

**Time:** 11:00 a.m.  
**Place:** 55 International Drive, Pease International Tradeport  
Portsmouth, New Hampshire

**AGENDA**

- I. Call to Order (Nickless)
- II. Acceptance of Minutes: March 20, 2014\*
- III. Public Comment
- IV. Old Business
- V. Finance Reports
  - A. Financial Reports
    1. Operating Results for 8 Month Period Ending February 28, 2014\*
    2. Nine Month Cash Flow Projections to December 31, 2014\*
- VI. Leases
  - A. Approvals
    1. 25, 29, Retail, LLC\*(Loughlin)
    2. Seaside Associates Temporary and Permanent Placement, LLC – Lease Amendment\* (Lamson)
- VII. Contracts/Agreements
  - A. Reports\*
    1. Norris, Inc, - Fire Alarm Panel
    2. Jerry's Electric, Inc.
  - B. Approvals
    1. Skyhaven Airport – Runway Project\*\*\* (Allard)
    2. East Coast Heating & A/C Inc., 55 International Dr. Chiller Replacement\* (Bohenko)
- VIII. Signs
  - A. Approvals
    1. Teledyne DGO & FlexEnergy - 162 Corporate Drive\*(<sup>Torr</sup>Preston)
- IX. Executive Director's Reports/Approval
  - A. Reports
    1. Golf Course Operations
    2. Airport Operations
      - a. Skyhaven Airport
      - b. PSM
      - c. Noise Line\*



B. Approvals

1. Clubhouse Patio Improvements\*(Bohenko)
2. Skyhaven Hangar Rates\*(Torr)
3. Bills for Legal Services\* (Allard)

X. Division of Ports and Harbors

A. Reports

1. Port Advisory Council
2. Commercial Moorings for Hire\*
3. Commercial Mooring Transfer\*

B. Approvals

1. Rights of Entry – Charter Boat Operations and Retail Facilities\* (Lamson)
2. F/V Aelin Mae – ROE/Charter Boat \* (Preston) Loughlin
3. Sea Fever Charters – ROE/Charter Boat and Retail Sales\* (Torr)
4. Nina May Fishing Charters - ROE/Charter Boat\* (Bohenko)
5. Bills for Legal Services\*(Loughlin)

XI. New Business

XII. Upcoming Meetings

Finance Committee	May 12, 2014
Board Meeting	May 15, 2014
Audit Committee	June 17, 2014

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

XIII. Directors' Comments

XIV. Non-Public Session\*(Allard)

- |  |
|--|
| <ol style="list-style-type: none"><li>1. Great Bay Community College Expansion*</li><li>2. Reserved RR Right of Way - Pease International Tradeport*</li></ol> |
|--|

XV. Adjournment

XVI. Press Questions

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





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

**Thursday, March 20, 2014**

Presiding: Peter J. Loughlin, Vice Chairman;  
Present: John P. Bohenko; Margaret F. Lamson; Robert F. Preston; and Franklin G. Torr  
Via Telephone: Robert A. Allard, Treasurer;  
Absent: Arthur H. Nickless, Jr., Chairman  
Attending: David R. Mullen, PDA Executive Director; Lynn Marie Hinchee, PDA General Counsel; PDA staff members; and members of the public.

**I. Call to Order**

Vice Chairman Loughlin called the meeting to order at 8:07 a.m. in the Board conference room, 55 International Drive, Pease International Tradeport, Portsmouth, New Hampshire.

Due to participation of Director Allard via telephone, all votes taken will be by roll call.

**II. Acceptance of Board Meeting Minutes: January 16, 2014**

Director Torr moved and Director Preston seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the January 16, 2014 Board meeting.** Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**III. Public Comment**

Tom Carroll, Nobles Island, Portsmouth, NH, made comments regarding: Pollution and Grimm Industries' operations at the Market Street Terminal; metal debris on Market Street; Portsmouth redevelopment project; damage to cars on Market Street; alleged pollution violations; "Save Our Working Port"; EPA actions; use of lay down area as temporary parking area; and study of potential clients.

Director Bohenko introduced City Councilor Brad Lown, the City's liaison to the PDA.

**IV. Old Business**

No old business was brought before the Board.

**V. Financial Reports**

**1. Operating Results for Seven Month Period Ending January 31, 2014**

Irving Canner, Director of Finance, reported on the status of PDA FY 2014 finances for the seven month period ending January 31, 2014. Operating revenues are in line with the budget, while operating expenses overall are \$482,000 over budget due, in part, to the write off of bad debts related to the GSA account and the increase in winter snow removal activities. Mr. Canner reviewed the year to year variances including changes in the personnel services and benefits costs. On January 31<sup>st</sup>, PDA employed 93 people including seasonal employees. By June 30, 2014, revenues are expected to be in line with the budget; while the operating expenses will be over budget Mr. Canner reviewed the Balance Sheet including PDA's debt structure. In January, PDA drew \$1,750,000 from the Provident Bank line of credit. Mr. Canner reviewed the Consolidated Cash Flow chart and fluctuations in PDA's cash balances. A review of the Business Unit Analyses showed that as of December 31, 2013, there were over 22,000 enplanements at the Portsmouth International Airport at Pease; PDA has had to absorb a net cash flow loss of approximately



\$960,000 in support of Skyhaven Airport; the Golf Course has begun hiring seasonal employees and the player membership drive; and Grill 28 continues to exceed budgeted gross sales numbers. Mr. Canner reviewed the components of the Division of Ports and Harbors' ("DPH") unrestricted funds and how the profitability of the Market Street Terminal helps to support the other marine facilities. The Revolving Loan Funds has approximately \$1 million dollars in outstanding loans. Two loans were recently approved which will reduce the available fund balance to approximately \$26,000. If more loan applications are made, PDA may need to seek release of the EDA sequestered funds to accommodate any new loans. The fund has a 90% utilization rate.

## **2. Nine Month Cash Flow Projections to November 30, 2014**

Mr. Canner reviewed PDA cash flow projections for the nine month period ending November 30, 2014. PDA anticipates approximately \$9.2 million in capital expenditures including approximately \$7.6 million in grant related projects. PDA will use the Provident Bank \$5 million line of credit to help finance the projects while waiting for grant reimbursements. Mr. Canner reviewed timing of the line of credit draw downs, the debt repayment schedule, and grant reimbursements. Mr. Canner reported that: 1) in February: PDA made the final payment on the \$5 million loan from the State; and 2) in March, PDA drew an additional \$1.0 million from the Provident Bank line of credit. Mr. Canner reviewed PDA's debt structure.

## **3. Capital Improvement Plan (FY 2014 - FY 2021)**

Mr. Canner briefly reviewed the proposed PDA Capital Improvement Plan. There are approximately 175 capital projects that PDA may consider including grant funded and PDA funded projects. Director Lamson requested that a workshop be held to review the proposed projects. Director Bohenko concurred. Mr. Canner advised the Board that the proposal is an overview of prospective projects, and he reviewed the considerations involved in bringing a project forward. Mr. Canner reviewed the effect of the projects on PDA's cash balances and debt structure.

## **VI. Licenses/Easements/Rights of Way/Options**

### **A. Approvals**

#### **1. Moulison North Corporation - Right of Entry Extension**

Director Preston moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby approves of and consents to the extension of the Right of Entry ("ROE") dated August 8, 2013 with Moulison North Corporation for the purpose of storing conduit materials at 31 Exeter Street. The ROE is extended for a period of one (1) year effective April 5, 2014; and subject to all other terms and conditions of the Right of Entry remaining in full force and effect. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.**

## **VII. Leases**

### **A. Reports**

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

#### **1. One New Hampshire Avenue, LLC**

One New Hampshire Avenue, LLC entered into a sublease with Northpoint Mortgage, Inc. for 1,859 square feet at 1 New Hampshire Avenue for a base term of three years effective January 15, 2014. Director Loughlin approved the sublease.





**2. Two International Group, LLC**

Two International Group, LLC entered into a sublease with Residential Mortgage Group for 1,100 square feet at 2 International Drive for a base term of one year. Director Loughlin approved the sublease.

**3. 119 International Drive, LLC**

119 International Drive, LLC entered into subleases at 15 Rye Street with: a) Allied Telesis, Inc. for 3,652 square feet for a base term of three years effective March 21, 2014; and b) REG Energy Systems, LLC for 2,587 square feet for a base term of three years effective February 1, 2014. Director Loughlin approved the subleases.

**B. Approvals**

**1. We 72 Pease, LLC – Release 72 Pease Boulevard**

Director Torr moved and Director Preston seconded that **The Pease Development Authority Board of Directors hereby approves and authorizes the Executive Director to issue a full release of WE 72 Pease, LLC's lease obligations for the premises located at 72 Pease Boulevard; all in accordance with the memorandum from David R. Mullen, Executive Director, dated March 12, 2014 and attached hereto. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.**

**2. One New Hampshire Avenue, LLC – Lease Amendment**

Director Allard moved and Director Lamson seconded that **The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into a Lease Amendment No. 1 with One New Hampshire Avenue, LLC for the premises located at 1 New Hampshire Avenue to add one (1) five (5) year extension to the Lease term, to the extent such is a requirement of the lender to facilitate the anticipated refinancing of the leasehold mortgage.**

**The term extension shall be subject to ground rent rate adjustments consistent with the Lease Agreement and PDA's obligation to obtain Fair Market Value for the leased property; all in accordance with the memorandum of David R. Mullen, Executive Director, dated March 13, 2014 attached hereto. Note: Roll Call vote required. Discussion: Vice Chairman Loughlin asked if any legislation for BRAC facilities has been put forth to allow the sale of property to landlords and have the proceeds put into a trust for property operations. Lynn Hinchee, PDA General Counsel, explained that Federal Aviation Administration regulations and the terms of the Public Benefit Transfer ("PBT") do not allow for the sale of the property. The purpose of the PBT is to guarantee a revenue stream to keep the facilities operational as public facilities. Mr. Mullen advised the Board that one of the values of locating at Pease is the PDA's landlord interest in maintaining the Tradeport. Disposition: Resolved by unanimous roll call vote; motion carried.**

**3. Delegation of Duties – Lease Extension for Leasehold Mortgage**

Director Bohenko moved and Director Torr seconded that **WHEREAS, the By-Laws provide that the Executive Director shall have all the authority of the Chairman with respect to the signing of contracts, leases, releases, bond, note and other instruments and documents approved by the Authority; and**

**WHEREAS, the Authority deems it necessary to the management and regulation of its affairs to delegate to the Executive Director the authority to consent to, approve and execute required documents for lease term extensions as may be required by a lender as a condition to issuing a leasehold mortgage.**

**NOW, BE IT RESOLVED, that the Authority does hereby delegate to the Executive Director the**



authority to consent to, approve and execute certain required documentation in accordance with the terms and conditions of the "Delegation to Executive Director: Consent, Approval, and Execution of Lease Term Extension for Leasehold Mortgages" attached hereto and incorporated herein by reference. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**VIII. Contracts/Agreements**

**A. Reports**

In accordance with Article 3.9.1.1 of the PDA Bylaws, Mr. Mullen reported that PDA entered into the following contract:

**1. Invisible Intelligence, LLC**

PDA contracted with Invisible Intelligence, LLC for the purchase and installation of a computer scanner system for airplane flight count at Skyhaven Airport. Chairman Nickless approved the expenditure of \$3,680.00.

**B. Approvals**

**1. Optima Bank – Safety Deposit Box**

Director Bohenko moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into an agreement with Optima Bank relative to the leasing of a safe deposit box.

The following appointed official and employees who are authorized to endorse all checks, drafts, depository agreements and/or other related bank documents, are to be designated authorized Agents that will have access to the safe deposit box:

Robert Allard	Treasurer
David Mullen	Executive Director
Lynn Hinchee	General Counsel
Maria Stowell	Manager of Engineering
Irving Canner	Finance Director

The authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of the revocation is presented. Note: Roll Call vote required. Discussion: Director Bohenko asked if another Board member should be added to the authorizations. Attorney Hinchee advised the Board that PDA By-laws allow for another Board member to act in the absence of the Treasurer. Mr. Canner reported that PDA will use the safe deposit box services at Optima Bank for one year at no charge instead of TD Bank. The authorization is the same authorization that was used when the lease of the safe deposit box was previously authorized for TD Bank. Disposition: Resolved by unanimous roll call vote; motion carried.

**2. Building Improvements – 55 International Drive**

Director Lamson moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a contract in an amount not to exceed \$35,200 with H.L. Turner Group, Inc. of Concord, NH, PDA's architectural/engineering consultant, to provide engineering services to implement building improvements to the building located at 55 International Drive; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated March 10, 2014 attached hereto. Note: Roll call vote required. Discussion: Mr. Mullen reported on the problems found in the building's attic. The repairs will address insulation problems, roof structural issues as well as the roof replacement.





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

**3. Dan Fortnam – Contract Extension**

Director Preston moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to enter into Amendment No. 7 attached hereto to extend the Consulting Agreement with Daniel Fortnam through September 30, 2014 with one (1) option to extend through March 31, 2015 exercisable at the Executive Director's sole discretion. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**4. UNUM Group – Long Term Disability Insurance**

Director Torr moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to accept and bind Group Long Term Disability Insurance effective February 1, 2014 through January 31, 2015 for the continued benefit of the employees of Pease Development Authority as proposed by UNUM in the projected amount of \$17,670; and all otherwise in accordance with the memorandum of Irving Canner, PDA Director of Finance, dated March 10, 2014 attached hereto. Note: Roll Call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**5. USDA/WS Wildlife Control**

Director Bohenko moved and Director Lamson seconded that The Pease Development Authority Board of Directors authorizes the Executive Director to execute a contract with the United States Department of Agriculture Wildlife Service (USDA WS) from January 1, 2014 through December 31, 2014, in the amount of \$17,998.70 for the purpose of providing integrated turkey, other large bird, and animal control and monitoring services at the Airfield; all in accordance with the memorandum of Kim W. Hopper, Airport Manager, dated February 13, 2014, and attached hereto.

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

1. PDA has a long standing relationship with USDA WS stemming back to the time PDA was formed. As a part of that ongoing relationship, the USDA WS has maintained ongoing wildlife surveys, with data dating back to its first arrival at Pease. PDA does not want to interrupt this data stream;
2. The USDA WS conducts training classes for PDA Airport Operations Personnel on Airport Wildlife Hazard Management, to meet FAR 139 requirements. USDA is the FAA recognized authority for such required training. Note: This motion requires 5 affirmative votes.

Discussion: None. Disposition: Resolved by roll call vote 5 votes for – 1 abstention (Allard); motion carried.

**IX. Executive Director's Reports/Approvals**

**A. Reports**

**1. Golf Course Operations**

Scott DeVito, PGA General Manager, reported on the activities at the Pease Golf Course. The maintenance staff is finishing the annual overhaul of equipment and seasonal employee hiring has begun. The membership drive is ongoing with a total of 270 memberships to date. Various forms of membership advertising will continue. Nine new golf events are scheduled with a pre-booked number of over 2,500 tournament rounds. The Portsmouth Chamber of



Commerce will hold the first full field event on the renovated course on July 10<sup>th</sup>. Vice Chairman Loughlin asked if there were any impacts from the snow. Mr. DeVito reported that the staff is working on cleaning the greens and no damage has been found.

**2. Airport Operations**

Bill Hopper, Airport Manager, reported on aviation activities.

**a) Skyhaven Airport ("DAW")**

The Wings and Wheels event will be held on June 14<sup>th</sup>. The scanner counter is operational and will provide good information regarding the number of planes using the Airport both during the day and at night. The runway project is ongoing. PDA will meet with neighbors of Skyhaven to review the project and the impact on the local area as well as the Rochester City Council.

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

The Noise Exposure map is almost finished. A public meeting will be held in April or May to review the map and then provide updates at the Noise Compatibility Committee meetings. Allegiant Air is doing very well and the feedback from Allegiant is good. A license plate survey of the Airport parking lot during the March vacation week found 27 cars from New Brunswick, Canada. Mr. Hopper believes that the free parking is drawing passengers to PSM.

**c) Noise Line Report**

Mr. Hopper reported that a total of 8 calls were received in January and February. Four calls were from the Sherburne Road area regarding helicopter noise and a military practice flight; one call was from Portsmouth regarding a medical cargo flight; and three calls were about noise from ground run-ups. Mr. Hopper reported that during the heavy snow storms, planes were not able to use the ground run-up enclosure due to the snow and sand. The enclosure is now open.

Director Preston asked about the end of Allegiant Air flights. Mr. Hopper reported that the flights to Punta Gorda, FL, originally scheduled to end on March 31<sup>st</sup>, will end on April 28<sup>th</sup>. The flights to Sanford, FL will continue. Dan Fortnam and Mr. Hopper will meet with Allegiant in April regarding the Punta Gorda flights. In response to Director Preston, Mr. Hopper reported that he is very pleased with Mr. Fortnam's efforts.

**B. Approvals**

**1. Bills for Legal Services**

Director Allard moved and Director Bohenko seconded that **The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$1,073.00 for legal services rendered to the Pease Development Authority by:**

<b>1.</b>	<b>Sheehan Phinney Bass + Green</b>			
	<b>Through January 31, 2014</b>	<b><u>\$1,073.00</u></b>		
			<b>Total</b>	<b>\$1,073.00</b>
				<b>=====</b>

**Note:** Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.





**X. Division of Ports and Harbors**

**A. Division Director's Report**

**1. Port Advisory Council**

Geno Marconi, Division Director, reported that the Port Advisory Council met on March 19, 2014. Christopher Holt, a Piscataqua River pilot, was appointed to replace Richard Holt. The Council discussed: vessel registrations fee structure; a review of its By-laws; and a proposed amendment to Administrative Rules Pda 300 regarding the need for an assist tug during certain towing operations. Council member Eric Anderson reported that emergency funding for the fishing industry was approved by Congress. Funds will be made available to all New England states.

**2. Mooring Permits**

Mr. Marconi reported that the late filing period for mooring permit applications expired on March 17, 2014. Mr. Marconi reviewed the permitting process and reported that overall 18 mooring permits will expire on March 31, 2014. The expired permits will be offered to people on the wait list for the appropriate area. Three hundred seventy-three wait list applications were received.

Director Preston asked if the revenues at Hampton Harbor will increase when DPH takes over the fuel sales. Mr. Marconi reported that the facilities usually do not generate positive revenues. Maintenance costs should level out. Director Loughlin questioned why less permits were mailed in 2014 than in 2013. Mr. Marconi reported that the report is for the number of active mooring permits that were mailed out.

**3. Annual Dredge Report**

Mr. Marconi reported that in accordance with statutory requirements DPH submitted the Annual Dredge to the State. DPH worked with the Army Corps of Engineers, and the Coastal Coordinator at NH DES to prepare the report. The Dredge Task Force continues to meet to review dredging problems.

**4. International Salt Co.**

Mr. Marconi reported that he received a letter from International Salt Co. exercising its option to extend the contract for operations at the Market Street Terminal for one year. The contract will expire on May 31, 2015.

**B. Approvals**

**1. Pda 300 – 700 Fee Rules Amendments**

Director Lamson moved and Director Bohenko seconded that **The Pease Development Board of Directors hereby approves the Initial Proposal for the amendment to Administrative Rules:**

- a. **Pda 311.01 Pilot Fee Schedule**
- b. **Pda 512.01 Mooring Fee Schedule**
- c. **Pda 610.01 Fee Schedule (State Owned Commercial Piers and Associated Facilities)**
- d. **Pda 710.01 (Slip Permits; State-Owned Restricted Piers)**

**Further, the Board authorizes the Division Director to take any necessary or recommended action in furtherance of this matter; all in accordance with the memorandum of Geno J. Marconi, Division Director,**



dated February 28, 2014 attached hereto. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**2. Pda 311 – Amendments to Rules and Fee Schedule**

Director Bohenko moved and Director Torr seconded that The Pease Development Board of Directors hereby approves of the:

- a. Initial Proposal for the amendment to Administrative Rules Pda 311.03 "Pilotage Fees Based on Pilotage Unit Rates; Flat Fees" attached hereto.
- b. Proposed "Schedule of Pilotage Fees and Pilotage Unit Rates, Portsmouth Harbor and Piscataqua River" attached hereto;

and authorizes the Division Director to take any necessary or recommended action in furtherance of this matter; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated February 28, 2014 attached hereto. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**3. Shoals Marine Lab – Burge Wharf**

Director Torr moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute Amendment No. 7 to Right of Entry for Non-Exclusive Use of Parcel A-2 and Burge Wharf by Cornell University - Shoals Marine Lab for the purpose of extending the Right of Entry for a period of one (1) year from April 1, 2014 through March 31, 2015; all in accordance with the terms and conditions contained in the memorandum of Geno J. Marconi, Division Director, dated March 11, 2014 attached hereto. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**4. Star Island Corporation – Burge Wharf**

Director Lamson moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into Amendment No. 7 to the Right of Entry for Non-Exclusive Use of Parcel A-2 and Burge Wharf with Star Island Corporation for the purpose of extending the Right of Entry for a period of two (2) years from April 1, 2014 through March 31, 2016 on the terms and conditions set forth in the memorandum of Geno J. Marconi, Division Director, dated March 11, 2014 attached hereto. Note: Roll call vote required. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**5. Steaker Fishing Charter – ROE**

Director Preston moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Steaker Fishing Charters for marine charter vessel operations located at the Hampton Harbor Marine facility from April 1, 2014 through June 30 2017; all otherwise in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated March 10, 2014, and attached hereto. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

**6. Bills for Legal Services**

Director Allard moved and Director Torr seconded The Pease Development Authority Board of Directors





authorizes the Executive Director to expend funds in the total amount of \$12,752.25 for legal services rendered to the Division of Ports and Harbors by:

1.	Sheehan Phinney Bass + Green Through January 31, 2014	\$ 4,700.25 \$ 116.00 <u>\$ 7,936.00</u>
	<b>Total</b>	<b>\$12,752.25</b> =====

**Note: Roll call vote required.** Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried.

#### XI. Special Events

Marie Aleksy, PDA Paralegal, reported on the following special events on the Tradeport:

1. On Sunday, May 25, 2014, Runners Alley and Redhook Ale Brewery will host a 5k road race. Funds raised will benefit the Krempels Brain Injury Foundation.
2. On Saturday, June 7, 2014, Girls on the Run (GOTR) will host a 5k road race. Funds raised will be used to support GOTR running programs for young girls.
3. On Sunday, June 8, 2014, Sexual Assault Support Services ("SASS") will host a 5k road race. Funds raised will be used to support SASS programs.

#### XII. New Business

No new business was brought before the Board.

#### XIII. Upcoming Meetings

Vice-Chairman Loughlin reported that the following meetings will be held:

Audit Committee	April 23, 2014
Board Meeting	April 24, 2014

All Board and Committee meetings begin at 8 a.m. unless otherwise posted.

#### XIV. Directors' Comments

There were no comments from the Directors.

#### XV. Non-Public Session

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

1. **NHRSA 91-A:3, Paragraph II(d) for the purpose of discussing the acquisition, sale or lease of property.** **Note: Roll call vote required.** Discussion: None. Disposition: Resolved by unanimous roll call vote;



motion carried. The Board entered into non-public session at 9:18 a.m. The Board returned to public session at 10:41 a.m.

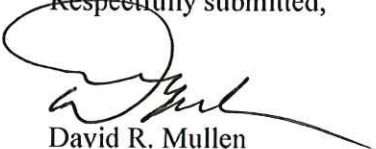
**XVI. Adjournment**

Director Bohenko moved and Director Preston seconded to **adjourn the Board meeting**. Discussion: None. Disposition: Resolved by unanimous roll call vote; motion carried. Meeting adjourned at 10:42 a.m.

**XVII. Press Questions**

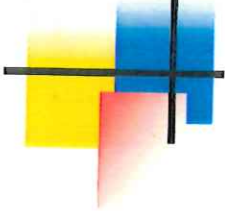
No members of the press attended the meeting.

