Fabrication/Construction:** To take place during the winter of 2025-2026.
 - **Installation:** All replacement floats must be installed and ready for use no later than April 1, 2026, prior to the opening of the harbor for the summer season.
-

3. Scope of Work

The selected contractor shall:

1. Conduct site visits and review existing floats during the designated measurement period.
 2. Provide detailed shop drawings/specifications for the in-kind replacement floats prior to fabrication.
 3. Fabricate replacement floats to match existing in dimensions, materials, and configuration, unless otherwise approved by DPH.
 4. Deliver floats to Rye Harbor and perform installation in coordination with DPH.
 5. Remove and properly dispose of any materials from the old floats that are not retained by DPH.
 6. Ensure all work complies with applicable federal, state, and local codes, as well as Division of Ports and Harbors standards.
-

4. Deliverables

- Replacement floats fabricated and installed in Rye Harbor.
 - Final inspection with DPH upon completion.
 - Warranty information for materials and workmanship.
-

5. Performance Requirements

- All floats must be constructed with durable marine-grade materials suitable for New Hampshire coastal conditions.
- Work must be completed in a manner that minimizes disruption to Rye Harbor operations.
- Contractor shall maintain all necessary insurance, permits, and certifications during the project period.

***SAMPLE* MOTION**

Director Semprini:

The Pease Development Authority Board of Directors authorizes the Executive Director to finalize and execute a contract with the Division of Ports and Harbors contracted on-call marine engineering service provider, Appledore Marine Engineering, LLC, in an amount not to exceed \$182,554.00, for engineering and construction services related to the Rye Harbor Marine Facility Seawall Repairs; all in accordance with the memorandum of Richard Hartley, Director of Ports and Harbors, dated December 31, 2025; attached hereto.



555 Market Street, Suite 1 Portsmouth, NH 03801

PORTS AND HARBORS

To: Pease Development Authority ("PDA"), Board of Directors

From: Richard Hartley, Director, Ports and Harbors

Date: December 31, 2025

RE: Rye Harbor Seawall Repair, Appledore Marine Proposal

The Division of Ports and Harbors ("the Division") received a proposal from its contracted on-call Marine Engineer, Appledore Marine Engineering, LLC ("AME"), in the amount of \$182,554, for engineering and construction services related to the repair of the seawall at the Rye Harbor (the "Proposal"). Per the attached Proposal, the scope of work provides for engineering services to support the Division with field investigations, regulatory permitting services, engineering and design services, and engineering services during the bidding and construction phases. AME submitted this proposal in accordance with AME's previously established, competitively bid rates as set forth in AME's on-call contract and related extensions. Furthermore, in reviewing the current AME proposal to ensure it provides fair value, Division staff also reviewed rates of one peer engineering firm competitively bid in 2025 for seawall engineering elsewhere on the New Hampshire coast, finding that AME's proposal was well in-line with current market rates for the subject services.

The seawall was significantly damaged during the January 2024 storm and is in need of repair. The seawall is vitally important to the harbor as it prevents wave damage to the buildings, recreational and commercial piers, the fuel pier, the underground fuel tank, and the parking areas. Repairing the seawall was also recommended in the recent Rye Harbor Study completed by Tighe & Bond, as shown below.

Revetment/seawall and other protective structures

Develop a design package to raise/reconstruct the shoreline revetment to a continuous target crest elevation tied to the planning thresholds in Section 6.1 with improved tie-ins at ends and stabilized back-slope to reduce overtopping and back-of-armor ponding. Coordinate with USACE where federal structures or dredged areas are affected. Include spot toe repairs and armor re-setting where settlement or loss has occurred.

It should be noted that due to the hydraulic connectivity to the adjacent low-lying wetlands and waterways to the north and west of the site, the site will continue to be inundated via back-flooding from these areas. The goal of raising the shoreline revetment is to reduce damage and erosion on site due to reduction in wave action and velocity.

A portion of the engineering service costs will be funded through an HSEM Grant (Project No. 75269, Disaster DR-4771) in the amount of \$75,269. The remaining \$107,289 will be funded through the \$765,000 State appropriation received under the FY 26/27 Capital Budget (Account 42790000-L25:1XII2). The Division anticipates reimbursement from the HSEM Grant for its eligible share, as well as for the actual construction costs associated with the project.

After reviewing the Proposal, and based on its negotiations with AME, the Division recommends that the PDA Board of Directors authorize the Executive Director to accept the Proposal in order to begin this important project.



December 10, 2025

Richard Hartley, Director
PDA Division of Ports & Harbors
555 Market St.
Portsmouth, NH 03801

Email: r.hartley@peasedev.org

Re: **Proposal to Provide Engineering Services**
Rye Harbor Seawall Repair (Stone Riprap Berm)
Rye, New Hampshire

Dear Mr. Hartley:

Appledore Marine Engineering LLC (Appledore) is pleased to present this proposal for the above-referenced project. This proposal presents the Background, Scope of Work, Schedule, and Fees for the services required to complete the work.

If the scope schedule and fee detailed in this proposal are acceptable, please sign, and we will use it as our notice to proceed.

Background

The shoreline along the Rye Harbor facilities is comprised of a stone riprap berm, referred to herein as the Rye Seawall, protecting the existing facilities from open ocean waves. Major storms in 2018 and 2024 caused significant damage, resulting in the loss of stone protection.

We understand the funding mechanism provides access to additional funding if the project is built with additional resiliency for future storm events. The PDA-DPH aims to design a project that targets the available funds for the estimated \$693,407.66 of construction and develops a second approach with built-in resilience to potentially secure additional funding for a larger project.

The primary objective of the project is to minimize wave transmission beyond the seawall; it is not intended to prevent water intrusion during high-water events.



Figure 1: Rye Seawall (highlighting depicts full length of wall and is not indicative of actual repair limits.)

Engineering Services Scope of Work

We have identified the following tasks to support this effort:

Task 1 – Field Investigations

The fieldwork is intended to collect current site features and conditions to support the design and permit deliverables.

Topographic Survey

A topographic survey will be completed in the direct vicinity of the seawall, with sufficient resolution to develop one-foot contours. The survey will be completed during low water to capture as much of the seabed as possible and extend an adequate distance shoreward of the seawall. Understanding the requirements of the riprap design and minimal excavation, only major features visible on the surface will be collected, for example, buildings, the boat ramp, piers, and visible above-grade utility structures.

