

PEASE DEVELOPMENT AUTHORITY
Thursday, May 19, 2016

PUBLIC AGENDA

Time: 8:00 a.m.

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

AGENDA

- I. Call to Order
- II. Acceptance of Meeting Minutes: April 21, 2016*
- III. Public Comment
- IV. Old Business
- V. Finance Committee Report* (Allard)
 - A. Reports
 - 1. Operating Result for Nine Month Period Ending March 31, 2016*
 - 2. Nine Month Cash Flow Projections to January 31, 2017*
 - 3. Revolving Loan Fund Semi-Annual Report 3/31/16*
 - B. Approvals
 - 1. Investment Guidelines* (Lamson)
 - 2. Airport Terminal Roof Repair/Weather Tower Demolition* (Bohenko)
- VI. Licenses/Easements/Rights of Way/Options
 - A. Approvals
 - 1. Great Circle Catering, LLC – ROE Extension* (Loughlin)
- VII. Leases
 - A. Reports
 - 1. Pioneer Aviation, LLC*
 - 2. 222 International, LP*
 - B. Approvals
 - 1. Granite State College – Lease Extension* (Allard)
- VIII. Signs
 - A. Reports
 - 1. BayRing Communications / Oxford Networks*
 - 2. Newmarket International – 75 New Hampshire Avenue*
- IX. Contracts/Agreements
 - A. Reports*
 - 1. Norris Inc. – 75 Rochester Avenue
 - 2. Daystar, Inc. – DPH Computer Server

- X. Executive Director's Reports/Approvals
 - A. Reports
 - 1. Golf Course Operations
 - 2. Airport Operations
 - a) PSM
 - b) Skyhaven Airport
 - (1) Skyhaven Flying Club – ROE* (Torr)
 - c) Noise Line Report*
 - B. Approvals
 - 1. Bills for Legal Services* (Preston)

- XI. Division of Ports and Harbors
 - A. Reports
 - 1. Port Advisory Council
 - 2. Commercial Mooring Permit Transfer*
 - B. Approvals
 - 1. Pda 300, Pda 500, and Pda 600 – Final Proposals* (Bohenko)
 - 2. Miles Marine Transportation – Right of Entry* (Preston)
 - 3. Vintage Fish Company – Charter Boat* (Torr)

XII. New Business

XIII. Upcoming Meetings

Board of Directors

June 16, 2016

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

XIV. Directors' Comments

XV. Non-Public Session* (Loughlin)

XVI. Vote of Confidentiality* (Allard)

XVII. Adjournment

XVIII. 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, April 21, 2016

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

I. Call to Order

Chairman Bald called the meeting to order at 9:02 a.m. in the Board conference room at 55 International Drive, Pease International Tradeport, Portsmouth, New Hampshire. Chairman Bald announced that for the first time the meeting will be recorded for viewing on the internet simultaneously or at a later time. The recording will enhance transparency and allow people to view the meeting from another location. Chairman Bald thanked Mr. Mullen for following through with the installation of the camera.

II. Acceptance of Meeting Minutes: January 21, 2016 and March 10, 2016

1. January 21, 2016

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the January 21, 2016 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

2. March 10, 2016

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby accept the Minutes of the March 10, 2016 Board meeting.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

III. Public Comment

There were no comments from the public.

IV. Old Business

A. Approvals

1. Release of Non-Public Minutes

Director Preston moved and Director Lamson seconded that **Having determined that pursuant to NH RSA 91-A:3 the divulgence of the non-public minutes of February 5, 2015 will not: a) likely affect adversely the reputation of any person other than a member of the body or agency itself; or b) render the proposed action ineffective; or c) pertain to terrorism, the PDA Board of Directors hereby determines to release said minutes to the public.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

V. Licenses/Easements/Rights of Way/Options

A. Approvals

1. Altaeros Energies, Inc. – Right of Entry

Director Loughlin moved and Director Torr seconded that **The Pease Development Authority**

Board of Directors hereby approves of and consents to the Right of Entry ("ROE") with Altaeros Energies, Inc. of Somerville, MA for the purpose of research and testing a tethered aerostat and the placement of an office trailer adjacent to Hangar 229. The ROE is retroactively effective from February 8, 2016 through December 31, 2016; all in accordance with the memorandum of Kim W. Hopper, Airport Manager, dated April 12, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

2. Cianbro Corporation – 14 Aviation Avenue

Director Lamson moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to enter into a License with Cianbro Corporation, Inc. at 14 Aviation Avenue for the purpose of staging materials for the Sarah Long Bridge construction project beginning April 1, 2016 through December 31, 2017; all in accordance with the memorandum of Mark H. Gardner, Deputy General Counsel, dated April 11, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

3. C & J Bus Lines – Parking Lot ROE Extension

Director Torr moved and Director Preston seconded that Subject to FAA approval, the Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute an extension to the Right of Entry with Jalbert Leasing, Inc. dba C & J Bus Lines for the premises located at 45 Exeter Street. The Right of Entry is extended for a period of one (1) year beginning May 15, 2016 through May 14, 2017; all in accordance with the memorandum of Kim W. Hopper, Airport Manager dated April 12, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

VI. Leases

A. Reports

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

1. 249 Corporate Drive, LLC

249 Corporate Drive, LLC entered into a sublease with the General Services Administration for 4,984 square feet at 249 Corporate Drive for a base term of ten years. Director Lamson approved the sublease.

2. Pioneer New Hampshire, LLC

Pioneer New Hampshire, LLC entered into a sublease with Activmed Practices & Research, Inc. for 5,535 square feet at 110 Corporate Drive for a base term of five years. Director Lamson approved the sublease

3. NH Avenue Retail Center, LLC

NH Avenue Retail Center, LLC entered into a sublease with Seaside Associates Temporary and Permanent Placement, LLC for 948 square feet at 14 Manchester Square for a base term of five years. Director Lamson approved the sublease.

VII. 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 contracts:

1. a. GoPortsmouthNH. Com- Online Advertising

PDA contracted with GoPortsmouthNH.com for the provision of online advertising for the Golf Course. Grill 28 will pay a portion of the expenditure. The expenditure of \$484.38 is an approved budget item.

b. LFS Sport & Specialty Netting

PDA contracted with LFS Sport & Specialty Netting for the replacement of the safety netting at the Golf Course driving range. The expenditure of \$2,259.00 is an approved budget item.

c. Honeywell International, Inc. – Camera

PDA contracted with Honeywell International, Inc. for the replacement of the power supply system for the US Customs video camera processing unit at the Portsmouth International Airport at Pease. The expenditure of \$3,975.00 is an approved budget item.

2. Electricity Services Provider

As previously approved by the Board of Directors and to reduce PDA's electricity costs, PDA renegotiated its current contract with Provider Power LLC dba ENH Power and entered into a new contract through April 28, 2017 for the provision of electricity to PDA facilities.

B. Approvals

1. NH ANG – MCCA Taxiway Project

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Military Construction Cooperative Agreement (“MCCA”) with the New Hampshire Air National Guard (NHANG) and the National Guard Bureau (NGB) for the purpose of facilitating improvements to Taxiways A and D in order to accommodate taxiing maneuvers onto and off of the Cantonment Area for the new KC-46A tankers subject, however, to the following:**

- 1. With the concurrence of General Counsel, complete negotiations with the NHANG and the NGB and finalize and execute the MCCA;**
- 2. Work with the NH ANG and its design engineer to produce 100% bid documents;**
- 3. Engage a consultant to assist with bidding and construction phase engineering services;**
- 4. Receive bids, select a qualified contractor and enter into a construction contract; and**
- 5. Authorize and approve such other action(s) and the execution of such other document(s) as the Executive Director and General Counsel deem necessary or advisable to facilitate the implementation of the MCCA all in accordance with the memorandum of Maria J. Stowell, P.E., Manager of Engineering dated April 14, 2016 and attached hereto.**

Discussion: Director Lamson thanked Maria Stowell, P.E., Manager – Engineering for the comprehensive background memorandum that Ms. Stowell prepared. Disposition: Resolved by unanimous vote for; motion carried.

2. PSM Terminal Restrooms – Grant Offer/Acceptance

Director Preston moved and Director Loughlin seconded that **The Pease Development**

Authority Board of Directors hereby approves of and accepts the State Block Grant for restroom construction and security improvements at the Portsmouth International Airport at Pease ("PSM") and authorizes the Executive Director:

- (1) to accept from the Federal Aviation Administration, on behalf of the PDA, an amount up to \$391,635.00;
- (2) to accept from NHDOT Division of Aeronautics, on behalf of PDA, an amount up to \$21,757.50;
- (3) to have PDA provide an amount up to \$150,000.00; and
- (4) to enter into a construction contract with Careno Construction Company, LLC in an amount not to exceed \$463,000 for the Terminal restroom construction and security improvements.

Further, the PDA Board authorizes the Executive Director to accept additional grant funding, should it become available. In that event, the PDA contribution will decrease; all in accordance with the memorandum from Maria J. Stowell, P.E., dated April 12, 2016 and attached hereto. Discussion: Director Lamson noted that the project is expensive. Ms. Stowell informed the Board that Bill Hopper, Airport Manager, is working on securing more FAA funds for the project which would reduce PDA's costs. Disposition: Resolved by unanimous vote for; motion carried.

3. NH DOT- ARFF – Grant Offer/Acceptance

Director Lamson moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby approves of and accepts on behalf of the New Hampshire Department of Transportation, Bureau of Aeronautics, an FAA Airport Improvement Project Grant of approximately \$800,000 for renovations to the NH Fire Academy Aircraft Rescue and Fire Fighting Facility ("ARFF") in Concord, NH; all in accordance with the memorandum from Kim W. Hopper, Airport Manager, dated April 12, 2016 and attached hereto. Discussion: Director Lamson asked if all New Hampshire fire departments will be able to use the facility. Mr. Hopper reported that New Hampshire fire departments currently use and will continue to use the ARFF facility for training. Disposition: Resolved by unanimous vote for; motion carried.

4. Hoyle Tanner & Associates – Runway Rehabilitation Design

Director Torr moved and Director Preston seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into a contract with Hoyle, Tanner & Associates to provide preliminary design services for the Portsmouth International Airport at Pease Runway Rehabilitation project in a total amount of \$92,400; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager of Engineering dated April 12, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

5. VHB, Inc. – Tradeport Intersection Analysis

Director Lamson moved and Director Loughlin seconded that The PDA Board of Directors hereby authorizes the Executive Director to enter into a Contract with Vanasse Hangen, Brustlin, Inc. ("VHB"), PDA's transportation consultant, in an amount not to exceed \$10,750 for Tradeport intersection analysis; all in accordance with the proposal from VHB and the memorandum from Maria J. Stowell, P.E., dated April 7, 2016 both attached hereto. Discussion: Director Lamson stated she was very pleased with how PDA is dealing with transportation issues on the Tradeport. Disposition: Resolved by unanimous vote for; motion carried.

6. Pease Water Tower Logo

Director Loughlin moved and Director Lamson seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into an agreement with the City of Portsmouth (“COP”) for the painting of two “Pease” logos on the water tower located on Hobbs Hill at International Drive; and to authorize PDA to reimburse COP for the project costs in a total amount of \$33,300; all in accordance with the memorandum of Maria J. Stowell, P.E., Manager of Engineering dated April 7, 2016 attached hereto.

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

1. COP selected CB&I through a competitive low bid process;
2. CB&I is very familiar with the water tower construction and therefore has a clear understanding of the work required;
3. CB&I has experience painting water tower logos;
4. Using a different contractor raises concerns regarding possible damage to the tank and voiding the warranty; and
5. COP has been satisfied with the work by CB&I and it is expected CB&I will continue to perform well under this contract.

Note: This motion requires 5 affirmative votes. Discussion: Director Lamson asked if PDA would do anything to the water tower on Arboretum Drive. Mr. Mullen reported that that water tower is owned by the City of Portsmouth. Disposition: Resolved by unanimous roll call vote for; motion carried.

7. LED Lights – Taxiway

Director Preston moved and Director Lamson seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into a contract with ADB Airfield Solutions of Columbus, Ohio for the purchase of ETES LED lights on the Airport taxiway in a total amount of \$45,166.60; all in accordance with the memorandum of Joseph McPherson, Facilities Resource Manager, dated April 14, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

8. Comcast – Fiber Optic Services

Director Lamson moved and Director Preston seconded that The Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into a contract with Comcast and to pay a one-time activation fee of \$2,752 for the provision of fiber optic services at multiple PDA service locations in accordance with the memorandum of Irving Canner, Director of Finance, dated April 13, 2016 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. Statewide contracts are not available for these vendors because different vendors provide services in different regions.
2. PDA has determined that based on its service needs, the desire to deal with a single contractor at PDA owned and operated facilities and cost avoidance of upfront infrastructure improvements, Comcast would provide the most comprehensive and reasonably priced service.

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

9. East Coast Heating & Air Conditioning, Inc. – 7 Lee Street

Director Preston moved and Director Loughlin seconded that The Pease Development Authority Board of Directors authorizes the Executive Director to enter into a contract with East Coast Heating and Air Conditioning, Inc., PDA's on-call heating, ventilation and air conditioning maintenance services provider, in a total amount not to exceed \$35,000 for the purpose of upgrading the HVAC system at PDA's Maintenance Department facility located at 7 Lee Street; all in accordance with the memorandum of Joseph McPherson, Facilities Resource Manager, dated April 12, 2016, and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

10. TNE Equipment - Fork Lift Purchase

Director Loughlin moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a contract with TNE Equipment of North Hampton, NH in an amount not to exceed \$27,917.00 for the purchase of a forklift; all in accordance with the memorandum from Joseph McPherson, Facilities Resource Manager, dated April 12, 2016 attached hereto. Discussion: Director Lamson noted that the new forklift will replace the forklift provided by Business Express when it was in operation at PDA in the 1990s. Disposition: Resolved by unanimous vote for; motion carried.

11. Skyhaven Airport – Grant Offer & Acceptance Taxiway Project

Director Torr moved and Director Preston seconded that 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 accept on behalf of the PDA, a Federal Aviation Administration ("FAA") Grant Offer through the State Block Grant Program in the amount up to \$1,647,000.00 in AIP funding for the Taxiway project at Skyhaven Airport, Rochester, NH;
- (2) to accept 5.0 % of matching funds from NHDOT Division of Aeronautics in an estimated amount up to \$91,500.00;
- (3) to have PDA contribute an amount up to \$91,500.00, (equal to 5% of total eligible projects costs);
- (4) to enter into a contract with Alvin J. Coleman & Son, Inc., in an amount not to exceed \$1,624,194.75;
- (5) to enter into a contract with Jacobs Engineering in an amount not to exceed \$203,371.85; and
- (6) to take necessary steps to secure project permits including applicable wetlands permits.

The grants and contract amounts may decrease if the available funding decreases. In that case, PDA's share would be reduced proportionally; all in accordance with the memorandum from Maria J. Stowell, P.E. Manager - Engineering, dated April 14, 2016, and attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

12. Dan Fortnam – Consulting Contract

Director Preston moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to enter into Amendment No. 9 to extend the Consulting Agreement with Daniel Fortnam through September 30, 2016 with one (1) option to extend through March 31, 2017 exercisable at the Executive Director's sole discretion; all in accordance with the memorandum of Kim W. Hopper,

Airport Manager dated April 12, 2016 attached hereto. Discussion: Director Lamson confirmed that the financial terms of the Contract will not change. Disposition: Resolved by unanimous vote for; motion carried.

VIII. 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. All 27 holes will be open on April 21. The Golf Course will continue its promotional marketing with the Chamber of Commerce. Adult season passes has increased from 221 last year to 226 to date. The e-mail membership will continue to try to reach 250 adult season members. Fishnet Media, designer of the Golf Course web page, is on the final list for national recognition from MITX for the website design. Director Preston asked Mr. DeVito to report on the status of Grill 28. Mr. DeVito reported that since 2011 under the management of John Tinios, and with the services of an event coordinator and the updated website, the Grill 28 revenues have increased yearly. Director Preston noted that the restaurant is open to the public.

2. Airport Operations

Bill Hopper, Airport Manager, reported on aviation activities.

a) Skyhaven Airport ("DAW")

"Wings and Wheels", a fundraiser for Gerry Food Pantry in Rochester, New Hampshire, will be held at Skyhaven Airport on June 4, 2016.

(1) GP Aviation Services

Director Torr moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to execute Lease Amendment No. 1 with GP Aviation Services, LLC at Skyhaven Airport on substantially the same terms and conditions as contained in Lease Amendment No. 1; all in accordance with the memorandum of Kim W. Hopper, Airport Manager, dated April 12, 2016 attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

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

Year to date, there have been approximately 12,000 enplanements. Allegiant Airlines services to Sanford and Punta Gorda, Florida are doing well. Punta Gorda flights are above Allegiant's expectations. Director Preston asked about Allegiant's operating schedules for the year. Mr. Hopper reported that Allegiant's Sanford flights will go on hiatus mid-August for six weeks and the Punta Gorda flights are seasonal and are expected to end in May, and may resume in November.

c) Noise Line Report

(1) January, 2016

Mr. Hopper reported that six inquiries were made to the Noise Line in January 2016, including: 3 inquiries regarding helicopters; and three inquiries regarding 2 KC135Rs, 2 F16s, and a C5.

(2) February, 2016

Mr. Hopper reported that 21 inquiries were made to the Noise Line in February 2016, including: 15 helicopter inquiries; 3 inquiries regarding KC135s and 1 inquiry regarding an Italian Air Force

2.	Kutak Rock, LLP* Through November 30, 2015 January 31, 2016	\$	1,377.00 827.50
3.	Sheehan Phinney Bass + Green Through January 31, 2016	\$	<u>6,670.00</u>

Total \$9,112.00

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

IX. Port Committee Report

Director Loughlin reported that the Port Committee met on March 17, 2016. Geno Marconi, Division Director, presented an update on the TIGER VIII grant application. The Committee discussed the site visit by the NH DOT Commissioner Victoria Sheehan; and the Barker Wharf inspection. On behalf of Promote Our Port, Robert Hasshold presented suggestions to improve the sidewalk landscaping of the area from the Isles of Shoals Steamship Company ("ISSCO") to Granite State Minerals. Director Loughlin reported that the owners of ISSCO are working with DPH to visually improve the area.

X. Division of Ports and Harbors

A. Reports

1. Port Advisory Council

Mr. Marconi reported that the Port Advisory Council met on March 16, 2016 to review Division of Ports and Harbors ("DPH") operations. The Council recommended that the Barker Wharf inspection be done and that the Appledore Marine contract be extended. The Council had a general discussion regarding the status of the 2016 mooring permit applications program.

2. Commercial Mooring for Hire Mooring Permits

Mr. Marconi reported that in accordance with the "Delegation to Executive Director: Consent, Approval and Execution of Commercial Mooring for Hire Permits", PDA approved of the following Commercial Moorings for Hire permits

<u>Applicant</u>	<u>Number of Permits</u>	<u>Business</u>	<u>Date of Approval</u>
Bayview Marina, LLC	4	Marina	3/11/16
Theresa Cote	1	Shorefront tenant	3/11/16
Esther's Marina, LLC	2	Marina	3/11/16
Charles Felch	1	Shorefront tenant	3/11/16
Great Bay Marina	73	Marina	3/11/16
Great Bay Yacht Club	11	Yacht Club	3/11/16
Hampton River Boat Club	2	Boat Club	3/11/16
Island Club New Castle, Inc.	1	Boat Club	3/11/16
Kittery Point Yacht Club	8	Yacht Club	3/11/16
Lamprey River Marina	6	Marina	3/11/16
Little Bay Marina	4	Marina	3/11/16
Matthew Metivier	1	Shorefront tenant	3/11/16
Mud Cove Boat Yard	1	Shorefront tenant	3/11/16
Dorothy Oliver	1	Shorefront tenant	3/11/16
Portsmouth Yacht Club	14	Yacht Club	3/11/16

Sagamore Landing Homeowners Assn	1	Shorefront Condo	3/11/16
Split Rock Cove Ltd	1	Shorefront tenant	3/11/16
Warpath Family Farm	1	Shorefront tenant	3/11/16
Wentworth by the Sea Dockside Condominium Association	1	Shorefront Condo	3/11/16
Wentworth By the Sea Marina (Pier People LLC)	2	Marina	3/11/16

3. Commercial Mooring Permit Transfers

Mr. Marconi reported that in accordance with the "Delegation to Executive Director: Consent, Approval and Execution of Mooring Permit Transfers", commercial moorings were transferred for:

<u>Applicant</u>	<u>Permit</u>	<u>Business</u>	<u>Date of Approval</u>
Seabrook Harbor Transferor: Transferee:	No. 7527 Patrick Dugan John Wasson	Commercial Fishing	1/20/16
Rye Harbor Transferor: Transferee:	No. 6914 Lee Schatvet John Heisey	Commercial Fishing	2/17/16
Rye Harbor Transferor: Transferee:	No. 7274 William Wagner Peter Aikens	Commercial Fishing	2/23/16
Seabrook Harbor Transferor: Transferee:	No. 3190 Joseph Jurek Aaron Diamond	Commercial Fishing	2/23/16
Rye Harbor Transferor: Transferee:	No. 379 Leonidas Easton Randell Collins	Commercial Fishing	4/11/16
Seabrook Harbor Transferor: Transferee:	No. 4960 Richard Bettcher Kurt Bettcher	Commercial Fishing	4/11/16

In response to Director Preston, Mr. Marconi reported that the list is only for businesses that are transferring their moorings to another commercial entity due to the sale of the business to the transferee. Moorings are important to commercial operations and business usually reapply for the commercial mooring each year.

4. Appledore Marine Engineering, LLC – TIGER Grant Application

In accordance with Article 3.9.1.1 of the PDA Bylaws, Mr. Marconi reported that PDA contracted with Appledore Marine Engineering, LLC to provide assistance to DPH in the preparation of the TIGER VIII grant application. The expenditure of \$8,800 was approved by Director Loughlin. Chairman Bald appreciated DPH's continuing efforts to obtain the grant.

B. Approvals

1. Appledore Marine Engineering – Contract Extension

Director Preston moved and Director Torr seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Contract extension with Appledore Marine Engineering Services of Portsmouth, New Hampshire, from February 1, 2016 through January 31, 2018 for the purpose of providing on-call marine engineering services to the PDA-Division of Ports and Harbors; all in accordance with the Memorandum of Geno Marconi, Division Director, dated April 11, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

2. Appledore Marine Engineering – Barker Wharf Inspection

Director Torr moved and Director Preston seconded that The Pease Development Board of Directors authorizes the Executive Director to enter into an agreement with Appledore Marine Engineering, Inc., PDA's marine engineering consultants, in an amount not to exceed \$19,500 for a routine inspection of the Barker Wharf at the Market Street Terminal; subject to the availability of funds and in accordance with the memorandum of Geno Marconi, Division Director, dated April 13, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

3. Portsmouth Fish Pier – Ice Machine Grant Offer/Acceptance

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

- a. accept a Greater Atlantic Fisheries Disaster Bin 3 State Grant Offer in the total amount of \$12,500 on behalf of the PDA - Division of Ports and Harbors ("DPH"); and
- b. enter into an agreement with the Atlantic States Marine Fisheries Commission and use said funds to: a) purchase one take-out hoist; and b) purchase and install an ice machine for use at the Portsmouth Fish Pier;

all in accordance with the memorandum of Geno J. Marconi, Division Director, dated April 8, 2016 attached hereto. Discussion: In response to Director Preston, Mr. Marconi reported that the Atlantic Fisheries provides funds to aid commercial fishing operations. Since DPH has supported the commercial fishing industry in the past, the NH Marine Fisheries recommended that funds be given to DPH for the purchase of the ice machine and the hoist. Disposition: Resolved by unanimous vote for; motion carried.