Respectfully submitted,



David R. Mullen  
Executive Director/Secretary





# FY 2014 FINANCIAL REPORT FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014



**BOARD OF DIRECTORS MEETING  
APRIL 24, 2014**



# CONSOLIDATED STATEMENT OF REVENUES AND EXPENSES FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 AND 2013

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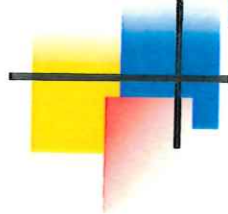
	CURRENT YEAR TO DATE ACTUAL	CURRENT YEAR TO DATE BUDGET	\$ VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	FY 2014 APPROVED BUDGET
<b>OPERATING REVENUES</b> <i>(PAGE #3)</i>	<u>8,690</u>	<u>8,714</u>	<u>(24)</u>	<u>8,710</u>	<u>(20)</u>	<u>13,592</u>
<b>OPERATING EXPENSES</b>						
PERSONNEL SERVICES AND BENEFITS <i>(PAGE #4 AND 5)</i>	3,907	3,930	(23)	3,405	502	6,014
BUILDINGS AND FACILITIES MAINTENANCE <i>(PAGE #6)</i>	1,335	958	377	1,409	(74)	1,393
GENERAL AND ADMINISTRATIVE <i>(PAGE #6)</i>	951	456	495	424	527	685
UTILITIES <i>(PAGE #7)</i>	514	458	56	530	(16)	733
PROFESSIONAL SERVICES <i>(PAGE #7)</i>	129	177	(48)	170	(41)	344
MARKETING AND PROMOTION	164	276	(112)	123	41	415
ALL OTHER <i>(PAGE #7)</i>	<u>789</u>	<u>954</u>	<u>(165)</u>	<u>802</u>	<u>(13)</u>	<u>1,431</u>
<b>OPERATING INCOME</b>	<u>901</u>	<u>1,505</u>	<u>(604)</u>	<u>1,847</u>	<u>(946)</u>	<u>2,577</u>
<b>NONOPERATING (INCOME) AND EXPENSE</b> <i>(PAGE #8)</i>	83	95	(12)	(473)	556	143
<b>DEPRECIATION</b>	<u>3,982</u>	<u>4,139</u>	<u>(157)</u>	<u>4,063</u>	<u>(81)</u>	<u>6,209</u>
<b>NET OPERATING INCOME</b>	<u>(3,164)</u>	<u>(2,729)</u>	<u>435</u>	<u>(1,743)</u>	<u>(1,421)</u>	<u>(3,775)</u>

**FY 2014 BUDGET VARIANCE ANALYSIS**

- **OPERATING REVENUES- LOWER BY 0.3%**
- NO SIGNIFICANT VARIANCES OTHER THAN IN GOLF FEES- REDUCTION IN ROUNDS PLAYED
- COMPLETED NEGOTIATIONS WITH GSA.
- **OPERATING COSTS- HIGHER BY 8.0%**
- EXTENSIVE WINTER SEASON- CHEMICALS, SUPPLIES AND OVERTIME
- GSA ADJUSTMENT TO ALLOWANCE FOR DOUBTFUL ACCOUNTS- BAD DEBT. FY IMPACT OF \$474.
- INDIRECT LABOR ALLOCATION TO BUILDINGS AND FACILITIES NOT BUDGETED.
- **NONOPERATING (INCOME) AND EXPENSES**
- DELAYED SHORT TERM BORROWINGS

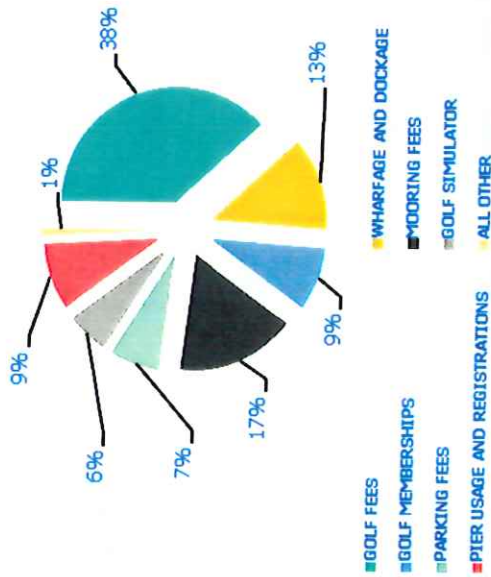


# ANALYSIS OF OPERATING REVENUES FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 AND 2013



(\$ 000's)

**FEE REVENUES YEAR TO DATE**



	CURRENT YEAR TO DATE ACTUAL	CURRENT YEAR TO DATE BUDGET	\$ VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	FY 2014 APPROVED BUDGET
RENTAL OF FACILITIES	6,126	5,788	338	5,774	352	9,084
FEE REVENUES (SEE CHART)	1,369	1,627	(258)	1,723	(354)	2,530
FUEL SALES (SEE CHART)	691	827	(136)	693	(2)	1,230
CONCESSION REVENUE	159	127	32	132	27	202
GOLF MERCHANDISE	82	105	(23)	99	(17)	160
ALL OTHER- NET	<u>263</u>	<u>240</u>	<u>23</u>	<u>289</u>	<u>(26)</u>	<u>386</u>
	<b>8,690</b>	<b>8,714</b>	<b>(24)</b>	<b>8,710</b>	<b>(20)</b>	<b>13,592</b>

FUEL ANALYSIS	SALES	COGS	NET MARGIN
SKYHAVEN AIRPORT	88	69	19
PORTSMOUTH FISH PIER	479	444	35
RYE HARBOR	124	114	10
HAMPTON HARBOR	-	-	-
	<b>691</b>	<b>627</b>	<b>64</b>







# ANALYSIS OF OTHER OPERATING EXPENSES FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014

(\$ 000's)

BUILDINGS AND FACILITIES MAINTENANCE	ACTUAL COSTS	FISCAL BUDGET	GENERAL AND ADMINISTRATIVE	ACTUAL COSTS	FISCAL BUDGET
SNOW REMOVAL	137	245	INSURANCE	120	182
DIESEL GASOLINE	187	232	TELEPHONE	59	81
CONTRACTOR SERVICES	112	184	SUPPLIES	44	78
EQUIPMENT AND VEHICLE PARTS	75	137	COMPUTER EXPENSE	36	55
SECURITY	94	134	BANK FEES	30	36
AIRFIELD MAINTENANCE	31	129	OFFICE EQUIPMENT	26	29
VEGETATION AND PEST CONTROL	4	96	TRAVEL AND MILEAGE	20	27
BUILDING MATERIALS	24	88	BAD DEBT EXPENSE	476	25
CLEANING SERVICE	60	71	FEES AND LICENSES	30	21
PAINT AND PAINT SUPPLIES	13	63	SAFETY EQUIPMENT	9	18
HVAC SERVICES	46	61	SUBSCRIPTIONS AND PUBLICATIONS	13	17
OPERATING EQUIPMENT RENTAL	24	44	CLOTHING AND UNIFORMS	12	17
WAGE AND BENEFIT TRANSFER IN	233	-	PROFESSIONAL DEVELOPMENT	11	15
ALL OTHER- NET	235	(91)	PRINTING AND PHOTO	8	15
			EQUIPMENT <\$5k	1	15
			ALL OTHER- NET	41	62
	<b>1,335</b>	<b>1,393</b>		<b>951</b>	<b>685</b>

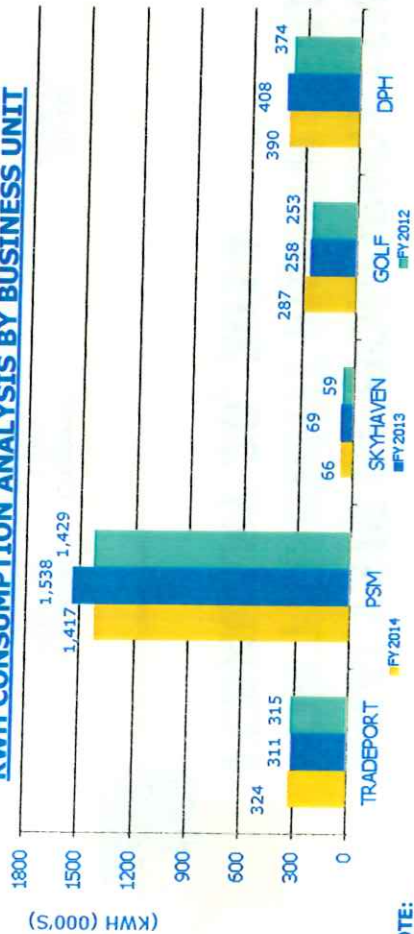
# ANALYSIS OF OTHER OPERATING EXPENSES FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014

(CONTINUED)

(\$ 000's)

UTILITIES	CURRENT YEAR TO DATE	FISCAL BUDGET	PRIOR YEAR TO DATE	PROFESSIONAL SERVICES	CURRENT YEAR TO DATE	FISCAL BUDGET	PRIOR YEAR TO DATE
ELECTRICITY	271	440	277	LEGAL	21	130	33
WASTE DISPOSAL	101	127	146	INFORMATION TECHNOLOGY	52	122	73
NATURAL GAS	61	72	42	AUDIT	44	63	47
PROPANE	39	54	37	ALL OTHER- NET	12	29	17
WATER	42	40	28		<b>129</b>	<b>344</b>	<b>170</b>
	<b>514</b>	<b>733</b>	<b>530</b>				

## KWH CONSUMPTION ANALYSIS BY BUSINESS UNIT



**NOTE:** PSNH INCREASED USAGE CHARGE FROM 7.1 CENTS/ KWH TO 9.5 CENTS/ KWH IN JANUARY 2013. PDA CURRENTLY HAS OUTSOURCED ACTIVITY AT A RATE OF 6..9 CENTS/ KWH FOR THE 18 MONTH PERIOD JULY 1, 2013 THROUGH DECEMBER 31, 2014.



# ANALYSIS OF NONOPERATING (INCOME) EXPENSE FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014

(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	CURRENT YEAR TO DATE BUDGET	\$ VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	FY 2014 APPROVED BUDGET
INTEREST EXPENSE	87	99	(12)	79	8	149
INTEREST INCOME AND OTHER	(4)	(4)	-	(9)	5	(6)
(GAIN) / LOSS ON SALE OF ASSETS	-	-	-	(543)	543	-
	<b>83</b>	<b>95</b>	<b>(12)</b>	<b>(473)</b>	<b>556</b>	<b>143</b>

INTEREST EXPENSE INCLUDES:		
	YEAR TO DATE	FISCAL BUDGET
PROVIDENT BANK	63	113
CITY OF PORTSMOUTH	24	36
TOTAL	<u>87</u>	<u>149</u>

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

# CONSOLIDATED STATEMENT OF NET POSITION

(\$ 000's)

ASSETS	FEB 28		JUN 30		CASH AND INVESTMENTS AT FEBRUARY 28, 2014	
	2014	2014	2013	2013	UNRESTRICTED	RESTRICTED
CASH AND INVESTMENTS	927		3,996			
ACCOUNTS RECEIVABLE- NET	1,899		1,260			
INVENTORIES	289		387		6	
PREPAID INSURANCE	215		153		165	
RESTRICTED ASSETS	3,330		5,796		53	
CASH AND INVESTMENTS	684		695		5	
REVOLVING LOAN FUND RECEIVABLES	1,006		922		229	
TOTAL RESTRICTED ASSETS	1,690		1,617		52	
CAPITAL ASSETS					542	
LAND	4,762		5,139			495
CONSTRUCTION IN PROCESS (PAGES #11-14)	11,517		7,140			83
OTHER CAPITAL ASSETS- NET	57,641		60,351			43
TOTAL CAPITAL ASSETS	73,920		72,630			63
TOTAL ASSETS	78,940		80,043		104	684
LIABILITIES						
ACCOUNTS PAYABLE AND ACCRUED EXPENSE	2,335		3,859			
UNEARNED REVENUE	582		461			
REVOLVING DEMAND NOTE	1,750		-			
LONG TERM LIABILITIES						
DUE WITHIN 1 YEAR	625		1,290			
DUE IN MORE THAN 1 YEAR	1,851		2,307			
TOTAL LIABILITIES	7,143		7,917			
NET POSITION						
NET INVESTMENT IN CAPITAL ASSETS	69,180		69,034			
RESTRICTED FOR: REVOLVING LOAN FUND	1,132		1,118			
HARBOR DREDGING AND PIER MAINTENANCE	495		436			
FOREIGN TRADE ZONE	63		62			
UNRESTRICTED	927		1,476			
TOTAL NET POSITION	71,797		72,126			

# SUMMARY OF INTERGOVERNMENTAL RECEIVABLES AS OF FEBRUARY 28, 2014

(\$ 000's)

PROJECT NAME	APPROVAL DATE	TOTAL PROJECT	GRANT AWARD	EXPENDED TO DATE	PDA SHARE	RECEIVED TO DATE	BALANCE DUE PDA	AMOUNT SUBMITTED
MULTI-USE PATH	11-20-08	802	642	368	(86)	108	192	188
OBSTRUCTION MITIGATION DESIGN (FAA #49)	05-23-11	318	318	216	-	201	3	-
PROPERTY ACQUISITION AND DEMOLITION	07-01-11	444	433	369	(10)	330	29	-
LAND IMPROVEMENT AND BUILDING DEMO (80 ROCHESTER)	12-21-11	800	400	748	(340)	-	340	291
NOISE EXPOSURE MAP UPDATE (FAA #52)	05-31-12	162	150	110	(8)	74	7	-
PAVEMENT AND DRAINAGE RESTORATION (FAA #54)	07-03-12	105	97	97	(7)	84	6	-
PSM AIRPORT MARKING AND SIGNAGE (FAA #55)	08-28-12	448	414	408	(31)	346	31	-
PSM RUNWAY DEMAND LENGTH ANALYSIS	04-16-13	78	74	58	(2)	-	55	48
PSM ASR CONSTRUCTION PROJECT	04-16-13	3,461	3,288	541	(27)	-	514	464
PSM PAVEMENT AND DRAINAGE	11-06-13	1,310	1,244	27	(2)	-	25	-
SKYHAVEN RUNWAY DESIGN AND RECONSTRUCTION	07-05-13	3,870	3,580	296	(11)	147	112	110
<b>PORT AUTHORITY OF NEW HAMPSHIRE</b>								
RYE HARBOR MARINA / COMMERCIAL FISH PIER AND FLOATING DOCK REPLACEMENT			1,650	1,599	(95)	1,504	-	-
SEABROOK / HAMPTON DREDGING*			1,579	1,430	(96)	1,334	-	-
SOUTH ACCESS BRIDGE REPLACEMENT			30	195	-	107	88	88
HAMPTON HARBOR PIER RENOVATIONS			1,500	1,416	3	1,272	141	141
HAMPTON HARBOR PIER PROJECT DESIGN**			140	182	(42)	140	-	-
WATER QUALITY IMPROVEMENT			1,000	1,769	(771)	998	-	-
							<b>1,543</b>	<b>1,330</b>

**NOTE:**  
\* FUNDING AUTHORIZATION INCLUDES \$200 AUTHORIZED FUNDS DRAWN FROM HARBOR DREDGING FUNDS.  
\*\* AUTHORIZED FUNDS (\$140) DRAWN FROM HARBOR DREDGING FUNDS.



# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF FEBRUARY 28, 2014

(\$ 000's)

<u>PROJECT NAME</u>	BALANCE AT 06-30-13	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 02-28-14
<b>PORTSMOUTH AIRPORT</b>					
OBSTRUCTION MITIGATION DESIGN (FAA #49)	185	31	-	31	216
NOISE EXPOSURE MAP UPDATE (FAA #52)	64	46	-	46	110
RUNWAY DEMAND AND LENGTH ANALYSIS (SBG 1601)	2	56	-	56	58
ASR CONSTRUCTION PROJECT (SBG 1602)	4	537	-	537	541
AIRFIELD MARKING AND SIGNAGE (FAA #55)	-	8	-	8	8
PAVEMENT AND DRAINAGE RESTORATION (FAA #54)	-	27	-	27	27
FUEL TANK REPLACEMENT	-	47	-	47	47
PSM TERMINAL AWNING	-	18	-	18	18
GSD 1260 OFFICE TRAILER	-	9	9	-	-
BROOM CORE MOUNTING	-	9	9	-	-
TSA FACILITIES PROJECT	-	10	-	10	10
	<b>255</b>	<b>798</b>	<b>18</b>	<b>780</b>	<b>1,035</b>

# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF FEBRUARY 28, 2014

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-13	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 02-28-14
<b>GOLF COURSE</b>					
COURSE IRRIGATION / DRAINAGE IMPROVEMENTS	2,321	973	-	973	3,294
PARKING LOT RENOVATIONS	30	877	-	877	907
CLUBHOUSE EXPANSION (DESIGN ONLY)	7	-	-	-	7
FLEX 5410 FAIRWAY MOWERS	-	112	112	-	-
TRIPLEX GR 3150 MOWER	-	35	35	-	-
BEDKNIFE GRINDER	-	18	18	-	-
SIMULATOR EQUIPMENT UPGRADE	-	24	24	-	-
	<b>2,358</b>	<b>2,039</b>	<b>189</b>	<b>1,850</b>	<b>4,208</b>
<b>MAINTENANCE</b>					
TORO GR 3150 MOWER	-	29	29	-	-
ZERO TURN MOWER COLLECTION SYSTEM	-	15	15	-	-
KOEHLER GENERATOR	-	32	32	-	-
	-	<b>44</b>	<b>44</b>	-	-



# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF FEBRUARY 28, 2014

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-13	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 02-28-14
<b>TRADEPORT</b>					
MULTI-USE PATH	146	222	-	222	368
CORPORATE DRIVE RIGHT TURN LANE	246	37	270	(233)	13
AIRPORT ACCESS ROAD DESIGN	27	(27)	-	(27)	-
LAND IMPROVEMENT AND BUILDING DEMO (80 ROCHESTER)	496	252	-	252	748
ROUNDABOUT - BUILDING #90	8	-	-	-	8
ASBESTOS REMOVAL	2	(2)	-	(2)	-
ABOVE GROUND STORAGE TANK UPGRADE	31	13	3	10	41
SIDEWALKS- PEDESTRIAN FACILITIES	-	16	-	16	16
	<b>956</b>	<b>511</b>	<b>273</b>	<b>238</b>	<b>1,194</b>
<b>SKYHAVEN AIRPORT</b>					
HANGAR TWO ROOF REPLACEMENT	7	111	118	(7)	-
UNDERGROUND FUEL PIPE REPLACEMENT	10	-	10	(10)	-
RUNWAY DESIGN AND RECONSTRUCTION	77	219	-	219	296
PROPERTY ACQUISITION AND DEMOLITION	5	30	-	30	35
	<b>99</b>	<b>360</b>	<b>128</b>	<b>232</b>	<b>331</b>
<b>ADMINISTRATION</b>					
COMPUTER REPLACEMENTS	-	-	-	-	-

# SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF FEBRUARY 28, 2014

(CONTINUED):

(\$ 000's)

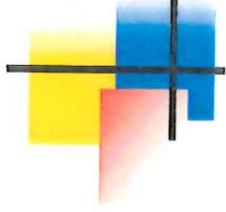
<u>PROJECT NAME</u>	BALANCE AT 06-30-13	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 02-28-14
<b>DIVISION OF PORTS AND HARBORS</b>					
MAIN WHARF EXPANSION PROJECT	1,267	-	-	-	1,267
WATER QUALITY IMPROVEMENT	1,624	145	-	145	1,769
HAMPTON HARBOR DESIGN AND RENOVATIONS	330	1,143	-	1,143	1,473
RYE FLOATING DOCK REPLACEMENT	251	(222)	-	(232)	19
HAMPTON HARBOR PIER PROJECT	-	12	12	-	-
SENTINEL POWER SWEEPER	-	166	166	-	-
CAMERA UPGRADES AT MARKET STREET	-	7	7	-	-
2014 FORD 250 PICK-UP RUCK	-	27	27	-	-
SOUTH ACCESS BRIDGE REPLACEMENT	-	215	-	211	211
	<b><u>3,472</u></b>	<b><u>1,489</u></b>	<b><u>212</u></b>	<b><u>1,277</u></b>	<b><u>4,749</u></b>
TOTAL	<b><u>7,140</u></b>	<b><u>5,241</u></b>	<b><u>864</u></b>	<b><u>4,377</u></b>	<b><u>11,517</u></b>

# ANALYSIS OF LONG TERM LIABILITIES AS OF FEBRUARY 28, 2014

(\$ 000's)

## SCHEDULE OF DEBT SERVICE REPAYMENT

DEBT HOLDER / INTEREST RATE	CURRENT PORTION	LONG TERM PORTION	TOTAL AMOUNT DUE	FISCAL YEAR	THE PROVIDENT BANK @			CITY OF PORTS NH @ 4.50%	TOTAL DEBT
					3.74%	3.46%	3.11%		
PROVIDENT BANK @ 3.46%	202	218	420	2014	664	202	281	116	1,263
PROVIDENT BANK @ 3.11%	281	1,032	1,313	2015	-	210	291	116	617
CITY OF PORTSMOUTH-WATER POLLUTION CONTROL NOTE @ 4.50%	116	581	697	2016	-	142	300	116	558
				2017	-	-	309	116	425
	599	1,831	2,430	2018-2021	=	=	319	350	669
TENANT ADVANCES (LONZA)	26	20	46	PAID IN FY 2014	(664)	(134)	(187)	(117)	(1,102)
<b>TOTAL</b>	<b>625</b>	<b>1,851</b>	<b>2,476</b>	<b>TOTAL</b>	<b>=</b>	<b>420</b>	<b>1,313</b>	<b>697</b>	<b>2,430</b>



# **BUSINESS UNIT ANALYSIS**

( )

( )





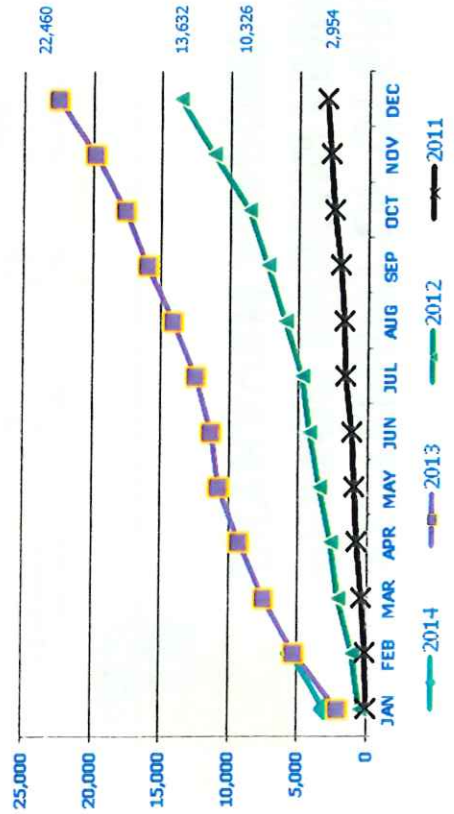
# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 PORTSMOUTH AIRPORT

(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET
<b>OPERATING REVENUES</b>	<u>506</u>	<u>594</u>	<u>(88)</u>	<u>807</u>
<b>OPERATING EXPENSES</b>				
PERSONNEL SERVICES AND BENEFITS	558	488	70	864
BUILDINGS AND FACILITIES MAINTENANCE	627	703	(76)	575
GENERAL AND ADMINISTRATIVE	116	95	21	143
UTILITIES	213	204	9	314
PROFESSIONAL SERVICES	-	-	-	-
MARKETING AND PROMOTION	13	7	6	12
ALL OTHER	-	-	-	-
<b>OPERATING INCOME</b>	<u>1,527</u>	<u>1,497</u>	<u>30</u>	<u>1,908</u>
<b>NONOPERATING (INCOME) AND EXPENSE</b>	<u>(1,021)</u>	<u>(903)</u>	<u>118</u>	<u>(1,101)</u>
<b>DEPRECIATION AND AMORTIZATION</b>	2,545	2,535	10	3,998
<b>NET OPERATING INCOME</b>	<u>(3,566)</u>	<u>(3,438)</u>	<u>(128)</u>	<u>(5,099)</u>

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	CURRENT FISCAL YEAR BUDGET
<b>OPERATING REVENUES</b>			
FACILITIES RENT	381	370	550
CARGO AND HANGARS	88	74	137
CONCESSION REVENUES	3	2	3
FEE REVENUES	1	69	2
ALL OTHER	33	79	115
	<u>506</u>	<u>594</u>	<u>807</u>

### ENPLANEMENT DATA





# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 SKYHAVEN AIRPORT

(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET
<b>OPERATING REVENUES</b>	<u>186</u>	<u>189</u>	<u>(3)</u>	<u>226</u>
CARGO AND HANGARS	97	100		135
FUEL SALES	88	88		90
ALL OTHER	1	1		1
	<u>186</u>	<u>189</u>		<u>226</u>
<b>OPERATING EXPENSES</b>				
PERSONNEL SERVICES AND BENEFITS	33	28	5	50
BUILDINGS AND FACILITIES MAINTENANCE	58	80	(22)	102
GENERAL AND ADMINISTRATIVE	27	24	3	37
UTILITIES	23	20	3	26
PROFESSIONAL SERVICES	4	4	-	4
MARKETING AND PROMOTION	-	1	(1)	1
ALL OTHER- FUEL	69	73	(4)	77
	<u>214</u>	<u>230</u>	<u>(16)</u>	<u>297</u>
<b>OPERATING INCOME</b>	<u>(28)</u>	<u>(41)</u>	<u>13</u>	<u>(71)</u>
<b>NONOPERATING (INCOME) AND EXPENSE</b>				
	-	6	6	-
<b>DEPRECIATION AND AMORTIZATION</b>				
	163	172	(9)	245
<b>NET OPERATING INCOME</b>	<u>(191)</u>	<u>(219)</u>	<u>28</u>	<u>(316)</u>