To complete the topographic survey, we would subcontract with McClure, a local provider of surveying services.

Engineering Site Investigation

The design team will complete a one-day site investigation. The investigation will be used to field-check the topographic survey, collect detailed drone photographs to support permitting, and document the existing levels of deterioration.

After the site investigation, the topographic survey will be updated and finalized.

Task 2 – Regulatory Permitting

The project will require State and Federal permits. It is assumed that local approvals through the Town of Rye planning or zoning board are not needed. The permits will be targeted at the repair of an existing structure.

We have developed our fee on the assumption that the project will require a major impact Standard Dredge & Fill permit from the NH Department of Environmental Services (NHDES), this is based on NHDES Wetlands Administrative Rules (ENV-Wt 100-900.

Additional regulatory processes that will be completed along with the Standard Dredge and Fill application include:

- Completion of a Coastal Functional Assessment and Vulnerability Assessment.
- NHDES request to identify state listed species and exemplary natural communities that have potential to be impacted by the project.
- Coordination with the New Hampshire Natural Heritage Bureau regarding avoidance and minimization and other conservation measures to receive their concurrence.
- If State listed threatened or endangered fish and/or wildlife are identified as having the potential to be impacted, we will prepare and submit information to NH Fish & Game for formal consultation.
- We will submit project information to the US Fish & Wildlife Service for consultation.
- An Essential Fish Habitat Worksheet and Section 7 consultation will be completed for USACOE's use in consultation with the National Oceanic and Atmospheric Administration.
- Submission of Project Review to the NH Division of Historical Resources (DHR) to fulfill the ACOE requirement for Section 106 consultation.
- Notification of abutters.
- Attendance of the Town of Rye Conservation Commission meeting to provide details of the project and respond to questions.

To complete the above project scope of work we will be subcontracting with an environmental regulatory consultant, (McFarland Johnson).

The following assumptions have been made in the development of our fee proposal for the environmental scope of work.

- The project is intended to repair and stabilize the existing riprap slope because of storm damage and is not intended to expand the original project footprint. Therefore, mitigation is not anticipated to be required.
- The PDA-DPH will pay all regulatory permitting fees.
- Town of Rye planning board or zoning board approvals are not required.
- No site specific environmental, archeological or historical studies are planned and therefore not included in the fee.
- The proposed project is anticipated to qualify for Section 10/404 authorization under the USACE New Hampshire General Permits (GP) or the Nationwide Permits, which are expected to replace the General Permits in March 2026. More specifically the proposed project is anticipated to be authorized under GP 2 or NWP 3, Repair or Maintenance of Existing Currently Serviceable, Authorized or Grandfathered Structures/Fills and will require a Pre-Construction Notification (PCN). A separate USACE application is not required for a PCN.
- The NHDES has granted a Section 401 Water Quality Certification (WQC #2022-404P-001) for the activities authorized under the NH GPs provided the project complies with General Conditions. It is assumed that a blanket WQC will be issued for the NWP. Therefore, it is assumed that an Individual Section 401 WQC will not be required for the project. Furthermore, the New Hampshire Coastal Program (NHCP) has determined that any project in the NH Coastal Zone that is authorized under the NH GP is consistent with the NHCP and does not require additional Coastal Zone Management Act (CZMA) Federal Consistency Review. It is assumed that a blanket CZMA consistency finding will be issued for the NWP. Therefore, a Federal Consistency Review is not included in this Scope of Work.
- It is assumed that the project will not require a NHDES Alteration of Terrain Permit, NHDES Shoreland Permit, or Section 7 Biological Assessment.
- The project has received federal Section 406 emergency funding through FEMA to restore the stone slope back to pre-disaster function and capacity; therefore, the project is statutorily excluded from NEPA. Any changes to the scope of work approved by FEMA will require re-evaluation for compliance with NEPA, which is not included in this scope of services.
- No hazardous material services, eelgrass surveys, or benthic surveys are included in this scope.
- It is assumed that proposed work will be located outside of the 100-foot-wide Rye Harbor Federal Navigation Channel and the Rye Harbor Anchorage Areas, and that Army Corps Section 408 review will not be required.

Task 3 – Engineering and Design Services

The engineering and design services are targeted at understanding the environmental forces and water levels, developing plans and specifications, and bidding documents to solicit bids from qualified contractors.

Engineering Services

To define environmental parameters, a desktop study will be completed through a review of existing available documentation. The review will include wave characteristics, water elevations, and storm surge. Records from recent historical storms will be used to validate and supplement FEMA maps and studies. The study is not intended to provide comprehensive MET/Ocean data, but it will provide basic water elevation and wave characteristics for design purposes. Calculations for runup and overtopping will be in accordance with the Army Corps of Engineers Coastal Engineering Manual (ACOE CEM).

Design Services

The design of the repair will follow the guidance in the ACOE CEM to restore deficient sections of the stone berm. The design is intended to restore the stone berm to the original design height, targeting areas that have failed or partially failed.

Design plans and specifications will be submitted at the draft project phase. To allow input from the owner or other stakeholders before finalizing. Final bidding documents will be prepared in accordance with the EJCDC contract documents.

Task 3 (Option) – Design Plans for Increased Resiliency

A second set of drawings will be developed to increase resiliency by elevating the height of the berm. This option is designed to capitalize on the opportunity for additional available funds for resilient design projects.

Task 4 Bidding and Construction Services

Procurement Phase

This task is designed to assist the owner in bidding and securing a qualified contractor to complete the construction project. The following tasks are included:

- Preparing responses to questions from prospective bidders in the form of written addenda.
- Reviewing contractor bids, compiling a bid comparison including the base bids and options to assist the owner in selecting a contractor for the project. Provide a bid review and recommendation letter to PDA-DPH.
- Coordinate and lead a pre-construction meeting with potential contractors. Prepare and issue meeting minutes.

Construction Phase Services

Services under this task involve consulting with and advising PDA during construction. The services under this phase are limited to the level of engagement and awareness that the engineer is only knowledgeable of the onsite construction work based on submittals and RFI's from the contractor, and periodic site visits to assess the level of completion and become generally familiar with the quality of work. During this phase, the contractor is responsible for notifying the owner of any conflicts or issues with the construction that require the engineer's engagement, as well as for ensuring compliance with the construction means, methods, techniques, sequences, or procedures, and maintaining site safety.