4. L. W. Morgridge & Sons, Inc., - ROE Extension

Director Lamson moved and Director Loughlin seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute an Extension of Right of Entry with L.W. Morgridge and Son, Inc. for a three year period effective January 1, 2016, to fill tankers with salt water at the Market Street Terminal; all in accordance with the memorandum from Geno J. Marconi, Division Director, dated March 11, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

5. Lawrence Tank- Right of Entry Extension

Director Preston moved and Director Preston seconded that The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute an Extension of Right of Entry with Lawrence Tank for a three year period effective January 1, 2016, to fill tankers with salt water at the Hampton Harbor Marine Facility; all in accordance with the memorandum from Geno

J. Marconi, Division Director, dated March 11, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

6. Star Island Corporation – Burge Wharf Right of Entry

Director Torr moved and Director Preston seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to enter into Amendment No. 9 to the Right of Entry for Non-Exclusive Use of Parcel A-2 and Burge Wharf with Star Island Corporation effective April 1, 2016; and on substantially the same terms and conditions as contained in the memorandum from Geno Marconi, Division Director, dated March 11, 2016 attached hereto.** Discussion: Director Loughlin noted that Promote Our Port is interested in improving the aesthetics of the area in front of the Isles of Shoals Steamship Company (“ISSCO”) and that DPH is working with ISSCO to improve the area. Director Loughlin would like DPH to work with the Burge Wharf tenants to see if there are ways to improve the look of the Burge Wharf area. Disposition: Resolved by unanimous vote for; motion carried.

7. Hampton Harbor Marine Facility – Concession Contract Assignment

Director Preston moved and Director Torr seconded that **The Pease Development Authority Board of Directors hereby approves of and authorizes the assignment of the Concession Contract issued to Richard Syphers dba Rico’s State Pier Lobster Pound to Todd Smith dba Smitty’s State Pier Lobster Pound; all in accordance with the memorandum of Geno Marconi, Division Director, dated April 11, 2016 attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

8. Hampton Harbor Boat Works – Right of Entry

Director Loughlin moved and Director Lamson seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Right of Entry with Hampton Harbor Boat Works for the purposes of operating a boat hauling business at the Hampton Harbor Marine Facility, Hampton, NH; all in accordance with the terms and conditions set forth in the memorandum of Geno J. Marconi, Division Director dated April 11, 2016 attached hereto.** Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

9. Capt. Leland Stevens - Charter Boat Right of Entry

Director Lamson moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Captain Leland Stevens dba Coastal Landscaping for marine charter vessel operations located at the Hampton Harbor Marine facility; all in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated April 11, 2016, and attached hereto.** Discussion: In response to Director Lamson, Mr. Marconi reported that Captain Stevens, a commercial fisherman, also owns and operates Coastal Landscaping. The boat was purchased through the business to use for commercial fishing and the proposed charter operations. Disposition: Resolved by unanimous vote for; motion carried.

XI. Special Events Report

Marie Aleksy, PDA Paralegal, reported on the following special events that will take place on the Tradeport:

1. American Lung Association

On Sunday, May 1, 2016 the American Lung Association will host the "Cycle the Seacoast" bicycle tour. Rides will range from 25 miles to 100 miles. Funds raised will be used to support the American Lung Association's programs.

2. Runner's Alley/Redhook Ale Brewery Memorial 5 K

On Sunday, May 29, 2016, Runner's Alley and Redhook Ale Brewery will host a 5k road race. Funds raised will be used to support programs at the Krempels Brain Injury Foundation.

XII. Audit Committee Report

Director Loughlin, Audit Committee member, reported that the Audit Committee met on April 18, 2016 to meet with Mark LaPrade and Tyler Butler of Berry Dunn McNeil & Parker, PDA's external auditors, to review the FY 2016 audit engagement letter and plan for PDA's annual external audit.

XIII. Golf Committee Report

Director Preston, Golf Committee member, reported that the Golf Committee met on April 18, 2016. The Committee discussed Golf Course personnel, rate increases, and equipment purchases.

B. Approvals

1. Golf Course Staffing Position

Director Torr moved and Director Preston seconded that **In accordance with the provisions of Section 3.11 of the Second Amendment to By-Laws of the Pease Development Authority and the recommendation of the Pease Golf Committee, the Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to create the position of Assistant Golf Course Superintendent and to immediately fill said position with an appropriately qualified candidate; all in accordance with the memorandum of David R. Mullen, Executive Director, dated April 6, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.**

2. Golf Course Pro Shop – Temporary Position

Director Lamson moved and Director Loughlin seconded that **In accordance with the provisions of Section 3.11 of the Second Amendment to By-Laws of the Pease Development Authority and the recommendation of the Pease Golf Committee, the PDA Board of Directors hereby confirms and approves of the Executive Director's decision to create and fill the position of Temporary Golf Shop Manager; all in accordance with the memorandum of David R. Mullen, Executive Director, dated April 6, 2016 attached hereto. Discussion: Director Lamson thanked Director Mullen for the comprehensive memorandum. Disposition: Resolved by unanimous vote for; motion carried.**

3. Golf Course Fee Rate Structure

Director Preston moved and Director Loughlin seconded that **In accordance with the recommendation of the Pease Golf Committee, the Pease Development Authority Board of Directors hereby approves of and authorizes the Pease Golf Course to implement rate increases for:**

- a) Annual Passes;
- b) Daily Fees; and

c) **Golf Simulators;**

The rate increases will be made effective May 2, 2016; all in accordance with the memorandum from David R. Mullen, Executive Director, dated April 6, 2016 attached hereto. Discussion: Mr. DeVito informed the Board that to comply with the Affordable Care Act ("ACA") requirements regarding part-time employees, PDA needs to hire more part-time employees to provide adequate staffing at the Golf Course. The rate increases are necessary to accommodate the increased staffing positions. Disposition: Resolved by unanimous vote for; motion carried.

4. **Golf Course – Tow Behind Turf AERA-Vator Aerator**

Director Loughlin moved and Director Lamson seconded that In accordance with the recommendation of the Pease Golf Committee, the PDA Board of Directors hereby approves of and authorizes the Executive Director to enter into a contract with Turf Products Corp., for the purchase of a 2016 tow behind turf aera-vator for use by the PDA Golf Maintenance Department in a total amount not to exceed \$16,706; all in accordance with the memorandum from Scott D. DeVito, PGA General Manager, dated April 12, 2016 attached hereto. Discussion: In response to Director Lamson, Mr. DeVito explained how the aerator works. Disposition: Resolved by unanimous vote for; motion carried.

5. **Golf Course – Gas Utility Cart**

Director Torr moved and Director Loughlin seconded that In accordance with the recommendation of the Pease Golf Committee, the PDA Board of Directors hereby approves of and authorizes the Executive Director to enter into a contract with Five Star Golf Cars, LLC, for the purchase of a 2016 gas utility cart with safety cage for use by the Pease Golf Course in a total amount not to exceed \$10,885.00; all in accordance with the memorandum from Scott D. DeVito, PGA General Manager, dated April 12, 2016 attached hereto. Discussion: None. Disposition: Resolved by unanimous vote for; motion carried.

XIV. Finance

A. Financial Reports

1. Operating Results for the Eight Month Period Ending February 29, 2016

Irv Canner, PDA Director of Finance, reported on the status of the PDA FY 2016 finances for the eight month period ending February 29, 2016. Trends in revenues and expenses are beginning to form. Operating revenues are in line with the budget forecast, while operating expenses show an underrun of approximately 8.2%. Mr. Canner reviewed the budget variances including: wages and benefits; facilities' costs and the effect of the winter season; and the underrun in fuel sales of approximately \$263,000. Personnel services are slightly over budget, while fringe benefits are under budget. Staff numbers have increased from 105 to 119 employees year-to-date due to hiring of summer seasonal employees. The Balance Sheet shows an increase in cash by approximately \$200,000 due, in part, to PDA's reduction in debt. PDA had construction expenditures of approximately \$1.0 million for capital projects including the Golf Course clubhouse kitchen and Airport projects. The Business Units analysis shows that there were 12,071 passenger enplanements at PSM. PDA's cumulative contribution to DAW operations is approximately \$1.4 million dollars. Director Lamson is very pleased with the utility savings due, in part, to the milder winter season and the renegotiation of the electricity service provider contract. Fuel sales at DAW year to date are higher than the same time last year. In response to Director Preston, Mr. Hopper reposed on the operations at DAW including approximately 6,000 flight operations per year. The number of aircraft based at DAW has reduced to 67 due to ongoing changes in the private aircraft industry.

The Golf Course had a net operating income of approximately \$267,000 for the period. Revenues including concession revenues and golf fee revenues have increased. Bar and grill gross sales are approximately \$1.1 million, an increase from the same period last year. Due to the mild weather, indoor

simulator play was reduced while 871 outside rounds of golf were played during March. DPH's unrestricted funds balance is approximately \$0.6 million with a net operating income of approximately \$163,000. Fuel sales have reduced from the same period last year. In the restricted funds, the Revolving Loan Fund balance has reduced due to the issuing of loans. The fund balance is less than \$100,000 and PDA may request the release of the previously sequestered funds. All outstanding RLF loans are current.

2. Nine Month Cash Flow Projections to December 31, 2016

Mr. Canner reviewed PDA cash flow projections for the nine month period ending December 31, 2016 and expect to end the calendar year with a cash balance of approximately \$3.0 million. PDA's only outstanding debt is the annual loan payment to the City of Portsmouth. Unrestricted funds will be affected by capital expenditures for grant related projects. PDA's revolving line of credit with Provident Bank for \$5.0 million will expire on December 31. Discussions will begin regarding the renewing the line of credit. Mr. Canner reviewed the variances in the cost of borrowing due to fluctuating interest rates. DPH's unrestricted cash balance as of December 31st is expected to be at \$257,000. Mr. Canner reviewed DPH's sources of funds including the ME DOT contract and mooring permit revenues. The Harbor Dredging fund has been used for repairs and maintenance to DPH facilities.

3. Capital Improvement Plan FY 16 – FY 22

Mr. Canner reviewed PDA's capital improvement plan for FY 2016 through FY 2022 that includes approximately \$45 million dollars in capital projects. Grant funded projects including the PSM runway project will cost approximately \$32.7 million. PDA funded projects including renovations to the PSM terminal and intersection improvements will cost approximately \$12,044. PDA has identified 97 projects. Director Lamson asked if the oil and water separators will be updated. Ms. Stowell reported that no costs have been determined yet, but work may need to be done in the future. Director Lamson asked if the ditch maintenance is for the McIntyre Brook. Ms. Stowell reported that the ditch maintenance would include mowing and cleaning out sediment. Mr. Canner reviewed how the unrestricted cash balances and PDA debt would be affected if all proposed projects came to fruition. PDA anticipates using the revolving line of credit to help finance construction activities.

B. Approvals

1. Operating & Maintenance Budget FY 17 – FY 20

Director Lamson moved and Director Loughlin seconded that **The Pease Development Authority Board of Directors approves of and accepts the proposed FY2017 Operations and Maintenance ("O&M") Budget and FY 2018 - FY 2020 O&M Forecast in substantially the same form as attached hereto.** Discussion: Mr. Canner provided an overview of the PDA's proposed FY 2017 operating budget. All departments provided input into the proposed budget. Budget uncertainties and challenges, such as inflation and CPI adjustments, reduced revenues and increased expenses, rising labor and health costs, and ACA requirements were reviewed. Director Lamson complimented the staff on the budget presentation.

The composite budget is based on PDA receiving approximately \$14.250 million in revenues and expenses of approximately \$11.5 million. The proposed FY 2017 shows operating revenues of \$14.250 million (an increase of 1.9%) and operating expenditures of \$11.565 million (an increase of 4.3%). Revenues are derived, in part, from facility rentals, the golf course including increases in bar and grill sales, and fuel sales. Operating expenditures include increased labor costs (including increase health care and merit raises), and marketing and promotions. Mr. Canner reviewed variances in both revenues and operating expenditures. Budget assumptions and sensitivities were reviewed, including:

- Grill 28 gross project revenues
- Contract revenues at the Division of Ports and Harbors
- Unfunded pension liabilities and
- PSM runway reconstruction cost sharing

In response to Chairman Bald, Mr. Canner confirmed that PDA is putting \$100,000 per year in an escrow account to be used to pay PDA's future obligation towards the State's unfunded pension liability. PDA's allocation will be based on its gross payroll. Mr. Canner reviewed the retirement and pension liability assumptions for PDA employees. Attorney Hinchee reported that PDA is designated as a Statutorily Authorized Group ("SAG"), and the State bills PDA and expects PDA to make payments to the State. Non-SAGs payments are taken from the State general funds. Discussion continued regarding employee retirement including: differences in PDA's and PDA employees' contributions to the retirement fund. In response to Director Preston, Mr. Canner reported that PDA reviewed the account annually and will adjust the reserve fund as needed. Chairman Bald felt that the reserve fund is a prudent as the State is reviewing its current and future pension liabilities. Mr. Canner reported on the key planning budget assumptions including:

Staffing:

- Impact of ACA on staffing positions for seasonal employees;
- Changes in the minimum hourly wages; and
- Overtime costs

PSM and DAW:

- No fee airport at PSM;
- Marketing costs to attract new airlines and retain current airlines;
- Law enforcement reimbursement costs;
- Enplanement numbers at PSM;
- Hangar occupancy at DAW;
- Fuel Sales at DAW; and
- Effect of runway projects on DAW operations and consideration of one month rental waivers

Director Loughlin questioned if PDA will reconsider its "no fee" program at PSM. Mr. Mullen reported that the program is working well now, but may need to be reconsidered in the future.

Tradeport:

- Utility consumption and electricity supply rates;
- Changes in revenue streams from current tenants; and
- Increase in annual funding to Coast Trolley

Golf Course:

- Effect of ACA on staffing;
- Increase in Golf Course fees;
- Increases in gross sales at Grill 28;
- Number of rounds of golf played by member and public

Division of Ports and Harbors:

- Contract revenues
- In house security operations
- Management of labor hours, reductions in overtime and seasonal personnel;
- Workers compensation costs
- Use of Harbor Dredging Funds; and
- Revolving Loan Fund

Mr. Canner briefly reviewed the makeup of the Composite Budget Projections, including:

- Operating revenues, expenses, and income;
- Facilities' rental revenues;
- Fee revenues;
- Fuel sales;
- Hangar rentals;
- Staffing Plans for all PDA operations

Mr. Canner reported on PDA's contributions to DAW and the effect of grant funded projects on DAW's net cash flow. Since the transfer of DAW to PDA in 2009, PDA has paid approximately \$1.4 million in support of DAW. Mr. Canner reported on the Golf Course and the projected net operating income. Director Lamson asked where the proposed pesticide sprayer would be used. Mr. DeVito confirmed that the sprayer would be used to spray the turf area. In response to Director Loughlin, Mr. DeVito reported that he does not expect a decline in the number of rounds played due to the location of the Golf Course. Mr. DeVito confirmed for Director Lamson that the Golf Course works with UNH to plan the Golf Course spraying and to test the soils for levels of pesticide. The Golf Course works with a business to control ticks and mosquitoes. Brush areas were also cut back over the winter to reduce ticks. Mr. Canner noted that the Golf Course continues to operate within its own cash flows.

DPH continues to manage its unrestricted cash funds and generate a positive cash flow. Revenues include rental of facilities, mooring fee revenues, fuel sales, and wharfage and dockage. Mr. Canner reviewed the variances to the unrestricted funds, including contract revenue replacement. Restricted funds include the Revolving Loan Fund and the Harbor Dredging Fund.

Mr. Canner reported that the work on the budget is ongoing and appreciated the efforts by the Staff to complete the budget. Director Torr and Director Lamson commended the Staff for their work on the budget.

Director Loughlin and Director Preston commended the Staff for all of the work in compiling the PDA Board package. Director Preston asked that the Executive Director present a report on what is happening at PDA, including the number of people who work on the Tradeport. Chairman Bald noted that a report was presented for last year's 25th anniversary and information is provided on the PDA website and the "Pease Quarterly". The public should be periodically reminded what a gem PDA is and the efforts of the PDA staff to make the Tradeport and all of the associated facilities what they are today. Chairman Bald also expressed his appreciation of the Board of Directors' efforts and commitment, past and present, to the Pease operations.

Chairman Bald called for a roll call vote. Disposition: Resolved by unanimous roll call vote for; motion carried.

XV. New Business

No new business was brought before the Board.

XVI. Upcoming Meetings

Chairman Bald announced the following meetings will be held and that all Meetings begin at 8 a.m. unless otherwise posted

Finance Committee	Monday, May 16, 2016
Board of Directors	Thursday, May 19, 2016

XVII. Directors' Comments

Director Lamson thanked the staff all of the help they have given to her as a representative of the Town of Newington, particularly the financial information provided by Mr. Canner and the efforts by Ms. Stowell regarding the stop signs at the Pease Boulevard/Arboretum Drive intersection.

Director Torr commended Seacoast Helicopters and Great Bay Community College for their collaboration in establishing a helicopter aviation course.

Chairman Bald thanked Director Bohenko for his suggestion regarding recording the meetings and felt that the first effort was a great success. Mr. Mullen should be contacted if there any suggestions to improve the recording.

XVIII. Adjournment

Director Preston moved and Director Loughlin seconded to **adjourn the Board meeting.**
Discussion: None. Disposition: Resolved by unanimous vote; motion carried. Meeting adjourned at 11:15 a.m.

XIX. Press Questions

No members of the Press attended the meeting.

Respectfully submitted,



David R. Mullen
Executive Director/Secretary

PEASE DEVELOPMENT AUTHORITY
Monday, May 16, 2016

COPY

FINANCE COMMITTEE AGENDA

Time: 8:00 A.M.
Place: 55 International Drive
Pease International Tradeport
Portsmouth, NH 03801

- I. Call to Order (Allard)
- II. Acceptance of Committee Meeting Minutes: September 14, 2015*
- III. Public Comment
- IV. Reports (Canner)
 - 1. Operating Results for the Nine Month Period Ending March 31, 2016 *
 - 2. Nine Month Cash Flow Projections through January 31, 2017 *
 - 3. EDA Semi-Annual Filing- Revolving Loan Fund at March 31, 2016 *
- V. Committee Recommendations to the Board of Directors
 - 1. Investment Guidelines *+
 - 2. Capital Expenditures:
 - A. PSM Terminal Roof Renovations and Tower Demolition *+
- VI. Committee Meetings- September 12, 2016
- VII. Director's Comments
- VIII. Adjournment
- IX. Press Questions

* Related Materials Attached.
+ Proposed Motion

**FY 2016 FINANCIAL REPORT
FOR THE NINE MONTH PERIOD
ENDING MARCH 31, 2016**



**FINANCE COMMITTEE MEETING
AS PRESENTED MAY 16, 2016**

CONSOLIDATED STATEMENT OF REVENUES AND EXPENSES ²

FOR THE NINE MONTH PERIOD ENDING

MARCH 31, 2016 AND 2015

(\$ 000's)

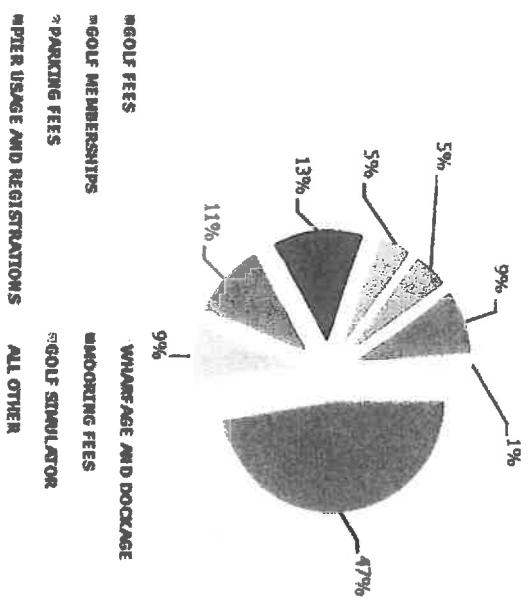
FY 2016 BUDGET VARIANCE ANALYSIS

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	PRIOR YEAR TO DATE ACTUAL	YEAR TO DATE VARIANCE	CURRENT YEAR BUDGET
OPERATING REVENUES- HIGHER BY 0.5%	10,261	10,209	52	10,004	257	14,119
<i>(PAGE #3)</i>						
OPERATING REVENUES						
LOWER THAN ANTICIPATED FUEL SALES WITHIN THE DPH, OFFSET BY:						
INCREASED GOLF FEES- DUE TO INCREASE IN ROUNDS PLAYED / WEATHER.	4,306	4,350	(44)	4,238	68	5,824
INCREASED CONCESSION REVENUES FROM HIGHER GRILL 28 SALES.	1,661	1,910	(249)	1,770	(109)	2,383
GENERAL AND ADMINISTRATIVE	574	540	34	525	49	720
UTILITIES (PAGE #6)	672	607	65	663	9	842
PROFESSIONAL SERVICES (PAGE #6)	128	274	(146)	147	(19)	350
MARKETING AND PROMOTION	163	240	(77)	207	(44)	320
ALL OTHER (PAGE #6)	670	1,067	(397)	875	(205)	1,356
FUEL PROCUREMENT COSTS LOWER DUE TO LOWER DPH FUEL SALES.	8,174	8,988	(814)	8,425	(251)	11,795
INDIRECT LABOR ALLOCATION TO BUILDINGS AND FACILITIES NOT BUDGETED.	2,087	1,221	866	1,579	508	2,324
NONOPERATING (INCOME) AND EXPENSES	33	50	(17)	100	(67)	67
INTEREST EXPENSE LOWER DUE TO LESS THAN ANTICIPATED CAPITAL EXPENDITURES.	4,532	4,471	66	4,676	(139)	5,958
DEPRECIATION						
NET OPERATING INCOME	(2,483)	(3,300)	817	(3,197)	714	(3,701)

CONSOLIDATED OPERATING REVENUES FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 AND 2015

(\$ 000's)

FEE REVENUES YEAR TO DATE



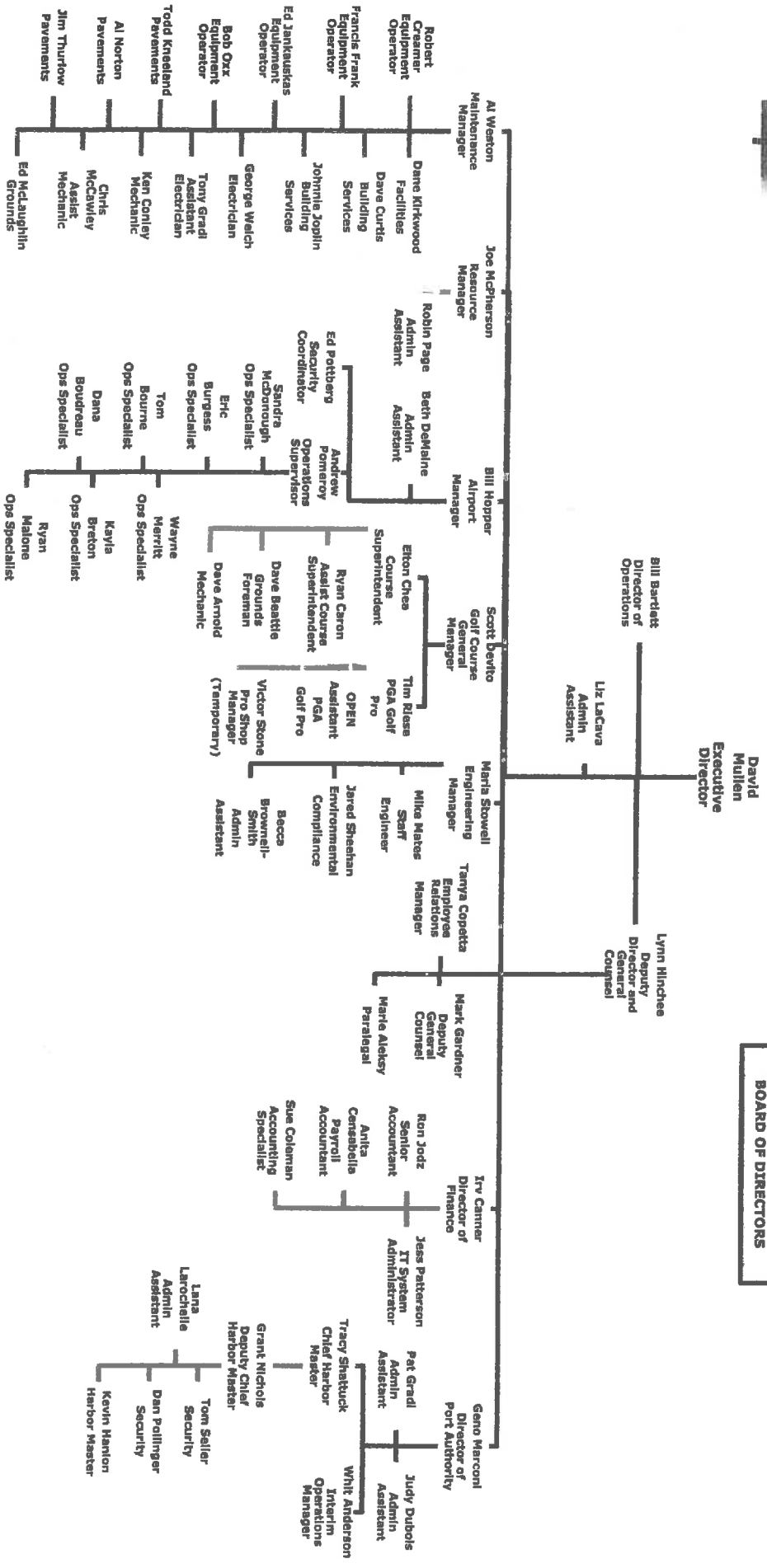
	YEAR TO DATE DATE	YEAR TO DATE DATE	CURRENT YEAR	PRIOR YEAR TO DATE	YEAR TO YEAR	CURRENT YEAR
	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	BUDGET
RENTAL OF FACILITIES	7,120	6,977	143	6,811	309	9,395
FEE REVENUES (SEE CHART)	1,901	1,736	165	1,892	6	2,746
FUEL SALES (SEE CHART)	593	870	(277)	724	(131)	1,095
CONCESSION REVENUE	238	203	35	212	26	293
GOLF MERCHANDISE	138	106	32	118	23	180
ALL OTHER - NET	271	317	(46)	247	24	410
	<u>10,261</u>	<u>10,209</u>	<u>52</u>	<u>10,004</u>	<u>257</u>	<u>14,119</u>