(\$,000 \$)

	CURRENT MONTH	YEAR TO DATE	TOTAL YEAR	YTD AVE PRICE
<b>GALLONS OF FUEL SOLD</b>				
FY 2014	852	15,835	15,835	\$ 5.58
FY 2013	764	15,513	22,718	\$ 5.68
<b>NET CASH FLOW</b>				
	CAPITAL EXPEND	DEBT REPAY	GRANT FUNDS	TOTAL
FY 2014	(28)	-	169	(219)
FY 2013	(81)	-	12	(175)
FY 2012	(50)	-	318	260
FY 2009- FY 2011	(369)	(411)	(100)	(880)
	<u>(528)</u>	<u>(885)</u>	<u>(100)</u>	<u>(1,014)</u>

(\$,000 \$)

# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 TRADEPORT

(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	PRIOR - YEAR TO DATE ACTUAL	CURRENT FISCAL YEAR BUDGET
<b>OPERATING REVENUES</b>			
RENTAL OF FACILITIES	5,279	4,952	7,707
INTEREST INCOME ON LOANS	-	-	-
ALL OTHER-NET	37	43	85
	<u>5,316</u>	<u>4,995</u>	<u>7,792</u>
<b>OPERATING EXPENSES</b>			
PERSONNEL SERVICES AND BENEFITS	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	193	181	134
GENERAL AND ADMINISTRATIVE	508	44	62
UTILITIES	110	101	138
PROFESSIONAL SERVICES	9	12	-
MARKETING AND PROMOTION	40	8	-
ALL OTHER	51	41	120
	<u>911</u>	<u>387</u>	<u>454</u>
<b>OPERATING INCOME</b>	4,405	4,608	7,338
<b>NONOPERATING (INCOME) AND EXPENSE</b>	(2)	(553)	-
<b>DEPRECIATION AND AMORTIZATION</b>	637	715	1,200
<b>NET OPERATING INCOME</b>	<u>3,770</u>	<u>4,446</u>	<u>6,138</u>
		YEAR TO DATE VARIANCE	CURRENT FISCAL YEAR BUDGET
		321	7,792

# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 GOLF COURSE

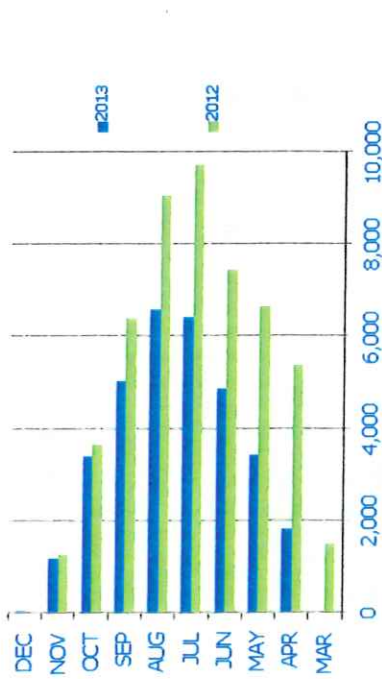
(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET	OPERATING REVENUES	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	CURRENT FISCAL YEAR BUDGET	
<b>OPERATING REVENUES</b>	<u>983</u>	<u>1,211</u>	<u>(228)</u>	<u>1,672</u>	CONCESSION REVENUES	153	129	195	
<b>OPERATING EXPENSES</b>					FEE REVENUES				
PERSONNEL SERVICES AND BENEFITS	564	535	29	793	GOLF FEES	522	680	908	
BUILDINGS AND FACILITIES MAINTENANCE	207	201	6	269	MEMBERSHIPS	121	223	296	
GENERAL AND ADMINISTRATIVE	96	74	22	124	SIMULATOR	80	73	103	
UTILITIES	82	74	8	104	GOLF LESSONS	<u>6</u>	<u>7</u>	<u>10</u>	
PROFESSIONAL SERVICES	7	5	2	11		<u>729</u>	<u>983</u>	<u>1,317</u>	
MARKETING AND PROMOTION	17	57	(40)	88	MERCHANDISE AND OTHER	101	99	160	
ALL OTHER	111	125	(14)	174		<u>983</u>	<u>1,211</u>	<u>1,672</u>	
	<u>1,084</u>	<u>1,071</u>	<u>13</u>	<u>1,563</u>					
<b>OPERATING INCOME</b>	(101)	140	(241)	109					
<b>NONOPERATING (INCOME) AND EXPENSE</b>	-	-	-	-	<b>BUSINESS UNIT ANALYSIS</b>	PRO SHOP	FOOD / BEV	SIM	TOTAL
DEPRECIATION AND AMORTIZATION	183	203	20	1	OPERATING REVENUES	82	668	80	983
NET OPERATING INCOME	<u>(284)</u>	<u>(63)</u>	<u>(221)</u>	<u>(199)</u>	OPERATING EXPENSES (EXCLUDING DEPRECIATION)	84	817	21	1,084
					NET OPERATING INCOME	<u>(2)</u>	<u>(149)</u>	<u>59</u>	<u>(101)</u>



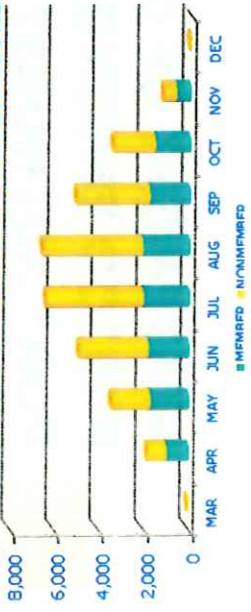
# KEY GOLF COURSE BENCHMARKING DATA

ROUNDS OF GOLF PLAYED



	2012	2013	VARIANCE	% CHANGE
SEASON	51,001	32,728	(18,273)	(35.8)
RAUN DAYS	48	49	1	2.1

2013 MEMBER VERSUS NONMEMBER ROUNDS



	FY 2013	FY 2014	BAR AND GRILL GROSS SALES	FY 2012	FY 2013	FY 2014
JULY	\$ -	\$ 285	JULY	\$ 104,571	\$ 143,893	\$ 134,339
AUGUST	209	35	AUGUST	98,144	106,674	126,688
SEPTEMBER	220	20	SEPTEMBER	79,803	103,048	106,735
OCTOBER	1,875	1,883	OCTOBER	49,144	62,957	84,490
NOVEMBER	10,230	12,839	NOVEMBER	35,145	57,335	67,358
DECEMBER	14,032	17,141	DECEMBER	38,330	59,735	68,224
JANUARY	24,240	24,680	JANUARY	40,372	58,266	61,398
FEBRUARY	22,416	23,438	FEBRUARY	46,547	61,346	59,814
MARCH	24,836		MARCH	54,966	79,817	
APRIL	4,553		APRIL	74,055	68,045	
MAY	388		MAY	101,018	99,191	
JUNE	355		JUNE	121,216	98,569	
	\$ 103,354	\$ 80,321		\$ 843,311	\$ 998,876	\$ 709,046

YEAR TO DATE NET	YEAR TO DATE NET CHANGE:
2013 TOTAL ROUNDS MEMBER 12,673 NONMEMBER 20,055 TOTAL 32,728	\$ 7,099
2012 TOTAL ROUNDS MEMBER 19,632 NONMEMBER 31,279 TOTAL 51,001	9.7%





# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET	FOREIGN TRADE ZONE	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET
<b>HARBOR DREDGING</b>									
<b>OPERATING REVENUES</b>	74	67	7	110	<b>OPERATING REVENUES</b>	5	15	(10)	5
<b>OPERATING EXPENSES</b>					<b>OPERATING EXPENSES</b>				
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	PERSONNEL SERVICES AND BENEFITS	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-	BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	-	GENERAL AND ADMINISTRATIVE	1	1	-	2
UTILITIES	-	-	-	(5)	UTILITIES	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	PROFESSIONAL SERVICES	-	-	-	-
MARKETING AND PROMOTION	-	-	-	-	MARKETING AND PROMOTION	4	8	4	3
ALL OTHER	-	-	-	-	ALL OTHER	-	-	-	-
<b>OPERATING INCOME</b>	74	67	7	115	<b>OPERATING INCOME</b>	5	9	(4)	5
<b>NONOPERATING (INCOME) AND EXPENSE</b>	-	-	-	1	<b>NONOPERATING (INCOME) AND EXPENSE</b>	-	-	-	-
<b>DEPRECIATION AND AMORTIZATION</b>	9	4	5	6	<b>DEPRECIATION AND AMORTIZATION</b>	-	-	-	-
<b>NET OPERATING INCOME</b>	65	63	2	110	<b>NET OPERATING INCOME</b>	5	9	(6)	5

# STATEMENT OF OPERATIONS FOR THE EIGHT MONTH PERIOD ENDING FEBRUARY 28, 2014 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(CONTINUED)

(\$ 000's)

	CURRENT YEAR TO DATE ACTUAL	PRIOR YEAR TO DATE ACTUAL	YEAR TO YEAR VARIANCE	CURRENT FISCAL YEAR BUDGET	
<b>REVOLVING LOAN FUND</b>					<b>REVOLVING LOAN FUND RECONCILIATION</b>
<b>OPERATING REVENUES</b>	26	21	5	34	BALANCE AT 02-28-2014
<b>OPERATING EXPENSES</b>					BALANCE AT 06-30-2013
PERSONNEL SERVICES AND BENEFITS					BALANCE AT 06-30-2012
BUILDINGS AND FACILITIES MAINTENANCE					
GENERAL AND ADMINISTRATIVE					
UTILITIES					
PROFESSIONAL SERVICES	12	16	(4)	28	
MARKETING AND PROMOTION					
ALL OTHER					
<b>OPERATING INCOME</b>	12	16	(4)	28	
<b>NONOPERATING (INCOME) AND EXPENSE</b>	14	5	9	6	
<b>DEPRECIATION AND AMORTIZATION</b>					
<b>NET OPERATING INCOME</b>	14	5	9	6	

**CASH BALANCES**

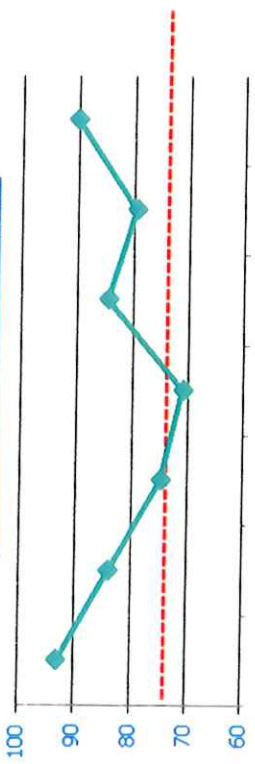
GENERAL FUNDS	83	154	305
RESTRICTED FUNDS	43	43	-

**LOANS  
OUTSTANDING**

CURRENT	125	107	156
LONG TERM	881	814	649
	<u>1,006</u>	<u>921</u>	<u>805</u>
	1,132	1,118	1,110

<b>CAPITAL UTILIZATION RATE</b>	88.9%	82.4%	72.5%
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**CAPITAL UTILIZATION % RATE**



MAR 11   SEP 11   MAR 12   SEP 12   MAR 13   SEP 13   MAR 14

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# **CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING DECEMBER 31, 2014**

*(EXCLUDING THE DIVISION OF PORTS AND HARBORS)*



**BOARD OF DIRECTORS MEETING  
APRIL 24, 2014**



# PEASE DEVELOPMENT AUTHORITY PDA UNRESTRICTED CASH FLOW SUMMARY OVERVIEW APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

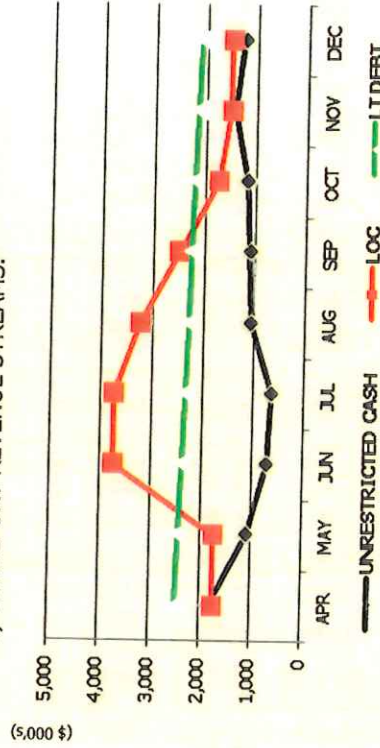
(\$ 000's)	AMOUNT
<b>OPENING FUND BALANCE</b>	<b><u>1,657</u></b>
<b>SOURCES OF FUNDS</b>	
FEDERAL / STATE GRANT AWARDS	6,921
TRADEPORT RELATED BILLINGS	6,220
GOLF COURSE FEE AND CONCESSION REVENUES	1,675
PSM AIRPORT	499
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	146
EXTERNAL BANK WORKING CAPITAL- NET	(750)
MUNICIPAL SERVICE FEE (COP)- NET	(41)
	<b><u>14,670</u></b>

<b>USES OF FUNDS</b>	
CAPITAL EXPENDITURES- GRANT RELATED	7,660
EMPLOYEE WAGES AND BENEFITS	3,615
CAPITAL EXPENDITURES- NON GRANT RELATED	1,961
OPERATING EXPENSES	1,435
LONG TERM DEBT RETIREMENT	405
	<b><u>15,076</u></b>
<b>NET CASH FLOW</b>	<b><u>(406)</u></b>
<b>CLOSING FUND BALANCE</b>	<b><u>1,251</u></b>

**DISCUSSION**

THE PDA WILL NEED TO FURTHER UTILIZE IT'S SHORT TERM LINE OF CREDIT WITH THE PROVIDENT BANK DURING THE NEXT NINE MONTH PERIOD TO PRIMARILY FINANCE PROJECTED CAPITAL EXPENDITURES. THE CURRENT MAXIMUM CAPACITY OF \$5,000 WILL BE TARGETED.

CURRENT SENSITIVITIES TOWARD FUTURE PROJECTIONS INCLUDE 1) COMPLETION OF GOLF COURSE MEMBERSHIP RENEWAL, 2) RECEIPT OF FEDERAL / STATE GRANT AWARDS AND 3) ACCURACY OF CAPITAL EXPENDITURE FORECAST AND 4) TRADEPORT REVENUE STREAMS.



<b>TOTAL FUND BALANCES</b>	BALANCE AT 03-31-2014	1,657	BALANCE AT 06-30-2013	2,307
<b>PDA UNRESTRICTED</b>		131		675
<b>PDA DESIGNATED</b>		561		1,014
<b>DPH UNRESTRICTED</b>		681		695
<b>DPH RESTRICTED</b>		3,030		4,691
<b>TOTAL</b>				



# PEASE DEVELOPMENT AUTHORITY STATEMENT OF CASH FLOW- PDA UNRESTRICTED FUNDS APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b>OPENING FUND BALANCE</b>	<u>1,657</u>	<u>1,815</u>	<u>1,092</u>	<u>791</u>	<u>629</u>	<u>1,065</u>	<u>1,098</u>	<u>1,165</u>	<u>1,440</u>	<u>1,657</u>
<b>SOURCES OF FUNDS</b>										
TRADEPORT RELATED BILLINGS	640	650	650	775	675	690	690	675	775	6,220
MUNICIPAL SERVICE FEE (COP)	252	340	190	190	340	190	190	338	190	2,220
GRANT AWARDS (SEE PAGE #9)	478	83	146	434	1,352	1,338	1,102	935	1,053	6,921
GOLF COURSE	100	225	225	275	275	275	150	100	50	1,675
PORTSMOUTH AIRPORT	55	57	55	55	56	55	55	56	55	499
SKYHAVEN AIRPORT	18	17	17	18	18	17	15	14	12	146
WORKING CAPITAL RLOC- NET	(500)	-	2,000	0	(500)	(750)	(750)	(250)	-	(750)
	<u>1,043</u>	<u>1,372</u>	<u>3,283</u>	<u>1,747</u>	<u>2,216</u>	<u>1,815</u>	<u>1,452</u>	<u>1,868</u>	<u>2,135</u>	<u>16,931</u>
<b>USE OF FUNDS</b>										
CAPITAL- GRANT RELATED (SEE PAGE #4)	241	897	1,515	1,231	1,012	979	666	675	444	7,660
CAPITAL- NONGRANT (SEE PAGES #5-#8)	47	523	340	63	168	218	159	318	125	1,961
EMPLOYEE WAGES AND BENEFITS	350	480	395	395	395	385	375	410	430	3,615
MUNICIPAL SERVICE FEE (COP)	62	-	1,079	-	-	-	-	-	1,120	2,261
OPERATING EXPENSES	140	150	210	175	160	155	140	145	160	1,435
LONG TERM DEBT RETIREMENT (SEE PAGES #10-#11)	45	45	45	45	45	45	45	45	45	405
	<u>885</u>	<u>2,095</u>	<u>3,584</u>	<u>1,909</u>	<u>1,780</u>	<u>1,782</u>	<u>1,385</u>	<u>1,593</u>	<u>2,324</u>	<u>17,337</u>
<b>NET CASH FLOW</b>	158	(723)	(301)	(162)	436	33	67	275	(189)	(406)
<b>CLOSING FUND BALANCE</b>	<u>1,815</u>	<u>1,092</u>	<u>791</u>	<u>629</u>	<u>1,065</u>	<u>1,098</u>	<u>1,165</u>	<u>1,440</u>	<u>1,251</u>	<u>1,251</u>

# PEASE DEVELOPMENT AUTHORITY PROJECTED CAPITAL EXPENDITURES APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>GRANT REIMBURSEMENT</u></b>										
<b>PORTSMOUTH AIRPORT</b>										
OBSTRUCTION MITIGATION DESIGN (AIP #49)	10	10	10	20	21	21	-	-	-	229
OBSTRUCTION MITIGATION- PHASE II	-	-	-	-	-	-	10	20	25	55
NOISE EXPOSURE MAP (AIP #52)	20	25	10	-	-	-	-	-	-	55
AIRPORT MARKING AND SIGNAGE (AIP #55)	-	10	-	-	-	-	-	-	-	10
RUNWAY FACILITY DESIGN STUDY (SBG 1)	-	15	10	-	-	-	-	-	-	25
ASR MITIGATION CONSTRUCTION (SBG 2)	4	450	810	361	29	-	-	-	-	1,654
ASR CONSTRUCTION (SBG 3)	2	-	-	200	287	333	156	205	100	1,283
<b>SKYHAVEN AIRPORT</b>										
PROPERTY ACQUISITION AND DEMOLITION	10	-	-	-	-	-	-	-	-	10
RUNWAY REHAB AND DESIGN	80	50	25	-	-	-	-	-	-	155
RUNWAY CONSTRUCTION	-	-	150	575	650	625	500	450	319	3,269
<b>TRADEPORT</b>										
BUILDING DEMO (80 ROCHESTER)	40	12	-	-	-	-	-	-	-	52
MULTI USE PATH (DESIGN AND CONSTRUCTION FOR GRAFTON DRIVE SECTION ONLY)	75	325	500	75	25	-	-	-	-	1,000
<b>TOTAL GRANT</b>	<b>241</b>	<b>897</b>	<b>1,515</b>	<b>1,231</b>	<b>1,012</b>	<b>979</b>	<b>666</b>	<b>675</b>	<b>444</b>	<b>7,660</b>

NOTE:  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY PROJECTED CAPITAL EXPENDITURES APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

(CONTINUED):

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<b>TRADEPORT</b>										
ROOF- 55 INTERNATIONAL DRIVE (ENGINEERING)	-	10	10	3	3	3	3	3	-	35
ROOF- 55 INTERNATIONAL DRIVE **	-	-	-	45	50	70	35	30	-	230
SOLAR PANELS- 55 INTERNATIONAL DRIVE**	-	-	-	-	-	-	35	45	-	80
TERMINAL DIRECTORY (INSIDE) **	-	-	-	-	-	-	-	-	5	5
TERMINAL SIGN GUIDES (ROADWAYS) **	-	-	-	-	-	-	-	20	30	50
AIRPORT ENTRANCE SIGN- EXETER STREET**	-	-	-	-	-	-	30	20	-	50
NORTH ENTRANCE WELCOME SIGN **	-	-	-	-	-	-	10	20	-	30
SIDEWALKS- PEDESTRIAN FACILITIES**	-	-	9	15	35	-	-	-	-	59
STREET LIGHTING AND CONSTRUCTION**	-	-	-	-	10	30	-	-	-	40
CHILLER REPLACEMENT- 55 INTERNATIONAL DRIVE **	-	70	-	-	-	-	-	-	-	70
CORPORATE RIGHT TURN LANE	-	7	-	-	-	-	-	-	-	7
ABOVE GROUND STORAGE TANK UPGRADE	-	6	12	-	-	-	-	-	-	18
<b>==</b>	<b>93</b>	<b>31</b>	<b>63</b>	<b>98</b>	<b>103</b>	<b>113</b>	<b>138</b>	<b>35</b>	<b>674</b>	<b>5</b>

NOTE:  
\*\* PENDING BOARD APPROVAL



# PEASE DEVELOPMENT AUTHORITY PROJECTED CAPITAL EXPENDITURES APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

(CONTINUED):

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<b>SKYHAVEN AIRPORT</b>										
STORM DRAIN SURVEY **	-	-	-	-	-	-	20	-	-	20
HANGAR FIVE ROOF RENOVATIONS**	-	12	13	-	-	-	-	-	-	25
NEW SECURITY GATE- P1**	=	=	=	=	=	=	=	10	=	10
	=	12	13	=	=	=	20	10	=	55
<b>ADMINISTRATION</b>										
COMPUTERS / PRINTERS / SOFTWARE / SERVERS / TELECOMMUNICATIONS **	=	25	10	=	=	=	=	75	15	125

NOTE:  
\*\* PENDING BOARD APPROVAL



# PEASE DEVELOPMENT AUTHORITY PROJECTED CAPITAL EXPENDITURES APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

(CONTINUED):

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<b>(CONTINUED):</b>										
<b>GOLF COURSE</b>										
COURSE RENOVATIONS	-	75	31	-	-	-	-	-	-	106
CLUBHOUSE PATIO UPGRADE**	-	15	35	-	-	-	-	-	-	50
PARKING LOT RENOVATIONS	-	25	-	-	-	-	-	-	-	25
WALKING GREEN'S MOWER**	-	-	-	-	-	25	-	-	-	25
FUEL TANK PAD **	-	-	-	-	-	-	-	-	75	75
DEBRIS MOWER**	-	-	-	-	10	-	-	-	-	10
LARGE UTILITY CART	-	27	-	-	-	-	-	-	-	27
TWO FAIRWAY MOWERS	-	111	-	-	-	-	-	-	-	111
CLUBHOUSE FURNISHINGS AND KITCHEN EQUIPMENT **	-	-	-	-	-	50	-	-	-	50
TRIPLEX GREENS MOWER W/ GROOMER	-	35	-	-	-	-	-	-	-	35
FOUR SMALL UTILITY CARTS	32	-	-	-	-	-	-	-	-	32
GREEN TEE AREATOR **	-	-	-	-	-	-	26	-	-	26
RANGE CART WITH CAGE **	-	-	-	-	-	15	-	-	-	15
TRIM MOWERS**	-	-	-	-	-	25	-	-	-	25
TRIPLEX GREEN'S MOWER**	-	-	35	-	-	-	-	-	-	35
WEBSITE ENHANCEMENTS **	-	-	-	-	20	-	-	-	-	20
	<b>32</b>	<b>288</b>	<b>101</b>	<b>-</b>	<b>30</b>	<b>115</b>	<b>26</b>	<b>-</b>	<b>75</b>	<b>667</b>

NOTE:  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY PROJECTED CAPITAL EXPENDITURES APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

(CONTINUED):