This task includes the following activities as requested by PDA:

- Attend periodic construction meetings to represent PDA-DPH.
- Reviewing for compliance with overall design intent, shop drawings, material certifications, and other submittals by the contractor.
- Visiting the project site at appropriate intervals as construction proceeds to observe and report on the progress and the overall quality of the completed work. Complete inspection reports documenting work progress after the scheduled site visits, noting specific observations, deficiencies, and photographs.
- Observe that tests required by the Contract Documents are appropriately performed and record the details relative to the test procedures.
- Assisting with office administration of the contract, including assisting the owner with reviewing pay requests by the contractor.
- Making a final visit and reporting on the level of completion. This final visit will be completed after the contract is substantially complete and will assist the owner in developing a punch list of work items that require completion or rework.

This proposal is based on the premises of a qualified and experienced contractor; therefore, periodic construction inspections are deemed adequate. If it is determined during construction that the contractor is having challenges with achieving the design intent or quality of work, additional inspection services may be added through a modification to this contract.

The presence or duties of Appledore's personnel at a construction site, whether as onsite representatives or otherwise, do not make Appledore or Appledore's personnel in any way responsible for those duties that belong to PDA and/or the construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, scheduling, and

procedures necessary for coordinating and completing all portions of the construction work in accordance with the construction contract documents and any health or safety precautions required by such construction work.

Appledore and Appledore's personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction contractor(s) or other entity or any other persons at the site except Appledore's own personnel.

The presence of Appledore's personnel at a construction site is for the purpose of providing PDA a greater degree of confidence that the completed construction work will conform generally to the construction documents and that the integrity of the design concept as reflected in the construction documents has been implemented and preserved by the construction contractor(s). Appledore neither guarantees the performance of the construction contractor(s) nor assumes responsibility for the construction contractor's failure to perform work in accordance with the construction documents.

Exclusions and Clarifications

This proposal is based on the following considerations:

- Infrastructure or utility design is not Included.
- Hazardous material consulting and testing is excluded.
- The owner will pay Regulatory Permit Fees, and no mitigation is anticipated to be required.
- The project is intended to repair and stabilize the existing riprap slope because of storm damage and is not intended to expand the original project footprint. Therefore, mitigation is not anticipated to be required.
- Town of Rye planning board or zoning board approvals are not required.
- No site specific environmental, archeological or historical studies are planned and therefore not included in the fee.
- The proposed project is anticipated to qualify for Section 10/404 authorization under the USACE New Hampshire General Permits (GP) or the Nationwide Permits, which are expected to replace the General Permits in March 2026. More specifically the proposed project is anticipated to be authorized under GP 2 or NWP 3, Repair or Maintenance of Existing Currently Serviceable, Authorized or Grandfathered Structures/Fills and will require a Pre-Construction Notification (PCN). A separate USACE application is not required

for a PCN. The NHDES has granted a Section 401 Water Quality Certification (WQC #2022-404P-001) for the activities authorized under the NH GPs provided the project complies with General Conditions. It is assumed that a blanket WQC will be issued for the NWP. Therefore, it is assumed that an Individual Section 401 WQC will not be required for the project. Furthermore, the New Hampshire Coastal Program (NHCP) has determined that any project in the NH Coastal Zone that is authorized under the NH GP is consistent with the NHCP and does not require additional Coastal Zone Management Act (CZMA) Federal Consistency Review. It is assumed that a blanket CZMA consistency finding will be issued for the NWP. Therefore, a Federal Consistency Review is not included in this Scope of Work.

- It is assumed that the project will not require a NHDES Alteration of Terrain Permit, NHDES Shoreland Permit, or Section 7 Biological Assessment.
- The project has received federal Section 406 emergency funding through FEMA to restore the stone slope back to pre-disaster function and capacity; therefore, the project is statutorily excluded from NEPA. Any changes to the scope of work approved by FEMA will require re-evaluation for compliance with NEPA, which is not included in this scope of services.
- No hazardous material services, eelgrass surveys, or benthic surveys are included in this scope.
- It is assumed that proposed work will be located outside of the 100-foot-wide Rye Harbor Federal Navigation Channel and the Rye Harbor Anchorage Areas, and that Army Corps Section 408 review will not be required.

Schedule

Appledore expects to proceed with the work immediately upon receipt of the signed acceptance of this proposal. The fieldwork will take approximately 60 days, and the engineering and design, with the development of plans and specifications, will take 90 days. Therefore, it is anticipated that final design documents ready for bidding will be available five months after the signed acceptance.

The regulatory process is dictated by standard review periods and response times by the regulatory authority. It is anticipated that a project of this scope will take six to nine months to obtain the necessary approvals.

Fees for Consulting Services

Fees for Consulting Services will be on a firm fixed fee basis in accordance with the following schedule:

Design Services	Estimated Fee
Task 1 – Field Investigations	\$ 14,810
Task 2 – Regulatory Permitting Services	\$66,345
Task 3 – Engineering & Design Services	\$66,652
Task 3 – Option Add (Engineering & Design for Enhanced Resiliency)	\$ 5,411
Task 4 – Engineering Services During Bidding and Construction	\$29,336
Total	\$182,554

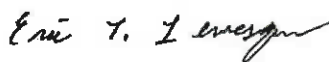
This is a firm fixed fee contract not to exceed \$182,554. Appledore shall not exceed the authorized amount without written addenda to this proposal.

The fees include all labor, reimbursement, and equipment expenses required to complete the work. Payment is due within thirty (30) days of the invoice date.

Thank you for allowing us to present a proposal for this work and to serve Pease Development Authority, Division of Ports and Harbors.

If you have any questions or require additional information, please do not hesitate to contact us.