FUEL ANALYSIS

	ACTUAL SALES	BUDGETED SALES	SALES VARIANCE	ACTUAL COGS	BUDGETED COGS	COGS VARIANCE
SKYHAVEN AIRPORT	80	72	8	69	63	6
PORTSMOUTH FISH PIER	323	522	(199)	240	491	(251)
RYE HARBOR	92	138	(46)	73	131	(58)
HAMPTON HARBOR	98	138	(40)	74	130	(56)
	<u>593</u>	<u>870</u>	<u>(277)</u>	<u>456</u>	<u>815</u>	<u>(359)</u>

PEASE DEVELOPMENT AUTHORITY ORGANIZATION CHART - CURRENT

BOARD OF DIRECTORS



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

CONSOLIDATED OTHER OPERATING EXPENSES FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 AND 2015

(\$ 000'S)

UTILITIES	YEAR TO	YEAR TO	PRIOR	CURRENT	PROFESSIONAL SERVICES	YEAR TO	YEAR TO	PRIOR	CURRENT
	DATE ACTUAL	DATE BUDGET	YEAR TO DATE ACTUAL	YEAR BUDGET		DATE ACTUAL	DATE BUDGET	YEAR TO DATE ACTUAL	YEAR BUDGET
ELECTRICITY	403	355	355	508	LEGAL	15	102	14	136
WASTE DISPOSAL	76	69	81	92	INFORMATION TECHNOLOGY	44	58	66	77
NATURAL GAS AND OIL	46	81	88	106	AUDIT	50	60	54	65
PROPANE	34	48	47	63	ALL OTHER- NET	19	54	12	72
WATER	113	54	92	73		128	274	146	350
	672	607	663	842					

KWH CONSUMPTION ANALYSIS BY BUSINESS UNIT

TOTAL KWH	FY YTD KWH		2016		2015		2014	
	FY 2015	FY 2014	2016	2015	2015	2014	2014	2014
2400	2,214	2,095	369	359	362	362	362	362
2100	1,968	1,837	1,688	1,708	1,622	1,622	1,622	1,622
1800			75	74	76	76	76	76
1500			388	417	436	436	436	436
1200			2,833	2,863	2,784	2,784	2,784	2,784

ALL OTHER	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET
FUEL	455	816	646	1,019
COAST TROLLEY	62	90	62	120
GOLF MERCHANDISE	112	114	115	153
GOLF CART LEASE	41	47	52	64
	670	1,067	875	1,356



CONSOLIDATED NONOPERATING (INCOME) EXPENSE FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 AND 2015

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	PRIOR YEAR TO DATE ACTUAL	CURRENT YEAR BUDGET	
INTEREST EXPENSE	35	53	103	71	
INTEREST INCOME AND OTHER	(2)	(3)	(2)	(4)	
(GAIN) / LOSS ON SALE OF ASSETS	-	-	(1)	-	
	<u>33</u>	<u>50</u>	<u>100</u>	<u>67</u>	

	YEAR TO DATE	FISCAL BUDGET
INTEREST EXPENSE	35	71
PROVIDENT BANK	16	45
CITY OF PORTSMOUTH	19	26
TOTAL	35	71

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

SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF MARCH 31, 2016

(\$ 000's)

PROJECT NAME	BALANCE	CURRENT	TRANSFER TO	NET CURRENT	BALANCE
	AT 06-30-15	YEAR EXPENDITURES	PLANT IN SERVICE	YEAR CHANGE	AT 03-31-16
PORTSMOUTH AIRPORT					
ASR CONSTRUCTION PROJECT (SBG 1602)	1,691	172	-	172	1,863
PAVEMENT AND DRAINAGE RESTORATION (SBG 1603)	1,110	53	-	53	1,163
OBSTRUCTION MITIGATION DESIGN (FAA #49)	283	35	318	(283)	-
RUNWAY DEMAND AND LENGTH ANALYSIS (SBG 1601)	76	2	78	(76)	-
AIRFIELD MARKING AND SIGNAGE (FAA #55)	12	-	12	(12)	-
PSM SIGN ENTRANCE	5	27	32	(5)	-
PSM TERMINAL BATHROOM RENOVATIONS (FAA- TBD)	11	25	-	25	36
PSM OBSTRUCTION PERMITTING AND DESIGN (FAA-TBD)	2	-	-	-	2
PSM RUNWAY 16-34 PRE-DESIGN (FAA- TBD)	2	-	-	-	2
PSM LIGHTING AND SOFTWARE UPGRADE	-	26	26	-	-
PSM ATCT PARTIAL DEMO AND REROOFING	-	19	-	19	19
TRANE COMPRESSOR REPLACEMENT	-	12	12	-	-
	<u>3,192</u>	<u>371</u>	<u>478</u>	<u>(107)</u>	<u>3,085</u>

SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF MARCH 31, 2016

(CONTINUED)

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 03-31-16
SKYHAVEN AIRPORT					
RUNWAY 15-33 RECONSTRUCT-MARKING AND SIGNAGE (SBG 05-2012)	3,358	23	-	23	3,381
RUNWAY DESIGN AND RECONSTRUCTION (SBG 04-2012)	508	16	-	16	524
TAXILANE PAVEMENT AND DRAINAGE (SBG 05-2012)	11	54	-	54	65
	3,877	93	=	93	3,970
ADMINISTRATION					
SUPER 500 TURF SWEEPER	-	33	33	-	-
JOHN DEERE BUCKET LOADER	-	35	35	-	-
HYDRAULIC MOTOR SANDER	-	7	7	-	-
MONROE 11 FOOT PLOW	-	7	7	-	-
OVERHEAD DOOR REPLACEMENT	-	7	7	-	-
SECTIONAL PLOW	-	22	22	-	-
LOADMASTER ONE TON CHAINFALL	-	4	4	-	-
	=	115	115	=	=

SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF MARCH 31, 2016 (CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE	CURRENT	TRANSFER TO	NET CURRENT	BALANCE
	AT 06-30-15	YEAR EXPENDITURES	PLANT IN SERVICE	YEAR CHANGE	AT 03-31-16
GOLF COURSE					
CLUBHOUSE EXPANSION (DESIGN ONLY)	53	11	-	11	64
GOLF WEBSITE UPGRADE	6	5	11	(6)	-
CLUBHOUSE KITCHEN MODIFICATIONS	-	244	244	-	-
CLUBHOUSE EQUIPMENT	-	2	2	-	-
CONCRETE FUEL PAD	-	16	16	-	-
	<u>59</u>	<u>278</u>	<u>273</u>	<u>5</u>	<u>64</u>
ADMINISTRATION					
COMPUTER REPLACEMENT	-	1	1	-	-

SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF MARCH 31, 2016

(CONTINUED):

(\$ 000's)

TRADEPORT	PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 03-31-16
	ROUNDABOUT - BUILDING #90	8	(8)	-	(8)	-
	CORPORATE DRIVE SIDEWALK AND LIGHTING	-	4	4	-	-
	STREET LIGHT REPLACEMENT	-	117	-	117	117
	INTERSECTION AND INFRASTRUCTURE IMPROVEMENTS	-	21	-	21	21
	MULTIUSE PATH	-	1	1	-	-
		8	135	5	130	138

SUMMARY OF CONSTRUCTION WORK IN PROGRESS AS OF MARCH 31, 2016 (CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-15	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 03-31-16
DIVISION OF PORTS AND HARBORS					
WATER QUALITY IMPROVEMENT	1,923	2	-	2	1,925
HAMPTON HARBOR DESIGN AND RENOVATIONS	1,599	-	1,599	(1,599)	-
SOUTH ACCESS BRIDGE REPLACEMENT	384	-	384	(384)	-
MARKET STREET TRUCK SCALE REPLACEMENT	78	40	118	(78)	-
HAMPTON VIDEO SURVEILLANCE RENOVATIONS	25	-	-	-	25
CAMERAS- NEWCASTLE PIER	25	1	26	(25)	-
RYE FLOATING DOCK REPLACEMENT	16	-	16	(16)	-
FACILITY SECURITY OFFICER TRAINING	15	-	15	(15)	-
TIGER GRANT APPLICATION	3	(3)	-	(3)	-
CONDENSER REPLACEMENT- PPP	-	8	8	-	-
UPGRADE PORT SECURITY SERVERS	-	18	-	18	18
	4,068	66	2,166	(2,100)	1,968
TOTAL	11,204	1,059	3,038	(1,979)	9,225

LONG TERM LIABILITIES AS OF MARCH 31, 2016

(\$ 000's)

DEBT HOLDER / INTEREST RATE	CURRENT PORTION	LONG TERM PORTION	TOTAL AMOUNT DUE
CITY OF PORTSMOUTH- WATER POLLUTION CONTROL NOTE @ 4.50%	116	349	465
TENANT ADVANCES (LONZA)	-	-	-
TOTAL	116	349	465

SCHEDULE OF DEBT SERVICE REPAYMENT

FISCAL YEAR	CITY OF PORTSMOUTH @ 4.50%
2016	116
2017	116
2018	116
2019	116
2020	117
	581
PAID IN FY 2016	(116)
TOTAL	465

STATEMENT OF OPERATIONS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 PORTSMOUTH AIRPORT

(\$ 000's)

	OPERATING REVENUES	OPERATING EXPENSES	NONOPERATING (INCOME) AND EXPENSE	DEPRECIATION	NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL
OPERATING REVENUES	656	607	656	607	656
OPERATING EXPENSES	580	957	580	957	580
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	-
DEPRECIATION	2,888	2,700	2,872	2,700	2,872
NET OPERATING INCOME	76	(350)	(4,017)	(4,269)	252

ENPLANEMENT DATA

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET	PRIOR YEAR TO DATE ACTUAL
OPERATING REVENUES	436	427	566	405
OPERATING EXPENSES	151	121	161	115
NONOPERATING (INCOME) AND EXPENSE	17	9	13	12
DEPRECIATION	14	13	167	9
NET OPERATING INCOME	38	37	50	39
ALL OTHER	656	607	957	580



2015: JAN, FEB, MAR, APR, MAY, JUN, JUL, AUG, SEP, OCT, NOV, DEC
 2016: JAN, FEB, MAR, APR, MAY, JUN, JUL, AUG, SEP, OCT, NOV, DEC

STATEMENT OF OPERATIONS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 SKYHAVEN AIRPORT

(\$ 000's)

	OPERATING REVENUES		OPERATING EXPENSES		NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	
CARGO AND HANGARS	105	105	144	97	
FUEL SALES	80	72	120	47	
ALL OTHER	-	1	1	-	
	<u>185</u>	<u>178</u>	<u>265</u>	<u>144</u>	
OPERATING REVENUES	185	178	265	144	
PERSONNEL SERVICES AND BENEFITS	37	30	40	39	
BUILDINGS AND FACILITIES MAINTENANCE	71	85	113	96	
GENERAL AND ADMINISTRATIVE UTILITIES	24	26	35	26	
PROFESSIONAL SERVICES	4	4	5	4	
MARKETING AND PROMOTION	-	-	-	-	
ALL OTHER- FUEL	69	63	102	40	
OPERATING INCOME	<u>(44)</u>	<u>(58)</u>	<u>(67)</u>	<u>(87)</u>	
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	
DEPRECIATION	160	223	290	179	
NET OPERATING INCOME	<u>(204)</u>	<u>(281)</u>	<u>(357)</u>	<u>(266)</u>	

	OPERATING REVENUES		OPERATING EXPENSES		NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	
OPERATING REVENUES	185	178	265	144	
OPERATING EXPENSES	185	178	265	144	
PERSONNEL SERVICES AND BENEFITS	37	30	40	39	
BUILDINGS AND FACILITIES MAINTENANCE	71	85	113	96	
GENERAL AND ADMINISTRATIVE UTILITIES	24	26	35	26	
PROFESSIONAL SERVICES	4	4	5	4	
MARKETING AND PROMOTION	-	-	-	-	
ALL OTHER- FUEL	69	63	102	40	
OPERATING INCOME	<u>(44)</u>	<u>(58)</u>	<u>(67)</u>	<u>(87)</u>	
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	
DEPRECIATION	160	223	290	179	
NET OPERATING INCOME	<u>(204)</u>	<u>(281)</u>	<u>(357)</u>	<u>(266)</u>	

	OPERATING REVENUES		OPERATING EXPENSES		NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	
OPERATING REVENUES	185	178	265	144	
OPERATING EXPENSES	185	178	265	144	
PERSONNEL SERVICES AND BENEFITS	37	30	40	39	
BUILDINGS AND FACILITIES MAINTENANCE	71	85	113	96	
GENERAL AND ADMINISTRATIVE UTILITIES	24	26	35	26	
PROFESSIONAL SERVICES	4	4	5	4	
MARKETING AND PROMOTION	-	-	-	-	
ALL OTHER- FUEL	69	63	102	40	
OPERATING INCOME	<u>(44)</u>	<u>(58)</u>	<u>(67)</u>	<u>(87)</u>	
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	
DEPRECIATION	160	223	290	179	
NET OPERATING INCOME	<u>(204)</u>	<u>(281)</u>	<u>(357)</u>	<u>(266)</u>	

(\$ 000's)

NET CASH FLOW	OPERATING REVENUES		OPERATING EXPENSES		NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	
CARGO AND HANGARS	105	105	144	97	
FUEL SALES	80	72	120	47	
ALL OTHER	-	1	1	-	
	<u>185</u>	<u>178</u>	<u>265</u>	<u>144</u>	
OPERATING REVENUES	185	178	265	144	
PERSONNEL SERVICES AND BENEFITS	37	30	40	39	
BUILDINGS AND FACILITIES MAINTENANCE	71	85	113	96	
GENERAL AND ADMINISTRATIVE UTILITIES	24	26	35	26	
PROFESSIONAL SERVICES	4	4	5	4	
MARKETING AND PROMOTION	-	-	-	-	
ALL OTHER- FUEL	69	63	102	40	
OPERATING INCOME	<u>(44)</u>	<u>(58)</u>	<u>(67)</u>	<u>(87)</u>	
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	
DEPRECIATION	160	223	290	179	
NET OPERATING INCOME	<u>(204)</u>	<u>(281)</u>	<u>(357)</u>	<u>(266)</u>	

(\$ 000's)

NET CASH FLOW	OPERATING REVENUES		OPERATING EXPENSES		NET OPERATING INCOME
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	
CARGO AND HANGARS	105	105	144	97	
FUEL SALES	80	72	120	47	
ALL OTHER	-	1	1	-	
	<u>185</u>	<u>178</u>	<u>265</u>	<u>144</u>	
OPERATING REVENUES	185	178	265	144	
PERSONNEL SERVICES AND BENEFITS	37	30	40	39	
BUILDINGS AND FACILITIES MAINTENANCE	71	85	113	96	
GENERAL AND ADMINISTRATIVE UTILITIES	24	26	35	26	
PROFESSIONAL SERVICES	4	4	5	4	
MARKETING AND PROMOTION	-	-	-	-	
ALL OTHER- FUEL	69	63	102	40	
OPERATING INCOME	<u>(44)</u>	<u>(58)</u>	<u>(67)</u>	<u>(87)</u>	
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	
DEPRECIATION	160	223	290	179	
NET OPERATING INCOME	<u>(204)</u>	<u>(281)</u>	<u>(357)</u>	<u>(266)</u>	

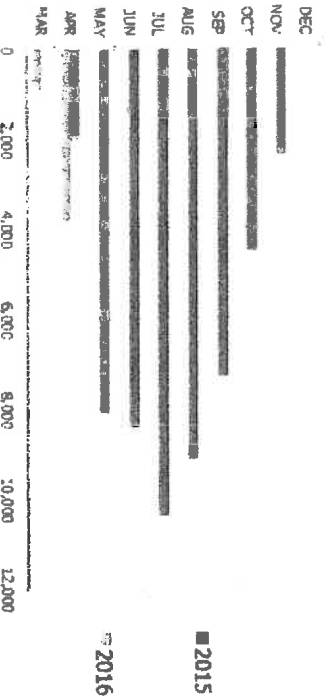
STATEMENT OF OPERATIONS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 TRADEPORT

(\$ 000's)

	(\$ 000's)					(\$ 000's)					
	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	FISCAL YEAR BUDGET		PRIOR YEAR TO DATE ACTUAL	OPERATING REVENUES	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	FISCAL YEAR BUDGET
RENTAL OF FACILITIES		5,929	5,949	7,982	5,763						
ALL OTHER		129	50	76	61						
		<u>6,058</u>	<u>5,999</u>	<u>8,058</u>	<u>5,824</u>						
						PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-
						BUILDINGS AND FACILITIES MAINTENANCE	229	234	(5)	315	237
						GENERAL AND ADMINISTRATIVE	37	41	(4)	55	39
						UTILITIES	108	126	(18)	167	113
						PROFESSIONAL SERVICES	-	8	(8)	10	-
						MARKETING AND PROMOTION	20	-	20	-	-
						ALL OTHER	61	90	(29)	120	62
							<u>455</u>	<u>499</u>	<u>(44)</u>	<u>667</u>	<u>451</u>
						OPERATING INCOME	5,603	5,500	103	7,391	5,373
						NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	-
						DEPRECIATION	621	718	97	960	751
						NET OPERATING INCOME	<u>4,982</u>	<u>4,782</u>	<u>2,00</u>	<u>6,431</u>	<u>4,622</u>

KEY GOLF COURSE BENCHMARKING DATA AS OF APRIL 31, 2016

ROUNDS OF GOLF PLAYED (SEASON)

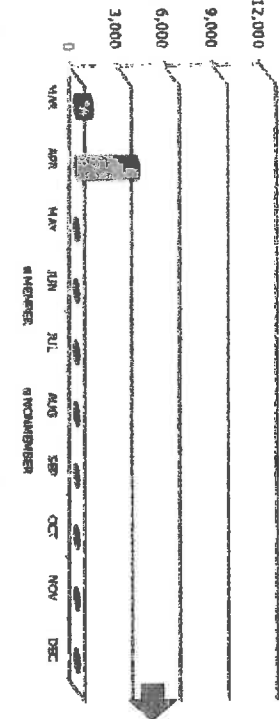


	2016 YTD	2015 YTD	2015 SEASON
ROUNDS PLAYED	4,673	1,643	44,942
RAIN DAYS	34	4	58

	GOLF SIMULATOR REVENUES		BAR AND GRILL GROSS SALES	
	FY 2015	FY 2016	FY 2015	FY 2016
JULY	\$ -	\$ -	\$ 164,577	\$ 176,459
AUGUST	-	-	168,895	185,715
SEPTEMBER	-	345	157,632	166,667
OCTOBER	2,102	2,726	113,012	113,551
NOVEMBER	12,929	10,176	72,858	70,077
DECEMBER	16,600	14,417	95,487	105,175
JANUARY	25,580	24,246	71,415	84,682
FEBRUARY	21,984	26,504	67,945	81,582
MARCH	25,425	17,720	84,329	97,403
APRIL	13,439	6,002	97,307	106,478
MAY	-	-	160,133	-
JUNE	927	-	169,876	-
TOTAL	\$ 118,986	\$ 102,136	\$ 1,423,466	\$ 1,187,789

2016 MEMBER / NONMEMBER ROUNDS (SEASON)

	2016 YTD ROUNDS	CLUB / COURSE FUNCTIONS	FY 2015	FY 2015 YTD	FY 2016 YTD
MEMBER	2,753	GROUPS 12-40	41,222	28,860	39,169
NONMEMBER	1,920	TOURNAMENT PLAY	172,152	127,738	111,825
TOTAL	4,673	LEAGUES	122,494	86,609	78,799
		FOOD AND ROOM FEES	230,824	185,208	195,317
		TOTAL	1,643	1,643	1,643



STATEMENT OF OPERATIONS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 PORT AUTHORITY OF NEW HAMPSHIRE (UNRESTRICTED)

(\$ 000's)

	YEAR TO	YEAR TO	YEAR TO	FISCAL	PRIOR YEAR		YEAR TO	YEAR TO	FISCAL	PRIOR YEAR
	DATE	DATE	DATE	YEAR	TO DATE		DATE	DATE	YEAR	TO DATE
	ACTUAL	BUDGET	VARIANCE	BUDGET	ACTUAL	OPERATING REVENUES	ACTUAL	BUDGET	BUDGET	ACTUAL
OPERATING REVENUES	1,689	2,019	(330)	2,654	1,937					
OPERATING EXPENSES						OPERATING REVENUES				
PERSONNEL SERVICES AND BENEFITS	806	882	(76)	1,188	849	FACILITY RENTALS	495	372	537	417
BUILDINGS AND FAC AND MAINTENANCE	115	188	(73)	225	135	CONCESSION REVENUE	5	8	9	9
GENERAL AND ADMINISTRATIVE	138	73	65	97	77	FEE REVENUE				
UTILITIES	99	86	13	114	120	MOORING FEES	247	251	335	251
PROFESSIONAL SERVICES	13	14	(1)	18	15	PARKING	89	107	142	95
MARKETING AND PROMOTION	1	1	-	2	1	REGISTRATIONS	100	97	165	89
ALL OTHER - FUEL	387	753	(366)	917	605	WHARF / DOCK	164	191	250	284
	1,559	1,997	(438)	2,561	1,802	FUEL SALES	600	646	892	719
OPERATING INCOME	130	22	108	93	135	ALL OTHER	513	798	975	678
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	-	TOTAL	76	195	241	114
DEPRECIATION	488	431	57	576	455		1,689	2,019	2,654	1,937
NET OP INCOME	(358)	(409)	51	(483)	(320)	BUSINESS UNIT ANALYSIS				
						OPERATING REVENUES	148	177	342	347
						OPERATING EXPENSES (EXCLUDING DEPRECIATION)	157	127	319	303
						NET OP INC	(9)	50	23	44
									355	(333)

BUSINESS UNIT ANALYSIS	HAMPTON HARBOR	RYE HARBOR	PORTSMOUTH FISH PIER	MARKET STREET	HARBOR MANAG	ADMIN
OPERATING REVENUES	148	177	342	674	347	1
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	157	127	319	319	303	334
NET OP INC	(9)	50	23	355	44	(333)