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>NONGRANT REIMBURSEMENT</u></b>										
<small>(CONTINUED):</small>										
<b>PORTSMOUTH AIRPORT</b>										
ADA RAMP (COVER ONLY)	15	-	-	-	-	-	-	-	-	15
TERMINAL IMPROVEMENTS**	-	-	40	-	-	-	-	-	-	40
BATHROOM RENOVATIONS** (OLD SECTION)	-	20	30	-	-	-	-	-	-	50
TERMINAL LIGHTING	-	15	25	-	-	-	-	-	-	40
TSA TRAILER**	-	40	-	-	-	-	-	-	-	40
MODULAR OFFICE**	-	25	-	-	-	-	-	-	-	25
REEROOFING OF HUT # 7 AND #8 **	-	-	-	-	-	-	-	65	-	65
ABOVE GROUND PETROLEUM TANKS	-	5	-	-	-	-	-	-	-	5
	<u>15</u>	<u>105</u>	<u>95</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>65</u>	<u>=</u>	<u>280</u>
<b>MAINTENANCE</b>										
AIR CONDITIONING- 7 LEE STREET **	-	-	40	-	-	-	-	-	-	40
DUMP BODY SCHMIDT CHASSIS **	-	-	-	-	-	-	-	30	-	30
OPERATIONS VEHICLE (PD #53) **	-	-	-	-	40	-	-	-	-	40
75 ROCHESTER- FIRE ALARM **	-	-	50	-	-	-	-	-	-	50
	<u>=</u>	<u>=</u>	<u>90</u>	<u>=</u>	<u>40</u>	<u>=</u>	<u>=</u>	<u>30</u>	<u>=</u>	<u>160</u>
<b>TOTAL NONGRANT</b>	<b><u>47</u></b>	<b><u>523</u></b>	<b><u>340</u></b>	<b><u>63</u></b>	<b><u>168</u></b>	<b><u>218</u></b>	<b><u>159</u></b>	<b><u>318</u></b>	<b><u>125</u></b>	<b><u>1,961</u></b>

**NOTE:**  
\*\* PENDING BOARD APPROVAL

# PEASE DEVELOPMENT AUTHORITY PROJECTED RECEIPT GRANT AWARDS APRIL 1, 2014 TO DECEMBER 31, 2014

(\$ 000's)

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
<b><u>GRANT REIMBURSEMENT</u></b>										
<b>PORTSMOUTH AIRPORT</b>										
OBSTRUCTION MITIGATION DESIGN (AIP #49)	-	-	12	-	30	10	-	25	-	77
OBSTRUCTION MITIGATION- PHASE II	-	-	-	-	-	-	-	-	8	8
NOISE EXPOSURE MAP (AIP #52)	-	-	-	-	50	-	-	-	-	50
AIRPORT MARKING AND SIGNAGE (AIP #55)	-	-	-	7	-	-	-	-	-	7
RUNWAY FACILITY DESIGN STUDY (SBG 1)	-	-	-	-	20	-	-	-	-	20
ASR MITIGATION CONSTRUCTION (SBG 2)	-	-	8	300	770	532	303	-	-	1,913
ASR CONSTRUCTION (SBG 3)	-	-	-	-	-	-	182	316	360	858
<b>SKYHAVEN AIRPORT</b>										
PROPERTY ACQUISITION AND DEMOLITION	-	7	-	-	-	-	-	-	-	7
RUNWAY REHAB AND DESIGN	-	76	76	43	15	-	-	-	-	210
RUNWAY CONSTRUCTION	-	-	-	-	142	546	617	594	685	2,584
<b>TRADEPORT</b>										
BUILDING DEMO (80 ROCHESTER)	291	-	-	9	-	-	-	-	-	300
MULTI USE PATH (DESIGN AND CONSTRUCTION FOR GRAFTON DRIVE SECTION ONLY)	187	-	50	75	325	250	-	-	-	887
<b>TOTAL GRANT</b>	<b>478</b>	<b>83</b>	<b>146</b>	<b>434</b>	<b>1,352</b>	<b>1,338</b>	<b>1,102</b>	<b>935</b>	<b>1,053</b>	<b>6,921</b>



**PEASE DEVELOPMENT AUTHORITY  
 SCHEDULED OF LONG TERM DEBT RETIREMENT  
 APRIL 1, 2014 TO DECEMBER 31, 2014**

(PRINCIPAL + INTEREST)  
 (\$ 000's)

	APR	MAY	JUN	JUL	AUG	SEPT	OCTG	NOV	DEC	TOTAL
THE PROVIDENT BANK REVOLVING LOC # 1 (STATE GUARANTEE- \$1,000,000)	18	18	18	18	18	18	18	18	18	162
THE PROVIDENT BANK REVOLVING LOC # 2 (STATE GUARANTEE- \$1,500,000)	27	27	27	27	27	27	27	27	27	243
TOTAL	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>45</u>	<u>405</u>



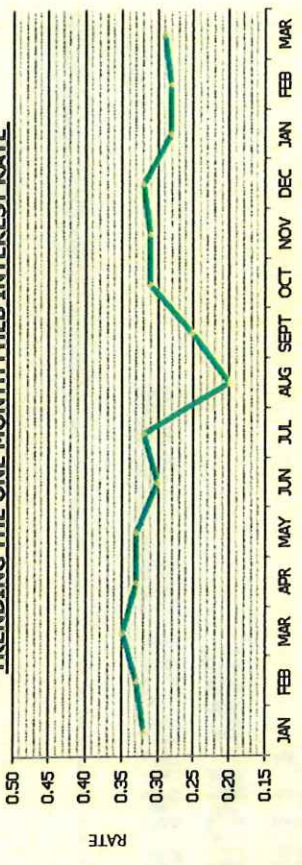
# PEASE DEVELOPMENT AUTHORITY CREDIT FACILITIES AND OUTSTANDING DEBT ANALYSIS MARCH 31, 2014

(\$ 000's)

CREDIT FACILITIES	THE PROVIDENT BANK (RLOC)	THE PROVIDENT BANK (REVOL)	THE PROVIDENT BANK (BAN)
AMOUNT OF CREDIT FACILITY	5,000	2,500	5,000
AMOUNT AVAILABLE	2,250	-	-
EFFECTIVE DATE	03-10-2011	03-10-2011	02-25-2009
TERM DATE	12-31-2016	06-28-2018	02-25-2014
PURPOSE	TO PROVIDE WORKING CAPITAL	TO FINANCE CAPITAL EXPENDITURES	DEBT REPAYMENT TO STATE OF NH
INTEREST RATE	ONE MONTH FHLB + 250 BASIS POINTS	SEE TABLE	3.74%
MINIMUM SIZE OF DRAWDOWN	NO MINIMUM	500	5,000
OTHER	DOES NOT CARRY THE STATE GUARANTEE	CARRIES GUARANTEE OF STATE	CARRIES GUARANTEE OF STATE

OUTSTANDING DEBT ANALYSIS	BALANCE AT 03-31-2014	BALANCE AT 06-30-2013	MATURITY DATE	INTEREST RATE %
THE PROVIDENT BANK (RLOC)	2,750	-	12-31-2016	2.81
THE PROVIDENT BANK- (REVOL #2)	1,290	1,500	06-28-2018	3.11
THE PROVIDENT BANK- (REVOL #1)	404	554	03-14-2016	3.46
CITY OF PORTSMOUTH	698	814	12-31-2020	4.50
THE PROVIDENT BANK (BAN)	-	664	02-26-2014	-
	<b>5,142</b>	<b>3,532</b>	<b>WEIGHTED AVERAGE</b>	<b>3.16</b>

**TRENDING THE ONE MONTH FHLB INTEREST RATE**



# PEASE DEVELOPMENT AUTHORITY STATEMENT OF CASH FLOWS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2014

(\$ 000's)

	AMOUNT	AMOUNT
OPERATING LOSS	(3,595)	4,691
ADJUSTMENTS TO RECONCILE OPERATING LOSS TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		<b>(644)</b>
DEPRECIATION	4,494	
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(1,025)	
TENANT RENT	(20)	
CHANGES IN OPERATING ASSETS AND LIABILITIES:		
ACCOUNTS RECEIVABLE	1,222	
INVENTORIES	59	
PREPAID INSURANCE	(49)	
ACCOUNTS PAYABLE	(1,867)	
UNEARNED REVENUES	137	
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>(644)</b>	<b>(1,661)</b>
CASH AND INVESTMENTS AT BEGINNING OF PERIOD- JULY 1, 2013		4,691
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>		<b>(644)</b>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING:</b>		
CONTRIBUTED CAPITAL BY FEDERAL AND STATE GOVERNMENT		2,982
REVOLVING DEMAND NOTE		2,750
PURCHASE OF CAPITAL ASSETS		(5,511)
REPAYMENT ON 3.11% NOTE		(210)
REPAYMENT ON 3.74% NOTE		(664)
REPAYMENT ON LOC @ 3.46%		(150)
REPAYMENT ON DEBT- COP		(116)
INTEREST PAID ON CAPITAL DEBT		(102)
		<u>(1,021)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		4
<b>DECREASE IN CASH AND INVESTMENTS CASH AND INVESTMENTS AT END OF PERIOD- MARCH 31, 2014</b>		<b>(1,661)</b>
		<u>3,030</u>



**NEW ITEM - INSERT AS IV. A. - OLD BUSINESS**

MOTION

Director Lamson:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to open a banking account with Optima Bank & Trust (Optima) and incorporates the banking resolutions set forth in Optima's resolution form attached hereto.

The following appointed official and employees are authorized to endorse all checks, drafts, depository agreements and/or other related bank documents in accordance with the powers so granted in the attached resolution form:

Robert Allard	Treasurer
David Mullen	Executive Director
Lynn Hinchee	General Counsel
Maria Stowell	Manager of Engineering

The authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of the revocation is presented.

Note: Roll Call vote required.

**RESOLUTION OF I LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION**

OPTIMA BANK & TRUST

By:

Pease Development Authority  
Golf club  
55 International Dr  
Portsmouth NH 03801

20 International Dr  
Portsmouth NH 03801

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, DAVID R. MULLEN, certify that I am Secretary (clerk) of the above named association organized under the laws of NEW HAMPSHIRE, Federal Employer I.D. Number 02-0440365, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on MARCH 20, 2014 (date).  
These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

**AGENTS** Any Agent listed below, subject to written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>David R Mullen- Executive Director</u>	X	X
B. <u>Lynn Marie Hinchee- General Counsel</u>	X	X
C. <u>Maria J Stowell- Manager of Engineering</u>	X	X
D. <u>Robert A Allard- Board of Directors</u>	X	X
E. _____	X	X
F. _____	X	X

**POWERS GRANTED** (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise this power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution.	<u>1</u>
_____	(2) Open any deposit or share account(s) in the name of the Association.	<u>1</u>
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	<u>2</u>
_____	(4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness.	<u>2</u>
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	<u>2</u>
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	<u>1</u>
_____	(7) Other _____	_____

**LIMITATIONS ON POWERS** The following are the Association's express limitations on the powers granted under this resolution.

**EFFECT ON PREVIOUS RESOLUTIONS** This resolution supersedes resolution dated \_\_\_\_\_. If not completed, all resolutions remain in effect.

**CERTIFICATION OF AUTHORITY**

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

If checked, the Association is a non-profit lodge, association or similar organization.

X \_\_\_\_\_  
(Secretary)

X \_\_\_\_\_  
(Attest by Other Officer)

X \_\_\_\_\_  
(Attest by Other Officer)



RESOLUTIONS

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution,
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscunts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on \_\_\_\_\_ (Date) by \_\_\_\_\_ (initials)  This resolution is superseded by resolution dated \_\_\_\_\_ .

Comments:

MOTION

Director Loughlin:

The PDA Board of Directors hereby authorizes the Executive Director to accept the personal guarantees of Cyrus W. Gregg and Daniel L. Plummer to guaranty the obligations, financial or otherwise, under the 25, 29, Retail, LLC lease and to enter into non-disturbance and subordination agreements as may be requested by lending institutions and purchasers of condominium units within the 25, 29, Retail, LLC complex, subject however to the review and approval of all related documentation by PDA's General Counsel and all otherwise in accordance with the Memorandum of Mark H. Gardner, Deputy General Counsel dated April 16, 2014 and attached hereto.

Note: Roll call vote required.

N:\RESOLVES\2529NHRetailSNDA.wpd

MEMORANDUM

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

From: Mark H. Gardner, Deputy General Counsel *MHG*

Re: 25, 29 Retail, LLC - Non-Disturbance Agreements

Date: April 16, 2014

PDA was recently asked to enter into a non-disturbance and subordination agreement in connection with a condominium unit located within the 25, 29 Retail, LLC complex. As you will recall this complex which includes several buildings has been converted into a condominium. The request comes from a prospective purchaser of a condo unit and the lending institutions which are financing the acquisition of the unit. The agreement would require PDA to leave the condo unit owner undisturbed in its occupancy in the event 25, 29 Retail, LLC defaulted on its obligations under its lease. In the event of a default which resulted in the necessity of terminating the lease, PDA would need to be in a position to recoup the financial obligations owed to it under the entire lease. The condo unit owner in and of itself could not cover such obligations and would hinder PDA in any attempt it needed to undertake to market the property free and clear of any tenancies or condo owners.

In an effort to protect the interests of PDA in the event of a default and to accommodate the interests of condominium unit owners and their lenders, PDA proposed that the principals of 25, 29 Retail, LLC, Cyrus Gregg and Daniel Plummer, provide personal guarantees to guaranty all obligations, financial or otherwise, under the lease should a default occur causing grounds for the termination of the lease. Both parties have agreed to do so and have provided PDA with a draft of a proposed guaranty.

It is expected additional requests for non-disturbance agreements will be made by future condo unit purchasers and their lenders. As the request for personal guarantees extends beyond the parameters of the Board's prior approval of this lease transaction it will be necessary to secure Board approval to accept such guarantees in exchange for PDA agreeing to enter into non-disturbance and subordination agreements. Please present this proposal for the Board review and approval at the meeting scheduled for April 24, 2014.



MOTION

Director Lamson:


The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a two (2) year lease extension with Seaside Associates Temporary Permanent Placement, LLC for the continued use of the premises located at 16 Pease Boulevard; all otherwise in accordance with the April 15, 2014 memorandum from Irving Canner, Director of Finance attached hereto.


Note: Roll call vote required.

N:\RESOLVES\Seaside413.wpd



**Date:** April 15, 2014

**To:** David R. Mullen- Executive Director 

**From:** Irv Canner- Director of Finance 

**Subject: 16 Pease Boulevard Proposed Lease Amendment**

As recently discussed, late last month I was contacted by Christopher Andrews, President of Seaside Associates Temporary and Permanent Placement, LLC relative to his expiring lease for 16 Pease Boulevard. Mr. Andrews indicated that he has been very pleased to serve as a tenant here at the Tradeport and asked if they could extend their current lease agreement for a two year period.

By way of background, their original lease agreement was effective June 1, 2011 and is scheduled to expire May 31, 2014. The agreement outlined the following annual Building Area Rent obligation:

Year 1: \$12.00 per square foot Modified NNN

Year 2: \$12.50 per square foot Modified NNN


Year 3: \$13.00 per square foot Modified NNN

As a result of our internal discussions, I then approached Mr. Andrews and indicated that, subject to PDA Board of Directors (the Board) approval, we would agree to and implement his proposed two-year extension request, with future Building Area Rents being subject to an annual adjustment based on changes identified within the United States Department of Labor (USDOL) Consumer Price Index (Boston-Brockton-Nashua). The first of these adjustments would be effective June 1, 2014.

Mr. Andrews indicated his concurrence and accordingly, I would ask that you present the following proposal to amend the original lease agreement, to the Board during its scheduled April 24, 2014 meeting. Section 3.1 of Article 3 will be amended to extend the lease agreement for a two year period through May 31, 2016. Article 4 will be amended to reflect that annual Building Area Rent will adjusted in accordance with changes in the Consumer Price Index (Boston-Brockton-Nashua) as reported by the USDOL, the first of which will be effective June 1, 2014. All other terms and conditions of the Lease, as amended, would remain in full force and effect and would continue to be binding upon the Parties.

At your convenience, I would be pleased to address any questions and or additional information needs that you might have.

**MEMORANDUM**

TO: Pease Development Authority Board of Directors  
FROM: David R. Mullen, Executive Director   
RE: Contract Reports Pursuant to PDA Bylaws & Emergency Repair Delegation  
DATE: April 24, 2014

\*\*\*\*\*

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

1. Project Name: Norris, Inc.  
PDA Obligation: \$1,709.00  
Board Authority: Director Loughlin  
Summary: To replace the fire alarm panel at the Snow Removal shed at Skyhaven Airport.

In accordance with the Delegation to Executive Director: Consent, Approval and Execution of Documents and Expenditure of Funds for Emergency Repairs, I am pleased to report the following:

1. Project Name: Jerry's Electric, Inc.  
PDA Obligation: \$11,325.00  
Board Authority: Chairman Nickless  
Summary: Replace a failing transformer on PSM's airfield which controls navigation aids with a rebuilt transformer coupled with the use of an environmentally friendly biodegradable oil (Envirotemp FR3).

P:\BOARDMTG\ContractRpt0414.wpd



Norris Inc  
 213 Main St RM 118  
 Durham, NH 03824  
 1-800-370-3473

**\*\* QUOTATION \*\***

1/24/2014

**Project Number: 216610NH**

For :
PEASE DEVELOPMENT AUTHORITY Skyhaven Airport Maint Building Customer P.O.: QUOTE

** QUOTATION ** to:
PEASE DEVELOPMENT AUTHORITY ACCOUNTS PAYABLE 55 INTERNATIONAL DR PORTSMOUTH, NH 03801  Tel: 603-334-6015

Project Site:
PEASE DEVELOPMENT AUTHORITY SKYHAVEN AIRPORT 238 ROCHESTER HILL RD. ROCHESTER, NH 03867  Tel: 603-334-6015

Mfr-Part No.	Qty Description	Unit Price	Extended
SFP-2402	1 Fire Alarm Control Panel, 2-Zone, Class B; 24VDC		
IM-1270	2 12V 7AH SLA BATTERY		
	1 Lift Rental		
	Installation labor		
	1 Rochester Fire Alarm Plan Review		
	1 Rochester Fire Alarm Permit		
	Scope:		
	Furnish, Install, program & test a fire alarm control panel to replace the existing in the maintenance building.		
3	1 Turnkey installation w/ fire alarm		
	Our quote is for a complete turn-key installation of the specific items and quantities listed above and includes a one year warranty on parts and labor. We will provide a complete test of the work we performed. A special elevator inspection or a system test/inspection by an independent third party is not included in our quote. The building owner is responsible for state permits if the building is altered or changes use. The installation will be completed in a workmanlike manner and will conform to applicable codes. The removal of old equipment or cable and patching &/or painting of walls, floors or ceilings are NOT included in our quote unless specifically noted. Sales Tax and shipping costs for equipment is NOT included unless specifically noted. Norris Inc. is licensed and insured. All work will be performed during normal business hours unless specifically noted otherwise. TERMS: A deposit may be required. Requisitions for procured materials and completed labor will be invoiced monthly or upon completion of the work, whichever comes first; ALL INVOICES ARE DUE IMMEDIATELY UPON RECEIPT.- LATE FEES @ 2% PER MONTH - 24% ANNUALLY. Maximum credit card purchase is \$2,500. total per project.		
	CUSTOMER CANNOT HOLD RETAINAGE UNLESS IT IS SPECIFICALLY STIPULATED AND AGREED TO BY BOTH PARTIES BEFORE THE PURCHASE ORDER IS ISSUED.		

Mfr-Part No.

Qty Description

Unit Price

Extended

Thank you for your order.

Signature: \_\_\_\_\_



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

4/15/14

Customer Signature

Signature: \_\_\_\_\_

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

Project Total: \_\_\_\_\_

\$1,709.00



# JERRY'S ELECTRIC, INC.

April 1<sup>st</sup>, 2014

ph: 603-817-9410

Pease Development Authority  
7 Lee Street  
Portsmouth, NH 03801

Attn: George Welch

Jerry's Electric is pleased to quote the following price to you for a remanufactured three phase oil-filled padmount transformer(s):

Primary voltage: 4160y/2400  
Taps: 2 @ 2.5% above & below nominal  
Dead front(wells/15kv 200a inserts)  
Loop feed with elbow arrestors  
Bayonet fusing  
HO bushing only  
Secondary voltage: 480 Delta  
Gauges (liquid level & oil temp)  
Spades  
Pressure relief valve  
Drain valve with sampler

**\*\*Unit will be filled with new oil while under vacuum\*\***

1) 225KVA @ \$7925.00

FR3 Fluid option: \$3400.00

Shipment made in 3 to 4 weeks after receipt of purchase order.

Freight Included

Prices are quoted for acceptance within 30 days.

Quotation is based on current inventory, subject to change without notice.

Terms: Net 30 days

The transformer(s) will be filled with **New Transformer Oil**. The transformer(s) will carry our standard **Three Year Warranty** from the date of delivery.

We appreciate the opportunity to quote you on the above unit. Please do not hesitate to call with any questions or if we can be of further assistance.

Respectfully,  
Aaron Leighton, Sales Representative  
Jerry's Electric, Inc.

Approved by  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

P.O. Box 209 - Colman, SD - 57017-0209 - Ph. 800-843-9834 - Fax 605-534-3518  
E-mail: [aleighton@jerryselectric.com](mailto:aleighton@jerryselectric.com) - Website: [www.jerryselectric.com](http://www.jerryselectric.com)

# TSI<sup>®</sup> BULLETIN: 510

## Envirotemp FR3<sup>™</sup> Dielectric Fluid Benefits

### **ENVIRONMENTAL BENEFITS**

- Formulated from edible vegetable oils and food grade performance enhancing additives.
- Does not contain petroleum, halogen, silicones or any other questionable material.
- Quickly and thoroughly biodegrades in soil and aquatic environments.
- The base oils in FR3<sup>™</sup> Fluid come from renewable resources – commodity seeds – and are easily recyclable and reusable.
- Envirotemp<sup>®</sup> FR3<sup>™</sup> fluid does not require genetically altered vegetable oils.
- Deemed “ultimately biodegradable” by the EPA.
- In one of the most extremely sensitive acute toxicity tests, the Trout Fry Acute Toxicity test OECD 203, Envirotemp<sup>®</sup> FR3 fluid out-performed other dielectric fluids by achieving a zero mortality rate throughout the entire test period.
- Because Envirotemp<sup>®</sup> FR3<sup>™</sup> Fluid is formulated from food grade oils and additives, it is not subject to Federal Regulation of Used Oils. It is instead covered by the Edible Oil Regulatory Act, and therefore eligible for current and future regulatory relief.
- Option of alternative spill response procedures, such as bioremediation, are now more viable.
- Not listed as hazardous by EPA, OSHA or DOT.
- Candidate for classification as: “Environmentally Preferred Products”
- Hazardous Material Information System (HMIS) rating is 0 for both health and reactivity.
- Not listed as a carcinogen by National Toxicology Program (NTP), International Agency for Research on Cancer (IARC) monographs and OSHA regulation.
- Decomposition byproducts are limited to CO<sub>2</sub> and H<sub>2</sub>O with a trace of CO depending on availability of oxygen and temperature.
- Cannot produce PCDFs (Furans), PCDDs (Dioxins), nor silicates.
- Well-suited as a replacement fluid for upgrading the safety margin of fluid-filled transformers from both an environmental and fire safety aspect.

### **FIRE SAFETY / TEMPERATURE RESISTANCE BENEFITS**

- High fire point of 360° and flash point of 330°.
- Highest ignition resistance of less-flammable fluids available.
- Listed as a Less-Flammable Dielectric Fluid by FM Global<sup>®</sup> (FM) and Underwriters Laboratories<sup>®</sup> for use in complying with the National Electric Code<sup>®</sup> (NEC) and insurance requirements.
- Greater fire resistance than other askarel (PCB) substitutes.
- FM Global<sup>®</sup> concluded that the probability of a pool fire was so low, that heat release rate need not be determined or considered in determining the installation requirements of the fluid.
- Has the lowest gassing tendencies under electrical stress.
- Superior resistance to coke and sludge formation when compared to conventional oil. Doble Laboratories sludge-free life test resulted in no measurable sludge.

### **LIFE EXTENSION BENEFITS**

- Exceptional ability to draw out retained moisture and absorb water driven off by aging paper.
- Chemically helps prevent paper molecules from severing when exposed to heat.
- Significantly minimizes the rate of aging of transformer insulating paper.
- Takes 5-8 times longer to reach end-of-life points as paper aged in conventional transformer oil.
- In a retro-filling application, the residual transformer fluid that remains in the transformer typically will not reduce the fire point below the NEC minimum 300° C. This is true even after full equilibrium has been achieved between the replacement fluid and the residual oil in the paper.
- Fluid acts as a drying agent for transformer insulation that has become wet from aging, this property helps extend the useful life of the transformer insulation system.

### **OTHER FEATURES / BENEFITS**

- ✱ Viscosity is closer to conventional transformer oil.
- ✱ FM Global<sup>®</sup> accepted for fluid filled transformers indoors, typically with sprinklers or vaults, with minimum clearance of just 36 inches.
- ✱ Fully miscible with conventional transformer oil, High Molecular Weight Hydrocarbons (HMWH), and most askarel.
- ✱ Does not cause foaming like silicone oil can under vacuum degassing.
- ✱ Unlike silicone, FR3<sup>™</sup> Fluid does not cause paint adhesion problems, nor form the silicates during switching that can lead to a severe reduction in dielectric strength.
- ✱ Excellent loadbreak switching mechanism at temperatures above -10° C.