Regards,



Eric Levesque, PE, SE
Principal Engineer



Noah J. Elwood, PE, BC, PE, BC, OE
President

This Proposal is subject and subordinate to the Agreement for Marine Engineering Services between the Parties dated January 2023

Authorized Representative

Date: _____

Appledore Marine Engineering - Fee Worksheet

Contract No. **Pease Development Authority Division of Ports and Harbors - Waterfront On-Call**
Project Title **Rye Harbor Seawall (Rip Rap Shoreline), Post Storm Repair**

DATE: **December 10, 2025**

Field Investigations	\$	14,810
Regulatory Permilting Services	\$	66,346
Engineering & Design	\$	66,652
Option Add (Engineering & Design for Enhanced Resiliency)	\$	5,411
Engineering Services During Construction and Bidding	\$	29,336

TOTAL

\$182,554

Field Investigations							
LABOR							
Engineering Discipline	Rate	Kick-off/Project Setup		Coord/QC Subconsultant		Field Work/Data Reduction	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	1	\$100	1	\$100	0	\$0
Sr. Engineer	\$84.98	4	\$340	2	\$170	12	\$1,020
Engineer	\$64.04	0	\$0	8	\$512	16	\$1,025
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	0	\$0	0	\$0	0	\$0
Clerical	\$40.43	2	\$81	2	\$81	0	\$0
Subtotals:		7	\$520	13	\$863	28	\$2,044
Subtotal for Labor:		48	\$3,427				
Overhead:	149.86%		\$5,136				
Profit:	10.0%		\$856				
Total Cost for Labor:			\$9,420				
DIRECT COSTS FOR FIELD WORK							
Item		Expense		Cost			
Survey		\$4,900		\$5,390			
Total for Direct Costs:				\$5,390			
Subtotal				\$14,810			

Regulatory Permitting Services							
LABOR							
Engineering Discipline	Rate	Permit Drawings and Construction Narratives		Coord/QC Subconsultant		Meetings	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	4	\$398	2	\$199	8	\$796
Sr. Engineer	\$84.98	12	\$1,020	4	\$340	8	\$680
Engineer	\$64.04	16	\$1,025	8	\$512	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	24	\$1,076	0	\$0	0	\$0
Clerical	\$40.43	1	\$40	4	\$162	2	\$81
Subtotals:		57	\$3,559	18	\$1,213	18	\$1,557
Subtotal for Labor:		93	\$6,329				
Overhead:	149.86%		\$9,485				
Profit:	10.0%		\$1,581				
Total Cost for Labor:			\$17,395				
DIRECT COSTS FOR FIELD WORK							
Item		Expense		Cost			
Survey		\$44,500		\$48,950			
Total for Direct Costs:				\$48,950			
Subtotal				\$66,345			

Engineering & Design							
LABOR							
		Fema & Hist Doc Research		MET/Ocean Wave Dev		Design Calculations	
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	0	\$0	0.5	\$50	1.5	\$149
Sr. Engineer	\$84.98	4	\$340	10	\$850	18	\$1,530
Engineer	\$64.04	8	\$512	22	\$1,409	34	\$2,177
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	2	\$90	7	\$314	8	\$359
Clerical	\$40.43	0	\$0	0	\$0	0	\$0
Subtotals:		14	\$942	39.5	\$2,622	61.5	\$4,215
Preliminary Design		Plans		Specifications		QC	
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	1	\$100	1	\$100	2	\$199
Sr. Engineer	\$84.98	12	\$1,020	8	\$680	4	\$340
Engineer	\$64.04	20	\$1,281	16	\$1,025	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	70	\$3,138	0	\$0	0	\$0
Clerical	\$40.43	1	\$40	1	\$40	2	\$81
Subtotals:		104	\$5,579	26	\$1,844	8	\$620
Final Design/Bid Docs		Plans		Specifications		QC	
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	1	\$100	1	\$100	2	\$199
Sr. Engineer	\$84.98	8	\$680	4	\$340	4	\$340
Engineer	\$64.04	16	\$1,025	12	\$768	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	60	\$2,690	0	\$0	0	\$0
Clerical	\$40.43	1	\$40	1	\$40	2	\$81
Subtotals:		86	\$4,534	18	\$1,248	8	\$620
Meetings		Kick-Off		Preliminary Design		Final Design	
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Field Work	Salary
Project Manager	\$99.55	3	\$299	2.5	\$249	2.5	\$249
Sr. Engineer	\$84.98	3	\$255	2.5	\$212	2.5	\$212
Engineer	\$64.04	0	\$0	0	\$0	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	2.5	\$112	1.5	\$67	1.5	\$67
Clerical	\$40.43	3	\$121	2.5	\$101	2	\$81
Subtotals:		11.5	\$787	9	\$630	8.5	\$609
Subtotal for Labor:		394	\$24,251				
Overhead:	149.86%		\$36,342				
Profit:	10.0%		\$6,059				
Total Cost for Labor:			\$66,652				

Engineering & Design (Option - Enhanced Resiliency)

LABOR

Preliminary Design

Engineering Discipline	Rate	Plans		Specifications		Hours	Salary
		Hours	Salary	Hours	Salary		
Project Manager	\$99.55	0	\$0	0	\$0	0	\$0
Sr. Engineer	\$84.98	1	\$85	1	\$85	0	\$0
Engineer	\$64.04	2	\$128	2	\$128	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	16	\$717	0	\$0	0	\$0
Clerical	\$40.43	0	\$0	0.5	\$20	0	\$0
Subtotals:		19	\$930	3.5	\$233	0	\$0

Final Design/Bid Docs

Engineering Discipline	Rate	Plans		Specifications		Hours	Salary
		Hours	Salary	Hours	Salary		
Project Manager	\$99.55	0	\$0	0	\$0	0	\$0
Sr. Engineer	\$84.98	1	\$85	1	\$85	0	\$0
Engineer	\$64.04	2	\$128	2	\$128	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	8	\$359	0	\$0	0	\$0
Clerical	\$40.43	0	\$0	0.5	\$20	0	\$0
Subtotals:		11	\$572	3.5	\$233	0	\$0

Subtotal for Labor:		37	\$1,969
Overhead:	149.86%		\$2,950
Profit:	10.0%		\$492
Total Cost for Labor:			\$5,411