STATEMENT OF OPERATIONS FOR THE NINE MONTH PERIOD ENDING MARCH 31, 2016 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(\$ 000's)

	YEAR TO	YEAR TO	YEAR TO	FISCAL	PRIOR YEAR	FOREIGN	YEAR TO	YEAR TO	YEAR TO	FISCAL	PRIOR YEAR
	DATE	DATE	DATE	YEAR	TO DATE	TRADE ZONE	DATE	DATE	DATE	YEAR	TO DATE
	ACTUAL	BUDGET	VARIANCE	BUDGET	ACTUAL		ACTUAL	BUDGET	VARIANCE	BUDGET	ACTUAL
HARBOR DREDGING											
OPERATING REVENUES	85	68	17	102	75	OPERATING REVENUES	6	4	2	5	15
OPERATING EXPENSES						OPERATING EXPENSES					
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	272	-	272	-	21	BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	13	-	13	-	-	GENERAL AND ADMINISTRATIVE	-	2	(2)	2	1
UTILITIES	-	-	-	-	-	UTILITIES	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	PROFESSIONAL SERVICES	-	-	-	-	-
MARKETING AND PROMOTION	-	-	-	-	-	MARKETING AND PROMOTION	6	6	-	8	4
ALL OTHER	-	-	-	-	-	ALL OTHER	-	-	-	-	-
	285	-	285	-	21		6	8	(2)	10	5
OPERATING INCOME	(200)	68	(268)	102	54	OPERATING INCOME	-	(4)	4	(5)	10
NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	-	NONOPERATING (INCOME) AND EXPENSE	-	-	-	-	-
DEPRECIATION	31	9	22	13	10	DEPRECIATION	-	-	-	-	-
NET OPERATING INCOME	(231)	59	(290)	89	44	NET OPERATING INCOME	-	(4)	4	(5)	10

PEASE DEVELOPMENT AUTHORITY STATEMENT OF NET POSITION (EXCLUDING PORT AUTHORITY OF NEW HAMPSHIRE)

(\$ 000's)

DISCUSSION AND ANALYSIS	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
<ul style="list-style-type: none"> ▪ CONTINUED FINANCIAL OBLIGATION TO SUPPORT NONGRANT RELATED CAPITAL PROJECTS AND DEBT REPAYMENT. ▪ REVENUE ESCALATION / CPI HAS BEEN EXCEEDED BY COST ESCALATION RELATIVE TO PERSONNEL SERVICES AND BENEFITS. 				
ASSETS				
CURRENT ASSETS				
CASH AND EQUIVALENTS	974	859	1,319	1,643
ACCOUNTS RECEIVABLE- NET	1,633	457	568	158
OTHER ASSETS	410	422	293	315
TOTAL CURRENT ASSETS	3,017	1,738	2,750	-
RESTRICTED ASSETS				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLE- NET	-	-	2,913	2,913
TOTAL RESTRICTED ASSETS	-	-	2,913	2,913
NET UNRESTRICTED POSITION AT JUNE 30			5,059	2,232
LIABILITIES				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE			1,319	1,643
ACCOUNTS PAYABLE- CONSTRUCTION			568	158
UNEARNED REVENUE			293	315
REVOLVING LOC FACILITY			2,750	-
CURRENT PORTION- LT LIABILITIES			129	116
TOTAL CURRENT LIABILITIES			5,059	2,232
NONCURRENT LIABILITIES				
NET PENSION LIABILITY			2,913	2,913
OTHER LT LIABILITIES			465	349
TOTAL NONCURRENT LIABILITIES			3,378	3,262
TOTAL LIABILITIES			8,437	5,494

NET UNRESTRICTED POSITION AT JUNE 30	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
RESTRICTED ASSETS				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLE- NET	-	-	2,913	2,913
TOTAL RESTRICTED ASSETS	-	-	2,913	2,913
CAPITAL ASSETS				
LAND, BUILDINGS AND EQUIPMENT	54,512	51,359	373	373
CONSTRUCTION IN PROCESS (PAGES #10-#14)	7,136	7,258	60,499	57,958
TOTAL ASSETS	61,648	58,617	60,499	57,958
DEFERRED OUTFLOWS OF RESOURCES	64,665	60,355	(4,311)	(3,137)
TOTAL NET POSITION	333	333	56,188	54,821

(PAGES #10-#14)

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

(\$ 000's)

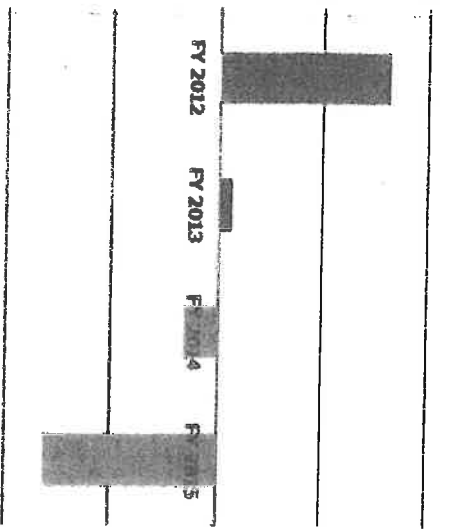
DISCUSSION AND ANALYSIS

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

NET UNRESTRICTED POSITION AT JUNE 30

	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
ASSETS				
CURRENT ASSETS				
CASH AND EQUIVALENTS	283	566	375	223
ACCOUNTS RECEIVABLE- NET	266	35	16	-
OTHER ASSETS	61	24	249	297
TOTAL CURRENT ASSETS	610	625	-	-
RESTRICTED ASSETS				
CASH AND EQUIVALENTS	-	-	-	-
ACCOUNTS RECEIVABLE- NET	-	-	-	-
TOTAL RESTRICTED ASSETS	=	=	774	774
CAPITAL ASSETS				
LAND, BUILDINGS AND EQUIPMENT	7,914	9,082	92	92
CONSTRUCTION IN PROCESS (PAGES #10-#14)	3,583	1,943	11,481	11,026
TOTAL ASSETS	11,497	11,025	11,481	11,026
DEFERRED OUTFLOWS OF RESOURCES	12,107	11,650	(807)	(689)
TOTAL NET POSITION	80	80	10,674	10,337
LIABILITIES				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
TOTAL CURRENT LIABILITIES	640	520	774	520
NONCURRENT LIABILITIES				
NET PENSION LIABILITY	774	774	774	774
OTHER LT LIABILITIES	-	-	-	-
TOTAL LIABILITIES	1,414	1,294	1,414	1,294
DEFERRED INFLOWS OF RESOURCES				
PENSION	92	92	92	92
NET POSITION				
NET INVESTMENT IN CAPITAL ASSETS	11,481	11,026	11,481	11,026
RESTRICTED FOR:				
REVOLVING LOAN FUND	-	-	-	-
HARBOR DREDGING	-	-	-	-
FOREIGN TRADE ZONE	-	-	-	-
UNRESTRICTED	(807)	(689)	(807)	(689)
TOTAL NET POSITION	10,674	10,337	10,674	10,337

(\$ 000's)

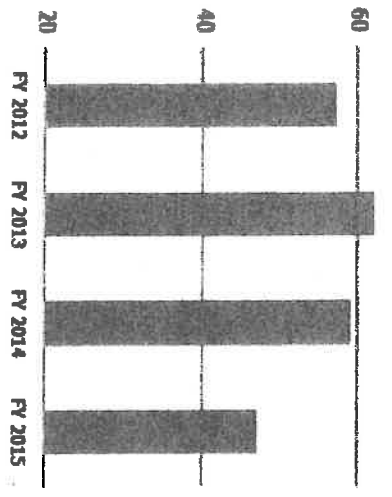


PORT AUTHORITY OF NEW HAMPSHIRE STATEMENT OF NET POSITION- FOREIGN TRADE ZONE

(\$ 000's)

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

	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
ASSETS			LIABILITIES	
CURRENT ASSETS			CURRENT LIABILITIES	
CASH AND EQUIVALENTS	-	-	ACCOUNTS PAYABLE	8
ACCOUNTS RECEIVABLE- NET	-	-	ACCOUNTS PAYABLE- CONSTRUCTION	-
OTHER ASSETS	-	-	UNEARNED REVENUE	-
TOTAL CURRENT ASSETS	-	-	REVOLVING LOC FACILITY	-
			CURRENT PORTION- LT LIABILITIES	-
RESTRICTED ASSETS			TOTAL CURRENT LIABILITIES	8
CASH AND EQUIVALENTS	54	47	NONCURRENT LIABILITIES	
ACCOUNTS RECEIVABLE- NET	-	-	NET PENSION LIABILITY	-
TOTAL RESTRICTED ASSETS	54	47	OTHER LT LIABILITIES	-
			TOTAL LIABILITIES	8
CAPITAL ASSETS			DEFERRED INFLOWS OF RESOURCES	
LAND, BUILDINGS AND EQUIPMENT	-	-	PENSION	-
CONSTRUCTION IN PROCESS (PAGES #10-#14)	-	-	NET POSITION	
TOTAL ASSETS	54	47	NET INVESTMENT IN CAPITAL ASSETS	-
DEFERRED OUTFLOWS OF RESOURCES			RESTRICTED FOR:	
PENSION	-	-	REVOLVING LOAN FUND	-
			HARBOR DREDGING	46
			FOREIGN TRADE ZONE	47
			UNRESTRICTED	-
			TOTAL NET POSITION	47



(\$ 000's)

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

(\$ 000's)

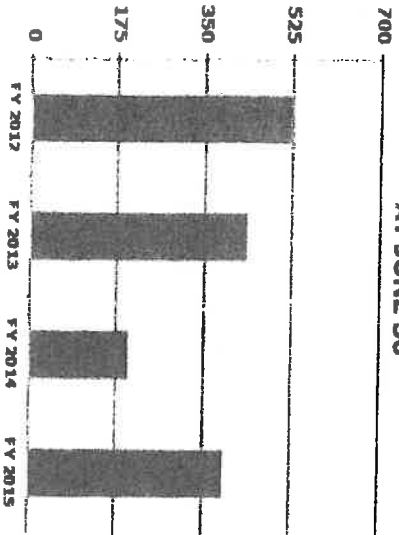
DISCUSSION AND ANALYSIS

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

■	FY 2011- HAMPTON HARBOR	\$ 140
■	FY 2012- SEABROOK / HAMPTON	200
■	FY 2013- TURNING BASIN	90
■	FY 2014- TURNING BASIN	98
■	FY 2015	
■	GROUND TRUCK SCALE	120
■	GENERAL PIER REPAIRS	50
■	ALL OTHER	19
■	FY 2016	
■	BOAT REMOVAL	18
■	ROOF REPAIRS	8
■	NH DES PERMIT	7
■	ELECTRIC HOIST	4

	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
ASSETS				
CURRENT ASSETS				
CASH AND EQUIVALENTS	-	-	263	252
ACCOUNTS RECEIVABLE- NET	-	-	-	-
OTHER ASSETS	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-
RESTRICTED ASSETS				
CASH AND EQUIVALENTS	448	426	263	252
ACCOUNTS RECEIVABLE- NET	206	1	-	-
TOTAL RESTRICTED ASSETS	654	427	263	252
LIABILITIES				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-
NONCURRENT LIABILITIES				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
TOTAL LIABILITIES	-	-	-	-
DEFERRED INFLOWS OF RESOURCES				
PENSION	-	-	-	-
NET POSITION	654	427	263	252

(\$ 000's)



CAPITAL ASSETS	199	681	-	-
LAND, BUILDINGS AND EQUIPMENT				
CONSTRUCTION IN PROCESS (PAGES #10-#14)	487	25	686	706
TOTAL ASSETS	686	206	686	706
DEFERRED OUTFLOWS OF RESOURCES	1,340	1,133	391	175
PENSION	-	-	-	-
TOTAL NET POSITION	1,077	891	1,077	891

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

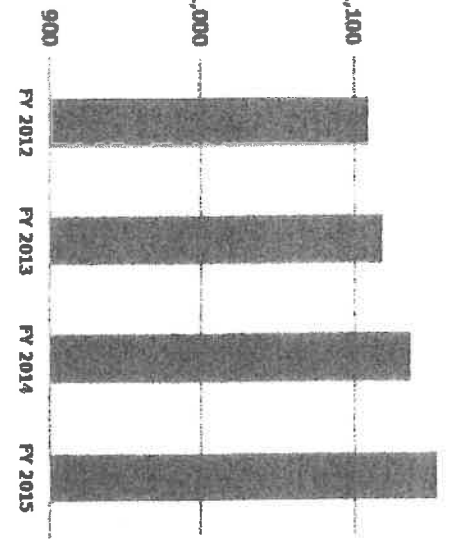
(\$ 000's)

DISCUSSION AND ANALYSIS

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

NET RESTRICTED POSITION AT JUNE 30

	JUN 30 2015	MAR 31 2016	JUN 30 2015	MAR 31 2016
ASSETS				
CURRENT ASSETS				
CASH AND EQUIVALENTS	-	-	1	4
ACCOUNTS RECEIVABLE- NET	-	-	-	-
OTHER ASSETS	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-
RESTRICTED ASSETS				
CASH AND EQUIVALENTS	373	223	-	-
ACCOUNTS RECEIVABLE- NET	781	939	-	-
TOTAL RESTRICTED ASSETS	1,154	1,162	1	4
LIABILITIES				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE	-	-	-	-
ACCOUNTS PAYABLE- CONSTRUCTION	-	-	-	-
UNEARNED REVENUE	-	-	-	-
REVOLVING LOC FACILITY	-	-	-	-
CURRENT PORTION- LT LIABILITIES	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-
NONCURRENT LIABILITIES				
NET PENSION LIABILITY	-	-	-	-
OTHER LT LIABILITIES	-	-	-	-
TOTAL LIABILITIES	-	-	-	-
DEFERRED INFLOWS OF RESOURCES				
PENSION	-	-	-	-
NET POSITION				
NET INVESTMENT IN CAPITAL ASSETS	-	-	-	-
RESTRICTED FOR:				
REVOLVING LOAN FUND	1,153	1,158	-	-
HARBOR DREDGING	-	-	-	-
FOREIGN TRADE ZONE	-	-	-	-
UNRESTRICTED	-	-	-	-
TOTAL NET POSITION	1,153	1,158	1,153	1,158



CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING JANUARY 31, 2017

**FINANCE COMMITTEE MEETING
AS PRESENTED MAY 16, 2016**



TABLE OF CONTENTS

PEASE DEVELOPMENT AUTHORITY

SUMMARY OVERVIEW	3-4
CAPITAL EXPENDITURES	5-8
GRANT AWARDS	9
CREDIT FACILITIES	10

PAGES

DIVISION OF PORTS AND HARBORS

SUMMARY OVERVIEW- UNRESTRICTED FUNDS	11-12
RESTRICTED FUNDS	
HARBOR DREDGING AND PIER MAINTENANCE	13
FOREIGN TRADE ZONE	14
REVOLVING LOAN	15

PEASE DEVELOPMENT AUTHORITY CASH FLOW SUMMARY OVERVIEW MAY 1, 2016 TO JANUARY 31, 2017

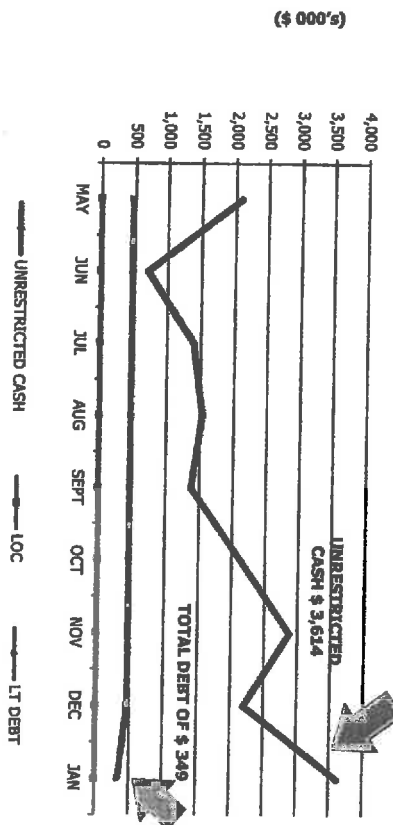
(\$ 000's)

AMOUNT	(\$ 000's)
OPENING FUND BALANCE	1,784
SOURCES OF FUNDS	
TRADEPORT TENANTS	6,708
GRANT AWARDS (SEE PAGE #9)	3,259
EXTERNAL BANK WORKING CAPITAL- NET	-
GOLF COURSE FEE AND CONCESSION REVENUES	1,415
PORTSMOUTH AIRPORT	420
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	159
MUNICIPAL SERVICE FEE (COP)- NET	(60)
USES OF FUNDS	11,901
CAPITAL EXPENDITURES- GRANT (SEE PAGE #5)	3,360
PERSONNEL SERVICES AND BENEFITS	4,335
OPERATING EXPENSES	1,035
CAPITAL EXPENDITURES- NON GRANT (SEE PAGES #6-#8)	1,225
LONG TERM DEBT RETIREMENT	116
NET CASH FLOW	10,071
CLOSING FUND BALANCE	3,614

DISCUSSION

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

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



TOTAL FUND BALANCES	BALANCE AT 04-30-2016	BALANCE AT 06-30-2015
PDA UNRESTRICTED	1,742	871
PDA DESIGNATED	42	65
TOTAL	1,784	936

PEASE DEVELOPMENT AUTHORITY

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

MAY 1, 2016 TO JANUARY 31, 2017

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
SOURCES OF FUNDS										
OPENING FUND BALANCE	1,784	2,088	703	1,395	1,532	1,379	2,132	2,878	2,199	1,784
TRADEPORT TENANTS	565	570	1,075	585	590	1,078	585	585	1,075	6,708
GRANT AWARDS (SEE PAGE #9)	-	239	214	375	210	150	1,036	400	635	3,259
MUNICIPAL SERVICE FEE	210	210	355	225	225	365	225	225	365	2,405
GOLF COURSE	175	215	225	235	200	185	100	40	40	1,415
PORTSMOUTH AIRPORT	45	45	50	45	45	50	45	45	50	420
SKYHAVEN AIRPORT	21	23	12	12	23	18	18	16	16	159
WORKING CAPITAL RLOC- NET	-	-	-	-	-	-	-	-	-	-
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	445	575	575	575	435	415	415	450	450	4,335
CAPITAL- GRANT RELATED (SEE PAGE #5)	147	481	232	467	763	517	663	45	45	3,360
CAPITAL- NONGRANT (SEE PAGES #6-#8)	10	301	322	183	128	61	60	110	50	1,225
MUNICIPAL SERVICE FEE	-	1,215	-	-	-	-	-	1,250	-	2,465
OPERATING EXPENSES	110	115	110	115	120	100	125	135	105	1,035
LONG TERM DEBT RETIREMENT	-	-	-	-	-	-	-	-	116	116
NET CASH FLOW	304	(1,385)	692	137	(153)	753	746	(679)	1,415	1,830
CLOSING FUND BALANCE	2,088	703	1,395	1,532	1,379	2,132	2,878	2,199	3,614	3,614

**PEASE DEVELOPMENT AUTHORITY
CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)
MAY 1, 2016 TO JANUARY 31, 2017**

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
GRANT REIMBURSEMENT										
PORTSMOUTH AIRPORT										
AIR NATIONAL GUARD TAXIWAY ALPHA	-	50	50	100	400	400	600	-	-	1,600
OBSTRUCTION MITIGATION- PHASE II	50	15	15	80	15	25	25	15	15	255
IDENTIFICATION MANAGEMENT SYSTEM	-	50	87	72	32	32	28	30	30	361
ASR CONSTRUCTION (SBG 1602)	5	200	5	50	10	-	-	-	-	270
PAVEMENT AND DRAINAGE (SBG 1603)	5	100	10	25	6	-	-	-	-	146
BATHROOM RENOVATIONS	2	2	2	75	300	60	10	=	=	451
	62	417	169	402	763	517	663	45	45	3,083
SKYHAVEN AIRPORT										
RUNWAY CONSTRUCTION	50	50	50	65	-	-	-	-	-	215
TAXILANE PAVEMENTS (DESIGN)	20	6	5	-	-	-	-	-	-	31
RUNWAY DESIGN	15	8	8	=	=	=	=	=	=	31
	85	64	63	65	=	=	=	=	=	277
TOTAL GRANT	147	481	232	467	763	517	663	45	45	3,360

NOTE:
** PENDING BOARD APPROVAL.

CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)
MAY 1, 2016 TO JANUARY 31, 2017 (CONTINUED):

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
<u>NONGRANT REIMBURSEMENT</u>										
SKYHAVEN AIRPORT										
RE-ROOF TERMINAL BUILDING	=	=	=	=	=	25	=	=	=	25
ADMINISTRATION										
COMPUTERS / PRINTERS / SOFTWARE / SERVERS / TELECOMMUNICATIONS **	=	15	=	=	=	6	=	=	=	21
GOLF COURSE										
RANGE CART WITH CAGE	-	-	16	-	-	-	-	-	-	16
TRACTOR	-	-	18	-	-	-	-	-	-	18
DEBRIS BLOWER **	-	-	-	8	-	-	-	-	-	8
SIMULATOR UPGRADES**	-	-	-	-	-	-	30	-	-	30
CLUBHOUSE EQUIPMENT**	-	-	-	-	-	-	20	30	-	50
ROUGH MOWER **	-	-	-	-	70	-	-	-	-	70
POND FILL FROM AIR FORCE **	-	-	-	-	-	-	-	50	-	50
	=	=	34	8	70	=	50	80	=	242

NOTE:
 ** PENDING BOARD APPROVAL

**PEASE DEVELOPMENT AUTHORITY
CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)
MAY 1, 2016 TO JANUARY 31, 2017**

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
<u>NONGRANT REIMBURSEMENT (CONTINUED):</u>										
PORTSMOUTH AIRPORT										
AIRFIELD RUNWAY RELAMPING (LED)	-	78	-	-	-	-	-	-	-	78
ROOF REPLACEMENT TERMINAL BUILDING **	10	10	135	160	33	30	-	-	-	378
REROOFING OF HLT # 7 AND #8 **	-	50	-	-	-	-	-	-	-	50
NORTH WEATHER STATION GENERATOR **	-	-	35	-	-	-	-	-	-	35
TERMINAL CARPET REPLACEMENT **	-	-	-	-	25	-	-	-	-	25
SECURITY ACCESS ENHANCEMENTS **	=	=	16	=	=	=	=	=	=	16
	10	138	186	160	58	30	=	=	=	582
MAINTENANCE										
HVAC SYSTEM UPGRADE- 7 LEE STREET **	-	-	35	-	-	-	-	-	-	35
STEEL PLOW / SANDER	-	-	7	-	-	-	-	-	-	7
FORKLIFT REPLACEMENT	-	25	-	-	-	-	-	-	-	25
BUILDING INFRASTRUCTURE **	-	-	-	-	-	-	-	-	50	50
75 ROCHESTER- FIRE ALARM **	-	-	10	-	-	-	-	-	-	10
VEHICLE FLEET REPLACEMENT	=	65	=	=	=	=	=	=	=	65
	=	90	52	=	=	=	=	=	=	192
TOTAL NONGRANT	10	301	322	183	128	61	60	110	50	1,225

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY RECEIPT GRANT AWARDS (EXCLUDING THE DIVISION OF PORTS AND HARBORS) MAY 1, 2016 TO JANUARY 31, 2017

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
PORTSMOUTH AIRPORT										
AIR NATIONAL GUARD TAXIWAY ALPHA	-	-	-	-	100	-	500	400	600	1,600
OBSTRUCTION MITIGATION- PHASE II	-	-	47	-	-	105	-	-	-	152
IDENTIFICATION MANAGEMENT SYSTEM**	-	-	-	130	-	-	99	-	35	264
ASR CONSTRUCTION (SBG 1602)	-	-	-	245	-	-	62	-	-	307
PAVEMENT AND DRAINAGE (SBG 1603)	-	-	95	-	-	40	-	-	-	135
BATHROOM RENOVATIONS	-	-	-	-	-	-	375	-	-	375
SKYHAVEN AIRPORT										
RUNWAY CONSTRUCTION	-	190	-	-	95	-	-	-	-	285
TAXILANE PAVEMENTS	-	-	72	-	-	5	-	-	-	77
RUNWAY DESIGN	-	22	-	-	15	-	-	-	-	37
TRADEPORT										
MULTI USE PATH (GRAFTON DRIVE SECTION ONLY)	-	27	-	-	-	-	-	-	-	27
TOTAL GRANT	=	239	214	375	210	150	1,036	400	635	3,259

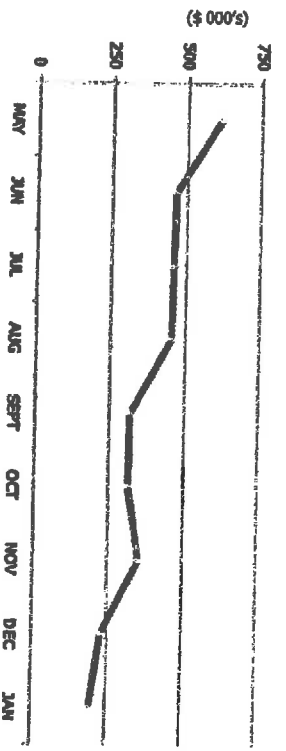
DIVISION OF PORTS AND HARBORS CASH FLOW SUMMARY OVERVIEW (EXCLUDING RESTRICTED FUNDS) MAY 1, 2016 TO JANUARY 31, 2017

AMOUNT	(\$ 000's)
OPENING FUND BALANCE	617
SOURCES OF FUNDS	
FACILITY RENTALS	484
REGISTRATIONS / WHARFAGE	310
FUEL SALES	235
PARKING FEES AND CONCESSIONS	132
MOORING FEES	10
	1,171
USES OF FUNDS	
PERSONNEL SERVICES AND BENEFITS	761
OPERATING EXPENSES	566
FUEL PROCUREMENT	219
CAPITAL EXPENDITURES	45
ALL OTHER	-
	1,591
NET CASH FLOW	(420)
CLOSING FUND BALANCE	197

DISCUSSION

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

PROJECTED UNRESTRICTED CASH BALANCES



TOTAL FUND BALANCES	BALANCE AT 04-30-2016	BALANCE AT 06-30-2015
UNRESTRICTED FUNDS	617	321
HARBOR DREDGING	437	449
FOREIGN TRADE ZONE	47	54
REVOLVING LOAN FUND	113	373
TOTAL	1,214	1,197

(\$ 000's)

**DIVISION OF PORTS AND HARBORS
STATEMENT OF CASH FLOW - UNRESTRICTED FUNDS
MAY 1, 2016 TO JANUARY 31, 2017**

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
OPENING FUND BALANCE	617	616	465	462	459	320	318	356	231	617
SOURCES OF FUNDS										
FACILITY RENTALS	53	54	55	53	54	55	53	54	53	484
CONCESSION REVENUES	3	5	2	2	2	1	-	-	-	15
MOORING FEES	10	-	-	-	-	-	-	-	-	10
REGISTRATIONS / WHARFAGE	20	10	10	25	25	15	85	100	20	310
PARKING FEES	15	20	21	23	18	15	5	-	-	117
FUEL SALES	30	30	30	30	25	25	25	20	20	235
	<u>131</u>	<u>119</u>	<u>118</u>	<u>133</u>	<u>124</u>	<u>111</u>	<u>168</u>	<u>174</u>	<u>93</u>	<u>1,171</u>
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	40	160	47	47	170	45	40	165	47	761
BUILDINGS AND FACILITIES	25	20	25	25	23	20	25	20	18	201
GENERAL AND ADMINISTRATIVE	12	10	9	11	10	10	9	11	10	92
UTILITIES	12	42	12	15	17	15	18	29	33	193
PROFESSIONAL SERVICES	15	-	-	10	-	-	15	40	-	80
FUEL PROCUREMENT	28	28	28	28	23	23	23	19	19	219
CAPITAL EXPENDITURES AND OTHER	-	-	-	20	-	-	-	15	-	45
	<u>132</u>	<u>270</u>	<u>121</u>	<u>136</u>	<u>263</u>	<u>113</u>	<u>130</u>	<u>299</u>	<u>127</u>	<u>1,591</u>
NET CASH FLOW	(1)	(151)	(3)	(3)	(139)	(2)	38	(125)	(34)	(420)
CLOSING FUND BALANCE	616	465	462	459	320	318	356	231	197	197

**DIVISION OF PORTS AND HARBORS
STATEMENT OF CASH FLOW - HARBOR DREDGING FUND
MAY 1, 2016 TO JANUARY 31, 2017**

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
OPENING FUND BALANCE	437	446	438	439	450	458	448	455	463	437
SOURCES OF FUNDS										
PIER USAGE FEES	9	8	6	8	7	9	7	5	5	64
REGISTRATIONS	1	1	1	1	1	1	1	1	1	9
FUEL FLOWAGE FEES	2	3	3	3	2	2	3	2	2	22
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	1	-	3	1	-	-	2	-	-	7
GENERAL AND ADMINISTRATIVE	-	-	2	-	-	2	-	-	2	6
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	2	-	4	-	2	-	2	-	-	10
ALL OTHER	-	20	-	-	-	20	-	-	20	60
NET CASH FLOW	9	(8)	1	11	8	(10)	7	8	(14)	12
CLOSING FUND BALANCE	446	438	439	450	458	448	455	463	449	449

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - FOREIGN TRADE ZONE

MAY 1, 2016 TO JANUARY 31, 2017

(\$ 000's)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
OPENING FUND BALANCE	47	45	45	50	47	47	47	47	47	47
SOURCES OF FUNDS										
FACILITY RENTALS	-	-	5	-	-	-	-	-	-	5
ALL OTHER	-	-	-	-	-	-	-	-	-	-
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	2	-	-	3	-	-	-	-	2	7
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ALL OTHER	-	-	-	-	-	-	-	-	-	-
NET CASH FLOW	(2)	-	5	(3)	-	-	-	-	(2)	(2)
CLOSING FUND BALANCE	45	45	50	47	47	47	47	47	45	45

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - REVOLVING LOAN

MAY 1, 2016 TO JANUARY 31, 2017

(\$ 000'S)

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	TOTAL
OPENING FUND BALANCE	68 (1)	83	52	106	30	90	104	118	132	147
SOURCES OF FUNDS										
LOAN REPAYMENTS	13	13	13	13	13	13	13	13	13	117
INTEREST INCOME-LOANS	3	3	3	3	3	3	3	3	3	27
INTEREST INCOME- FUND BALANCE	1	-	-	-	1	-	-	-	1	3
SEQUESTERED FUNDS	-	-	-	-	45	-	-	-	-	45
USE OF FUNDS	17	16	16	16	62	16	16	16	17	192
NEW LOANS ISSUED	-	45	-	-	50	-	-	-	-	95
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	-	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	2	2	2	2	2	2	2	2	2	18
ALL OTHER	-	-	-	-	-	-	-	-	-	-
NET CASH FLOW	2	47	2	52	2	2	2	2	2	113
CLOSING FUND BALANCE	83	52	106	30	90	104	118	132	147	147

NOTE:
1) EXCLUDES SEQUESTERED FUND BALANCE OF \$45.

REVOLVING LOAN FUND

**SEMI-ANNUAL FILING TO THE
ECONOMIC DEVELOPMENT ADMINISTRATION
MARCH 31, 2016**

**FINANCE COMMITTEE MEETING
AS PRESENTED MAY 16, 2016**

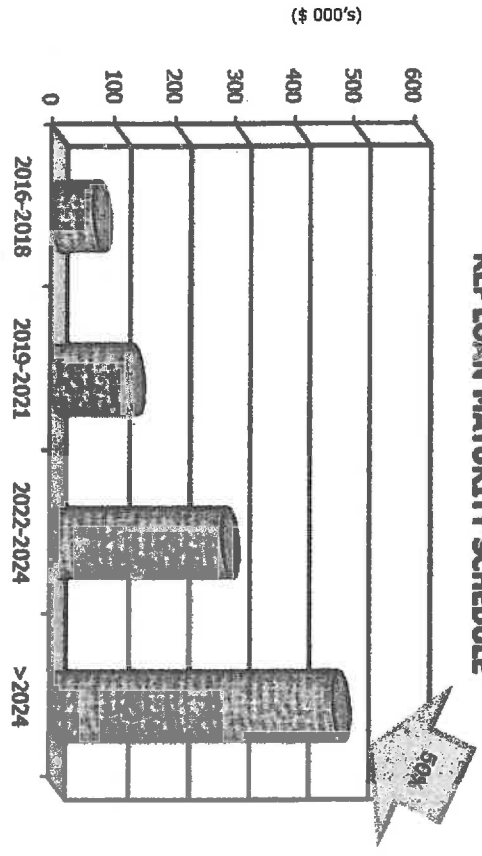
REVOLVING LOAN FUND INCOME AND EXPENSE STATEMENT

(\$ 000's)

	SIX MONTHS ENDING MAR 31, 2016	SIX MONTHS ENDING SEPT 30, 2015	SIX MONTHS ENDING MAR 31, 2015	SIX MONTHS ENDING SEPT 30, 2014	SIX MONTHS ENDING MAR 31, 2014	SIX MONTHS ENDING SEPT 30, 2013
RLF INCOME	18	17	18	19	20	19
ADMINISTRATIVE EXPENSES CHARGED TO RLF INCOME						
PROFESSIONAL SERVICES	14	9	10	8	12	10
OTHER COSTS	=	=	=	=	=	=
TOTAL EXPENSES	14	9	10	8	12	10
RLF INCOME - NET	4	8	8	11	8	9
CUMULATIVE RLF INCOME - NET	390	386	378	370	359	351
EXPENSES AS A % OF RLF INCOME	77.2	52.9	55.6	42.1	60.0	52.6

REVOLVING LOAN FUND LOAN BALANCES OUTSTANDING

RLF LOAN MATURITY SCHEDULE



LOAN ACTIVITY FOR THE PERIOD	PRINCIPAL AMOUNT
LOANS REPAYD	
MARCONI	(22.4)
LOANS ISSUED	
MARCONI	101.2
OCEAN PRIDE	90.0
WASSON	41.2
HEISEY	22.5
J&K FISHERIES	22.5
NET LOAN ACTIVITY	255.0

PARTICIPANT	RLF CUMULATIVE AMOUNTS OUTSTANDING	(\$ '000's)	% OF RLF PORTFOLIO
BBE LOBSTER	143	15.2	
MARCONI	101	10.7	
KING MARINE, LLC (2)	88	9.4	
OCEAN PRIDE (DOBRE)	87	9.3	
BLACK LAB FISHING CO. (2)	67	7.1	
SWEET CAROLYN, LLC	57	6.1	
DOBRE (2)	43	4.6	
DRISCOLL	42	4.5	
WASSON	41	4.4	
J&K FISHERIES (2)	40	4.3	
FELCH	39	4.2	
BERINGER	28	3.0	
PAWLUK	26	2.8	
CAMPOLINI	26	2.8	
HEISEY	22	2.3	
MCCUNE	17	1.8	
BROWN	16	1.7	
STETTNER	15	1.6	
BOHELY	15	1.6	
TTRONE (2)	12	1.3	
YANKEE FISHERMAN	10	1.1	
BABULA	2	0.2	
	939	100.0	



MOTION

Director Lamson:

In accordance with the recommendation of the Pease Development Authority Finance Committee, the PDA Board of Directors hereby adopts the Investment Guidelines as presented by Irving Canner, Director of Finance, dated May 1, 2016 attached hereto.

N:\RESOLVES\Investment Guidelines0516.docx

Pease Development Authority

Investment Guidelines

PURPOSE

The Investment Guidelines are intended to accomplish the investment objectives while ensuring compliance with state and federal laws. These guidelines are also designed to strengthen internal controls over the safeguarding of cash and investments.

INVESTMENT OBJECTIVES

Funds will be invested in the following order of priority to:

- Preserve the value and safety of the principal,
- Maintain liquidity appropriate for short-term cash requirements, and
- Optimize the rate of return on investments consistent with the goals of safety and liquidity.

When considering individual investments, the primary objectives will be the mitigation of risk while optimizing liquidity, income, and maturity. Recognizing that income is a product of yield to maturity, fixed income securities may be purchased either at a discount to minimize initial cash outlay and benefit from capital appreciation, or at a premium to maximize cash flow as conditions warrant.

These guidelines apply to both operating and restricted funds under the administration of the Pease Development Authority (PDA).

LEVELS OF AUTHORITY

The Executive Director:

- Is authorized to invest the PDA's funds within the established guidelines and has also delegated this authority to the Director of Finance;
- Must approve purchases of securities with a maturity of greater than 7 days;
- Must approve any transfer of cash and investments equal to or greater than \$500,000 in a single transaction.
- Is authorized to approve purchases or sales of securities. No formal approval is required for investments in overnight or weekend repurchase agreements, which would be acquired as part of an overnight sweep program.

Pease Development Authority

Investment Guidelines

ACCOUNTABILITY

The Executive Director or designee:

- Is responsible for ensuring the completion of all documentation related to the execution and confirmation of increases and decreases to money market funds held, maturities of Certificates of Deposits, buy/sell orders for securities, and for the maintenance of all necessary records of current holdings. This documentation shall include, but is not limited to, appropriate accounting and internal documents required to track the movement of funds through the PDA's financial system.

APPROVED INVESTMENTS

The following are approved investment vehicles as defined in New Hampshire RSA 6:8 and 383-B: 3-303:

Certificates of Deposit ("CDs")

CDs of State or federally chartered banking institutions with a branch in New Hampshire are approved (RSA 6:8). The maximum maturity of a CD will be one year and the bank must possess a minimum rating of Green and one star as assigned by Veribanc Inc.

Commercial Paper

All commercial paper must be from issuers having an A1/P1 rating or better and an AA- or better long-term debt rating from one or more of the primary rating agencies (Standard & Poor's, Moody's, and Fitch).

Fixed Income Mutual Funds

Shares of open-ended, no-load short-term bond funds which hold a minimum of 90% investment grade securities and a maximum average duration of 3 years.

Federal Agency Securities

Authorized pursuant to New Hampshire RSA 383-B: 3-303(c) (2).

Pease Development Authority

Investment Guidelines

APPROVED INVESTMENTS (continued):

Money Market Funds

Shares in open-ended, no-load money market mutual funds which hold diversified portfolios and are registered under the Investment Company Act of 1940 in compliance with standard rules for such funds as regulated by the Securities and Exchange Commission. Non-collateralized or insured institutional money market funds to be considered are those funds invested in treasury, federal agency, or other securities commonly referred to as being "within first tier categories" with the highest ratings available from at least one nationally recognized rating agency.

Repurchase Agreements

The underlying security must be U.S government or agency securities with a market value equal to 102% of principal, and executed through any bank qualified pursuant to RSA 6:8 that has a minimum rating of Green and one star as assigned by Veribanc Inc. or has a long term debt rating of AA- or better as rated by Standard & Poor's or Fitch or Aa3 or better as rated by Moody's.

Repurchase Agreements may also be executed through any of the primary government security dealers designated by the Federal Reserve.

The New Hampshire Public Deposit Investment Pool (not to exceed 10% of total net assets of the pool at the time of investment and not to exceed \$1,000,000 at any time).

United States Treasury Securities or securities with an unconditional guarantee of principal and interest by the federal government.

The maximum maturity will not be greater than one year.

Pease Development Authority

Investment Guidelines

CONSTRAINTS

Maturity/Liquidity

Consideration is given to the cash flow and maturity characteristics of securities when evaluating liquidity. To the extent possible, the PDA shall attempt to match the size and term of its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the maximum maturity on any investment shall not exceed one year. The weighted average maturity of the portfolio shall be less than 180 days.

Foreign Currency

All investments will be denominated in United States dollars.

Safekeeping

Securities purchased by the PDA shall be delivered against payment and held by either the Federal Reserve Bank or in a custodian account at PDA's primary bank.

Custodial Risk

No more than 25% of total operating funds are to be held in non-collateralized accounts at any one time.

OTHER CONSIDERATIONS

Cost of Banking and Investment Services

Costs associated with banking services are paid either through hard dollar fees or by maintaining a sufficient balance to compensate the bank for services rendered ("compensating balances"). In extremely low interest rate environments, it is likely the PDA will incur bank service fees in an amount greater than the income generated from deposited funds.

Collateral

Pursuant to New Hampshire RSA 6:7, balances on deposit (which may include money market accounts and CDs), at a bank or banks may be collateralized at the discretion of the Executive Director or his / her designee. Although not statutorily required, uninsured bank balances are typically collateralized.

Pease Development Authority

Investment Guidelines

DEFINITIONS

Discount

The sale/purchase of a fixed-income security when the transaction price is lower than the face value.

Premium

The sale/purchase of a fixed income security when the transaction price is greater than the face value.

Fixed-Income Security

An investment that generates periodic interest payments, and identified as a security under the Securities Exchange Act of 1934.

Investment

A commitment of dollars for a period of time with the expectation of receiving future payments and/or appreciation that will at least equal the rate of inflation and compensate the investor for the time that the funds are committed and the uncertainty of a future return.

Principal

A single capital sum, separate and apart from interest, income, or expenses, which may be further defined as the amount borrowed, lent, or otherwise invested. Interest, income, or expenses may be expressed as a percentage of the principal.

Security

A type of investment instrument that represents either an ownership interest in a government or corporate entity or an evidence of debt issued by such entity, and has a market value which may fluctuate.

Rate of Return

The annualized cash inflow generated by a security divided by its purchase price.

Pease Development Authority Investment Guidelines

DEFINITIONS (continued):

Yield to Maturity

The discount rate derived, such that the present value of future cash inflows equals purchase price.

Sweep Account

Per the Securities Exchange Act of 1934, bank-facilitated transactions as part of a program for the investment or reinvestment of deposit funds into any no-load, open ended investment management company registered as a money market fund under the Investment Company Act of 1940.

Repurchase Agreements

Per the Government Finance Officers Association, an agreement with an approved broker/dealer that provides for the sale and simultaneous purchase of an allowable collateral security. The difference in the sale and purchase price is the earning rate on the agreement. A master repurchase agreement must be in place with the approved broker/dealer.

REVIEW

The PDA Finance Committee reviews and recommends approval of the investment guidelines to the PDA Board of Directors at least biennially.

MOTION

Director Bohenko:

In accordance with the recommendation of the Pease Development Authority ("PDA") Finance Committee, the PDA Board of Directors hereby approves of and authorizes the Executive Director to enter into a construction contract with Careno Construction Company, LLC of Portsmouth, NH, in a total amount of \$341,500 for replacement of the Terminal roof at 40 Airline Avenue and the demolition of the old Air Traffic Control Tower.

Further, the Board authorizes a contingency fund of \$25,000 for unforeseen conditions that may arise during construction; all in accordance with the memorandum from Maria J. Stowell, P.E., Manager - Engineering, dated May 10, 2016 attached hereto.

N:\RESOLVES\TerminalATCT0516.docx

MEMORANDUM

To: David R. Mullen, Executive Director

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

Date: May 10, 2016

Subject: Former Air Traffic Control Tower (ATCT) Demolition and Terminal Roof Replacement

Last December, the Board approved the expenditure of \$46,500 for H.L. Turner Group and RPF Environmental to provide engineering and environmental testing services related to the demolition of the former ATCT and the replacement of the terminal roof at 40 Airline Avenue. The project work includes:

1. Abatement of hazardous building materials in the ATCT and existing roof system;
2. Demolition of the ATCT and existing roof system;
3. Installation of a new EPDM roofing system;
4. Construction of a penthouse roof access in place of the ATCT.

A public bidding process was conducted to select a contractor to construct the project. Three bids were received and opened on May 6, 2016. Following are the results:

Contractor	Base Bid
Careno Construction Co., LLC	\$341,500
Project Resource Group, LLC	\$438,122
S&R Corporation	\$461,800

Careno Construction Co. LLC (Careno), the low bidder, has performed satisfactorily on previous construction work for PDA. Careno has also submitted the successful bid on the terminal rest room project and we anticipate that both projects will occur at the same time, beginning on or about August 1, 2016. Staff recommends a contract award to Careno in the amount of \$341,500.

Staff also recommends setting aside \$25,000 to cover the cost of unanticipated conditions. This represents just under 6.5% of the project amount. With the contingency, the project totals \$413,000. PDA's Capital Improvement Plan has identified \$455,000 for the work.

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

1. Enter into a contract with Careno Construction Company, LLC in the amount of \$341,500 for demolition of the former ATCT and replacement of the terminal roof at 40 Airline Avenue as described above.
2. Allocate \$25,000 (contingency funds) for unforeseen conditions that may surface during construction.

MOTION

Director Loughlin:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Second Extension to the Right of Entry with Great Circle Catering to extend the term for a period of six (6) months beginning April 1, 2016 and to include one (1) six (6) month option to extend the term through March 31, 2017 exercisable at the Executive Director's sole discretion; all on the same terms and conditions set forth in the Right of Entry dated September 16, 2014 and the memorandum of Kim W. Hopper, Airport Manager, dated May 11, 2016, attached hereto.

N:\RESOLVES\GreatCircle0516.docx

Memorandum

To: David R. Mullen, Executive Director

From: Kim W. Hopper, A.A.E., Airport Manager

3

Date: 5/11/2016

Subj: Great Circle Catering-Right of Entry

Great Circle Catering had an agreement to provide food services in the airport terminal building. The previous agreement expired March 31, 2016. I request that you seek Board of Directors' approval at the May 19, 2016 meeting to enter into an extension under the same terms and conditions retroactive to April 1, 2016. The agreement is retroactive to April 1, 2016 to September 30, 2016, with an option to extend at the discretion of the Executive Director for an additional six month period to March 31, 2017. As before, Great Circle Catering will pay to the PDA, 10% gross receipts.

Please do not hesitate to contact me with any questions.

MEMORANDUM

To: Pease Development Authority Board of Directors

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

Date: May 19, 2016

Re: Sublease between Pioneer Aviation LLC and Nicholas Mirabello dba Urock Marketing LLC

In accordance with the "Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements" adopted by the Board on August 8, 1996, I am pleased to report that PDA has approved of a sublease between Pioneer Aviation LLC ("Pioneer") and Nicholas Mirabello dba Urock Marketing LLC ("Urock") for 1,900 square feet located at 125 Aviation Avenue, The Pioneer/CSI Sublease is for a base term of one year. Urock, a motivation and marketing developer, will use the premises for general business offices.

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

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

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


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

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

P:\PIONEER\125 Aviation\Board\BoardmemUrock.wpd

MEMORANDUM

To: Pease Development Authority Board of Directors

From: David R. Mullen, Executive Director 

Date: May 19, 2016

Re: Sublease between 222 International, LP and Tekon-Technical Consultants, Inc.

In accordance with the "Delegation to Executive Director: Consent, Approval of Sub-sublease Agreements" adopted by the Board on August 8, 1996, I am pleased to report that PDA has approved of a sublease between 222 International LP ("222ILP") and Tekon-Technical Consultants, Inc. ("Tekon") for 3,363 square feet at the subleased premises located at 222 International Drive. The 222ILP/Tekon sublease is for a term of three years effective May 1, 2016. Tekon, a certified testing and balancing services for heating, ventilating and air conditioning systems, will use the Subleased Premises for offices and customary related uses.

The Delegation to Executive Director: Consent, Approval of Sub-subleases provides that:

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

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

Conditions one through three have been met. As to condition four, PDA relies on 222ILP's continued primary liability for payment of rent and other obligations pursuant to the PDA/222ILP Lease.

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

P:\TWOINTL\222 International\Board memos\BoardmemTekon0516.wpd

MOTION

Director Allard:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into Lease Amendment No. 1 with the University System of New Hampshire operating as Granite State College for the Premises located at 51 International Drive to extend the Lease for two years with one (1) two year option; upon substantially similar terms and conditions contained in the Lease Amendment No. 1 attached hereto.