**Contact Transformer Service, Inc. for pricing and specific details to complete your project**

**Phone: 603-224-4006**

**Fax: 603-228-2430**

**Email: [info@transformer-svc.com](mailto:info@transformer-svc.com)**

**Website: [www.transformer-svc.com](http://www.transformer-svc.com)**

**Cargill [www.cargill.com/fr3fluid](http://www.cargill.com/fr3fluid)**



\*Envirotemp<sup>™</sup> FR3<sup>™</sup> is a Cargill registered trademark



**Delegation to Executive Director :**  
**Consent, Approval and Execution of Documents and**  
**Expenditure of Funds for Emergency Repairs**

Summary:	This delegation covers the consent, approval and execution of documents by the Executive Director and the authority to the Executive Director to expend funds for emergency repairs needed to PDA facilities and properties caused by fire, wind, weather, or other act of God, that if repairs are not made as soon possible could cause more damage or destruction or could be hazardous to health and human safety. The Board has delegated authority to the Executive Director, subject to concurrence by one member of the Executive Committee of the PDA Board of Directors, to consent, approve and execute the required documentation and to expend funds up to \$50,000. If said repairs are covered by insurance, then upon the concurrence of one member of the Executive Committee, the Executive Director shall be authorized to expend funds as necessary to complete the repairs. Authorization is subject to the conditions set forth below are satisfied.
Transaction:	Consent, approval, and execution of required documents and expenditure of funds for emergency repairs.
Amount:	Up to \$50,000; or, if repairs are covered by insurance, then the cost of the repairs
Execution Document:	Contract and any other documents required to implement and complete the repairs.
Authority to Execute:	Executive Director with concurrence of one member of the Executive Committee of the PDA Board of Directors
Conditions:	<p>The request for emergency repairs and expenditure of funds subject to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are satisfied:</p> <ol style="list-style-type: none"><li>1. The repairs to facilities and properties of the Pease Development Authority, including the Division of Ports and Harbors and Skyhaven Airport, are emergency in nature caused by fire, wind, weather, or other act of God that could result in more damage or destruction or could be hazardous to the health and human safety if the repairs are not made as soon as possible.</li></ol>
Reporting Requirements:	Any contract or other document executed by the Executive Director and any funds expended pursuant to this delegation shall be reported to the Board at its next regular meeting.

MOTION

Director Allard:

The Pease Development Authority Board of Directors authorizes the Executive Director to enter into an agreement with \_\_\_\_\_ in the amount of \$\_\_\_\_\_ to include the base bid and bid alternates Nos. \_\_ \_\_ for the rehabilitation of the runway at Skyhaven Airport. The Board further approves of the following in connection with this project;

1. to amend the existing on-call services contract with Jacob's Engineering by adding construction phase engineering services in the amount of \$\_\_\_\_\_ ;
2. an expenditure of \$\_\_\_\_\_ , to relocate overhead wires;
3. Other...

all otherwise in accordance with the memorandum of Kim W. Hopper, A.A.E., Airport Manager dated April \_\_\_\_, 2014 and attached hereto.

Note: Roll call vote required.

N:\RESOLVES\SkyhavenRunway0414.wpd



INSERT AS ITEM VII. B. 1.

MOTION

Director Allard:

In connection with the Skyhaven Airport Runway Reconstruction project the Pease Development Authority Board of Directors authorizes the Executive Director to:

1. Award a contract to Pike Industries, Inc. in the amount of \$2,853,785.35 for the base bid and alternates 1,3 and 5;
2. Amend the existing on-call services contract with Jacob's Engineering by adding construction phase engineering services in the amount of \$262,553.00;
3. Appropriate \$15,083.00 for a flight check plus other sponsor administrative items;
4. Accept from FAA a grant in the amount of \$2,818,278.56 (90% of \$3,131,421.00);
5. Accept from NH DOT a grant of \$156,571.03 (5% of \$3,131,421.00);
6. Allow PDA contribute \$156,571.95 (5% of \$3,131,421.00).

Furthermore, contingent upon additional FAA and NH DOT grant funds being made available to PDA, the PDA Board of Directors hereby authorizes the Executive Director to:

1. Execute a change order to the Pike Industries contract in the amount of \$358,957.00 for add alternates 2 and 4;
2. Authorize the expenditure of \$300,000.00 to relocate overhead utilities;
3. Accept from FAA a grant amount of \$593,061.30 (90% of \$658,957.00);
4. Accept from NH DOT a grant amount of \$32,947.85 (5% of \$658,957.00);
5. Allow PDA contribute \$32,947.85 (5% of \$658,957.00);

all otherwise in accordance with the memorandum of Kim W. Hopper, A.A.E., Airport Manager dated April 23, 2014 and attached hereto.

N:\RESOLVES\SkyhavenRunway0414.wpd

## MEMORANDUM

To: David R. Mullen, Executive Director  
From: Kim W. Hopper, A.A.E., Airport Manager  
Date: April 23, 2014  
Subject: Skyhaven Airport Runway Reconstruction



In September 2012, the Board authorized you to accept grant funds and to use PDA money to provide matching funds in support of a \$3,870,601 project to reconstruct the Skyhaven Runway (see attached). The Board also authorized a contract with Jacobs Engineering to provide engineering services. To date we have spent \$526,263 for design, permit fees and other administrative costs leaving a balance of \$3,344,338.

For more than a year, Jacobs has been working with us to develop bid documents for the Skyhaven Airport Runway Reconstruction. The project includes; all grading, marking, signage, and paving for a new 75 foot wide runway (the existing width is 100 feet); extending the north runway end by 200 feet (new runway length will be 4200 feet); extending the parallel taxiway 200 feet; installing an omni-directional approach lighting system (ODALS); installing runway end identification lights (REILS); associated electrical work; and, removing tall obstructions that penetrate surfaces associated with landings and departures.

Due to a concern that the project costs might exceed the budget, the work was bid as a base bid plus five additive alternates. Bids were opened last Thursday. A bid tabulation is attached.

After comparing the bid prices with the project budget, we determined that it is possible to award to the low bidder, Pike Industries, the base bid plus additive alternates 1, 3, and 5. The total amount of this work is \$2,853,785.35. The project budget would be within the September 2012 approved amount and would breakdown as follows (numbers are rounded):

Pike Industries	\$2,853,785
Jacobs Engineering -Construction Services	\$ 262,553
FAA Flight Check	\$ 5,083
Sponsor Administration	<u>\$ 10,000</u>
Total	\$3,131,421

As you can see the budget is less than the balance from the September 2012 approval (\$212,917 difference).

Completing the project as contemplated by the design would entail the award of Add Alts 2 and 4, and a contract with PSNH for utility work. The utility work involves the relocation of overhead wires and poles that penetrate the air navigation surface. The cost of these three items is \$658,957. (\$358,957 for the Add Alts and \$300,000 for PSNH). This work would require an additional \$446,040 for the project (\$658,957-\$212,917).

It may be that FAA and NHDOT will be able to fund their shares of the additional amount required to complete the entire project as designed. If so, PDA should be prepared to contribute its match. To accommodate this situation, we intend to submit two grant applications. The first will be for the funds needed to complete the Base Bid plus Add Alts 1, 3, and 5 (\$3,131,421). The second will be for the funds needed to complete Add Alts 2 and 4 and the utility work (\$658,957). The second grant will be offered only if additional federal and state funds become available.

At next week's meeting, please seek Board approval to:

1. Award a contract to Pike Industries in the amount of \$2,853,785.35 for the base bid plus additive alternates 1, 3, and 5;
2. Amend the existing on-call services contract with Jacob's Engineering by adding construction phase engineering services in the amount of \$262,553;
3. Appropriate \$15,083 for a flight check plus other sponsor administrative items;
4. Accept from FAA a grant amount of \$2,818,278.56 (90% of \$3,131,421);
5. Accept from NHDOT a grant amount of \$156,571.03 (5% of \$3,131,421); and,
6. Allow PDA to contribute \$156,571.95 (5% of \$3,131,421).

Furthermore, contingent upon additional grant funds being made available from FAA and NHDOT, please ask the Board to:

1. Execute a change order to the Pike Industries contract in the amount of \$358,957 for additive alternates 2 and 4;
2. Authorize an expenditure of \$300,000 to relocate overhead utilities;
3. Accept from FAA a grant amount of \$593,061.30 (90% of \$658,957);
4. Accept from NHDOT a grant amount of \$32,947.85 (5% of \$658,957); and,
5. Allow PDA to contribute \$32,947.85 (5% of \$658,957).

Please note that should both grants be offered and accepted, PDA's total contribution will be \$189,519.80 plus 5% of the money already spent or \$215,832. This amount is less than the expected contribution authorized in 2012. The difference is due to the change in NHDOT's contribution rate from 2.5% to 5%.



**COPY**

INSERT ITEM X.A.2.a (1)

MOTION

Director Torr:

Contingent upon the FAA AIP project funds being made available to PDA, the Pease Development Authority Board of Directors hereby authorizes the Executive Director:

- (1) to apply for and accept on behalf of the PDA, a Federal Aviation Administration ("FAA") Grant Offer in the amount up to \$3,483,540.90 in AIP funding for the Skyhaven Runway Rehabilitation project at Skyhaven Airport, Rochester, NH;
- (2) to apply for and accept 2.5% of matching funds from NHDOT Division of Aeronautics in an estimated amount up to \$96,765.03
- (3) to have PDA contribute an amount up to \$290,295.07, said amount being the difference between the required FAA match and the amount offered by NHDOT Division of Aeronautics;
- (4) to enter into a contract with Jacobs Engineering Group, Inc., PDA's provider of aviation planning and engineering services, in an amount not to exceed \$504,860.40 for design, bidding, construction phase services and project and grant administration associated with the project.
- (5) to seek the review and input of the Skyhaven Airport Advisory Committee prior to the project being put out to bid; and
- (6) to advertise and solicit bids upon completion of the design and bid documents;

all in accordance with the memorandum from Kim W. Hopper, dated September 19, 2012 and attached hereto.

N:\RESOLVES\2012\FAASkyhaven0912.wpd



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## Memorandum

**To:** David R. Mullen, Executive Director  
**From:** Kim W. Hopper, A.A.E., Airport Manager  
**Date:** 9/19/2012  
**Subj:** Skyhaven Runway Rehabilitation – Acceptance of FAA Grant

---

The FAA has additional money available in the Airport Improvement Program (AIP) grants, and has offered to fund the Skyhaven Runway Rehabilitation project two years ahead of schedule. The total for the project is \$3,870,601, with \$3,483,540.90 funded by the FAA (90%), \$96,765.03 funded by the New Hampshire Department of Transportation (NHDOT) (2.5%) and \$290,295.07 funded by PDA (7.5%).

The money will be separated into two sections, starting with engineering and design at \$504,860.40 and then construction at \$3,365,739.60. Engineering and design is anticipated to begin October/November, 2012, and construction is anticipated to begin spring, 2013.

The project will include asphalt reconstruction of Runway 15/33 (4,001 ft. X 100 ft.), and the addition of an approach lighting system at the runway's south end. Originally, the engineering and design was to take place FAA FY2013, and the construction was to take place FAA FY2014. Because of FAA funding changes, some airports were unable to support projects making the money available to PDA earlier than anticipated. This will free our \$150,000 FY13 entitlement funding for future projects at Skyhaven Airport.

I request that you seek approval from the PDA Board of Directors at the September 20, 2012 meeting to accept AIP grants from the FAA totaling \$3,483,540.90, from the NHDOT totaling \$96,765.03 and the PDA's share totaling \$290,295.07, for the engineering, design and reconstruction of Runway 15/33 at Skyhaven Airport.



Jacobs Engineering Group, Inc.  
Two Executive Park Drive  
Bedford, NH 03110 USA  
1.603.666.7181 Fax 1.603.666.7185

April 21, 2014

Ms. Maria Stowell, PE  
Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Subject: Recommendation of Award of Contract  
Runway 15-33 Project  
Skyhaven Airport – Rochester, NH  
SBG-15-04-2012

Dear Maria:

The 04.17.14 bid results (base bid plus all bid alternates) for the subject project were as follows:

Pike Industries:	\$3,212,742.35
Northeast Earth Mechanics:	\$3,220,606.50
Kingsbury Companies:	\$3,381,794.00
FL Merrill:	\$3,595,610.25
Sargent Corporation:	\$3,658,617.00
Busby Construction:	\$3,917,729.00
AJ Coleman & Sons:	\$4,028,100.50

Kingsbury, FL Merrill and AJ Coleman & Sons bid proposals each contained a math error. These errors were corrected and their bids adjusted accordingly. These adjustments did not have an effect on the outcome of the results. In addition FL Merrill omitted item L-858-9 from their base bid proposal. In accordance with section 20-08 of the General Provisions, this proposal is considered irregular may be rejected.

Pike Industries submitted the lowest qualified bid price of \$3,212,742.35. Their bid included the necessary certifications, bid bond and statement of qualifications.

To the best of our knowledge, there are no outstanding legal issues or circumstances that would disqualify Pike Industries from being awarded the contract to undertake this project. Pike Industries is on the current New Hampshire Department of Transportation's Pre-qualified Contractors listing. Pike Industries was not found on the federal General Services Administration's web site <http://www.sam.gov> that lists debarred and suspended companies. Pike Industries has successfully completed projects at Skyhaven Airport previously including the Taxiway 'A' Reconstruction and Extension project.

Based on the above, our recommendation is to award the project to Pike Industries. Should you have any questions regarding this project, please do not hesitate to contact us at 603.666.7181.

Sincerely,

JACOBS ENGINEERING GROUP INC.

Sean Tiney  
Project Engineer

c: NHDOT Bureau of Aeronautics

# JACOBS

Jacobs No: E2X40204  
 SBC No.: SBG-15-04-2012  
 By: SST  
 Date: April 18 2014  
 Bids Opened April 17 2014  
 AIRPORT: Skyhaven Airport  
 PROJECT: Install New Electrical Vault; Install Runway 33 ODALS; Install Runway 15 REILS

## BID SUMMARY

	Engineers Estimate	Pike Industries	NE Earth Mechanical	Kingsbury Comp	FL Merrill	Sargent Corp	Busby Construction	AJ Coleman
Base Bid:	\$ 2,453,235.00	\$ 2,439,792.00	\$ 2,541,775.00	\$ 2,624,313.00	\$ 2,764,555.00	\$ 2,774,330.00	\$ 3,119,525.00	\$ 3,077,973.00
Add/Alt #1:	\$ 341,935.00	\$ 371,207.85	\$ 311,236.50	\$ 345,331.75	\$ 385,580.50	\$ 424,110.00	\$ 386,575.00	\$ 447,828.00
Add/Alt #2:	\$ 267,422.50	\$ 324,602.00	\$ 283,953.50	\$ 331,206.25	\$ 358,631.50	\$ 356,285.00	\$ 323,415.00	\$ 406,199.00
Add/Alt #3:	\$ 62,600.00	\$ 23,740.00	\$ 27,414.00	\$ 25,815.00	\$ 29,930.00	\$ 17,350.00	\$ 26,190.00	\$ 28,605.00
Add/Alt #4:	\$ 33,575.00	\$ 34,355.00	\$ 35,100.00	\$ 34,790.00	\$ 38,015.00	\$ 45,240.00	\$ 41,050.00	\$ 33,845.00
Add/Alt #5:	\$ 24,822.50	\$ 19,045.50	\$ 21,127.50	\$ 20,338.00	\$ 20,898.25	\$ 41,302.00	\$ 20,874.00	\$ 35,650.50

## CUMULATIVE TOTALS

	Engineers Estimate	Pike Industries	NE Earth Mechanical	Kingsbury Comp	FL Merrill	Sargent Corp	Busby Construction	AJ Coleman
Base Bid:	\$ 2,453,235.00	\$ 2,439,792.00	\$ 2,541,775.00	\$ 2,624,313.00	\$ 2,764,555.00	\$ 2,774,330.00	\$ 3,119,525.00	\$ 3,077,973.00
Base Bid plus Add/Alt #1:	\$ 2,795,170.00	\$ 2,810,999.85	\$ 2,853,011.50	\$ 2,969,644.75	\$ 3,148,135.50	\$ 3,198,440.00	\$ 3,506,200.00	\$ 3,525,801.00
Base Bid plus Add/Alt #1 plus Add/Alt #2:	\$ 3,062,592.50	\$ 3,135,601.85	\$ 3,136,965.00	\$ 3,300,851.00	\$ 3,506,767.00	\$ 3,554,725.00	\$ 3,829,615.00	\$ 3,931,990.00
Base Bid plus Add/Alt #1 plus Add/Alt #2 plus Add/Alt #3:	\$ 3,125,192.50	\$ 3,159,341.85	\$ 3,164,379.00	\$ 3,326,666.00	\$ 3,536,697.00	\$ 3,572,075.00	\$ 3,855,805.00	\$ 3,958,595.00
Base Bid plus Add/Alt #1 plus Add/Alt #2 plus Add/Alt #3 plus Add/Alt #4:	\$ 3,158,767.50	\$ 3,193,696.85	\$ 3,199,479.00	\$ 3,361,456.00	\$ 3,574,712.00	\$ 3,617,315.00	\$ 3,896,895.00	\$ 3,992,440.00
Base Bid plus Add/Alt #1 plus Add/Alt #2 plus Add/Alt #3 plus Add/Alt #4 plus Add/Alt #5:	\$ 3,183,590.00	\$ 3,212,742.35	\$ 3,220,606.50	\$ 3,381,794.00	\$ 3,595,610.25	\$ 3,658,617.00	\$ 3,917,729.00	\$ 4,028,100.50

- ADD ALT 1 OMNI DIRECTIONAL APPROACH LIGHTS (ODALS)
- ADD ALT 2 GRAVEL ROAD TO ODALS
- ADD ALT 3 PROVIDE GROUND FOR RUNWAY ELECTRICAL
- ADD ALT 4 PAVE ODALS ROAD
- ADD ALT 5 RUNWAY END IDENTIFIER LIGHTS (REILS)



REPLACEMENT MOTION FOR ITEM VII. B. 2.

MOTION

Director Bohenko:

The Pease Development Authority Board of Directors authorizes the Executive Director to execute an agreement with East Coast Heating and Air Conditioning, Inc. in the amount of \$69,650.00 for the purpose of the purchase and installation of a chiller for the air conditioning unit which services 55 International Drive, Portsmouth, NH; all in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated April 15, 2014, 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. East Coast Heating and Air Conditioning, Inc. is PDA's on call HVAC service provider and was selected as part of a competitive request for bid process; and
2. In light of the onset of warm weather and the eight week lead time to order the equipment, time is of the essence.

Note: This motion requires 5 affirmative votes.

Note: Roll call vote required.

N:\RESOLVES\EastCoastHVACchiller041514.wpd

MOTION

Director Bohenko:

The Pease Development Authority Board of Directors authorizes the Executive Director to execute an agreement with East Coast Heating and Air Conditioning, Inc. in the amount of \$69,500.00 for the purpose of the purchase and installation of a chiller for the air conditioning unit which services 55 International Drive, Portsmouth, NH; all in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated April 15, 2014, 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. East Coast Heating and Air Conditioning, Inc. is PDA's on call HVAC service provider and was selected as part of a competitive request for bid process; and
2. In light of the onset of warm weather and the eight week lead time to order the equipment, time is of the essence.

Note: This motion requires 5 affirmative votes.

Note: Roll call vote required.

N:\RESOLVES\EastCoastHVACchiller041514.wpd

MEMORANDUM

To: David R. Mullen, Executive Director *DM*  
From: Mark H. Gardner, Deputy General Counsel *MHG*  
Re: HVAC Work / 55 International Drive  
Date: April 15, 2014

---

The chiller in the HVAC unit at 55 International Drive has developed leaks and needs to be replaced prior to the onset of warmer weather. In consultation with East Coast Heating and Air Conditioning, Inc., (East Coast) PDA's on-call HVAC contractor, it was determined that the unit cannot be repaired and needs to be replaced. As there is an eight week lead time for ordering the equipment, time is of the essence. East Coast has provided PDA with an estimate to replace the chiller for \$69,500.00 (see attached proposal). In an effort to hold down costs, PDA staff will perform the ground and electrical work.

Please request Board approval for the purchase of this equipment and related installation work at the meeting scheduled for April 24<sup>th</sup>, 2014. The justification for not putting this work out to bid is premised upon the following, 1.) East Coast is PDA's on call HVAC service provider and was selected pursuant to a competitive request for bids process and, 2.) in light of the onset of warmer weather and the eight week lead time for ordering the equipment, time is of the essence.



**From:** Dan Westbrook [<mailto:danw@eastcoasthvac.com>]  
**Sent:** Thursday, March 20, 2014 7:47 AM  
**To:** Joe McPherson; Dane Kirkwood  
**Cc:** 'Peter Robitaille'  
**Subject:** Chiller for 55 International Drive

Hi Joe,

I've got budget numbers together on the chiller. Speaking with Dane and with the capabilities of your crews, he would like to handle the trenching of the underground pipe and the electrical. The overall scope is as follows:

1. Make safe existing chiller equipment, evacuate, and demolish
2. Provide and install Carrier 30RAP0405F 40 ton packaged air cooled chiller (net 35 tons with 40% propylene glycol on existing pad. With Integral non fused disconnect, Micro-channel E-coat, dual 5 hp circulators with lead/lag control, low sound, security grilles & hail guards, and
3. on-board control system. (rigging by PDA)
4. Core Qty. (2) 8" holes through existing foundation into mechanical rooms. (subcontracted)
5. Provide and install Watts R-Flex 3" underground insulated PEX pipe, fittings, and water-tight sleeves into mechanical room.
6. Transition to 3" Type L copper and connect to existing chilled water loop in mechanical room and connection to new packaged chilller
7. Provide wells in copper piping in mechanical room for controls
8. Install high voltage and control wiring conduits and wiring to new packaged chiller from existing services. (Conduits and wiring by PDA, control terminations by East Coast)
9. Provide and install new control relays and devices to interface new packaged chiller with existing Trane Tracer Summit Building management system.
10. Insulate copper piping with 1" fiberglass insulation, outside piping to be wrapped with PVC jacket and Zeston fittings to waterproof.
11. Provide and install inhibited glycol in chiller loop to 40% mix, freeze protection to -17F
12. Start up and test run system. Start-up assist by Carrier.

Budget: \$69,650.00

The compressor warranties is 5 years (parts only)  
Current lead time 8 weeks.

Please let me know if you have any questions.

Regards,  
Dan Westbrook  
East Coast Heating & Air Conditioning, Inc.  
436 Shattuck Way  
Newington, NH 03801  
(603) 430-9414 phone  
(603) 427-6688 fax



MOTION

Director Preston:

The Pease Development Authority Board of Directors hereby approves of the proposed sign for Teledyne DGO & FlexEnergy at 162 Corporate Drive; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager – Engineering, dated April 15, 2014 and attached hereto.

Note: Roll call vote required.

N:\RESOLVES\Signs162Corp414.wpd

## MEMORANDUM

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

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

Date: April 15, 2014

Subject: Sign Approval Request for Teledyne DGO & FlexEnergy at 162 Corporate Drive

Kanerd II, on behalf of Teledyne DGO and Flex Energy, is seeking approval to erect a unlighted monument sign at 162 Corporate Drive. The sign would be 26.7 square feet and would be situated as shown on the attachment.

Currently, Teledyne has a 4' x 15' building sign on this lot. With the addition of the new sign, the total signage area on this parcel is 86.7 square feet, well below the limit of 200 square feet. This sign meets the dimensional requirements and all other conditions of the PDA Land Use Controls.