Engineering Services During Construction and Bidding

LABOR							
Engineering Discipline	Rate	Procurement Support		Construction Submittal Reviews		Construction RFI's	
		Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	2	\$199	2	\$199	2	\$199
Sr. Engineer	\$84.98	6	\$510	4	\$340	4	\$340
Engineer	\$64.04	10	\$640	12	\$768	12	\$768
Technician	\$61.35	0	\$0	16	\$982	16	\$982
CADD Professional	\$44.83	0	\$0	0	\$0	0	\$0
Clerical	\$40.43	4	\$162	2	\$81	2	\$81
Subtotals:		22	\$1,511	36	\$2,370	36	\$2,370
Preliminary Design		Site Visits During Construction		Close-out			
Engineering Discipline	Rate	Hours	Salary	Hours	Salary	Hours	Salary
Project Manager	\$99.55	2	\$199	1	\$100	0	\$0
Sr. Engineer	\$84.98	24	\$2,040	2	\$170	0	\$0
Engineer	\$64.04	24	\$1,537	4	\$256	0	\$0
Technician	\$61.35	0	\$0	0	\$0	0	\$0
CADD Professional	\$44.83	0	\$0	0	\$0	0	\$0
Clerical	\$40.43	2	\$81	1	\$40	0	\$0
Subtotals:		52	\$3,856	8	\$566	0	\$0
Subtotal for Labor:		154	\$10,674				
Overhead:	149.86%		\$15,995				
Profit:	10.0%		\$2,667				
Total Cost for Labor:			\$19,336				

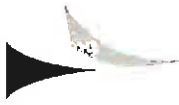
***SAMPLE* MOTION**

Director Parker:

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

1. Assignment of the Right of Entry issued to Vintage Fish Company, LLC for placement of its building at the Rye Harbor Marine Facility to Hidden Coast Shellfish LLC; and
2. Amendment of the allowed uses of the Right of Entry to permit the sale of oysters and fresh fish.

All in accordance with the memorandum of Richard Hartley, Director of
Ports and Harbors, dated December 29, 2025; attached hereto.



PEASE

INTERNATIONAL

555 Market Street, Suite 1 Portsmouth, NH 03801

PORTS AND HARBORS

TO: Pease Development Authority ("PDA"), Board of Directors

FROM: Richard Hartley, Director Ports and Harbors *R. C. Hartley*

DATE: December 29, 2025

SUBJECT: Rye Harbor Marine Facility, Right of Entry transfer Vintage Fishing Company, LLC to Hidden Coast Shellfish LLC

The Division of Ports and Harbors (the "Division") received a request from Adam Baker of Vintage Fish Company LLC ("Vintage") to transfer his Right of Entry ("ROE") to Hidden Coast Shellfish, LLC ("Hidden Coast") at the Rye Harbor Marine Facility ("Marine Facility").

Vintage's ROE provides a location for the placement of a building at the Marine Facility to be used for charter boat operations, retail sales of bait, tackle, and souvenirs directly related to the ROE holder's charter boat business operations at the Marine Facility; no other use of the Premises is permitted.

Hidden Coast is an oyster farm located in Durham, NH and currently markets to wholesalers and chef-direct to local restaurants in the seacoast area and proposes to use the building for the sale of oysters and fish to the general public. Hidden Coast has reviewed the existing Right of Entry (ROE), attached hereto, and has confirmed its agreement with the current terms and conditions. However, since the proposed use of the building by Hidden Coast is different than Vintage's, the Division also proposes allowing an amendment to the Vintage ROE to allow Hidden Coast to use the building for the sale of oysters and fresh fish. Hidden Coast will obtain a pier use permit and Hidden Coast's use of the building will be a direct marine-related use.

Division staff have reviewed the request and received verbal approval to proceed with requesting PDA Board approval from the Chair of the PDA Port Committee. Therefore, the Division recommends that the PDA Board of Directors approve the transfer of the ROE from Vintage to Hidden Coast under the existing terms and conditions, including but not limited to:

Term: upon approval -April 30, 2026. And the subsequent one-year extension which begins on May 1, 2026 through April 30, 2027

Fees: \$12.00 per "length over all" of the vessel Commercial Pier-Use Permit, fee subject to change per Pda 610.01(b), if applicable.

Insurance: Minimum insurance coverage, outlined in the attached Right of Entry as Exhibit B

Additional Requirements: Entities and individuals issued a Right of Entry are subject to applicable Administrative Rules and Policies as promulgated by the Pease Development Authority.

PEASE DEVELOPMENT AUTHORITY
DIVISION OF PORTS AND HARBORS

RIGHT OF ENTRY

Pease Development Authority, Division of Ports and Harbors ("PDA-DPH") with an address of 55 International Drive, Portsmouth, NH 03801, under the authority set forth in NH RSA 12-G, grants a Right of Entry ("ROE") to **Vintage Fish Company, LLC. ("Vintage")**, PO Box 86, New Castle, NH 03854 to use designated property of the State of New Hampshire, at the **Rye Harbor Marine Facility, 1870 Ocean Boulevard, Rye, NH** (the "Marine Facility") solely pursuant to the terms of this ROE and for the following purposes, and for no other uses unless expressly authorized in writing.

This ROE is given subject to the following conditions:

PREMISES:	An area of land located within the Marine Facility , shown as "Building 7" on the location map attached as <u>Exhibit A</u> , which is incorporated herein by reference, for the placement of a 20 x 18 foot +/- wooden frame, single-story building ("Building") owned by Vintage ("Premises").
PURPOSE OF ROE:	To provide a location for the placement of the Building at the Marine Facility to be used for charter boat operations, retail sales of bait, tackle, and souvenirs directly related to the ROE holder's charter boat business operations at the Marine Facility; no other use of the Premises is permitted.
PERIOD OF USE:	Period 1-July 1, 2023-April 30, 2024 Period 2-May 1, 2024-April 30, 2025
PARKING FEE:	Period 1-\$5.00 per vehicle Period 2-\$5.00 per vehicle, subject to change per paragraph 4
ROE FEE:	Period 1-\$1,000.00 Period 2-\$1,250.00

1. PDA-DPH grants **Vintage** the right and privilege to place and maintain the Building on the Premises. Improvements or alterations to the interior or exterior of the Building are subject to the advance approval of PDA-DPH. **Vintage** shall ensure the Building is properly secured to the Premises and shall maintain the exterior and interior of the Building to ensure it is neat and attractive in appearance to the public, and agrees to periodically apply fresh coats of paint or stain, and take such other measures as may be required to meet this requirement, subject to the approval of PDA-DPH.
2. **Vintage** may not maintain, nor permit its customers to maintain, any tables and chairs on the Premises outside of the Building; a public area with tables and chairs may be made available at the Marine Facility by PDA-DPH at the discretion of PDA-DPH.