N:\RESOLVES\GraniteStateCollege0516.docx

LEASE AMENDMENT NO. 1

LESSOR: Pease Development Authority ("PDA" or "Lessor")
LESSEE: University System of New Hampshire ("Lessee")
PREMISES: 51 International Drive, Portsmouth, NH
LEASE DATE: September 1, 2008

WHEREAS, Lessor and Lessee entered into a Lease for 51 International Drive which was made effective September 1, 2008,

WHEREAS, Lessee has requested that its Lease be extended for a period of two (2) years through August 31, 2018 and that it also be granted an option to extend the Lease an additional two (2) years through August 31, 2020;

WHEREAS, Lessor has agreed to the Lessee's request to extend its Lease through August 31, 2018 to include granting the Lessee an option for an additional two (2) years through August 31, 2020;

NOW THEREFORE, Lessor and Lessee agree to amend and extend the Lease pursuant to the following terms and conditions:

1. Article 3, Section 3.1 of the Lease is amended to extend the Lease from September 1, 2016 through August 31, 2018. Lessee is also granted one option to extend the Lease for an additional two (2) years from September 1, 2018 through August 31, 2020.
2. Lessee shall continue to pay Building Area Rent which shall be subject to annual CPI adjustments pursuant to the provisions of Article 4 of the Lease.
3. Section 10 of Exhibit D (Summary of Lease Provisions Required by the Federal Aviation Administration) is amended to read as follows:

"10. This Lease shall be subordinate to the provisions and requirements of any existing or future agreement between the Lessor and the United States, relative to the development, operation or maintenance of the airport including, but not limited to, Federal Airport Improvement Project Grant Assurances as the same are deemed applicable to this Lease agreement."

4. All other terms and conditions of the Lease, as amended, shall remain in full force and effect and shall continue to be binding upon the Parties.

EXECUTION

IN WITNESS WHEREOF, Lessor and Lessee have executed this Lease Amendment No. 1 made effective May __, 2016

PEASE DEVELOPMENT AUTHORITY

By: _____
Print Name: David R. Mullen
Its: Executive Director

UNIVERSITY SYSTEM OF NEW HAMPSHIRE

By: _____
Print Name: _____
Its: _____

STATE OF NEW HAMPSHIRE

: ss.

COUNTY OF ROCKINGHAM

On this ___ day of _____, 2016, before me, _____, a Notary Public in and for said County and State, personally appeared David R. Mullen, personally known to me (or proved to me on the basis of satisfactory evidence) to be the Executive Director of the Pease Development Authority and on oath stated that he was authorized to execute this instrument and acknowledged it to be his free and voluntary act for the uses and purposes set forth herein.

Notary Public in and for said County and State
Printed Name: _____
My commission expires: _____

STATE OF _____

: ss.

COUNTY OF _____

On this ___ day of _____, 2016, before me, _____, a Notary Public in and for said County and State, personally appeared _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the _____ University System of New Hampshire and on oath stated that s/he was authorized to execute this instrument and acknowledged it to be her/his free and voluntary act for the uses and purposes set forth herein.

Notary Public in and for said County and State
Printed Name: _____
My commission expires: _____

MEMORANDUM

To: Pease Development Authority Board of Directors
From: David R. Mullen, Executive Director *DM*
Date: May 19, 2016
Re: Revisions to Existing Signs – BayRing Communications - Various Locations

In accordance with the "Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs" adopted by the Board on June 20, 2005, I am advising the Board that PDA has approved of the minor revisions to the previously approved sign as follows:

1. Revise the existing sign face on the existing signs located at:
 - a. 359 Corporate Drive; and
 - b. 11 Manchester Square

The Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs provides that:

A sign replacement or minor revision request subject to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are satisfied:

1. the request is limited to: in-kind replacement when required for maintenance; revision to sign graphics to reflect a new name or logo for an existing tenant; revision to sign graphics to reflect a change in tenancy.
2. there is no substantive change in the size or style of the sign.
3. the request is consistent with the terms and conditions of the original approval; and,
4. all other conditions of the PDA Land Use Controls are satisfied.

Conditions one through four have been met. The Delegation also requires the consent of one member of the PDA Board of Directors. In this instance, Director Loughlin was consulted and granted his consent.

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MEMORANDUM

To: David R. Mullen, Executive Director

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

Date: May 11, 2016

Subject: Sign Revision Report for Oxford Networks

In accordance with your authority under the "Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs" adopted by the Board on June 20, 2005, I am reporting the following:

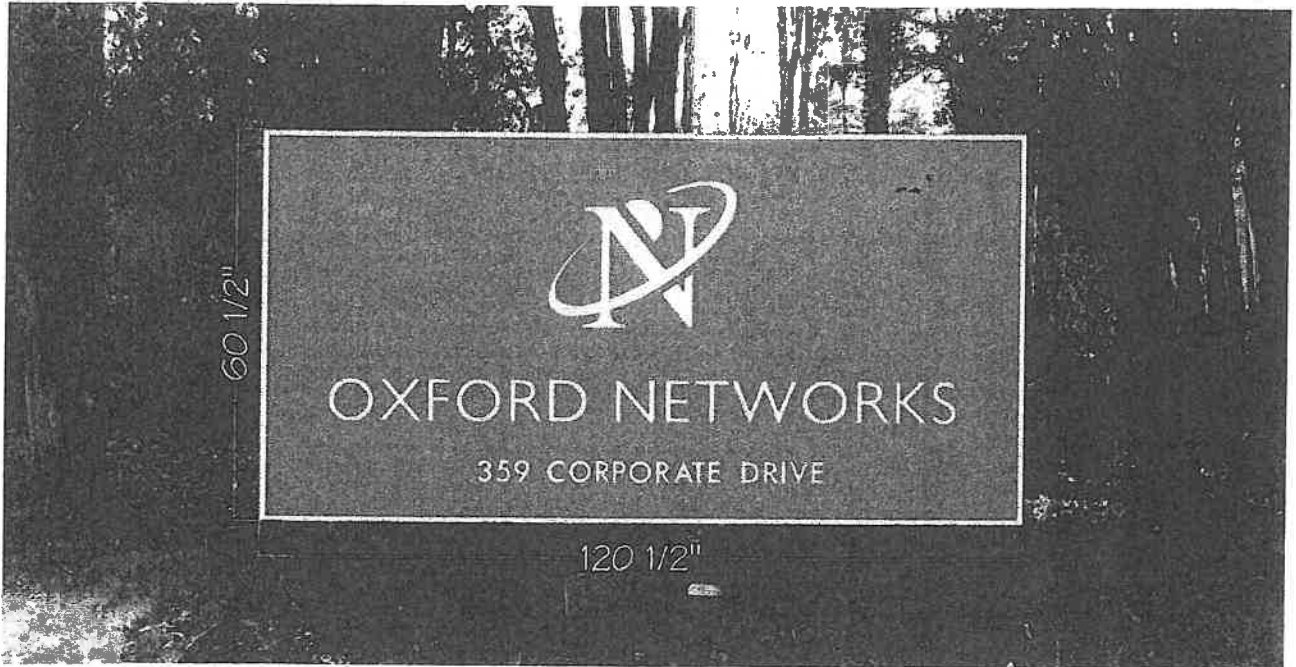
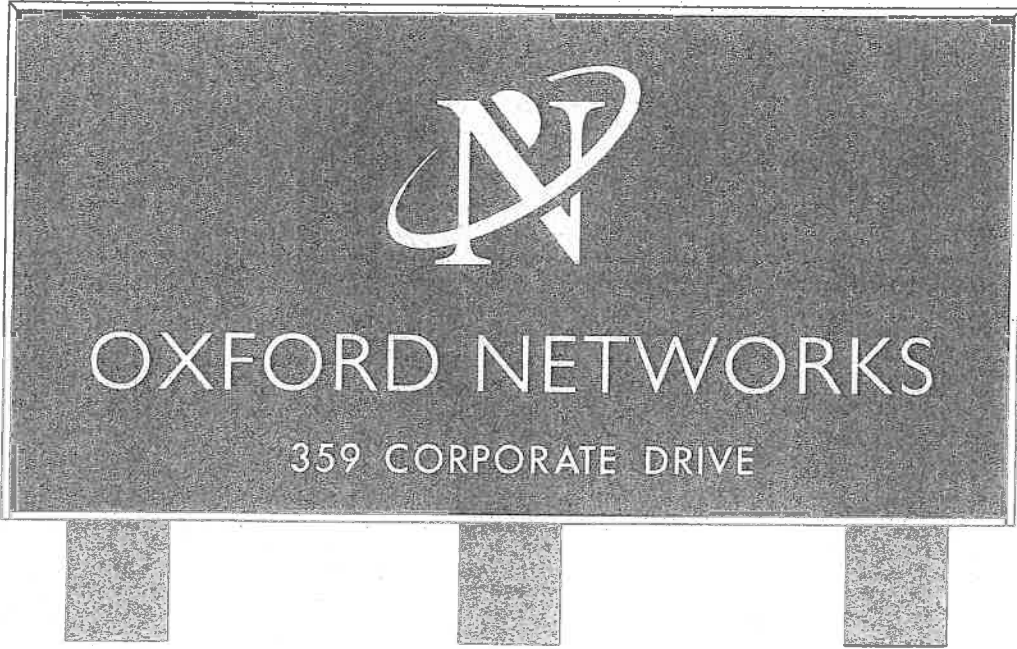
Oxford Networks, has officially acquired Bayring Communications and now wishes to modify their signage at their 11 Manchester Square and 359 Corporate Drive locations. These signs will reflect their new company name and logo. The tenant will be using the same granite monument sign bases at each location. The tenant has contracted a sign vendor to fabricate an aluminum frame and sign face to fit over and fasten to the existing granite signs like sleeve.

At 359 Corporate Drive, the new building facade sign will be made of internally illuminated brushed aluminum channel letters to match the current style. At 11 Manchester Square, the current building sign located on the exterior of the building will be removed and not replaced, therefore, reducing the overall signage area on the existing lot. The sign logo revisions at 11 Manchester Square were approved by the building owner and are on the attached sign proof sheets.

This sign revision meets the all of the following conditions:

1. Required for maintenance and a revision to sign graphics reflecting a new name or logo for an existing tenant.
2. No substantive change in size that would result in additional signage area.
3. Consistent with the terms and conditions of the original sign approval.
4. All other conditions of the PDA Land Use Controls are satisfied.

Director Loughlin has reviewed the sign revisions and has given his approval. At this month's Board meeting, please report the revisions to the Oxford Networks signage.



Fabricate and install custom aluminum frames and faces to cover existing granite monument signs
 Painted to match PMS 2725U

DATE: 05/02/16

REP: Bob Perry

CONTACT: Paul Badeau

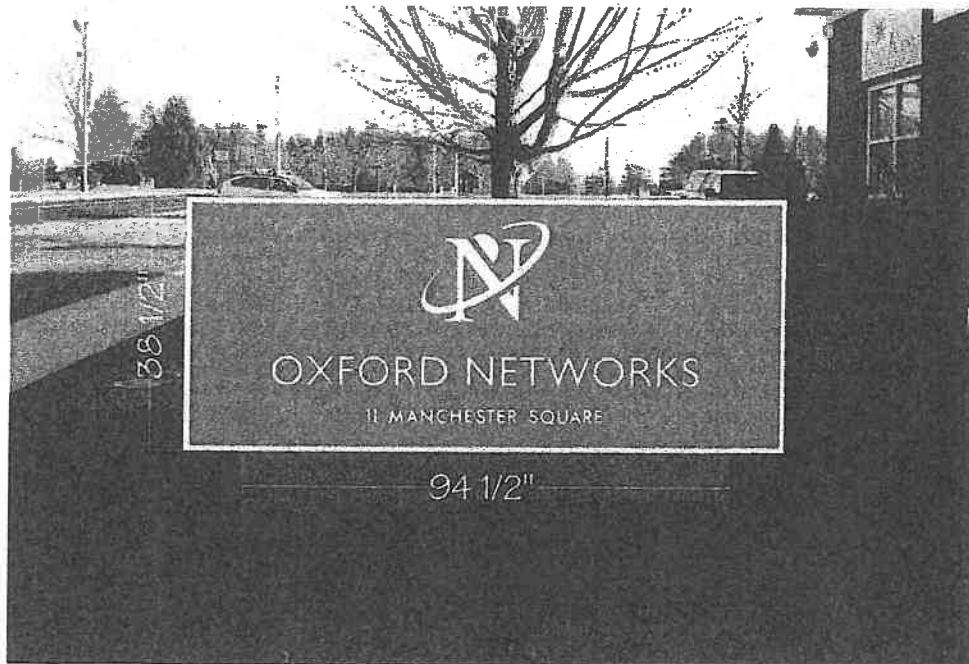
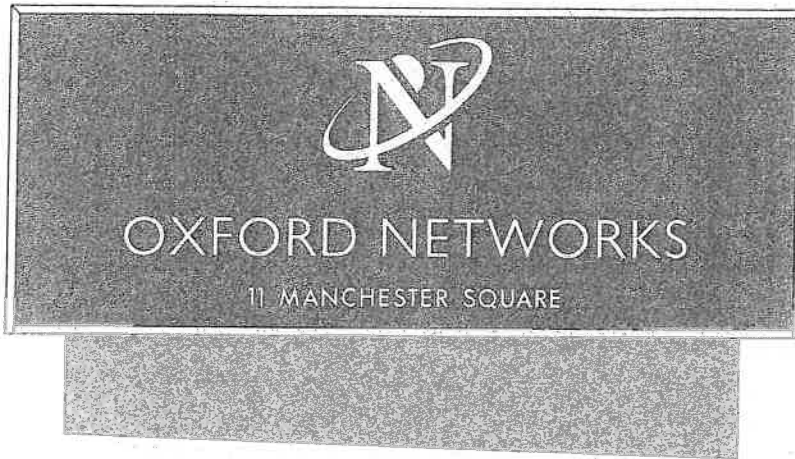
JOB NAME: Oxford Networks - Monument Signs w/ white border / retainers

JOB LOCATION: 359 Corporate Dr. Portsmouth, NH

AUTHORIZED SIGNATURE REQUIRED TO BEGIN PRODUCTION



5 ORCHARD ST., MANCHESTER, NH 03102
 603-622-5067 FAX 603-624-6188



Fabricate and install custom aluminum frames and faces to cover existing granite monument signs
 Painted to match PMS 2725U

DATE: 05/02/16

REP: Bob Perry

CONTACT: Paul Badeau

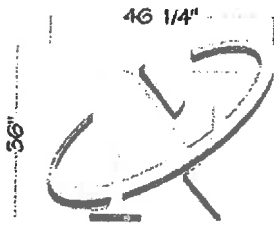
JOB NAME: Oxford Networks - Monument Signs w/ white border / retainers

JOB LOCATION: 359 Corporate Dr. Portsmouth, NH

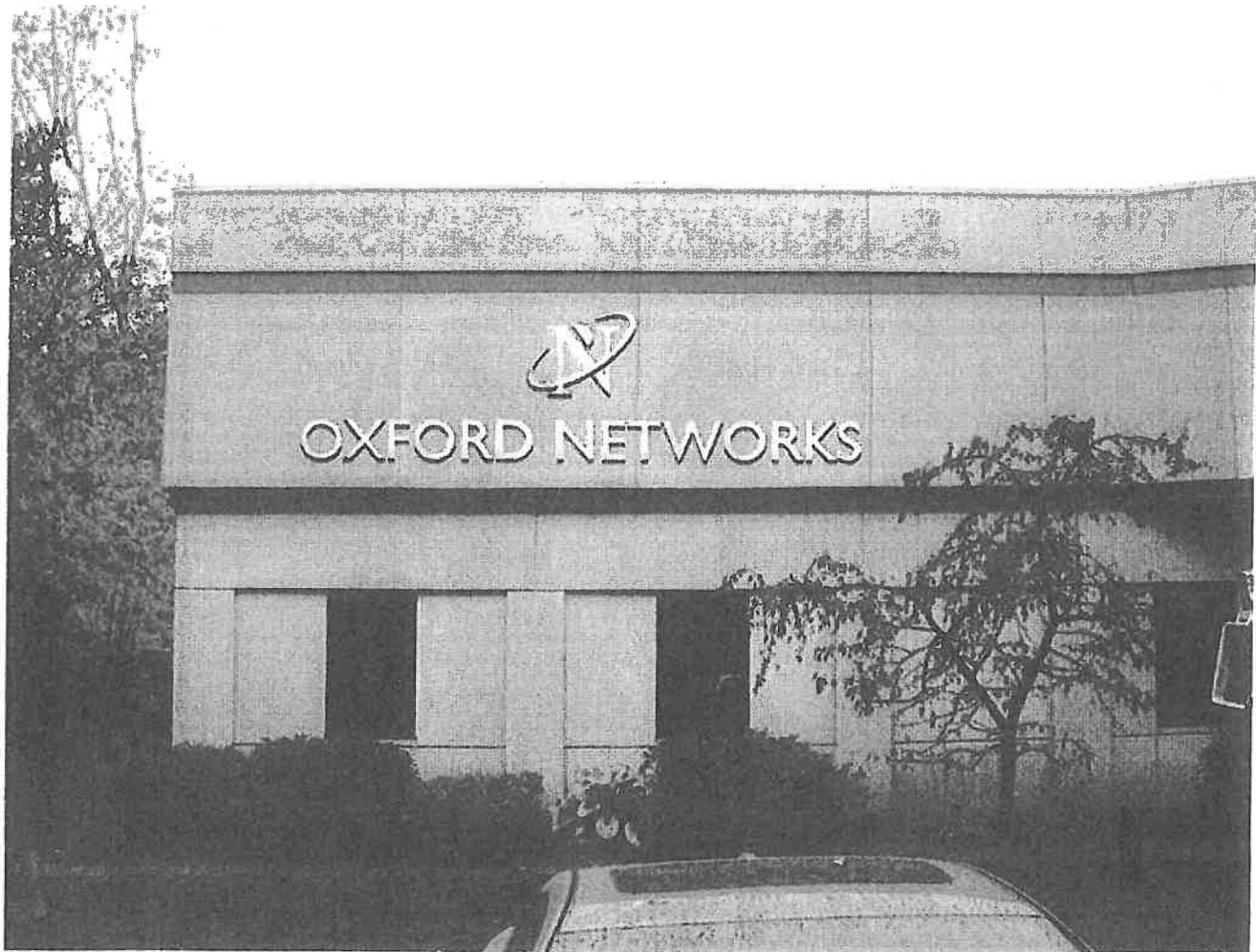
AUTHORIZED SIGNATURE REQUIRED TO BEGIN PRODUCTION



3 ORCHARD ST., MANCHESTER, NH 03102
 603-622-5067 FAX 603-624-6188



OXFORD NETWORKS
245"



Remove & Replace [1] Set of brushed aluminum internally-illuminated, halo-lit channel letters. See included sample

DATE: 03/29/16

JOB NAME: Oxford Networks - Wall Sign

REP: Bob Perry

JOB LOCATION: 359 Corporate Dr. Portsmouth, NH

CONTACT: Paul Badeau

Paul Badeau

AUTHORIZED SIGNATURE REQUIRED TO BEGIN PRODUCTION



3 ORCHARD ST., MANCHESTER, NH 03102
603-622-5067 FAX 603-624-6188

This information on this sheet is the property of SOUSA SIGNS, its agents or its suppliers and should not be used without the express written consent of SOUSA SIGNS, Inc.

MEMORANDUM

To: Pease Development Authority Board of Directors

From: David R. Mullen, Executive Director 

Date: May 19, 2016

Re: Revisions to Existing Signs – Newmarket International, Inc., 75 New Hampshire Avenue

In accordance with the "Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs" adopted by the Board on June 20, 2005, I am advising the Board that PDA has approved of the minor revisions to the previously approved sign as follows:

1. Revise the existing sign face on the existing signs located at 75 New Hampshire from "Newmarket" to "Amadeus"

The Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs provides that:

A sign replacement or minor revision request subject to this delegation of authority shall not be consented to, approved or executed unless all of the following conditions are satisfied:

1. the request is limited to: in-kind replacement when required for maintenance; revision to sign graphics to reflect a new name or logo for an existing tenant; revision to sign graphics to reflect a change in tenancy.
2. there is no substantive change in the size or style of the sign.
3. the request is consistent with the terms and conditions of the original approval; and,
4. all other conditions of the PDA Land Use Controls are satisfied.

Conditions one through four have been met. The Delegation also requires the consent of one member of the PDA Board of Directors. In this instance, Director Loughlin was consulted and granted his consent.

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MEMORANDUM

To: David R. Mullen, Executive Director

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

Date: May 11, 2016

Subject: Sign Revision Report for Amadeus at 75 NH Avenue

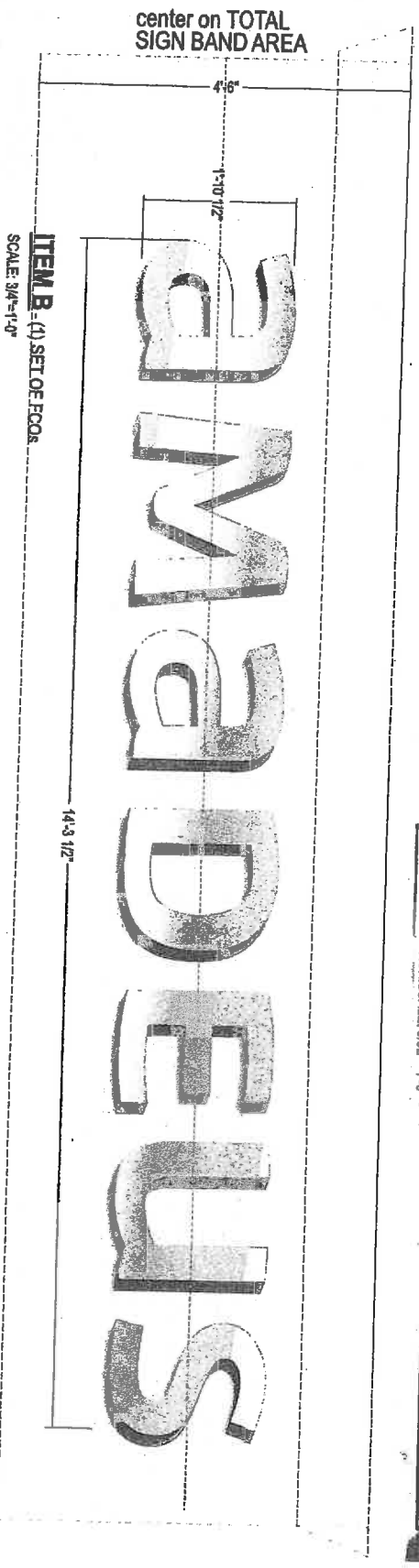
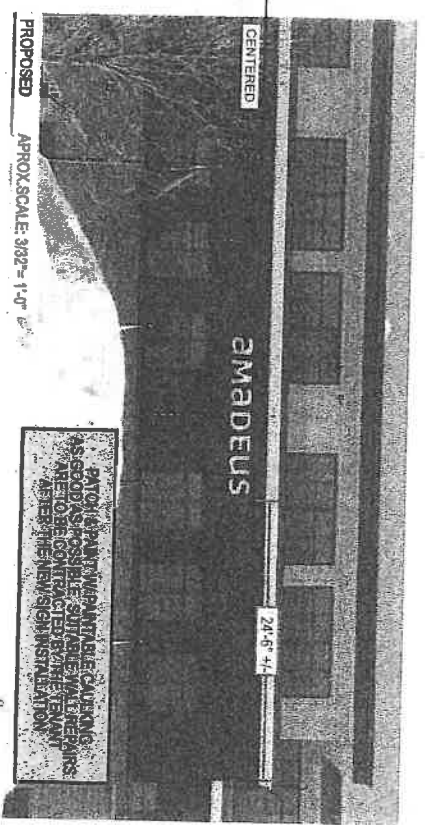
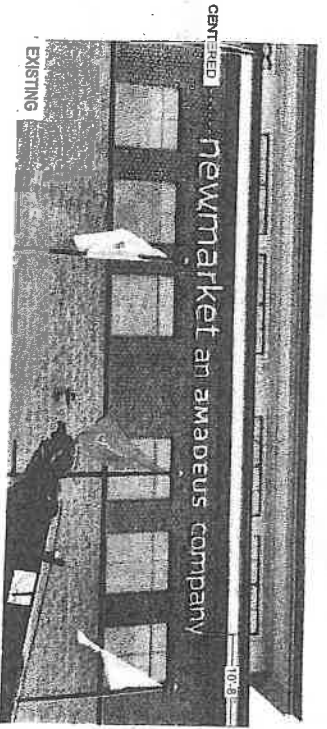
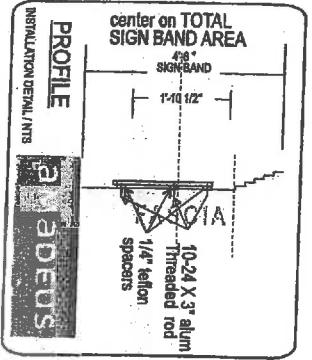
In accordance with your authority under the "Delegation to Building Inspector: Consent and Approval of Minor Revisions to Existing Signs" adopted by the Board on June 20, 2005, I am reporting the following:

Amadeus Group, who officially acquired Newmarket International last year, wishes to modify their signage located at the corner of New Hampshire Avenue and Manchester Square (corner of the 75 New Hampshire Avenue property) and their building façade sign. The new company name is Amadeus. The tenant will be using the same monument sign base to erect their modified sign which will reflect their new name. The new building facade sign dimensions will be decreased from the former sign and will be centered in the space the former sign was located on the front of the building. Both tenant logo revisions were approved by the building owner and are on the attached sign proof sheets.