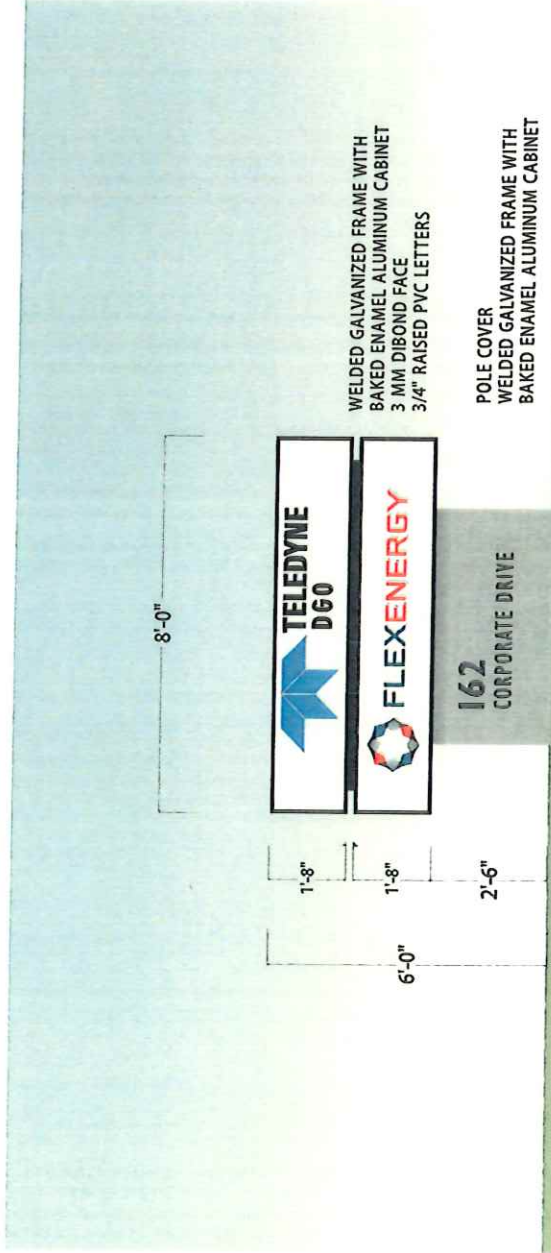
At next week's meeting, please ask the Board to approve the monument sign as proposed.

N:\ENGINEER\Board Memos\2014\sign Teledyne.docx





PHOTO ILLUSTRATION



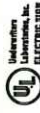
( ONE ) DOUBLE FACE NON-ILLUMINATED MONUMENT SIGN



60 OLD DERRY ROAD  
LONDONDERRY, NH 03060  
PH 603.437.1200  
FAX 603.437.1222

[www.nhsigns.com](http://www.nhsigns.com)

- DESIGN
- MANUFACTURE
- INSTALL
- SERVICE



NAME

CLIENT: TELEDYNE D.G.O.  
LOCATION: PORTSMOUTH, NH  
DATE: 10 04 13

DESIGNER: CFC  
ACCT. REP: DAN HUTCHINS  
REVISION NOTES BY  
1 10 21 13 .  
2 10 24 13 .  
3 11 06 13 .  
4 11 15 13 .  
5 01 28 14 .  
6 03 19 14 .  
7 04 09 14 permit  
8 04 14 14 .

FILE NAME/  
LOCATION

DESIGN APPROVED  
BY \_\_\_\_\_ DATE / / 14

INSTALLATION NOTES

PRODUCTION NOTES

SPECIAL ORDER

Please Note: It is the customer's responsibility to provide primary electrical service (including ground wiring) directly from panel box, to within six feet of sign(s). Installation to comply with N.E.C.606  
© INDABA HOLDINGS.

N.H. SIGNS OWNS THE COPYRIGHT ON ALL ORIGINAL DESIGNS; NO OTHERS ARE PERMITTED TO REPRODUCE OR INFRINGE. N.H. SIGNS RESERVES THE RIGHT TO MODIFY WITHOUT NOTICE. N.H. SIGNS INCORPORATED PORTSMOUTH, NH 03801

## MEMO

**To:** Bill Hopper, Airport Manager  
**From:** Sandy McDonough, Airport Operations / Community Liaison *SM*  
**Subject:** Noise Report for March 2014  
**Date:** April 15, 2014

For the calendar month of March 2014, we received a total of 4 noise inquiries.

Of the four inquiries two of them involved large Transient Military Aircraft one from Newington and one from Rochester. The inquiry received from Greenland we were unfortunately unable to obtain any information of an aircraft in that area at that time. The last of the four inquiries was about a non-based helicopter that appeared not to be on a typical path .

**I have attached a copy of the report for your review.**

# PDA Noise Report Log

For the Period: 03/01/2014 to 03/30/2014

#	Date	Time	Caller Information	Type	Aircraft	Narratives	Follow Up
1	3/5/2014	0:04	number 5 McShane Avenue Greenland, NH	ON	unknown	My name is XXXX and this message is for Sandy. I just wanted to let her know at 12:04 Monday morning, March 30th that noisy plane flew directly and very low right smack over our house. Our address is XX McShane Avenue, Greenland NH. I just wanted to let her know that. Thank you very much.	Left message on machine for a call back. No response. Could not find an aircraft flying at that time. Aircraft flying under Visual Flight Rules.
2	3/18/2014	15:21	number 6 Little Bay Road Newington, NH	TGL	C-5	email. Loud, very loud.	Left message 3/19 at 12:00. no response. Called on 3/20 at 2:30 pm and spoke to XXXXX's husband. He said the planes seem low and they were not aware of it when he moved in. The C-5 is very large aircraft that gives the appearance of being low and slow. They have a very distinct sound which also brings attention to them.
3	3/24/2014	14:20	number 7 Hansonville Rd Rochester, NH	dep 34	C-17	My name is XXXX and in between 2:20 and 2:25 pm an aircraft was flying extremely low over our land, roof height. It looked like a Comet or a Nimrod or at least the bottom of it did. It wasn't loud or anything. It was actually very quiet. I didn't hear it until my dog started barking.	Returned call 4pm on 3/24. Returned call after determining it was a C-17 departing Rwy 34. The C-17 is a very large aircraft that gives the appearance of being low and slow.
4	3/27/2014	21:10	number 8 Old Post Road Newington, NH	TGL	helicopter	Helicopter flew over Old Post Road repeatedly at 9:10 PM, not on typical flight path for planes. Caused neighborhood dogs to bark.	Left message 3/28 at 15:50. No response. Called 3/31 with findings and spoke to XXXX @ 2:30 pm. Mr XXXX was not complaining about the aircraft noise, his concern was about the neighborhood dogs getting wound up and barking. In order for ATC to accommodate multiple requests, a tanker was put in a closed pattern to the west for Runway 16 at the same time a helicopter was put in a closed pattern to the east for Runway 16. The helicopter was not based at Portsmouth and could not be identified because it did not have a flight plan and ATC could not recall the type when the inquiry was made.

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



MOTION

Director Bohenko:

The PDA Board of Directors hereby approves of the plan to expand the outdoor patio at the Pease Golf Course Clubhouse and authorizes the Executive Director to allocate a budget of \$35,000.00 to:

- 1.) enter into a contract Pine Brook Corporation, Inc. in the amount of \$5,360.00 to perform the patio floor expansion work;
- 2.) purchase LED battery lighting and accessories for the bar in the approximate amount of \$4,000.00; and
- 3.) enter into a contract with the lowest qualified bidder for the purchase patio furnishings in an amount not to exceed \$25,000.00;

all in accordance with the memorandum of Scott DeVtio, Pease Golf Course Manager, dated April 18, 2014 attached hereto.

Note: Roll call vote required.

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## MEMORANDUM

To: David R. Mullen, Executive Director  
From: Scott DeVito, Pease Golf Course General Manager  
Date: April 18, 2014  
Subject: Clubhouse Patio Expansion

In anticipation of this year's golf season, John Tinios of Galley Hatch Catering and I have been planning how to best meet the restaurant demands. We believe that the most efficient means of accommodating the increasing number of customers is to expand the patio service. The attachments show a concept to improve and expand food and beverage service on the patio. The work would include:

1. Extend the patio floor approximately 4 ft (or 144 square feet)
2. Purchase and install furnishings
  - a. Additional tables, chairs, and umbrellas;
  - b. Portable bar;
  - c. Portable fence;
  - d. LED battery lighting.

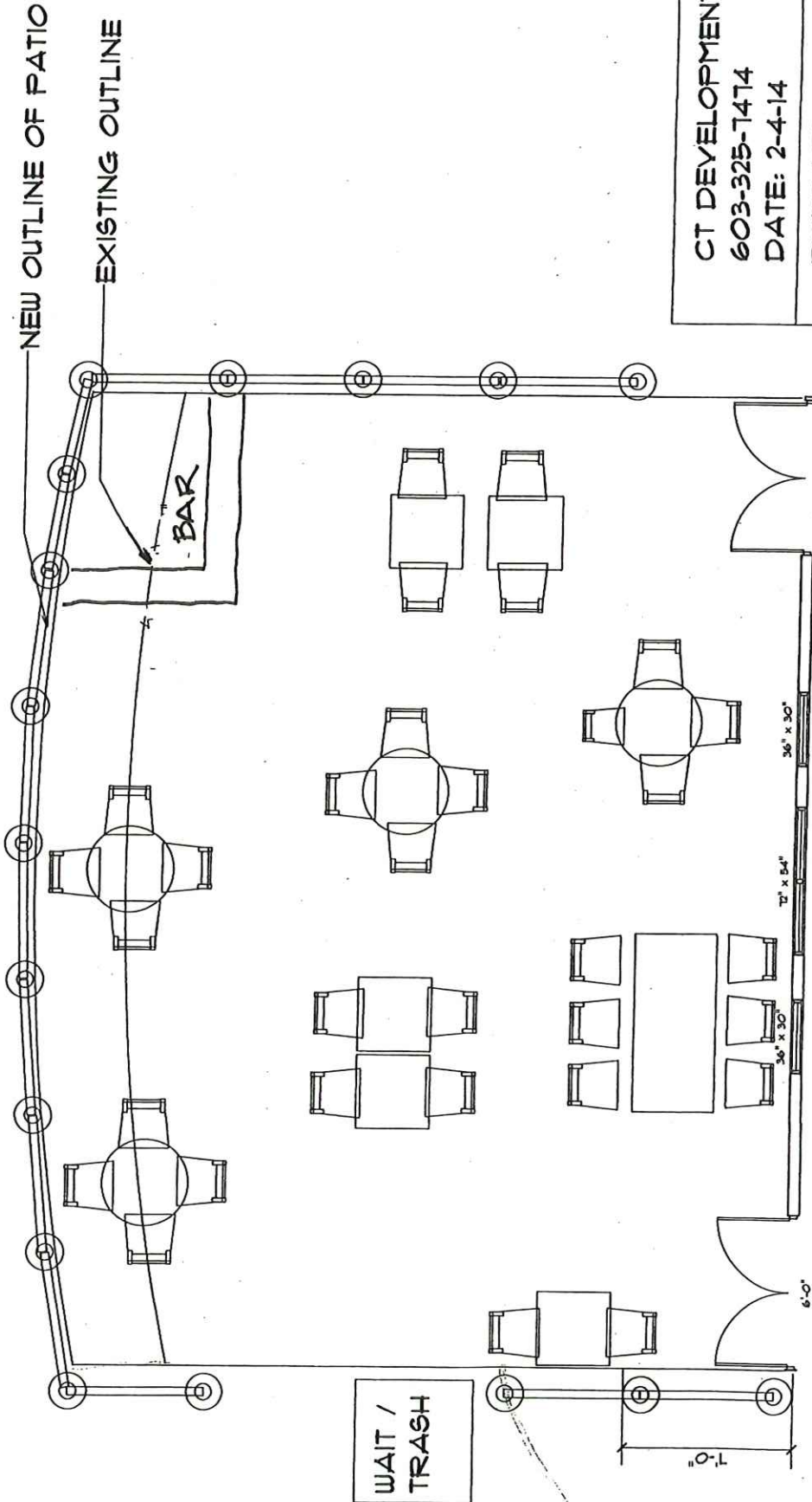
The cost of the furnishings will exceed \$10,000 and will be advertised for bids. At this time, we would like to request approval from the Board to award a contract to the low bidder, provided that the contract amount does not exceed \$25,000.

We intend to directly purchase and install the LED battery lighting and accessories for the bar. These items will cost approximately \$4000.

In the meantime we would like to proceed with the patio floor extension. Pine Brook Corporation, the clubhouse contractor, submitted a price of \$5,360 to complete the concrete slab work.

At next week's meeting, please seek approval for the plan to expand the patio as described and to allocate a budget of \$35,000. Also, please seek authorization to enter into contracts with Pine Brook Corporation and with the qualified low bidder for the furnishings purchase as described above.

**GRILL 28**  
**PROPOSED PATIO LAYOUT**

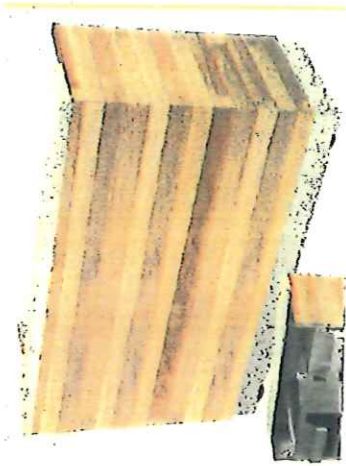
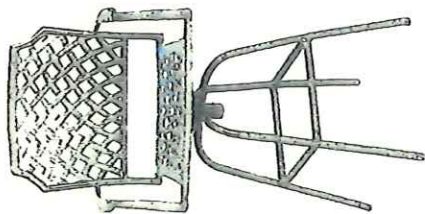


CT DEVELOPMENT  
 603-325-1474  
 DATE: 2-4-14  
 PREPARED FOR  
 JOHN TINIOS

NOTE: DIMENSIONS ARE APPROXIMATE

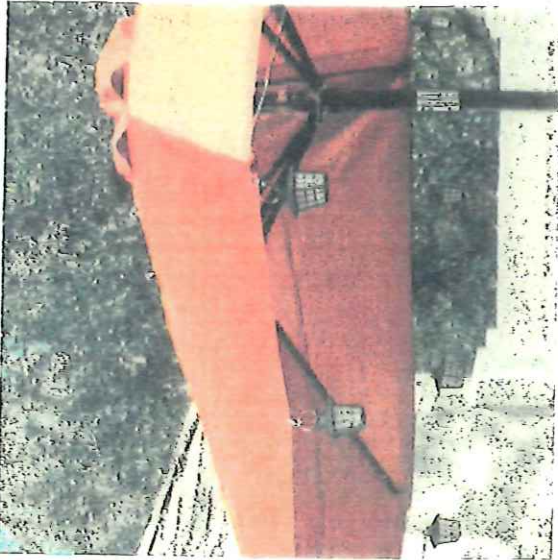
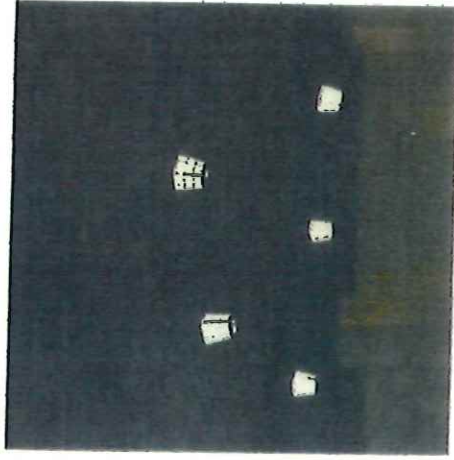
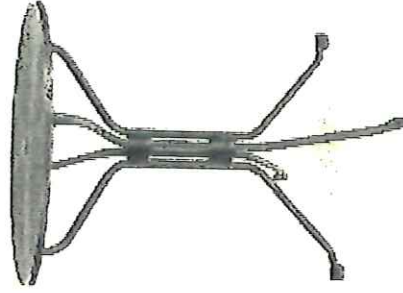
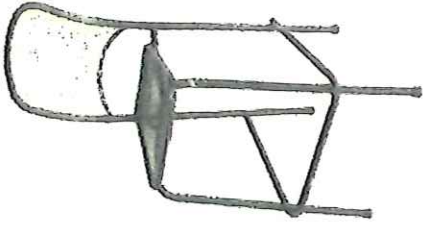


# GRILL 28 PATIO UPGRADE



# GRILL 28 PATIO UPGRADE

Seating / Umbrellas / Fence / Lighting



MOTION

Director Torr:


The Pease Development Authority Board of Directors authorizes the Executive Director to implement annual CPI adjustments effective at the start of each fiscal year to the T-Hangar rates at Skyhaven Airport in Rochester NH, subject to 1.) PDA staff completing an assessment of competing rates in the regional T-Hangar market, 2.) a determination that the market supports an increase and, 3.) the PDA Board approval of any proposed rate increases, all otherwise in accordance with the memorandum of Kim W. Hopper, A.A.E, Airport Manager dated April 16, 2014, and attached hereto.

Note: Roll call vote required.

N:\RESOLVES\SkyhavenTHangars041514.wpd



## MEMORANDUM

To: David R. Mullen, Executive Director  
From: Kim W. Hopper, A.A.E, Airport Manager   
Re: Skyhaven T-Hangar Rental Rates  
Date: April 16, 2014

---

As you know, Skyhaven Airport Hangar Agreements include the following language;  
" B. Increase in rental rates will be effective after issuance of a notice by mail from the PDA to the tenant at the address he/she specifies on this agreement at least thirty (30) days in advance."

Consistent with the terms of the Hangar Agreements, PDA staff proposes the implementation of an annual CPI adjustment to the rental rates. This annual increase would be subject to the Executive Director's determination of the market, to include an assessment of the competing T-Hangar market. Should the Executive Director find that the market supports an increase; Executive Director will recommend to the board that the PDA approve of an increase for the given year.

After a review of the current T-Hangar market PDA will forgo an annual rental increase for FY2015. The most recent T-Hangar rate survey is attached for your reference. Finally, please note that the Skyhaven Airport Advisory Council was advised of this decision at its April 14, 2014 meeting and concurred.

T-Hangar Rates Survey						
Airport Identifier	Location	Phone	T-Hangar Rates, February 2010	T-Hangar Rates, March 2011	T-Hangar Rates, April 2013	T-Hangar Rates, April 2014
DAW	Rochester, NH					
EEN	Keene, NH	(603)357-9835	\$255 - \$290 From \$475	\$255	\$212.50 - 419.75 \$265 - \$295 + TAX	\$226 - \$446 (Av \$287) \$265-\$300 + Tax
LEB	Lebanon, NH	Website	From \$475	From \$475	From \$475	\$475 - \$850
7B3	Hampton, NH	Website	\$170 Shelters \$300 Enclosed	\$170 Shelters \$300 Enclosed	\$170 Shelters \$300 Enclosed	\$160 Shelters, \$290 - \$330 Enclosed
63B	Limington, ME	207-637-2121	\$200 - \$265	\$200-\$265 (\$100 shelter hangars)	\$200-\$265 (\$100 shelter hangars)	\$200-\$265 (\$100 shelter hangars)
K5FM	Sanford, ME	(207) 432-0596	\$275 - \$310	\$275 - \$310	\$295 - \$335	\$285 - \$360 (land lease 5yr CPI)
KLWM	Lawrence, MA	(978) 794-5880	\$250	\$300 - \$700	\$350 - \$400	11 Condo Associations
KBVY	Beverly, MA	(978) 921-6072	Around \$350	\$650		\$700/mo heated (land lease 5yr CPI)
KASH	Nashua, NH	(603) 882-0661	\$325	\$300 - \$450 (Heat \$600)	\$300 - \$450 (Heat \$600)+ TAX	Condo \$300 - \$450 (Heat \$600)+ TAX
KLCI	Laconia, NH	(603) 524-5003	Sliding	From \$350	From \$350	\$275 - \$350 (land lease annual CPI)
KCON	Concord, NH	(603)228-2287	From \$630 up	From \$630	AS LOW AS \$350	PVT \$525/mo yearly CPI LND Lease
283	New Port, NH					\$300/mo + Tax (5yr CPI on land lease)*

\* Advertised as "Recently Reduced"

MOTION

Director Allard:

The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$2,910.00 for legal services rendered to the Pease Development Authority by:

1.	Anderson & Kreiger LLP Through February 28, 2014	\$1,620.00
2.	Sheehan Phinney Bass + Green Through February 28, 2014	<u>\$1,290.00</u>
	Total	\$2,910.00 =====

Note: Roll call vote required.

N:\RESOLVES\Legalservices0414.wpd



# ANDERSON & KREIGER LLP

One Canal Park, Suite 200  
Cambridge, MA 02141

(617) 621-6500

EIN: 04-2988950

March 17, 2014

Pease Development Authority  
Lynn Marie Hinchee, General Counsel  
360 Corporate Drive  
Portsmouth, NH 03801

Reference # 107793 / 1047-4136

In Reference To: Federal Regulatory Advice

Total Current Billing:	1,620.00
Previous Balance Due:	0.00
<b>Total Now Due:</b>	<b>1,620.00</b>

PLEASE NOTE: ALL BALANCES DUE WITHIN 30 DAYS

22010 A7710-010

APPROVED FOR  
PAYMENT  
LEGAL: 

**CONFIDENTIAL**

# ANDERSON & KREIGER LLP

---

SCOTT P. LEWIS  
[slewis@andersonkreiger.com](mailto:slewis@andersonkreiger.com)  
Direct phone: 617-621-6560  
Direct fax: 617-621-6660

March 18, 2014

Lynn Marie Hinchee, General Counsel  
Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Dear Lynn:

Here is Anderson & Kreiger's invoice for work performed in February 2014 regarding the TSA Pilot Screening Program.

If you have any questions, please do not hesitate to call.

Very truly yours,



Scott P. Lewis

SPL:skc  
*enclosure*

# ANDERSON & KREIGER LLP

One Canal Park, Suite 200  
Cambridge, MA 02141

(617) 621-6500

EIN: 04-2988950

March 17, 2014

Pease Development Authority  
Lynn Marie Hinchee, General Counsel  
360 Corporate Drive  
Portsmouth, NH 03801

Reference # 107793 / 1047-4136

In Reference To: Federal Regulatory Advice

Professional Services			<u>Hours</u>	<u>Amount</u>
2/20/2014	DSM	Research on TSA Pilot Screening Program.	0.70	315.00
2/24/2014	DSM	Review of regulatory materials on TSA screening privatization program. Conference call with L. Hinchee, M. Gardner, D. Mullen re: the same and TSA staffing issues.	1.40	630.00
2/25/2014	DSM	E-mails to F. Kerner (TSA GC) and P. Jones (TSA counsel) re: private screening issues. Telephone conference with M. Gardner and L. Hinchee re: the same	1.50	675.00
			Sub-total:	<u>1,620.00</u>
			Sub-total Fees:	<u>1,620.00</u>

## Attorney/Paralegal Summary

Name	Hours	Rate	Amount
David S. Mackey	3.60	450.00	1,620.00

## Payments

12/9/2013	Payment	Ck# 11067	135.00
Sub-total Payments:			<u>135.00</u>



Total Current Billing:	<u>1,620.00</u>
Previous Balance Due:	0.00
Total Now Due:	<u>1,620.00</u>

PLEASE NOTE: ALL BALANCES DUE WITHIN 30 DAYS

22010 A7710-010

APPROVED FOR  
PAYMENT  
LEGAL: *[Signature]*

SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Trade Port - General Representation

-----  
CLIENT/CASE NO. 14713-10167  
BILLING ATTORNEY: Robert P Cheney

TOTAL FOR PROFESSIONAL SERVICES RENDERED: \$1,290.00

TOTAL EXPENSES: \$0.00

TOTAL THIS BILL: \$1,290.00 ✓

PREVIOUS BALANCE: \$1,073.00

TOTAL BALANCE DUE: \$2,363.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

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

**CONFIDENTIAL**

SHEEHAN  
PHINNEY  
BASS +  
GREEN

PROFESSIONAL  
ASSOCIATION

Writer's Direct Dial: (603) 223-2020  
Writer's Direct Fax: (603) 641-2320  
rcheney@sheehan.com

March 31, 2014



ATTORNEYS AT LAW

CONCORD  
TWO EAGLE SQUARE  
CONCORD, NH  
03301  
T 603 223-2020  
F 603 224-8899

Lynn Hinchee, General Counsel  
Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

**Re: Statements for February 2014**

MANCHESTER  
1000 ELM STREET  
MANCHESTER, NH

03101  
T 603 668-0300  
F 603 627-8121

Dear Lynn:

Enclosed for your review are billing statements for all matters related to the Tradeport General Representation, Terminal Subsurface Site Investigation, Stormwater Upgrade Project, and Regulatory Issues Relating to Port Operations covering the time period from February 1 – February 28, 2014.

HANOVER  
2 MAPLE STREET  
HANOVER, NH

03755  
T 603 643-9070  
F 603 643-3679

For the time period noted above, the total amount of fees and expenses included in the statement for #14713-10167 for all Tradeport General Representation related matters is \$1,290.00. The work during this time period related primarily to researching the applicability of certain federal regulatory regimes to Tradeport activities and consulting with staff on those matters.

BOSTON  
255 STATE STREET  
BOSTON, MA

02109  
T 617 897-5600  
F 617 439-9363

For the time period noted above, the total amount of fees and expenses included in the statement for #14713-16200 for all Regulatory Issues Relating to Port Operations related matters is \$8,231.00. The work during this time period related primarily to researching government regulation of industrial discharge and available stormwater sampling results for industrial facilities, and preparation of responses to EPA information requests along with consultation with Director Marconi and PDA staff on those matters.

WWW.SHEEHAN.COM

Please let me know if you have questions regarding the enclosed statements.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Bob", is written over the typed name.