3. The term of this ROE shall be as set forth above as Period of Use. Requests for renewal shall be submitted to the DPH Director in writing no less than ninety (90) days prior to the expiration of Period 2.
4. **Vintage** customers shall have nonexclusive use of parking spaces situated at the Marine Facility parking lot, subject to PDA-DPH established parking fees as may be amended over time by the PDA-DPH. **Vintage** shall work cooperatively with PDA-DPH to ensure its customers abide by all traffic and parking requirements at the Marine Facility.
5. **Vintage** employees and agents shall have nonexclusive use of parking spaces situated at the Marine Facility parking lot. Notwithstanding the foregoing, **Vintage** shall be provided with employee seasonal parking passes in accordance with the provisions of Pda 604.03 or as agreed upon in any other lawful agreement made with PDA-DPH. **Vintage** agrees to require all of its employees and agents to park in the area designated by PDA-DPH as "Employee Parking," and further understands and agrees that any violation of this clause may result in the revocation of the employee's driving and parking privileges within the facility, as well as termination of this ROE.
6. **Vintage** agrees that its owners, employees, and agents, who are the owner or custodian of any animal, while at the Marine Facility, or within any building subject to any ROE where PDA-DPH is a party, shall at all times have said animal on a standard or retractable leash not greater than six (6) feet in length and shall promptly and properly dispose of any waste the animal excretes or garbage it causes to be scattered on the property.
7. **Vintage** is required to use the Marine Facility Pier in connection with its ROE operation, unless excused from such requirement in writing by PDA-DPH at its sole discretion, and as such shall obtain a separate Pier Use Permit which shall grant nonexclusive access to the Marine Facility pier, in accordance with N.H. Administrative Rules Part Pda 600.
8. **Vintage** shall obtain all necessary permits and licenses that are required to engage in its operations under this ROE and provide copies of them to PDA-DPH at the time of execution of this document. Required documents may include, but are not limited to, Pier Use Permit, Captains License(s), NH Fish and Game Fishing and/or Charter licenses, NH Department of Environmental Services permits, and NH Secretary of State Registration paperwork.
9. The scheduling of any/all departures and arrivals at the Premises and the Marine Facility in connection with any activity allowed under this ROE shall not interfere with the scheduled use of common areas or adjoining areas by other entities which actively conduct business at the Marine Facility and have previously been issued a permit or ROE(s) by PDA-DPH.
10. **Vintage** may utilize the area in front of the Building for loading and unloading only during the hours of 4:00 a.m. to 7:00 a.m. and 7:00 p.m. to 10:00 p.m. Any loading and unloading shall not unreasonably interfere with the scheduled use of common areas or adjoining areas by other entities which actively conduct business at the Marine Facility and have previously been issued a permit or ROE(s) by PDA-DPH. Loading and unloading outside of the above-referenced times shall only be permitted by the express authorization of the PDA-DPH. At no time shall **Vintage**, its employees, or agents, park in the designated fire lane or any other area designated as no parking by the PDA-DPH.
11. The Rental Fee for the Premises is due and shall be paid in full on or before July 1st each year of the term of this ROE. The rental fee shall be made payable to PDA-DPH and forwarded to PDA, 55 International Drive, Portsmouth, NH 03801. Written notification of any fee and rate increases

will be provided to current ROE holders on or before February 1st of any given year during the term of the ROE and will become part of this ROE and effective on April 1st of that year.

12. **Vintage** shall obtain advance approval from the PDA-DPH for all signs and advertisements posted on the Premises. In all cases the decision of PDA-DPH on whether to approve the sign or advertisement shall be in its sole discretion and shall be final.
13. In order to guarantee the high quality of services and merchandise provided to the public from the Premises, any PDA-DPH questions relating to policies, prices, quality, cleanliness and services must be settled to the satisfaction of PDA-DPH. In making its decisions, PDA-DPH will be aided by members of its staff and such other officials of the State of New Hampshire as may be deemed appropriate and necessary.
14. All utilities to serve the Premises and the Building shall be at the sole responsibility and cost of **Vintage**.
15. **Vintage** shall be responsible for regular and routine cleaning of all areas of the Premises, the Building, and equipment where merchandise is stored, prepared or sold. **Vintage** shall be responsible for grounds pickup on the Premises and in common areas which are used by **Vintage's** customers. All areas of the Premises, including but not limited to areas behind the Building, shall be maintained in a neat and orderly manner. The outdoor storage of equipment on the Premises may only be permitted in an area not to exceed 10 feet from the rear of the Building on the Premises, subject to the separate written approval of the PDA-DPH. If such written approval is given, such storage shall be neat and orderly at all times. Cleaning within this ROE shall include the picking up of all waste material and the routine cleaning of equipment, walls, floors, windows, fixtures, draperies, blinds, and garbage containers. The term "routine cleaning" shall imply all of the provisions associated with good housekeeping, including supplying materials and supplies that may be necessary to perform this service. **Vintage** shall be responsible for maintaining high standards of sanitation in accordance with the rules and regulations promulgated by the NH Department of Health and Human Services, Bureau of Food Protection, PDA-DPH, or any other governmental agency having jurisdiction over such matters. **Vintage** shall be responsible for promptly and regularly picking up garbage and rubbish generated by its operations or customers and depositing same at a location at the Marine Facility designated by PDA-DPH.
16. **Vintage** agrees to defend and indemnify the State of New Hampshire and PDA-DPH against and from any and all claims, judgments, damages, penalties, fines assessments, costs and expenses, liabilities and losses (including without limitation, sums paid in settlement of claims, attorney's fees, consultant's fees and experts fees) resulting or arising during the term of this ROE:
 - A. From any condition of the Premises including the Building structure or improvements thereon for which **Vintage** has taken possession of hereunder;
 - B. From any breach or default of any obligation on the part of **Vintage** to be performed pursuant to the terms of this ROE or from any act or omission of **Vintage** or any of its agents, contractors, servants, employees, licensees or invitees; or
 - C. From any accident, injury, death, loss or damage whatsoever caused, to any person or property occurring during the term of this ROE, on or about the Marine Facility areas (including but not limited to piers, docks, gangways, building, and parking areas) arising out of or incidental to the use, management or control of the area(s) and activities which are the subject of this ROE.