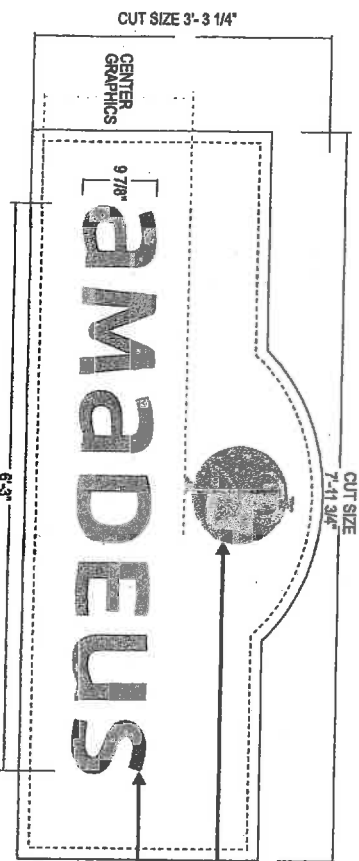
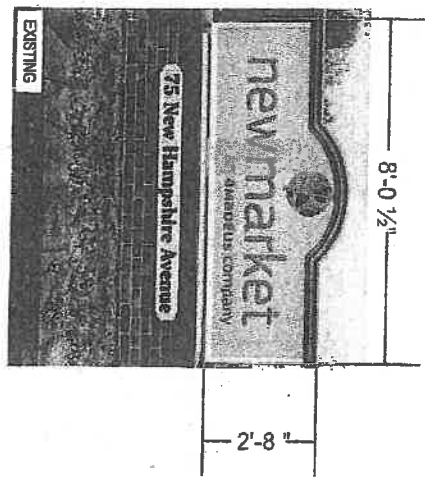
This sign revision meets the all of the following conditions:

1. Required for maintenance and a revision to sign graphics reflecting a new name or logo for an existing tenant.
2. No substantive change in size that would result in additional signage area.
3. Consistent with the terms and conditions of the original sign approval.
4. All other conditions of the PDA Land Use Controls are satisfied.

Director Loughlin has reviewed the sign revisions and has given his approval. At this month's Board meeting, please report the revisions of the Amadeus signs.

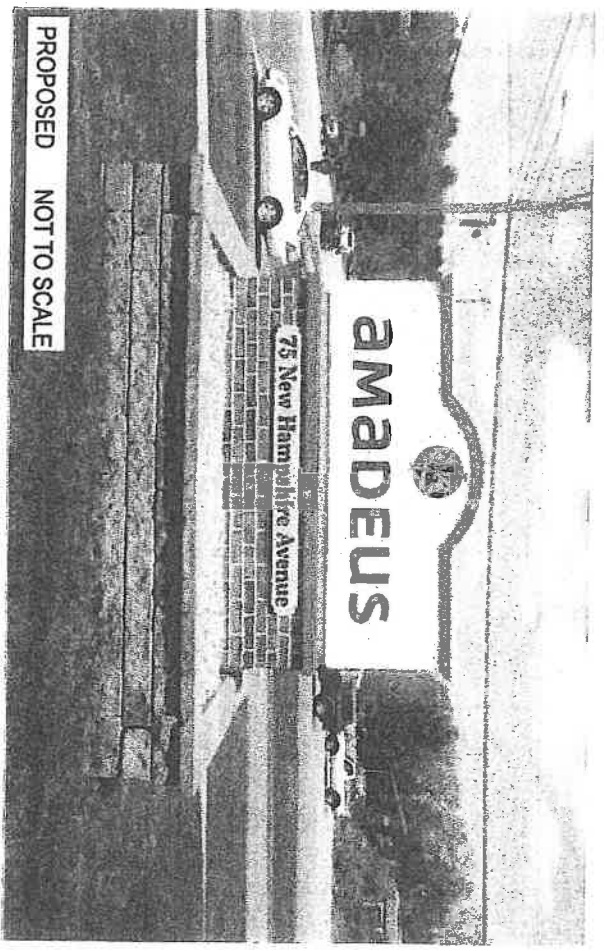


JOB#:		SCOPE OF WORK:	
MANUFACTURE & INSTALL (1) SET OF FCOS		160 LETTER COLORS	
GEMINI LETTERS INSTALLED BY BARILO		GENERAL NOTES	
Sign Area: 28 SQ. FT.		ALL COLORS ARE FROM REPRESENTATION ONLY THE ACTUAL SAMPLES FROM COLUMN MATCH.	
Activator Req: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Primer Avail: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Sign Deposition: REMOVE & DISPOSE		Comp Specs Avail: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Finish: 3/4" PLEXI FCOS PFM SILVER METALLIC 180C-220		REMARKS: MATCH FACES	
Spacers: 1/4" TEFLON SPACERS		Special Name: 10-24 X 3" ALUM THREADED ROD	
Date: 4-12-00		INTERIOR SEPARATED	
Date: 4-27-00		JOB RELEASED	
Date: 5-03-00		ENGINEERING UPDATE	
Date: 5-04-00		ADD Interior Item C /JOB	
Date: 5-04-00		802 BRUSHED CHEMICAL	
Job Name: AMADEUS NEWMARKET		Location: 75 NEW HAMPSHIRE AVE. PORTSMOUTH, NH 03801	
Client: DORIS B. KARE		Sales Rep: BARILO	
Estimator: PH. LIT		Date: 3/10/16	
Production: DATE:		DATE:	
Installation: DATE:		DATE:	
© COPYRIGHT 2016 THE BARILO GROUP		AMADEUS SIGNS	
155 Amadeus Ave. Portsmouth, NH 03801		(603) 862-2400	
Fax: (603) 862-2474		For Samples: 603-272-6274	
Job Name: Amadeus Newmarket 160316172 CO 5-041U		SHEETS 20 OF 20	



ITEM A - (2) CUT VINYLs FOR D/F MONUMENT SIGN
SCALE: 3/4"=1'-0"

NOTES: LAMPING THAT MAYBE NEEDED MUST BE APPROVED BY CLIENT & IS DONE AT TIME & MATERIALS



JOB#:		SCOPE OF WORK:	
REMOVE EXISTING NAME OF COMPANY DO NOT REMOVE CIRCLE LOGO CLEAN SURFACE AND APPL NEW VINYLs MANUFACTURE & INSTALL (2) CUTS 3M VINYLs FOR EXISTING SIGN		Face/Background Color: EXISTING	
Sign Area: 5.2 SQ. FT.		Copy: <input type="checkbox"/> Vinyl <input type="checkbox"/> Digital <input type="checkbox"/> Printed <input type="checkbox"/> Plain Vinyl	
Amount Req: <input type="checkbox"/> Yes <input type="checkbox"/> No		LETTERS: BRISTOL BLUE 3830-97 APPLIED VINYL COPY	
Sign Deposition: REMOVE & DISPOSE		ALL COLORS ARE FOR INFORMATION ONLY SEE ACTUAL SAMPLES FOR COLOR MATCH.	
Photos Avail: <input type="checkbox"/> Yes <input type="checkbox"/> No		PERMITS/FEES:	
Carp Space Avail: <input type="checkbox"/> Yes <input type="checkbox"/> No		DATE:	
		4-12-10 INTERIOR SEPARATED	
		4-23-10 JOB RELEASED	
		4-29-10 ENGINEERING UPDATE	
		5-20-10 AND INTERIOR LIGHT C/OBJ	
		5-24-10 9x12 BRUSHED CHEMICAL	
		COMMENTS:	
		INTERIOR SEPARATED	
		JOB RELEASED	
		ENGINEERING UPDATE	
		AND INTERIOR LIGHT C/OBJ	
		9x12 BRUSHED CHEMICAL	
Job Name: AMADEUS NEWMARKET		Location: 75 NEW HAMPSHIRE AVE PORTSMOUTH, NH 03801	
Client: PROJECT/PROVIDER		Drawn by: KARE	
Designer:		Check by: BARR	
Engineer:		Date: 3/10/16	
Production:		Date:	
Installation:		Date:	
File Name: Amadeus Newmarket 16031617Z CO 5-04 U		Scale: 1.0 OF: 3.0	
Job #: B-16-03-16172		Sheet: 1.0 OF: 3.0	



MEMORANDUM

TO: Pease Development Authority Board of Directors
FROM: David R. Mullen, Executive Director
RE: Contract Reports
DATE: May 19, 2016

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 \$9,067
Board Authority: Director Loughlin
Summary: To replace the fire alarm panel at 75 Rochester Avenue by Norris, Inc., PDA's fire alarm maintenance provider, in accordance with the proposal from Norris, Inc. attached hereto.

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

Project Name: Daystar, Inc.
PDA Obligation \$16,999.00
Board Authority: Vice-Chairman Loughlin
Summary: For the purchase and installation of a file exchange computer server at the Division of Ports and Harbors Market Street office.



Norris Inc
 122 Mast Rd
 Lee, NH 03861

phone. 1-800-370-3473
 fax. 1-207-879-0540
 http://www.norrisinc.com

Customer

ACCOUNTS PAYABLE
 PEASE DEVELOPMENT AUTHORITY
 PORTSMOUTH, NH 03801

Tel. 603-334-6015

Proposal Details

Project Number 220383NH
 75 Rochester Ave FA Panel Replaceme
 Proposal Date 3/30/2016
 Purchase Order #: QUOTE
 Proposal Total \$9,067.00

Qty	Part Description	
1	NFW2-100 FireWarden-100-2 Address fire alarm cntrl pnl, . Blk	
1	XRM-24B Transformer assembly; expands system power out to 6 Amps	
2	IM-12240NB 12V,24 AH BATTERY W/NUT& BOLT	
1	437FC626F-CAT-30 Cat 30 hook locks for pane s	
1	BB-26 Battery BB # mnt.s up to 2, BAT-12260 Batteries	
1	4XTM Plug-in Transmitter Mod.provides municipal remote statn conn	
1	2W-B Photo Detector, 2-wire, 12/24 Vdc, Photo.	
1	O6ELOCKFA CIRCUIT LOCK OUT KIT	
5	NZM-100-6 6-Input (Class B) or 3-Input (Class A) 2-Wire Det. Zone Mod.	
3	BB-XP Cabinet for two XP boards, surf mnt..	
1	N-ANN-80 Remote LCD ANN. mimics the FACP display, 80 character display. B	
1	YM9737 Heated Annunciator Enclosure	
1	City of Portsmouth FA permit	
1	Misc material & hardware	
	Material Price	\$3,817.00
	Material Cost \$3319 - 15% markup \$498 Total \$3817	
	Installation Labor	
	System retest per NFPA 72	
	Fire Department Acceptance test	
	Labor Price	\$5,250.00
	Labor 42 hrs at \$125 Total \$5250	
	Scope:	
	Replace existing fire alarm control panel with a new addressable system utilizing zone cards to accept existing initiation device zones.	
	Replace existing tabular annunciators with a full function LCD annunciator in a heated enclosure.	
	Replace the existing heat detector in the electrical room with a smoke detector to satisfy the existing code requirement.	
	Program, test and prepare a record of completion.	
	Acceptance test with Portsmouth FD.	
1	15 End user turn-key installation	

Qty Part Description

THIS IS A QUOTE FOR A TURN-KEY INSTALLATION

THIS QUOTE INCLUDES FROM NORRIS, INC.:

- Only the items and quantities of devices listed on this quotation. The design is pending approval of authorities having jurisdiction where approval is required.
- Pre-installation rough-in followed by one site visit for final connection of head-end w/ training if needed and all required testing to be performed during the same visit.
- Acceptance and testing documentation (when applicable)
- For alarm systems with a key lock box, if shown on plans the least expensive lock box will be provided unless specified otherwise
- Norris, Inc. work is to be performed during the hours of 8:00 AM and 5:00 PM
- Norris, Inc. may choose to make a network connection in the building to facilitate commissioning and service remotely.

THIS QUOTE DOES NOT INCLUDE:

- Multiple site visits for phased projects unless Norris, Inc. was specifically advised of the phasing schedule prior to providing this quote
- Permits, licenses, sales tax or shipping costs to the customer unless each is specifically listed
- Third party approvals or third party testing or inspections unless specifically listed
- Return visits if other trades could not be coordinated to be present during our original site visit
- Labeling of devices, controls or any required signs unless specifically listed on the quote
- Unforeseen existing conditions that were not brought to the attention of Norris, Inc. prior to the quote

IT IS THE CUSTOMER'S RESPONSIBILITY TO:

- Provide a revised equipment count if the quantities shown are incorrect
- Provide a minimum of FIVE business days to schedule Norris, Inc.
- Provide a clean and safe working environment that complies with all OSHA rules and standards
- Provide a safe and secure, climate controlled storage area for tools and the equipment being installed
- Provide labeling and any required signs
- Provide trash receptacles and pay for all trash removal unless trash removal is specifically listed
- Cutting, patching and painting of any areas affected by the installation unless each of these functions are specifically listed on the quote
- If there is a custom annunciator/map or custom control panel, etc. then AutoCAD files must be provided to Norris Inc. at no cost
- To pay additional travel and labor costs for any additional unplanned site-visits

TERMS:

- Net 30 days with approved credit - LATE FEE @ 2% PER MONTH - 24% ANNUALLY
- FOB: S. Portland, ME; Invoices are dated when shipped or when customer is informed materials are ready for pick-up
- Maximum Credit Card purchase value allowed is \$2,500.00
- Customer cannot hold retainage unless specifically agreed to before the PO is issued and accepted
- Acceptance by the customer of any materials indicates that the customer agrees to all Norris, Inc. terms and conditions

This proposal is expressly subject to the Agreement for Fire Alarm & Sprinkler Maintenance Services dated 12/1/2012 between Norris Inc. and PDA.

Signature: 

Date: 4/27/16


Customer Signature

Project Total: \$9,067.00

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: 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:
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.
- 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.

Hardware

Item	Description	Price	Qty	Ext. Price
	PowerEdge Installed	\$16,999.00	1	\$16,999.00
	DELL POWEREDGE BUSINESS SERVER: DUAL INTEL XEON 2.4 GHZ, 64GB RAM, RAID 6, 6 X 600GB SAS 15K HDD (2.4TB USABLE), REDUNDANT POWER SUPPLY, DVD-ROM, NO OPERATING SYSTEM, MOUSE AND KEYBOARD, DELL 5-YEAR SAME DAY 4 HOUR ONSITE WARRANTY		1	
	Microsoft Exchange Server 2016 Standard - License - Open License for Government		1	
	Microsoft Windows Server 2012 R.2 Standard - License - 1 Server, 2 CPU - Open License for Government		1	
	VMware vSphere v.6.0 Essentials Kit - License - 2 Processor Per Host, 3 Host		1	
	Acronis Backup v.9.0 for VMware - License - Unlimited Virtual Machine - Government		1	
	APC Smart-UPS 1500VA Tower UPS - 1500VA/1000W - 6.7 Minute Full Load - 8 x NEMA 5-15R		1	
	Buffalo LinkStation 220 2TB 2-Drive NAS - 2 x 1 TB HDD - Personal Cloud - Easy Setup - WebAccess - Backup Software - Gigabit Ethernet - USB Accessory Port		2	
	Configuration and installation of new server		1	
Subtotal				\$16,999.00

MOTION

Director Torr:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to exercise the option to extend the Right of Entry with Skyhaven Flying Club, Inc. ("SFC") for the premises located at Skyhaven Airport. The Right of Entry is extended for a period of six months beginning April 1, 2016 through September 30, 2016 on the same terms and conditions contained in the SFC Right of Entry dated October 1, 2015 attached hereto.

N:\RESOLVES\SkyhavenFC0516.docx

October 1, 2015

Steven Hyde, President
Skyhaven Flying Club, Inc.
154 Maplewood Avenue
Portsmouth, NH 03801

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

Dear Mr. Hyde:

This Right of Entry will authorize Skyhaven Flying Club, Inc. ("SFC") to enter upon a portion of the airport terminal building as more specifically described in Exhibit A at Skyhaven Airport, 238 Rochester Hill Road, Rochester, NH 03867(the "Premises") commencing on October 1, 2015 for a period of six months through March 31, 2016, for the purpose of housing and using a flight simulator and for no other use without the express written consent of the Pease Development Authority ("PDA"). This Right of Entry may be extended by the mutual consent of the Parties for an additional six month period through September 30, 2016 subject to the approval of the PDA Board of Directors. The use, occupation and maintenance of the Premises shall be: (a) without cost or expense to the PDA; (b) subject to the general supervision and approval of the PDA; and (c) subject to such rules and regulations as the PDA may prescribe from time to time. This Right of Entry shall terminate upon either Party providing at least 30 days advance written notice ahead of the date on which the Agreement is to end, unless terminated earlier or extended by agreement of the Parties.

This authorization is conditioned upon the following:

1. PDA shall not be responsible for damages to property or injuries to persons which may arise from or be attributable or incident to the condition or state or repair of the Premises, or the use and occupation thereof, or for damages to the property or injuries to the person of SFC members, officers, agents, servants or employees, or others who may be on the Premises at their invitation or the invitation of any one of them.
2. SFC understands and acknowledges that this Right of Entry; (a) allows only temporary use of the facilities; (b) is granted on a non-exclusive basis; and (c) may be revoked at will by PDA or terminated at will upon providing thirty (30) days advance written notice and that PDA need not state a reason for any such revocation or termination. The use of the Premises shall be orderly and efficient, shall not constitute a nuisance and shall not cause disruption to other Airport activities. PDA may also terminate this Right of Entry for cause upon providing SFC with seven (7) days advance written notice.
3. SFC agrees to assume all risks of loss or damage to property and injury or death to persons by reason of or incident to the possession and/or use of the Premises, or the activities conducted by it under this Right of Entry.

Steven Hyde, President
Skyhaven Flying Club, Inc.
October 1, 2015
Page 2

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

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

Each such policy or certificate therefore issued by the insurer shall to the extent obtainable contain (i) a provision that no act or omission of any employee, officer or agent of SFC, which would otherwise result in forfeiture or reduction of the insurance therein provided shall affect or limit the obligation of the insurance company to pay the amount of any loss sustained, (ii) an agreement by the insurer that such policy shall not be canceled without at least thirty (30) days prior written notice by registered mail to Pease Development Authority, (iii) provide that the insurer shall have no right of subrogation against Pease Development Authority or the State of New Hampshire, (iv) a provision that any liability insurance coverage required to be carried shall be primary and non-contributing with respect to any insurance carried by PDA.

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

7. SFC's agreement to pay a rental fee of \$85.00 per month for the use of the Premises (inclusive of utilities) with the first payment due on or before October 1, 2015 and all subsequent payments due on or before the first day of each month for the duration of this Right of Entry.

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

9. [Reserved]

10. SFC's agreement to leave the Premises in the same or better condition as existed at the time of the commencement of this Right of Entry.

11. SFC's agreement to provide trash disposal containers at the Premises and to ensure that the Premises is kept neat, clean and free of all trash and debris generated from its operations.

12. SFC's agreement to abide by the Minimum Standards for Commercial and Non-Commercial Aviation Operators at Skyhaven Airport.

13. To the extent applicable, SFC agrees to hold the State of New Hampshire and Pease Development Authority, harmless with respect to taxes levied against the premises subject to this Agreement as a consequence of the application of RSA 72:23 I. If applicable,

Steven Hyde, President
Skyhaven Flying Club, Inc.
October 1, 2015
Page 3

SFC agrees to pay in addition to other payments all properly assessed real and personal property taxes against the premises subject to this Agreement in accordance with the provisions of RSA 72:23 I. Failure of SFC to pay its duly assessed personal and real estate taxes when due shall be cause to terminate this Agreement by Pease Development Authority. SFC shall, in addition reimburse Pease Development Authority for any taxes paid by it pursuant to RSA 72:23 I as a result of SFC's failure to pay said taxes.

14. Except in circumstances involving the sole negligence of the PDA and its employees, SFC covenants and agrees to indemnify, a hold harmless and defend PDA and the State of New Hampshire from and against any and all claims, demands, causes of action, losses, and damages asserted by or on behalf of any person, firm, corporation, and public authority on account of or based upon any death or injury to person or loss of or damage to any property sustained or occurring (or which may be claimed to have been sustained or have occurred) on, in, or about Skyhaven Airport and the Premises.

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

Sincerely,



David R. Mullen
Executive Director

[Signature Page Follows]

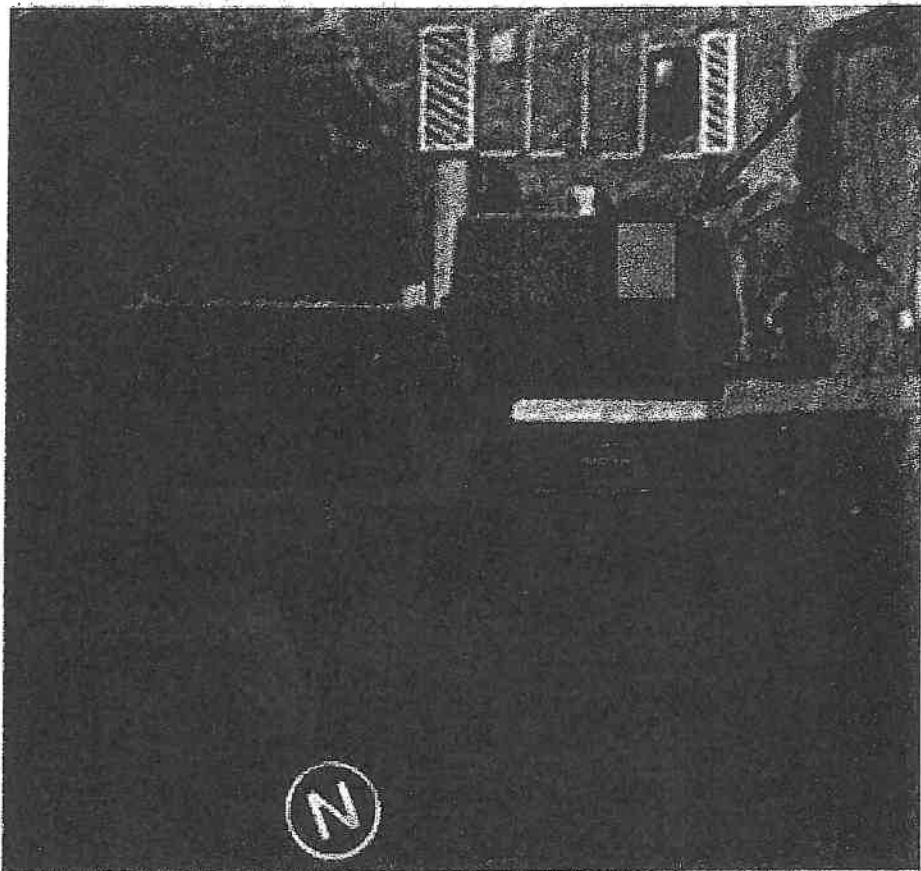
Steven Hyde, President
Skyhaven Flying Club, Inc.
October 1, 2015
Page 4

Agreed and accepted this 30th day of September, 2015

DocuSigned by:
By: Steven F. Hyde, President
~~Duly Authorized~~

cc: K. William Hopper, Airport Manager, A.A.E.
Irving Canner, Director of Finance
Mark H. Gardner, Deputy General Counsel

EXHIBIT "A"



The room at the West corner of the building, in the approximate location shown below:

EXHIBIT "A"

Memorandum

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

From: Sandra McDonough, Airport Operations/Community Liaison 

Date: 5/12/2016

Subj: Noise Report for April 2016

The Portsmouth International Airport Community Liaison received a total of 35 inquiries for the calendar month of March 2016: 5 rotor, 29 fixed wing and 1 general.