Robert P. Cheney, Jr.

RPC/lag  
Enclosures



SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

March 24, 2014  
Invoice No: 273844

Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

14713-10167- Trade Port - General Representation

The following is your bill for the period referenced below. Should you have any questions about this bill, please contact your primary attorney at the firm.

FOR THE PERIOD THROUGH FEBRUARY 28, 2014

02/03/14 LJP	Telephone conference with Attorney Cheney regarding status relative to federal municipal separate stormwater permit; review EPA website regarding same; review DES website and guidance regarding status relative to TMDL approvals and analysis; correspondence with Attorney Cheney regarding same	2.40
02/20/14 LJP	Office conference with Attorney Cheney regarding status relative to EPCRA; review regulations and statutes regarding same; conference call with Attorneys Cheney and Hinchee, Maria Stowell and Mike Mates regarding same	1.00
02/20/14 RPC	Telephone conference with Ms. Stowell regarding potential EPCRA applicability; office conferences with Attorney Preston regarding same; review federal regulations and guidance regarding same; conference call with Director Mullen, Attorneys Hinchee and Preston, Ms. Stowell, Mr. Mates regarding same	1.00
02/26/14 RPC	Begin review of resumes for environmental position at Pease	.40

SUMMARY OF HOURS:

Lynn J. Preston	3.40 hours at	\$260.00 =	884.00
Robert P Cheney	1.40 hours at	\$290.00 =	406.00
TOTAL LEGAL SERVICES RENDERED			\$1,290.00
TOTAL EXPENSES			\$0.00
TOTAL THIS BILL			\$1,290.00
			-----
PREVIOUS BALANCE			\$1,073.00
			-----
TOTAL BALANCE DUE			\$2,363.00
			-----
			-----
PAYMENT DUE 30 DAYS FROM INVOICE DATE			

ZZ010 A7710-010

APPROVED FOR  
 PAYMENT  
 LEGAL: [Signature]  
 APPROVED # 1290

MEMORANDUM

To: Pease Development Authority Board of Directors  
 From: David R. Mullen, Executive Director *DM*  
 Date: April 24, 2014  
 Re: Commercial Mooring for Hire Mooring Permits

In accordance with the "Delegation to Executive Director: Consent, Approval and Execution of Commercial Mooring for Hire Permits" adopted by the Board on November 14, 2003, I am pleased to report that PDA has approved of commercial mooring for hire permits for the following:

<u>Applicant</u>	<u>Number of Permits</u>	<u>Business</u>	<u>Date of Approval</u>
Bayview Marina, LLC	10	Marina	4/1/14
Theresa Cote	1	Shorefront tenant	4/1/14
Esther's Marina, LLC	1	Marina	4/1/14
Charles Felch	1	Shorefront tenant	4/1/14
Great Bay Marina	73	Marina	4/1/14
Great Bay Yacht Club	11	Yacht Club	4/1/14
Hampton River Boat Club	2	Boat Club	4/1/14
Phyllis Carableas Holt	1	Shorefront Tenant	4/1/14
Island Club New Castle, Inc.	1	Boat Club	4/1/14
Jackson Hill Condo Association	1	Shorefront Condo	4/1/14
Kittery Point Yacht Club	7	Yacht Club	4/1/14
Lamprey River Marina	6	Marina	4/1/14
Little Bay Marina	8	Marina	4/1/14
Matthew Metivier	1	Shorefront tenant	4/1/14
Mud Cove Boat Yard	1	Shorefront tenant	4/1/14
Dorothy Oliver	1	Shorefront tenant	4/1/14
Portsmouth Yacht Club	14	Yacht Club	4/1/14
Sagamore Landing Homeowners Assn	1	Shorefront Condo	4/1/14
Split Rock Cove Ltd	1	Shorefront tenant	4/1/14
Warpath Family Farm, Inc.	1	Shorefront tenant	4/1/14
Wentworth by the Sea Dockside Condominium Association	1	Shorefront Condo	4/1/14
Wentworth By the Sea Marina (Pier People LLC)	2	Marina	4/1/14

The Delegation to Executive Director: Consent, Approval and Execution of Commercial Mooring for Hire Permits provides that:

A Commercial Mooring for Hire Permit request submitted in connection with this delegation of authority shall not be consented to and approved unless all of the following conditions are met:

1. Applicant has provided required information and documentation in accordance with NH Administrative Rule Pda 506.09(f).
2. The Director of the Division of Ports and Harbors has reviewed and recommended approval of the Commercial Mooring for Hire Permit applications


The conditions have been met.




**PEASE**  
INTERNATIONAL

PORTS AND HARBORS

555 Market Street, Suite 1 Portsmouth, NH 03801

TO: David Mullen, Executive Director, PDA 

FROM: Geno J. Marconi, Director, DPH 

DATE: March 10, 2014

RE: Commercial Mooring for Hire Applications

The Pease Development Authority, Division of Ports and Harbors has received applications for previously existing Commercial Mooring for Hire Permits.

I have reviewed the attached paperwork and concur with the local Harbormaster(s) and Chief Harbormaster that the request meets all the requirements of the PDA-DPH Code of Administrative Rules regarding Commercial Mooring for Hire applications. Therefore, I am requesting approval of the applications.

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



Division of Ports & Harbors  
Memorandum

To: Captain Geno J. Marconi, Director DPH  
From: Tracy R. Shattuck, Chief H/M *TRS*  
Re: Commercial Moorings For Hire  
Date: March 7, 2014

---

The following have submitted re-applications for existing Commercial Moorings For Hire. Also listed is the available documentation. I recommend approval.

**Bayview Marina, LLC – 10 moorings**

19 Boston Harbor Rd  
Dover, NH 03820

Tax bill, proof of good standing Secretary of State, advertising

On file: tax map, deed, copy of receipt for advertising, copy of mooring/slip lease agreement, certificate of formation with Secretary of State, map of mooring field, description of public access, copy of IRS EIN form  
(formerly Tidewater Docks, LLC)

**Theresa Cote – 1 mooring**

320 Dover Point Road  
Dover, NH 03820

Tax bill, assertion that it is used for an occupying tenant

On file: tax map, deed

**Esther's Marina, LLC – 1 mooring**

41 Pickering Ave  
Portsmouth, NH 03801

Tax bill, proof of good standing Secretary of State, advertising

On file: tax map, deed, advertising, receipts

Marina lease agreement

**Charles W. Felch, Sr – 1 mooring**

23 Worthley Ave  
Seabrook NH 03874

Tax bill,

On file: tax map, deed, assertion that it is used for an occupying tenant

**Great Bay Marina – 73 moorings**

PO Box 3127

Portsmouth, NH 03802-3127

Tax bill, proof of good standing Secretary of State, advertising

On file: tax map, deed, statement of hours and public access and services offered, Federal form – election by a small business corporation, certificate of membership in Marina Operators Association of America, map of mooring field, receipt for advertising.

**Great Bay Yacht Club – 11 moorings**

c/o June Pinkham, Treasurer

PO Box 1644

Dover, NH 03820

Tax bill, proof of good standing Secretary of State, advertising.

On file: tax map, deed, copy of by-laws, list of directors and officers, description of tackle, chart of mooring field, membership directory (includes description of public access, etc.)

**Hampton River Boat Club – 2 moorings**

Steve Bancewicz, Financial Secretary

PO Box 901

Hampton, NH 03842

Tax bill, and proof of good standing Secretary of State, advertising.

On file: tax map, deed, Secretary of State Certificate of Existence, Constitution and Bylaws, club Rules and Regulations, slate of officers

**Phyllis Carabelas Holt**

363A Dover Point Road

Dover, NH 03820-4666

Tax bill,

On file: tax map, deed, assertion that it is used for an occupying tenant

**Island Club New Castle, Inc – 1 mooring**

PO Box 282

Newcastle, NH 03854-0282

Tax bill, proof of good standing Secretary of State

On file: tax map, deed, Secretary of State Certificate of Existence

**Jackson Hill Condo Association – 1 mooring**

1 Jackson Hill St

Portsmouth, NH 03801

Tax bill,

On file: tax map, deed, assertion that it is used for an occupying tenant

**Kittery Point Yacht Club – 7 moorings**

PO Box 373

Newcastle, NH 03854

Tax bill, proof of good standing Secretary of State, advertising

On file: tax map, deed, certificate of registration by the Secretary of State, application for registration as a non-profit

**Lamprey River Marina – 6 moorings**

c/o Lou Gargiulo

21 Linden Rd

Hampton Falls, NH 03844

Tax Bill, statement describing public access, availability, and purpose, proof of good standing Secretary of State. advertising

On file: Brochure, copy of advertisement, acknowledgement of membership in a trade organization, map of mooring field, tax map, deed.

**Little Bay Marina – 8 moorings**

423 Dover Point Rd

Dover, NH 03820

Mailing:

PO Box 431

Ossipee, NH 03864

Tax bill, copy of receipt for advertising, proof of good standing Secretary of State

On file: map of mooring field, description of public access, tax map, deed

Note: LBM is intentionally allowing 7 permits to expire

**Matthew Metivier – 1 mooring**

38 Old Dover Rd

Newington, NH 03801

Tax bill, assertion that it is used for an occupying tenant

On file: tax map, deed

**Mud Cove Boat Yard – 1 mooring**

Attn: Wayne Semprini, President

PO Box 159

Newcastle, NH 03854

Tax bill, and forms showing good standing with the Secretary of State

On file: tax map, deed, assertion that it is used for an occupying tenant

**Dorothy Oliver**

22 Cedar Point Road

Durham, NH 03824

Tax bill, assertion that it is used for an occupying tenant

On file: tax map, deed

**Portsmouth Yacht Club – 14 moorings**

PO Box 189

Newcastle, NH 03854-0189

Tax bill, proof of good standing Secretary of State

On file: tax map, deed, list of officers/directors,

**Sagamore Landing Homeowners Association – 1 mooring**

Murat Ergin, President  
260 Walker Bungalow Rd  
Portsmouth, NH 03801

On file: tax map, deed, condo association bylaws. Note that each condo owner pays a portion of the taxes for the association, there is no tax bill to the association itself

**Split Rock Cove, Ltd – 1 mooring**

135 Wentworth Road  
Rye, NH 03870

Tax bill,

On file: tax map, deed, governing instruments, assertion that it is used for an occupying tenant

**Warpath Family Farm – 1 mooring**

7905 Striped Bridge Road  
Hopkinsville KY  
Attn: Charles Tarbell, Dustan Knight-Tarbell

Tax Bill,

On file: assertion that it is used for occupying tenant, tax map, deed.

**Wentworth by the Sea Dockside Condominium Assn – 1 mooring**

PO Box 2011  
Newcastle, NH 03854-2011

On file: tax map, deed, Note that each condo owner pays a portion of the taxes for the association, there is no tax bill to the association itself

**Wentworth by the Sea Marina (Pier People, LLC) – 2 moorings**


PO Box 2079  
Newcastle, NH 03842-2079

Attn: Spenser Epperson

Tax bill, brochure, statement of rates, certificate of membership International Marina Institute, receipt for advertising, statement describing public access and services.  
tax map and deed.



MEMORANDUM

To: Pease Development Authority Board of Directors  
 From: David R. Mullen, Executive Director   
 Date: April 24, 2014  
 Re: Commercial Mooring Transfers

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

	<u>Permit</u>	<u>Business</u>	<u>Date of Approval</u>
Seabrook Harbor Transferor: Transferee:	No. 7272 Luis Lima Joseph Lima	Commercial Fishing	4/1/14
Rye Harbor Transferor: Transferee:	No. 892 Derek Malila Charles Lamprey	Commercial Fishing	4/16/14

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

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

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

These conditions have been met.

P:\PortAuthority\Moorings\Transfers\BoardMemos\Boardmem0414.wpd

April 1, 2014

Luis Lima  
Hook Fishing Industries  
22 Westside Drive  
Atkinson, NH 03811

RE: Request to Transfer Commercial Moorings  
Commercial Mooring No. 7272, Seabrook Harbor, New Hampshire

Dear Mr. Lima:

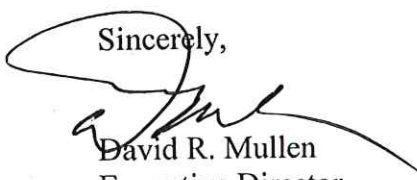
Please be advised that Pease Development Authority - Division of Ports and Harbors has approved of your request to transfer the above referenced commercial mooring to Joseph Lima of 2 Tech Circle, Methuen, MA 01844 in connection with the sale of your commercial fishing business, 35' fishing boat, New Hampshire registration No. NH 1335 BJ.

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

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

Thank you for your attention to this matter.

Sincerely,



David R. Mullen  
Executive Director

:jlp

Enclosure

cc: Geno Marconi, Director PDA-DPH  
Irv Canner, Director of Finance  
Joseph Lima  
PDA Legal Dept.

PART Pda 508 TRANSFER OF MOORING PERMITS

Pda 508.01 Transfer of Commercial Use Mooring Permits.

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

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

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

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

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

Deliver To:


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

Mail To:

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

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



TO: David Mullen, Executive Director, PDA  
FROM: Geno J. Marconi, Director, DPH   
DATE: March 10, 2014  
RE: Commercial Mooring Transfer

The Pease Development Authority, Division of Ports and Harbors has received a request for the transfer of a commercial mooring, permit #7272, from Luis Lima to Joseph Lima.


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

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



# Division of Ports & Harbors

## Memorandum

To: Capt. Geno J. Marconi  
From: Chief H/M Tracy R. Shattuck   
Re: Commercial Transfer  
Date: March 10, 2014

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Luis Lima and Joseph Lima are requesting the transfer of a Commercial Use Mooring Permit (#7272) in the Seabrook Harbor mooring field. Luis holds the permit in his name and that of his business, Hook Fishing Industries, LLC. Attached is documentation of Luis' commercial enterprise in the form of license and landings.

Joseph is buying Luis' boat and business. Joseph has provided an application, and fishing licenses issued to Luis, who is to remain employed by Hook Fishing Industries. He has also provided a document requesting the mooring transfer, signed by both men. The request was made on February 25, 2014.

I have reviewed this application and I believe that it is in compliance with the administrative rules.

I recommend that permit #7272 be transferred to:

Joseph Lima  
2 Tech Circle  
Methuen, MA 01844

April 16, 2014

Derek Malila  
30 Munsey Drive  
Hampton, NH 03842

RE: Request to Transfer Commercial Moorings  
Commercial Mooring No. 892, Rye Harbor, New Hampshire

Dear Mr. Malila:

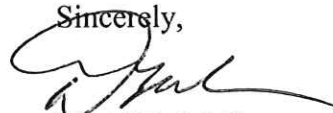
Please be advised that Pease Development Authority - Division of Ports and Harbors has approved of your request to transfer the above referenced commercial mooring to Charles Lamprey of 25 New Road, North Hampton, NH 03862 in connection with the sale of your commercial fishing business, 26' fishing boat, New Hampshire registration No. NH 2442 CK.

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

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

Thank you for your attention to this matter.

Sincerely,



David R. Mullen  
Executive Director

:jlp

Enclosure

cc: Geno Marconi, Director PDA-DPH  
Irv Canner, Director of Finance  
Charles Lamprey  
PDA Legal Dept.

PART Pda 508 TRANSFER OF MOORING PERMITS

Pda 508.01 Transfer of Commercial Use Mooring Permits.

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

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

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

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

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



Deliver To:

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

Mail To:

Pease Development Authority  
Division of Ports and Harbors  
555 Market Street  
Portsmouth, NH 03802-0369

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

TO: David Mullen, Executive Director, PDA   
FROM: Geno J. Marconi, Director, DPH   
DATE: April 14, 2014  
RE: Commercial Mooring Transfer

The Pease Development Authority, Division of Ports and Harbors has received a request for the transfer of a commercial mooring, permit #892, from Derek Malila to Charles Lamprey.

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

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



# Division of Ports & Harbors

## Memorandum

To: Capt. Geno J. Marconi

From: Chief H/M Tracy R. Shattuck *TRS*

Re: Commercial Transfer

Date: April 14, 2014

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Derek Malila and Charles Lamprey are requesting the transfer of a Commercial Use Mooring Permit (#892) in the Rye Harbor mooring field. Malila holds the permit in his name. Attached is documentation of Malila's commercial enterprise in the form of license and landings.

Lamprey is buying Malila's boat and business. Lamprey has provided an application, and fishing licenses and has paid the transfer fee and initial application fee. He has also provided a document requesting the mooring transfer, signed by both men.

I have reviewed this application and I believe that it is in compliance with the administrative rules.

I recommend that permit #892 be transferred to:

Charles A. Lamprey  
25 New Road  
North Hampton, NH 03862


MOTION

Director Lamson:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute Extensions of Rights of Entry for the Rye Harbor and Hampton Harbor marine facilities' charter boat operations and retail operations for the businesses listed and on the terms and conditions set forth in the memorandum from Geno J. Marconi, Division Director, dated March 31, 2014 attached hereto.

Note: Roll call vote required.

N:\RESOLVES\ROECharterSnack0414.wpd

DATE: March 31, 2014  
TO: PDA Board of Directors  
FROM: Geno Marconi, Port Director   
RE: Rights of Entry Extensions

The Division of Ports and Harbors (Division) has received requests for the extension of Rights of Entry (ROE) from companies currently operating charter vessels and concession buildings at the Rye Harbor and the Hampton Harbor Marine Facilities which include:

- Twenty four (24) passenger/charter vessels, eleven (11) of which have a concession building supporting the vessel operation
- Three (3) commercial fishing vessels that have concession buildings for the retail sale of their catch
- One (1) commercial fishing vessel with a building for the storage of frozen lobster bait
- One (1) concession for retail sale of food.

The Division has reviewed the requests and recommends that the PDA Board of Directors approve the extension of the Rights of Entry (ROE) for the commercial operations listed below and in accordance with the following terms and conditions:

**TERM:** Three (3) years commencing July 1, 2014 through June 30, 2017

**FEES:** \$10.00 per foot of the vessel Commercial Pier-Use Permit where applicable  
\$1,000.00 for the first year for ground rental for location of concession building  
Second and Third year to be negotiated.

**INSURANCE:** Minimum insurance coverage, to include Protection and Indemnity Insurance, in the amount of \$1,000,000.00 endorsed for piers, docks and gangway coverage. Workers Compensation coverage, automobile liability coverage in a minimum amount of \$1,000,000.00 and commercial general liability in a minimum amount of \$1,000,000.00, as the same may be

required or appropriate in connection with the individual operations of each entity doing business on state property

Coverage amounts and types may change from time to time contingent upon the nature and scope of operations of each entity authorized to conduct business at Rye and Hampton Marine Facilities.

**Additional**

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

**Commercial Operations:**

**Rye Harbor: Vessel Only**

Dwight Tuttle	Black Dog Charters	Passenger
Keper Connell	Clandestino Charters	Passenger
George Philbrick	Charters from Rye	Passenger
Robert Weathersby	Seacoast NH Charters	Passenger
Don Taylor	Taylor'd Charters	Passenger
David Kolhase	Lucas Marine	Passenger
Sean Beinhaul	1 <sup>st</sup> Alarm Charters	Passenger
Andy Widen	Shoals Run Charter Fishing	Passenger
Tyler McLaughlin	Pinwheel Charters	Passenger

**Rye Harbor: Vessel and Concession Building**

Sue Reynolds	Island Cruises	Passenger
Peter Aikens	Harvester Charters	Passenger
Brad Cook	Atlantic Fishing Fleet	Passenger
Jon Savage	Cap'n Sav's	Passenger
Peter Reynolds	Granite State Whale Watches	Passenger
Patrick Dennehey	Tontine Fishing	Passenger
Arthur Splaine	Rye Harbor Lobster Pound	Retail sales of catch
Peter Aikens	Petey's Lobster Pound	Retail sales of catch

**Rye Harbor: Concession Building Only**

Peter Reynolds	Rye Harbor Side	Food concession
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Hampton Harbor: Vessel ONLY

Doug Kirkland	Admiral Bruin Sportfishing	Passenger
Denise Guaron	Al Gauron's Deep Sea Fishing	Passenger
Charles Radzik	Hampton Clam Shuttle	Passenger
Gregory Guaron Jr.	Answer Charter Fishing	Passenger

Hampton Harbor: Vessel and Concession Building

Les Eastman	Platypus Charters	Passenger
Robert Tonkin	Captain Bob's Charter Fishing	Passenger
Richard LaPierre	Yellow Bird Fishing	Passenger
John Gilmore	Smith and Gilmore Fishing	Passenger
Mike Tarentino	Hampton Parasailing	Passenger
Richard Syphers	Hampton Harbor Lobster Pound	Retail sales of catch

Hampton Harbor: Building Only

Bob Nudd	F/V Sheila Ann	Frozen lobster bait storage
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MOTION

Director Preston:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with F/V Aelin Mae Fishing Charters for marine charter vessel operations located at the Hampton Harbor Marine facility from June 1, 2014 through June 30, 2017; all in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated April 1, 2014, attached hereto.

Note: Roll call vote required.

N:\RESOLVES\ROECharterBinnette0414.wpd

TO: Pease Development Authority  
Board of Directors

FROM: Geno J. Marconi, Director  
Division of Ports and Harbors

DATE: April 01, 2014

RE: Right of Entry (ROE)  
F/V Aelin Mae Fishing Charters



This is a request to the PDA Board of Directors for approval of a Right of Entry (ROE) for Mr. Jason Binette, F/V Aelin Mae Fishing Charters for the pick-up and discharge of passengers at the Hampton Harbor Facility.

I recommend approval of the ROE subject to the following Terms and Conditions:

- TERM:** June 01, 2014 through June 30, 2017
- FEE:** Apply for and secure an Annual Pier Use Permit.
- INSURANCE:** Minimum insurance coverage, to include Protection and Indemnity Insurance in the amount of \$1,000,000.00 endorsed for piers, docks and gangway coverage. Workers Compensation coverage, Automobile liability coverage in a minimum amount of \$1,000,000.00 and commercial general liability in a minimum amount of \$1,000,000.00, as the same may be required or appropriate in connection with the individual operations of each entity doing business on State property. Coverage amounts and types may change from time to time contingent upon the nature and scope of operations of each entity authorized to conduct business at Hampton Harbor Marine Facility.
- ADDITIONAL REQUIREMENTS:** All entities issued a Right of Entry are subject to all applicable Administrative Rules and Policies as promulgated by the Pease Development Authority.

**Jason Binette  
32 Stickney Terrace  
Hampton, NH 03842**

March 7, 2014

Gino Marconi  
Pease Development Authority  
Division of Ports & Harbors  
555 Market Street, PO Box 369  
Portsmouth, NH 03801

RE: Right of Entry for F/V Aelin Mae, DOC#696858

Dear Mr. Marconi,

Thank you for speaking with me Thursday March 6 regarding my new fishing charter business. As mentioned, I would like to request approval for picking up and dropping off passengers at the Hampton State Pier. Captains of the vessel will be myself and my brother John Binette. I understand approval will be based on necessary documentation and will forward this to you when needed. Please let me know if you have any questions or need additional information. Thank you for your consideration.

Sincerely,

Jason Binette



MOTION


Director Torr:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Sea Fever Charters for the purpose of operating marine charter vessel service and a concession building for retail sales located at the Hampton Harbor Marine facility from June 1, 2014 through June 30, 2017; all otherwise in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated April 1, 2014, attached hereto.

Note: Roll call vote required.

N:\RESOLVES\ROECharterSeaFever0414.wpd

To: Pease Development Authority  
Board of Directors

From: Geno Marconi, Director, DPH 

Date: April 01, 2014

RE Hampton Marine Facility Concession Building  
Sea Fever Charters

The Division of Ports and Harbors (DPH) is in receipt of a request from Mr. Josh Belisle, Sea Fever Charters, to locate a twelve foot by sixteen foot (12'x16') concession building at the Hampton Harbor Marine Facility. The building will be used to support Mr. Belisle's charter boat and business "Sea Fever Charters" as proposed in the attached letter of request.

As described in Mr. Belisle's request, he is proposing to build a concession building similar to other concession buildings previously approved by the PDA Board of Directors and will be located as shown on the attached lot plan. It should be noted that all the buildings approved by the PDA Board of Directors are temporary buildings constructed on supporting blocks rather than a foundation.