Vintage shall provide PDA-DPH with proof of required insurance coverage as outlined in Exhibit B. These are minimum insurance requirements designed to protect the interests of PDA-DPH and the State of NH. Replacement costs of **Vintages** building and contents may not be protected under these terms. **Vintage** should consult with its insurance provider to ensure its individual insurance needs are met.

18. Notwithstanding the foregoing, no provision of this ROE shall be deemed to constitute or effect a waiver of the sovereign immunity of the State of New Hampshire and no provision of this ROE shall be deemed to constitute or effect a waiver of the sovereign immunity of PDA-DPH as a body politic and corporate of the State of New Hampshire. The sovereign immunity of the State of New Hampshire and PDA-DPH is reserved to the fullest extent allowed under law subject however to contractual claims arising under this ROE to the extent such are permitted by New Hampshire NH RSA Ch.492:8 as the same may be amended.
19. **Vintage** may terminate this ROE by giving PDA-DPH thirty (30) days' advanced written notice. In the event of such termination, **Vintage** shall remove the Building and all its possessions from the Premises prior to the expiration of the thirty (30) days' notice. The provisions of paragraph 16 shall survive termination.
20. PDA-DPH may terminate this ROE by giving **Vintage** thirty (30) days advanced written notice of termination in the event of the failure of **Vintage's** to perform, keep or observe any of the provisions of this ROE and the failure of **Vintage** to correct the default or breach within the time specified by PDA-DPH. In the event of such termination, **Vintage** shall remove the Building and all its possessions from the Premises prior to the expiration of the thirty (30) days' notice.
21. This ROE may be terminated immediately by PDA-DPH in the event **Vintage** fails to provide proof of insurance coverage, or engages in any activity which is deemed by PDA-DPH in its sole discretion to compromise public safety or health. In the event of such termination, **Vintage** shall remove the Building and all its possessions from the Premises immediately. The provisions of paragraph 16 shall survive termination.
22. In the performance of this ROE, **Vintage** is in all respects an independent contractor and is neither an agent nor employee of the State of New Hampshire or PDA-DPH and that the State of New Hampshire and PDA-DPH shall, at no time, be legally responsible for any negligence or willful acts on the part of **Vintage** or any of its officers, employees, agents, or members resulting in either personal or property damage to any individual, firm or corporation. Neither **Vintage** nor any of its officers, employees, agents, or members shall have the authority to bind the State of New Hampshire or PDA-DPH nor are they entitled to any of the benefits, Worker's Compensation or emoluments provided by the State of New Hampshire or PDA-DPH to its employees. **Vintage** agrees to hold the State of New Hampshire and PDA-DPH harmless against liability for loss or damage to its equipment or supplies or equipment rented or leased by the **Vintage** from others from any cause whatsoever, while they are located on state property either during the operating period or while in storage.

Vintage Fish Company, LLC.

Right of Entry, Rye Harbor Marine Facility

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23. In connection with the performance of this contract, **Vintage** agrees to comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities, including those of PDA-DPH which shall impose any obligation or duty on **Vintage** and to procure and maintain all necessary licenses and permits required in connection with the operations described herein. Required documents may include, but are not limited to, Pier Use Permit, Federal and/or State Aquaculture Permit, Wholesale Marine Species License, Wetlands Board, Marine Safety, Captains License(s), applicable NH Fish and Game Fishing and/or Charter licenses, and NH Secretary of State Registration paperwork.
24. **Vintage** shall be familiar with and follow Administrative Rules Pda CHAPTER 600. The Rules are available from PDA-DPH upon request or can be viewed on the Division's web site, www.portofnh.org.
25. In accordance with Administrative Rule Pda 603.11 (a), **Vintage** acknowledges that camping or sleeping on state-owned commercial piers and associated facilities is prohibited.
26. In accordance with Administrative Rule Pda 603.11 (b), **Vintage** acknowledges the service and consumption of alcohol is prohibited unless permission has been granted with the terms of a written contractual agreement with PDA-DPH.
27. The sale of ready to eat, restaurant style food items is not permitted under this ROE; a separate Concession Agreement is required for the sale of such items from or on the Premises. Ready to eat, restaurant style food items shall include, but not be limited to, sandwiches, wraps, burgers, hotdogs, soups & chowders, salads, prepared seafood, and such other edible/consumable items sold in conjunction therewith. The determination of what constitutes such food items is in the sole discretion of the PDA-DPH, which determination shall be final.
28. **Vintage** is responsible for providing all necessary and required safety equipment and training to its employees and customers as may be required and appropriate to the uses allowed under this ROE.
29. Meetings shall be held when deemed necessary by PDA-DPH at a place and time to be agreed upon mutually by PDA-DPH and **Vintage** for the purpose of discussing current operational issues, presentation of official requests for changes in schedules, process, portions, products or policies, and other pertinent business which may arise. The PDA-DPH will be represented at these meetings by the Director of the DPH or his authorized representative(s) and such subordinate supervisory personnel fully acquainted with field operations as he/she shall designate. **Vintage** shall be represented, at a minimum, by one (1) officer/member of the company.
30. In the event the Premises, the Building, or any part thereof shall be destroyed by fire or unavoidable casualty so that the same shall be thereby rendered unfit for use and habitation, then, and in such case, that portion of **Vintage's** operation shall be suspended or abated until and if said Premises, Building, or any part thereof shall have been placed in proper condition for use by **Vintage**. PDA-DPH may terminate this contract in the event **Vintage** fails to repair or replace the Premises or Building within ninety (90) days of a fire or casualty. In the event of such termination, **Vintage** shall remain responsible for the costs of any repair or removal undertaken by PDA-DPH.