Therefore, the Division of Ports and Harbors recommends that the PDA Board of Directors approve the request of Mr. Josh Belisle to locate a concession building for ticket sales and support for his charter business "Sea Fever Charters" at the Hampton Harbor Marine Facility in accordance with the following Terms and Conditions:

PREMISIS: Hampton Harbor Marine Facility

PURPOSE: Locate a twelve foot by sixteen foot (12'x16') building for the retail sales of lobsters caught and landed by his fishing vessel and the storage of associated fishing gear

TERM: June 01, 2014 to June 30, 2017

FEE: \$1,000.00 first year  
Each subsequent year to be negotiated

UTILITIES: Tenant is responsible for utilities

INSURANCE: Minimum insurance coverage, to include Protection and Indemnity Insurance in the amount of \$1,000,000.00 endorsed for piers, docks and gangway coverage. Workers Compensation coverage, Automobile liability coverage in a minimum amount of \$1,000,000.00 and commercial general liability in a minimum amount of \$1,000,000.00, as the same may be required or appropriate in connection with the individual operations of each entity doing business on State property. Coverage amounts and types may change from time to time contingent upon the nature and scope of operations of each entity authorized to conduct business at Hampton Harbor Marine Facility.

Joshua Belisle  
Sea Fever Charters  
25 Coach Land  
Hampton Falls, NH 03844

March 17, 2014

Dear Geno J. Marconi  
New Hampshire Port Authority  
A Division of the Pease Development Authority  
555 Market Street  
Portsmouth, NH 03801

Geno Marconi,

Sea Fever Charters is interested in acquiring a Right of Entry into Hampton Marina in Hampton, NH. The purpose of our business is for charter boat operations and for retail sales in connection with our charter boat operation. We will construct a retail sales office according to code and maintain both the interior and exterior to make it attractive to the public and customers. A sign is planned to be placed on the office building which will help serve the purpose of advertisement. Before hanging the sign, we will obtain approval from Pease Development Authority. Customers will park in the \$5.00 marina lot and pay the parking fee per car. Sea Fever Charters will also pay a \$1,000 rental fee to Pease Development Authority each year for rental of the lot.

Sea Fever Charters has a two boat fleet, both of which are located in Seabrook Harbor. Boats include: the Sea Fever, a 50' wooden boat; and the Annah Hunter a 28' Wayne Beal which is also equipped with a 22' pulpit and 16' tower. The boats are both equipped with all US Coast Guard required safety equipment and undergo yearly US Coast Guard inspection. Both boats will be offering trips including, but not limited to: deep sea, bass & blue, mackerel, tuna, flounder, lobster, sunset cruises, kayak tours of Isles of Shoals or Twin Lights, and whale watching. Both boats are licensed to carry up to 6 passengers. Sea Fever Charters intends to use the Hampton Marina docks for boarding and unloading of customers. When scheduling arrivals and departures of trips Sea Fever Charters will abide by the scheduled use of common areas. Alcohol will not be sold on board, but customers are allowed to bring their own and consume it responsibly or risk the ending of



their trip without refund.

On the effective date of the Right of Entry Joshua Belisle will provide Pease Development Authority with a certificate of insurance proving the existence of Liability Insurance with an endorsement covering use of the pier and docks to protect Pease Development Authority from loss or damages.

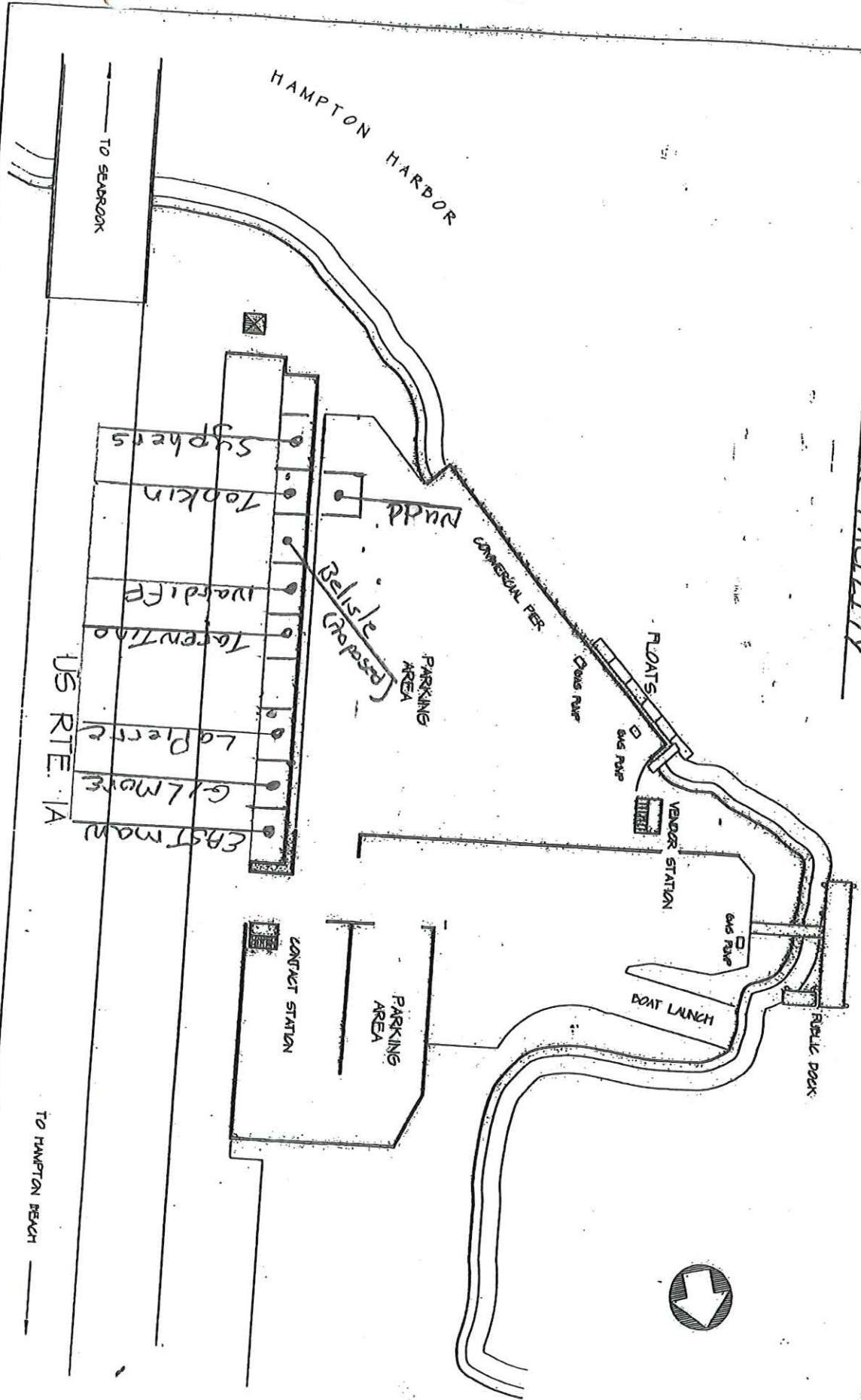
Joshua Belisle and employees are independent contractors. All members of Sea Fever Charters agree to comply with all laws, regulations and orders given by the federal, state, county, or municipal authorities. Sea Fever Charters will provide all necessary safety equipment and training.

Please let us know if you need any further information or have any questions regarding Sea Fever Charters obtaining a Right of Entry into Hampton Marina.

Look forward to hearing from you,

Josh Belisle  
603-944-0248  
josh@belisleandson.com

# HAMPTON HARBOR MARINE FACILITY







Google earth

feet  
meters

HAMPTON HARBOR

200 700



Google earth

1A Ocean Blvd

Epping Ave

© 2014 Google

MOTION

Director Bohenko:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with F/V Nina May Fishing Charters for marine charter vessel operations located at the Hampton Harbor Marine facility from June 1, 2014 through June 30, 2017; all in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated April 17, 2014, attached hereto.

Note: Roll call vote required.

N:\RESOLVES\ROECharterNinaMay0414.wpd



TO: Pease Development Authority  
Board of Directors

FROM: Geno J. Marconi, Director  
Division of Ports and Harbors

PG

DATE: April 17, 2014

RE: Right of Entry (ROE)  
Nina May

This is a request to the PDA Board of Directors for approval of a Right of Entry (ROE) for Mr. Donald Knowles, Nina May Fishing Charters, for the pick-up and discharge of passengers at the Hampton Harbor Facility.

I recommend approval of the ROE subject to the following Terms and Conditions:

**TERM:** June 01, 2014 through June 30, 2017

**FEE:** Apply for and secure an Annual Pier Use Permit.

**INSURANCE:** Minimum insurance coverage, to include Protection and Indemnity Insurance in the amount of \$1,000,000.00 endorsed for piers, docks and gangway coverage. Workers Compensation coverage, Automobile liability coverage in a minimum amount of \$1,000,000.00 and commercial general liability in a minimum amount of \$1,000,000.00, as the same may be required or appropriate in connection with the individual operations of each entity doing business on State property. Coverage amounts and types may change from time to time contingent upon the nature and scope of operations of each entity authorized to conduct business at Hampton Harbor Marine Facility.

**ADDITIONAL REQUIREMENTS:** All entities issued a Right of Entry are subject to all applicable Administrative Rules and Policies as promulgated by the Pease Development Authority.

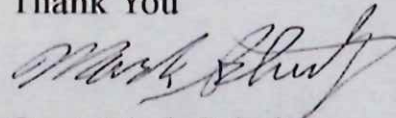
April 17, 2014

ATTENTION: Geno Marconi

Right of Entry for Boat Nina May into Hampton Harbor State Pier for the purpose of picking up and discharging passengers for charter fishing.

My Name is Captain Mark Schultz and I will be the operator of the vessel for the charter service. It would be a privilege to use the pier as stated.

Thank You



Capt. Mark Schultz

Capt. Mark Schultz  
1 Tremont St.  
Exeter, N.H. 03833  
603-772-1788  
cell:603-556-0712

Owner: Donald Knowles  
8 Birch Rd.  
North Hampton, N.H. 03862  
603-234-6905

*— mailing - P.O. Box 346*

Boat:30' Calvin Beale, 2001, Nina May  
Bow # NH2447GM  
white/green, 225Hp Diesel

MOTION

Director Loughlin:

The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$15,785.00 for legal services rendered to the Division of Ports and Harbors by:

1. Sheehan Phinney Bass + Green		
Through February 28, 2014:		<u>\$8,231.00</u>
Through March 31, 2014		\$5,756.00
		<u>\$1,798.00</u>
	Total	\$15,785.00
		=====

Note: Roll call vote required.

N:\RESOLVES\LegalServicesDPH0414.wpd

SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Regulatory Issues Relatng to Port Operations

-----  
CLIENT/CASE NO. 14713-16200  
BILLING ATTORNEY: Robert P Cheney

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$8,231.00
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$8,231.00 ✓
	-----
PREVIOUS BALANCE:	\$10,592.25
	-----
TOTAL BALANCE DUE:	\$18,823.25
	-----

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

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



**CONFIDENTIAL**

SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

March 24, 2014  
Invoice No: 273845

Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Attention: Lynn Hinchee

14713-16200- Regulatory Issues Relatng to Port Operations

The following is your bill for the period referenced below. Should you have any questions about this bill, please contact your primary attorney at the firm.

FOR THE PERIOD THROUGH FEBRUARY 28, 2014

02/03/14 LJP	Telephone conference with Attorney Cheney regarding status relative to EPA General Permit for Industrial Activities; review EPA website and guidance regarding same	1.40
02/03/14 RPC	Review response to EPA Information Request filed by Grimmel	.20
02/05/14 LJP	Office conference with Attorney Cheney regarding stormwater discharge studies and data; review DES website regarding same; draft e-mail correspondence to Attorney Lucic regarding same; review EPA and pier review websites regarding same; office conference with Attorney Cheney regarding same	2.30
02/05/14 RPC	Review and research information regarding managing fine particulate in stormwater; office conference with Attorney Preston regarding potential application to Port stormwater collection system, proposed research of potentially applicable federal and state regulations regarding same	.50

02/06/14 LJP	Review document regarding polymeric control measures relative to water treatment methods and best management practices; office conference with Attorney Cheney regarding same; review DES regulations regarding same; review DES and EPA website regarding same; correspondence with Attorney Cheney regarding same	2.50
02/07/14 LJP	Review correspondence regarding operations relative to environmental conditions; office conference with Attorney Cheney regarding same; review websites for information regarding contaminants in industrial and municipal stormwater	1.40
02/07/14 RPC	Telephone conference with Attorney Hinchee regarding various port regulatory issues	.40
02/12/14 RPC	Review correspondence Ms. Marshall regarding identification of potential stormwater pollutants	.20
02/13/14 LJP	Office conference with Attorney Cheney regarding supplemental response to EPA Information Request; review e-mail correspondence and reports regarding same; office conference with Attorney Cheney regarding sampling relative to system clean-out; conference call with Attorney Cheney and Steve Rickerich regarding same	2.00
02/13/14 RPC	Review correspondence from Director Marconi regarding communication from State relative to Market Street air monitoring; telephone conference with Director Marconi regarding same, various stormwater related issues; office conference with Attorney Preston regarding additional research into stormwater discharges into Piscataqua; review correspondence and analytical results from Director Marconi regarding same; office conference with Attorney Preston regarding same; conference call with Mr. Rickerich and Attorney Preston regarding results, regulatory status of wastewaters; draft correspondence to Director Marconi regarding same	2.00



02/14/14 LJP	Research and review DES and EPA websites regarding analytical results relative to stormwater discharges; office conference with Attorney Cheney regarding same; review e-mail correspondence regarding Response to EPA Information Request; office conference with Attorney Cheney regarding same	2.50
02/14/14 RPC	Review correspondence from Director Marconi regarding stormwater issues, disposal of frac tank contents, additional analytical results; review correspondence from Mr. Rickerich regarding same; review correspondence from Director Marconi site visit by Public Works Committee; correspondence Attorney Taylor regarding same; office conference with Attorney Preston regarding preparation of supplemental response to EPA Information Request relative to SWPPP updates	.50
02/15/14 RPC	Review correspondence from Director Marconi regarding DES air monitoring, information relative to Director Loughlin inquiry; review file information relating to same	.80
02/17/14 LJP	Continue review of stormwater discharge results relative to facilities located in Portsmouth; draft modifications to Response relative to EPA Information Request in preparation for submittal	2.60
02/18/14 LJP	Draft modifications to Response to EPA Information Request and prepare documents for submittal; office conference with Attorney Cheney regarding same; research and review federal stormwater discharge reports relative to permitted facilities; office conference with Attorney Cheney regarding same	3.70
02/19/14 LJP	Conference with Attorneys Cheney and Monroe relative to air sampling status; office conference with Attorney Cheney regarding same; review e-mail correspondence regarding same; office conference with Attorney Cheney regarding supplemental Response relative to EPA Information Request; draft modifications regarding same	2.30



02/19/14	RPC	Review proposed supplemental Response to EPA Information Request relating to stormwater issues; office conference with Attorney Preston regarding additional changes to proposed Response; conference with Ms. Monroe regarding status of air testing at Port; draft correspondence to Director Marconi regarding same; draft correspondence to Attorneys Taylor and Rayback regarding Transportation Committee site visit	1.70
02/21/14	LJP	Draft modifications to supplemental Response in preparation for filing; office conference with Attorney Cheney regarding same; office conference with Ms. Gagne (Legal Assistant) regarding same; office conference with Attorney Cheney regarding stormwater discharges in Portsmouth	1.70
02/21/14	RPC	Review and finalize Response to EPA Information Request regarding stormwater issues; draft correspondence to Ms. Hilton (EPA) regarding same	.50
02/25/14	RPC	Telephone conference with Director Marconi regarding status of various regulatory issues, proposed first quarter stormwater sampling, investigation of stormwater contributions, investigation of SWTU#3; draft correspondence to Attorneys Taylor and Rayback regarding SWTU#3	.40
02/26/14	RPC	Telephone conference with Mr. Indeglia (Normandeau Associates) regarding SWTU#3 and proposed investigation relating to same; draft correspondence to Director Marconi regarding same; review and respond to correspondence from Director Marconi regarding same; draft correspondence to Mr. Indeglia regarding same	.80
02/28/14	RPC	Review Grimmel Information Request response; draft correspondence to Director Marconi regarding same	.30

SUMMARY OF HOURS:

Lynn J. Preston	22.40 hours at	\$260.00 =	5824.00
Robert P Cheney	8.30 hours at	\$290.00 =	2407.00
TOTAL LEGAL SERVICES RENDERED			\$8,231.00
TOTAL EXPENSES			\$0.00
TOTAL THIS BILL			\$8,231.00
PREVIOUS BALANCE			\$10,592.25
TOTAL BALANCE DUE			\$18,823.25
PAYMENT DUE 30 DAYS FROM INVOICE DATE			

X1558Capital 16304-910

APPROVED FOR  
 PAYMENT  
 LEGAL: *[Signature]*

APPROVED FOR  
 PAYMENT  
 Port: *[Signature]*

SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Regulatory Issues Relatng to Port Operations

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CLIENT/CASE NO. 14713-16200  
BILLING ATTORNEY: Robert P Cheney

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$5,756.00
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$5,756.00 ✓
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PREVIOUS BALANCE:	\$14,123.00
	-----
TOTAL BALANCE DUE:	\$19,879.00
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PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

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

**CONFIDENTIAL**



SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

April 9, 2014  
Invoice No: 274204

Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Attention: Lynn Hinchee

14713-16200- Regulatory Issues Relatng to Port Operations

The following is your bill for the period referenced below. Should you have any questions about this bill, please contact your primary attorney at the firm.

FOR THE PERIOD THROUGH MARCH 31, 2014

03/11/14 RPC	Review EPA information request sent to Grimmel Industries; examine results of 2013 stormwater testing; draft correspondence to Director Marconi and Mr. Mates regarding same, summary of EPA IR, identification of issues and next steps	1.30
03/16/14 LJP	Review EPA documents and Attorney Cheney correspondence regarding Request for Information relative to stormwater discharge	.60
03/17/14 LJP	Review e-mail correspondence regarding status relative to Information Request; office conference with Attorney Cheney regarding same; review e-mail correspondence regarding same	.60
03/17/14 RPC	Review and outline key issues in EPA Information Request sent to Grimmel; draft correspondence to Director Marconi, Messrs. Rickerich, Sandin and Mates, Attorney Hinchee, Ms. Marshall regarding same; telephone conference with Director Marconi various regulatory issues relating to Port operations, review of EPA IR sent to Grimmel; telephone conference with Mr. Rickerich regarding stormwater issues, EPA IR request	2.40

to Grimmel; telephone conference with Attorney Taylor regarding same; draft correspondence to Director Marconi regarding shipping logs, sweeper logs

03/18/14 LJP	Review MSGP permit, submittals and EPA website regarding operator status relative to site operations; review e-mail correspondence regarding same; correspondence with Attorney Cheney regarding same	1.80
03/18/14 RPC	Draft correspondence to Attorney Taylor regarding scrap ship invoices; review same; telephone conference with John Gauthier (EPA) regarding status of investigation into Grimmel discharge; draft correspondence to Directors Marconi and Mullen, Attorney Hinchee regarding same; draft comments regarding proposed non-public session agenda	1.30
03/19/14 RPC	Work on outline of regulatory issues for review with Board of Directors; draft correspondence to Directors Mullen and Marconi, Attorney Hinchee regarding same; telephone conference with Director Marconi regarding preparation for Board meeting; review information regarding stormwater discharges in preparation for meeting with Board of Directors	2.20
03/20/14 RPC	Attend PDA Board Meeting; consultation with Board regarding various regulatory issues relating to port operations; post-meeting conferences with Director Marconi, Attorney Hinchee and Mr. Bartlett regarding same	3.00
03/24/14 RPC	Telephone conference with Attorney Hinchee regarding communications with Attorney Woodward (EPA) relating to Grimmel, stormwater issues	.20
03/25/14 RPC	Telephone conference with Ms. Marshall regarding responses to EPA Information Request sent to Grimmel Industries, results of stormwater sampling, potential sources, proposed revisions to SWPPP, next steps	1.00

03/27/14	RPC	Review correspondence from Mr. Mates regarding stormwater treatment units and related technical information regarding supplemental treatment alternatives; review Ransom proposal for stormwater source contaminant testing; telephone conference with Director Marconi regarding same, proposed response to EPA Information Request	.90
03/31/14	LJP	Office conference with Attorney Cheney regarding sampling relative to stormwater and Response; review e-mail correspondence regarding same	.40
03/31/14	RPC	Review proposed response for Grimmel Information Request Response prepared by Ransom Consulting; draft revisions to same; telephone conference with Director Marconi regarding same; review and respond to correspondence from Mr. Rickerich regarding same; draft further revisions to same and forward to Ransom Consulting, Director Marconi and Mr. Mates; review and respond to correspondence from Ms. Marshall regarding same; telephone conference with Attorney Taylor regarding same, possible additional steps to manage stormwater; review and respond to correspondence from Mr. Rickerich regarding same; conference call with Director Marconi, Mr. Rickerich and Ms. Marshall regarding review of dissolved metals sampling, proposed response to Grimmel Information Request, proposed particle size and source sampling at Market Street Terminal; review and respond to correspondence from Mr. Rickerich regarding proposed response to EPA Information Request relating to June 2013 sampling event	4.50



SUMMARY OF HOURS:

Lynn J. Preston	3.40 hours at	\$260.00 =	884.00
Robert P Cheney	16.80 hours at	\$290.00 =	4872.00

TOTAL LEGAL SERVICES RENDERED \$5,756.00

TOTAL EXPENSES \$0.00

TOTAL THIS BILL \$5,756.00

PREVIOUS BALANCE \$14,123.00

TOTAL BALANCE DUE \$19,879.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

X1558 Capital 1630C-910

APPROVED FOR PAYMENT LEGAL: [Signature]

APPROVED FOR DPH PAYMENT LEGAL: [Signature]



SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Terminal Subsurface Site Investigation

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CLIENT/CASE NO. 14713-16198  
BILLING ATTORNEY: Robert P Cheney

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$1,798.00
TOTAL EXPENSES:	\$0.00
	-----
TOTAL THIS BILL:	\$1,798.00 ✓
	-----
PREVIOUS BALANCE:	\$6,396.00
	-----
TOTAL BALANCE DUE:	\$8,194.00
	-----
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PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

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

**CONFIDENTIAL**

SHEEHAN PHINNEY BASS + GREEN,  
PROFESSIONAL ASSOCIATION  
1000 ELM STREET  
P.O. BOX 3701  
MANCHESTER, NH 03105-3701

April 9, 2014  
Invoice No: 274203

Pease Development Authority  
55 International Drive  
Portsmouth, NH 03801

Attention: Lynn Hinchee

14713-16198- Terminal Subsurface Site Investigation

The following is your bill for the period referenced below. Should you have any questions about this bill, please contact your primary attorney at the firm.

FOR THE PERIOD THROUGH MARCH 31, 2014

02/24/14 RPC	Review RR plan provided by Director Marconi	.20
03/18/14 RPC	Telephone conference with Ms. Tisa (EPA) regarding status of review; draft correspondence to Director Marconi, Attorney Hinchee, Messrs. Rickerich and Sandin regarding same; telephone conferences with Attorney Hinchee and Mr. Regan (NHDES) regarding same	.90
03/20/14 RPC	Attend PDA Board Meeting; consultation with Board regarding various issues relating to subsurface investigation and proposed remediation; post-meeting conferences with Director Marconi, Attorney Hinchee and Mr. Bartlett regarding same	2.50
03/28/14 RPC	Voicemail from Kim Tisa (EPA) regarding proposed meeting and attendees; draft correspondence to Director Marconi, Messrs. Rickerich, Sandin and Mates regarding same; review and respond to correspondence from Mr. Regan regarding same; telephone conference with Mr. Rickerich regarding same, potential TSCA issues; telephone conference with Director Marconi regarding same; review file documents and emails regarding PCB reports; draft correspondence to Ms. Tisa regarding same; review and respond to correspondence from Ms. Tisa regarding same	1.80

03/31/14 RPC      Draft emails to Ms. Tisa (EPA) regarding      .80  
April meeting at Market Street Terminal;  
telephone conference with Director Marconi  
regarding same; telephone conference with Mr.  
Rickerich regarding same



SUMMARY OF HOURS:

Robert P Cheney	6.20 hours at \$290.00 =	1798.00
TOTAL LEGAL SERVICES RENDERED		\$1,798.00
TOTAL EXPENSES		\$0.00
TOTAL THIS BILL		\$1,798.00
PREVIOUS BALANCE		\$6,396.00
TOTAL BALANCE DUE		\$8,194.00
PAYMENT DUE 30 DAYS FROM INVOICE DATE		

X1558 Capital 1630C-910

APPROVED FOR  
PAYMENT  
LEGAL: *[Signature]*

APPROVED FOR  
DPH PAYMENT  
LEGAL: *[Signature]*

**MOTION**

Director Allard:

The Pease Development Authority Board of Directors will enter non-public session pursuant to:

1. NHRSA 91-A:3, Paragraph II(d) for the purpose of discussing the acquisition, sale or lease of property;

Note: Roll call vote required.

N:\RESOLVES\NonPublicLease414.wpd