31. The Building and any equipment thereof which are the property of **Vintage** shall remain the property of **Vintage** and, upon termination of this ROE by lapse of time or otherwise, **Vintage** shall promptly remove same from the Premises. Upon the termination of this ROE, **Vintage** may offer for sale to PDA-DPH, at fair market value, any and all buildings and equipment owned by **Vintage**.
32. This ROE may not be assigned or transferred without the express written approval of the PDA-DPH. Consistent therewith, sale of the Building to another party does not guarantee that party will receive a Right of Entry for the Premises.
33. **Vintage** shall allow PDA-DPH, or such person as may be designated by PDA-DPH, access to the Premises and Building at all reasonable hours for the purpose of examining and inspecting said Premises and Building, or for any other purpose as may be required by this ROE. Except in the event of an emergency, PDA-DPH agrees that such access will not unduly affect the operations of **Vintage's** business.
34. **Vintage** may not self-fuel any boat used in connection with this ROE on the Premises or within the Premises. **Vintage** will be allowed to purchase fuel from an approved vendor (diesel only) or from the fuel service available at the Premises (diesel or gasoline). To purchase diesel fuel from an approved vendor, the vessel owner must have a fuel variance approved by the Office of the NH State Fire Marshall in accordance with Information Bulletin #2015-07, as may be amended from time to time.
35. To the extent applicable, **Vintage** agrees to hold the State of New Hampshire and PDA-DPH harmless with respect to taxes levied against the Premises subject to this ROE as a consequence of the application of RSA 72:23 I. **Vintage** agrees to pay, in addition to other payments, all properly assessed real and personal property taxes against the Premises subject to this ROE in accordance with the provisions of RSA 72:23 I. In the event **Vintage** shares a larger parcel of land with lessees or other ROE holders, it shall be obligated to pay only its pro rata share of any such taxes. Failure of **Vintage** to pay its duly assessed personal and real estate taxes when due, shall be cause to terminate this ROE by PDA-DPH. **Vintage** shall, in addition, reimburse PDA-DPH for any taxes paid by it pursuant to RSA 72:23 I as a result of **Vintage's** failure to pay said taxes.
36. This ROE has been entered into in the State of New Hampshire and shall be interpreted under New Hampshire law.
37. This ROE may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[Remainder of page intentionally left blank, signature page follows]

Vintage Fish Company, LLC.
Right of Entry, Rye Harbor Marine Facility
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PEASE DEVELOPMENT AUTHORITY
DIVISION OF PORTS AND HARBORS

Date: June 6, 2023

Raeline A. O'Neil
Witness Raeline A. O'Neil


Paul E. Brean, Executive Director, PDA

Vintage Fish Company, LLC.

Date: 5/26/23

Mandy Kallenne S. Huff
Witness Signature

Mandy Huff
Witness Printed Name


Authorized Signature

Adam Baker, Owner
Printed Name/Title

EXHIBIT A



EXHIBIT A - RYE HARBOR RIGHT OF ENTRY OVERVIEW AERIAL IMAGE

DESIGNED BY: MCR

DATE: 05/01/2023

SCALE: N.T.S.



PEASE DEVELOPMENT AUTHORITY

55 INTERNATIONAL DRIVE, PORTSMOUTH, NH 03801

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EXHIBIT B
MINIMUM INSURANCE REQUIREMENTS
RIGHT OF ENTRY HOLDERS
CHARTER OPERATION WITH AN ASSOCIATED BUILDING
OPERATING ON THE PROPERTY OF THE STATE OF NH,
PEASE DEVELOPMENT AUTHORITY-DIVISION OF PORTS AND HARBORS (PDA-DPH)

All Charter Right of Entry holders with an associated building are required to provide a Certificate of Insurance ("COI") to the Pease Development Authority-Division of Ports and Harbors ("PDA-DPH") before the commencement of business on PDA-DPH property and to maintain such insurance while conducting such business. *ROE holder shall ensure renewal certificates of insurance are on file with PDA-DPH prior to policy expiration dates.* Failure to comply with the requirements set forth herein may cause a delay in opening for business on schedule or result in the immediate termination of this contract.

The following are the minimum requirements for insurance coverage:

1. **Commercial General Liability:** shall provide for a liability limit on account of each accident resulting in bodily injury, death, or property damage to a limit of not less than \$1,000,000.00 per occurrence.
2. **Protection and Indemnity:** shall provide for a liability limit on account of each accident resulting in bodily injury, death, or property damage to a limit of not less than \$1,000,000.00 per occurrence.
3. **Dockside liability endorsement:** Covering piers, gangways, and docks
4. **Automobile Liability:** \$1,000,000.00 automobile liability coverage.
5. **Workers Compensation:** Coverage equal to minimum statutory levels as required by New Hampshire State law.
6. **Additional Insureds:** State of New Hampshire, Pease Development Authority, and Division of Ports and Harbors, 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. **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.
9. **Waiver of Subrogation:** With the exception of workers compensation coverage, a statement that a waiver of subrogation is included with respect to applicable coverage
10. **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.
11. **Renewed COI's to be forwarded to additional insured prior to previous COI expiration date.**

For questions, please contact the Pease Development Authority Legal Department at (603) 433-6348.

MEMORANDUM

To: Pease Development Authority Board of Directors

From: Paul E. Brean, A.A.E., Executive Director 

Date: December 29, 2025

Re: Special Event

I am pleased to report on the following special event:

- A. Millennium Running will hold its St. Patty's 5k/10k Road Race on Sunday, March 15, 2026, at 10:00 a.m.

RIGHT TO KNOW UPDATE: Effective January 1, 2018, RSA 91-A, the Right to Know Law was modified to include that "If a member of the public body believes that any discussion in a meeting of the body, including in a nonpublic session, violates this chapter, the member may object to the discussion. If the public body continues the discussion despite the objection, the objecting member may request that his or her objection be recorded in the minutes and may then continue to participate in the discussion without being subject to the penalties of RSA 92-A:8, IV or V. Upon such request, the public body shall record the member's objection in its minutes of the meeting. If the objection is to a discussion in nonpublic session, the objection shall also be recorded in the public minutes, but the notation in the public minutes shall include only the member's name, a statement that he or she objected to the discussion in nonpublic session, and a reference to the provision of RSA 91-A:3, II, that was the basis for the discussion."

***SAMPLE* MOTION**

Director Semprini:

The Pease Development Authority Board of Directors will enter non-public session pursuant to NH RSA 91-A:3 for the purpose of discussing:

1. Dismissal, promotion, or compensation of any public employee [NH RSA 91-A:3, II (a)]; and
2. Consideration of Legal Advice [NH RSA 91-A:3, II (l)].

NOTE: Roll Call vote required.

***SAMPLE* MOTION**

Director Ferrini:

Resolved, pursuant to NH RSA 91-A:3, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its January 13, 2026, meeting related to dismissal, promotion, or compensation of any public employee; and the consideration of legal advice from legal counsel are confidential matters which, if disclosed publicly, would render the proposed actions ineffective and further agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.

NOTE: Roll Call Vote Required; this requires 5 affirmative votes.