Four of the helicopter inquiries were associated with Seacoast Helicopters and the fifth inquiry was concerning a twin engine, non-based helicopter. The five helicopter related inquiries were from four residents; three Portsmouth residents and one Kittery Point resident.

The 29 inquiries on fixed-wing aircraft were mostly related to military aircraft including KC135s, E6s, Falcon 20s and a C17. The only non-military aircraft call was described as a small white single engine aircraft. Of the 29 inquiries, 28 were from a repeat caller in Newmarket pertaining to Government aircraft. As in her past calls, she considers these to be a safety issue and states it has been going on for months. The Airport Community Liaison has met with ATC and discussed the pattern altitudes for Portsmouth International. ATC has stated that the NHANG fly at or above the minimum altitude and that they would be aware of an aircraft flying below the minimum altitude. The caller has been given the contact information for the FSDO (Flight Standard District Office) in the past to address her safety concerns. The other fixed wing related inquiry was from a Berwick, Maine resident regarding a small, white, single engine aircraft. The caller was informed that it is impossible to know what airport the aircraft was flying out of or flying to.

The final inquiry was more of a request for more aircraft to fly out of Portsmouth. The caller intended to be funny but he was sincere about his statement.

Attached is a copy of the Noise Report for April 2016.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
1	4/6/2016	12:59	13 Witmer Avenue Portsmouth, NH 03801-	NonBased	Airbus Helicopter ASS35SF2	I just had a helicopter. I can't give you the color because it was directly over my head. I could only see the bottom. It came right over the house at 12:49 on Wednesday April 6th. Thank you.	McDonough contacted PCA to obtain information on the helicopter that recently landed and requested PCA have the pilot of the helicopter call the Airport Community Liaison when he was done with the flight. McDonough also contacted the Air Traffic Control Supervisor who indicated that the helicopter departed south and did not seem to go over the neighborhood. Winds were 140@10 G15 which may have blown the helicopter towards that direction. McDonough spoke with the caller 4/6 and informed the caller that she will follow up again when she has more information.
2	4/10/2016	9:45	212 Keay Road Berwick, ME 03901	Unknown	small white single engine	Emailed: A white single engine plane flying low at tree top level very close to a roof of a house on Keay Road near Ridlon Rd in Berwick Maine.	McDonough left a message on 4/13 and received no response. It is impossible to know where this airplane originated from and at what altitude it was flying. Small single engine aircraft often use roads to navigate in the air.
3	4/12/2016	21:08	178 Bayview Newmarket, NH 03857-	Based	KC135R Pack 22	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG are following procedure and rules set forth by the FAA and Air Force. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to pursue her safety concerns any further.
4	4/12/2016	21:27	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG are following procedure and rules set forth by the FAA and Air Force. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to pursue her safety concerns any further.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
5	4/12/2016	21:32	178 Bayview Newmarket, NH 03857-	Basel	KC135R Pack22	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG are following procedure and rules set forth by the FAA and Air Force. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past. Caller feels a crash is eminent.
6	4/13/2016	19:13	178 Bayview Newmarket, NH 03857-	Comb Based	3 KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG is following the procedures and rules set forth by the FAA and USAF. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to further pursue her safety concerns.
7	4/13/2016	20:43	178 Bayview Newmarket, NH 03857-	Comb Based	3 KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG is following the procedures and rules set forth by the FAA and USAF. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to further pursue her safety concerns.
8	4/13/2016	18:51	178 Bayview Newmarket, NH 03857-	Comb Based	3 KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG is following the procedures and rules set forth by the FAA and USAF. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to further pursue her safety concerns.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
9	4/13/2016	18:41	178 Bayview Newmarket, NH 03857-	Comb Based	3 KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern centers on the premise that the more aircraft that fly overhead the more likely there will be a crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG is following the procedures and rules set forth by the FAA and USAF. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to further pursue her safety concerns.
10	4/13/2016	20:43	178 Bayview Newmarket, NH 03857-	Comb Based	3 KC135R	Repeat caller who is concerned about mostly military aircraft flying over the Newmarket area. Her concern revolves the premise that the more aircraft that fly overhead the more likely the will crash. She feels a crash is eminent.	McDonough has been told by the ATCT and the NHANG that the NHANG is following the procedures and rules set forth by the FAA and USAF. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to further pursue her safety concerns.
11	4/14/2016	11:50	213 Grafton Drive Portsmouth, NH 03801			Emailed: Too Quiet on the Trade Port. Please ask more aircraft to fly over.	McDonough spoke with Mr. XXXXX about his message. He explained he was just trying to be funny but he really would like to see more traffic.
12	4/14/2016	19:45	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller from Newmarket with the same concerns and now she thinks she is being targeted.	McDonough has been told by the ATCT and the NHANG that the NHANG are following procedure and rules set forth by the FAA and Air Force. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to pursue her safety concerns any further.
13	4/14/2016	21:22	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller from Newmarket with the same concerns and now she thinks she is being targeted.	McDonough has been told by the ATCT and the NHANG that the NHANG are following procedure and rules set forth by the FAA and Air Force. The caller has been given the number to the FSDO (Flight Standards and District Office) in the past to pursue her safety concerns any further.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
14	4/16/2016	16:37	201 Crockett Neck Rd Kittery, ME 03904-	Based	Robinson helicopter	It's the first nice day of spring and your helicopter flights have evidently started right over my head again. Please alter your pattern to at least every other day.	McDonough left a message 4/18. No response at this time.
15	4/17/2016	13:57	68 Miller Avenue Portsmouth, NH 03801-	Based	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter, directly over my house. Always exactly the same route.	Caller has indicated in the past that a call back is unnecessary.
16	4/21/2016	22:32	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
17	4/21/2016	11:46	75 Mark Street Portsmouth, NH 03801-	Based	Robinson helicopter	Emailed: Buzzing directly over the school full of kids. Go read the USA Today piece on the FAA cover up of R44 crashes. Tell Bruce to try being a reasonable business owner.	Caller does not require a call back.
18	4/21/2016	11:44	68 Miller Avenue Portsmouth, NH 03801-	Based	Robinson helicopter	Emailed: NOISE COMPLAINT - Red helicopter directly over my house. Always exactly the same route. Why does he have to do that?	Caller has indicated in the past that a call back is unnecessary.
19	4/22/2016	9:57	178 Bayview Newmarket, NH 03857-	NonBased	Falcon 20	Repeat caller with the same concern.	No further action at this time.
20	4/22/2016	10:08	178 Bayview Newmarket, NH 03857-	NonBased	Falcon 20	Repeat caller with the same concern.	No further action at this time.
21	4/27/2016	18:30	178 Bayview Newmarket, NH 03857-			Repeat caller with the same concern.	No further action at this time.
22	4/27/2016	18:35	178 Bayview Newmarket, NH 03857-			Repeat caller with the same concern.	No further action at this time.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
23	4/27/2016	16:58	178 Bayview Newmarket, NH 03857-	Unknown		Repeat caller with the same concern.	No further action at this time.
24	4/27/2016	15:28	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
25	4/27/2016	14:55	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
26	4/27/2016	15:00	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
27	4/27/2016	13:12	178 Bayview Newmarket, NH 03857-	NonBased	C 17	Repeat caller with the same concern.	No further action at this time.
28	4/27/2016	18:54	178 Bayview Newmarket, NH 03857-	Based		Repeat caller with the same concern.	No further action at this time.
29	4/29/2016	11:14	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
30	4/29/2016	11:20	178 Bayview Newmarket, NH 03857-	Based	KC135R	Repeat caller with the same concern.	No further action at this time.
31	4/30/2016	13:02	178 Bayview Newmarket, NH 03857-	NonBased	E6	Repeat caller with the same concern.	No further action at this time.

PDA Noise Control Log

For the Period: 04/01/2016 to 04/30/2016

Call	Date	Time	Caller ID	Location	Aircraft	Narratives	Follow Up
32	4/30/2016	12:15	178 Bayview Newmarket, NH 03857-	NonBased	E6	Repeat caller with the same concern.	No further action at this time.
33	4/30/2016	12:29	178 Bayview Newmarket, NH 03857-	NonBased	E6	Repeat caller with the same concern.	No further action at this time.
34	4/30/2016	12:34	178 Bayview Newmarket, NH 03857-	NonBased	E6	Repeat caller with the same concern.	No further action at this time. No further action at this time.
35	4/30/2016	12:55	178 Bayview Newmarket, NH 03857-	NonBased	E6	Repeat caller with the same concern.	No further action at this time.



55 International Drive, Portsmouth, NH 03801

MOTION

Director Preston:

The Pease Development Authority Board of Directors authorizes the Executive Director to expend funds in the total amount of \$6,960.00 for legal services rendered to the Pease Development Authority by:

- 1. Sheehan Phinney Bass + Green
Through March 31, 2016 \$ 6,960.00

Total \$6,960.00

N:\RESOLVES\Legal Services0516.docx

SHEEHAN PHINNEY BASS & GREEN PA
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:	\$290.00
TOTAL EXPENSES:	\$0.00

TOTAL THIS BILL:	\$290.00

PREVIOUS BALANCE:	\$6,670.00

TOTAL BALANCE DUE:	\$6,960.00

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... \$ _____

MEMORANDUM

To: Pease Development Authority Board of Directors
From: David R. Mullen, Executive Director *DM*
Date: May 19, 2016
Re: Commercial Mooring Permit Transfers

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

	<u>Permit</u>	<u>Business</u>	<u>Date of Approval</u>
Isles of Shoals Harbor Transferor: Transferee:	No. 4902 William Roach Peter Aikens, Jr.	Commercial Fishing	5/10/16


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\Boardmem0516.wpd

TO: David Mullen, Executive Director, PDA
FROM: Geno J. Marconi, Director, DPH 
DATE: May 10, 2016
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 #4902, from William Roach to Peter Aikens, Jr.

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 *TCS*

Re: Commercial Transfer

Date: May 9, 2016

William Roach and Peter Aikens, Jr are requesting the transfer of a Mooring Permit (#4902) in the Isles of Shoals Harbor mooring field. Roach recently provided a lobster license with a request to change the mooring to a Commercial Use Permit. Aikens has an established lobster fishing business, and his license is attached. Attached is a bill of sale for Roach's 18' Eastern lobster boat. Aikens said that he understands that the mooring must remain in commercial use.

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

I recommend that permit #4902 be transferred to:

Peter J. Aikens, Jr
Petey's lobster Pound
1215 Ocean Blvd
Rye, NH 03870

MOTION


Director Bohenko:

In accordance with the provisions of RSA 12-G:42, XI, the PDA Board of Directors hereby approves of the Final Proposals – Fixed Texts attached hereto for:

- a. Amendments to various sections of Administrative Rules Pda 300;
- b. Readoption with amendment to various sections of Administrative Rules Pda 500; and
- c. Amendments and readoption with amendment to various sections of Administrative Rules Pda 600;

and authorizes the Division Director to take any necessary or recommended action in accordance with RSA 541-A, in furtherance of this matter.

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Date: May 11, 2016
To: PDA Board of Directors
From: Geno Marconi, Port Director 
Subject: Proposed Amendments to Administrative Rules

The Division of Ports and Harbors is submitting to the PDA Board of Directors, Final Proposed Rules (Amendments) to the following Administrative Rules, in accordance with RSA 541-A:

- CHAPTER Pda 300 PORT CAPTAINS, PILOTS AND PILOTAGE
- CHAPTER Pda 500 MOORINGS AND ANCHORAGES
- CHAPTER Pda 600 STATE-OWNED COMMERCIAL PIERS AND ASSOCIATED FACILITIES

As required, Notice for Public Comment on the proposed rules were advertised in local and state wide newspapers and on the Division's web site. A Public Hearing was held at the Division office on May 2, 2016. The Division has received no public comment, therefore, there are no changes to the Initial Proposed Rules previously submitted.

Pda 300:

Section Pda 304.01 Pilotage of Vessels is a proposed rule requiring that a vessel requiring a pilot and engaged in towing and underway in the pilotage area, shall use an assist tug when transitioning between modes of towing.

The proposed amendments to the other sections of Pda 300 are due to changes that the United States Coast Guard has made to the issuance of the medical certificate required for Merchant Mariners and references to the sections of the Code of Federal Regulations (CFR) relative to medical certificates, dangerous drug testing and Bridge Resource Management. The proposed changes to Pda 300 in these references are intended to be consistent with the Coast Guard regulations.

Pda 500:

The proposed amendments to sections Pda 508.03, 508.07 and 508.09 are intended to provide additional rights for the transfer of mooring permits and waitlist positions to a surviving spouse.

Pda 600:

The proposed amendments to Pda 603.02 [Business-Use Piers] is consistent with the language already in effect in Pda 603.01 Recreational-Use Piers.

The proposed amendment to Pda 603.11 General Restrictions and Limitations, prohibits the consumption of alcohol on state-owned commercial piers or associated facilities unless permission has been granted in accordance with the terms and conditions of a written contractual agreement with the PDA.

In accordance with RSA 12-G:44 IV, the Division Director presented the Initial Proposed Rules to the Advisory Council for review and comment at the Council's meeting held on October 15, 2015. The council offered comment and those comments were incorporated into the initial proposed rules.

Therefore in accordance with RSA 12-G:42 X, (a), (c) and (d), the Division of Ports and Harbors requests that the Pda Board of Directors approve the proposed amendments to Pda 300, Pda 500 and Pda 600, attached and authorize the Division Director to submit said Final Proposed Rules (Amendments) to the Office of Legislative Services in accordance with RSA 541-A.

Amend Pda 304.01, effective 4-1-11 (Document #9891-A) by inserting a new paragraph (d), so that Pda 304.01(d) is edited and reads as follows:

Pda 304.01 Pilotage of Vessels.

(d) A vessel requiring a pilot in accordance with (a) or (b) above, engaged in towing and underway in the pilotage area, shall use an assist tug when transitioning between towing modes.

Amend Pda 305.06(b)(2)d., effective 4-1-11 (Document #9891-A), so that (b) intro., (b)(2) intro., and (b)(2)d. are cited and read as follows:

Pda 305.06 Minimum Requirements for Pilot Appointment or Reappointment.

(b) At a minimum, no applicant for appointment or reappointment as a pilot under Pda 305 shall receive an appointment, except as otherwise provided in Pda 305.03(c) and 305.04(b), unless at the time of the application for appointment or reappointment, the applicant shall:

(2) Hold:

d. A bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Amend Pda 305.06(b)(3), effective 4-1-11 (Document #9891-A), so that (b) intro., and (b)(3) intro. are cited and read as follows:

Pda 305.06 Minimum Requirements for Pilot Appointment or Reappointment.

(b) At a minimum, no applicant for appointment or reappointment as a pilot under Pda 305 shall receive an appointment, except as otherwise provided in Pda 305.03(c) and 305.04(b), unless at the time of the application for appointment or reappointment, the applicant shall:

(3) Provide the division with:

1. A copy of the pilot's current medical certificate issued by the Coast Guard; and

2. Documentation that the pilot has complied with the test for dangerous drugs under 46 CFR 16.220 (10-1-14 edition) or that the applicant otherwise met, under 46 CFR 16.230 10-1-14 edition), the Coast Guard's requirements for random testing;

Amend Pda 305.09(a)(2), effective 4-1-11 (Document #9891-A), so that (a) intro. and (a)(2) are cited and read as follows:

Pda 305.09 Required Annual Certifications.

(a) During a term of appointment and within 90 days prior to the yearly anniversary of a pilot's appointment or reappointment, the pilot shall:

(2) Provide the division with:

- a. A copy of the pilot's current medical certificate issued by the Coast Guard; and
- b. Documentation that the pilot has complied with the test for dangerous drugs under CFR 16.220 (10.1.14 edition) or that the applicant otherwise met, under 46 CFR 12.230 (10-1-14 edition), the Coast Guard's requirements for random testing.

Amend Pda 306.01(f)(2)c., effective 4-1-11 (Document #9891-B), so that (f) intro., (f)(2) intro., and (f)(2)c. are cited and read as follows:

Pda 306.01 Application Form for Initial Pilot Appointment.

(f) The applicant shall include, as part of the application:

(2) A certified copy of the applicant's current license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes the applicant's:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Amend Pda 306.01(g)(8)c., effective 4-1-11 (Document #9891), so that (g) intro., (g)(8) intro., and (g)(8)c. are cited and read as follows:

Pda 306.01 Application Form for Initial Pilot Appointment.

(g) The applicant shall certify whether or not the applicant:

(8) Holds a valid license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes a:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management.

Amend Pda 306.02(f)(2)c., effective 4-1-11 (Document #9891), so that (f) intro., (f)(2) intro., and (f)(2)c. are cited and read as follows:

Pda 306.02 Application Form for Pilot Reappointment.

(f) The applicant shall include, as part of the application:

(2) A certified copy of the applicant's current license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes the applicant's:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Amend Pda 306.02(g)(8)c., effective 4-1-11 (Document #9891), so that (g) intro., (g)(8) intro., and (g)(8)c. are cited and read as follows:

Pda 306.02 Application Form for Pilot Reappointment.

- (g) The applicant shall certify whether or not the applicant:

- (8) Holds a valid license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes a:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Amend Pda 306.03(f)(2)c., effective 4-1-11 (Document #9891-B), so that (f) intro., (f)(2) intro., and (f)(2)c. are cited and read as follows:

Pda 306.03 Application Form for Temporary Pilot Appointment.

- (f) The applicant shall include, as part of the application:

- (2) A certified copy of the applicant's current license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes the applicant's:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Amend Pda 306.03(g)(8)c., effective 4-1-11 (Document #9891-B), so that (g) intro., (g)(8) intro., and (g)(8)c. are cited and read as follows:

Pda 306.03 Application Form for Temporary Pilot Appointment.

- (g) The applicant shall certify whether or not the applicant:

- (8) Holds a valid license issued by the Coast Guard as master or mate, for ocean, near coastal, or inland, for vessels over 1,600 gross tons that includes a:

- c. Bridge resource management certificate from a course approved by the Coast Guard in bridge resource management;

Pease Development Authority

Cross-Reference Table for Item 9 of Cover Sheet for Final Proposal (Notice Number 2016-48, Pda 300-various) (Appendix II-G of *New Hampshire Drafting and Procedure Manual*)

APPENDIX

<u>Rule Number</u>	<u>State Statute/Federal Regulation Implemented</u>
Pda 304.01(d)	RSA 12-G:48-49
Pda 305.06(b) intro., (b)(2) intro., and (b)(2)d	RSA 12-G:47
Pda 305.06(b) intro., and (b)(3)	RSA 12-G:47; 46 CFR 16.220, 16.230
Pda 305.09(a) intro., and (a)(2)	RSA 12-G:47; 46 CFR 16.220, 16.230
Pda 306.01(f) intro., (f)(2) intro., and (f)(2)c	RSA 12-G:47
Pda 306.01(g) intro., (g)(8) intro., and (g)(8)c	RSA 12-G:47
Pda 306.02(f) intro., (f)(2) intro., and (f)(2)c	RSA 12-G:47
Pda 306.02(g) intro., (g)(8) intro., and (g)(8)c	RSA 12-G:47
Pda 306.03(f) intro., (f)(2) intro., and (f)(2)c	RSA 12-G:47
Pda 306.03(g) intro., (g)(8) intro., and (g)(8)c	RSA 12-G:47

Readopt with amendment Pda 508.03, effective 8-20-11 (Document #9975), to read as follows:

Pda 508.03 Transfer of General Use, Shorefront Property Owner, Commercial Use, or Commercial Mooring for Hire Mooring Permit to Surviving Spouse.

(a) If a vessel is owned by spouses jointly with right of survivorship and passes to a surviving spouse as a result of death, and the spouse whose name appears on a general use, shorefront property, or commercial use mooring permit, or on a commercial mooring for hire mooring permit held by a shorefront property owner as described in Pda 502.05(b), granted by the division dies during the term of the permit, the division shall transfer the permit to the name of the surviving spouse if the conditions under (c) below are met.

(b) If ownership of a vessel previously owned by a deceased spouse whose name appears on a general use, shorefront property, or commercial use mooring permit, or on a commercial mooring for hire mooring permit held by a shorefront property owner as described in Pda 502.05(b), granted by the division passes by will or in accordance with the laws of intestacy to a surviving spouse, the division shall transfer the permit to the name of the surviving spouse if the conditions under (c) below are met.

(c) The surviving spouse shall present a written request for transfer under this section to the division at the time that an application for an existing mooring permit under Pda 506.04 is filed with the division, on or before the March 1 deadline. If the death occurred within 10 days before the March 1 deadline and the surviving spouse submits the request within 10 business days after March 1, the division shall waive the mooring permit reapplication late fee and charge only the mooring permit application fee. The surviving spouse shall provide the following documentation at the time of filing:

- (1) The death certificate of the deceased spouse;
- (2) Proof that the vessel was owned jointly by the spouses, if the vessel was owned jointly with right of survivorship; and
- (3) Either:
 - a. A copy of the decree of the probate court granting ownership of the vessel to the surviving spouse, if the ownership of the vessel passed to the surviving spouse by will or in accordance with the laws of intestacy; or
 - b. Evidence that the estate of the deceased spouse is in probate and that the ownership of the vessel will pass to the surviving spouse by will or in accordance with the laws of intestacy.

Readopt with amendment Pda 509.07, effective 8-20-11 (Document #9975), to read as follows:

Pda 509.07 Mooring Wait List Renewal Applications; Rights of Surviving Spouse.

(a) An applicant who seeks to remain on a mooring wait list(s) shall renew his or her wait list status annually by March 1 of each year by submitting a mooring wait list application in accordance with Pda 509.03 and payment of the wait list fee, or within 10 business days after March 1 by submitting a mooring wait list application in accordance with Pda 509.03 and

payment of the wait list late fee.

(b) If a person on a mooring wait list passes away, the person's surviving spouse may request that the name of the surviving spouse be substituted for the deceased spouse by submitting, with the renewal application, a written request for such substitution and a death certificate for the deceased spouse. If the death occurred within 10 days before the March 1 deadline and the surviving spouse submits the request within 10 business days after March 1, the division shall waive the mooring wait list renewal late fee and charge only the mooring wait list renewal fee.

(c) The division shall mail a mooring wait list application form once annually on or before January 15 to each applicant on a mooring wait list, to the address specified by the applicant on the mooring wait list application, or, if none is specified, to the applicant's permanent address.

(d) If an undeliverable wait list application form is returned to the division, the division shall not retain the form. The mooring wait list applicant shall be responsible for timely renewal of the applicant's wait list status without receipt of a renewal notice from the division.

Readopt with amendment Pda 509.08, effective 8-20-11 (Document #9975), to read as follows:

Pda 509.08 Notification of Changes in Wait List Information; Surviving Spouse Procedures.

(a) In order to maintain updated information with the division, any person on a mooring wait list shall notify the division in writing, within 30 business days of the change, of any change of wait list information or any change of address or telephone number.

(b) If an applicant listed on a wait list passes away and that person has a surviving spouse who wishes to be substituted for the deceased spouse on the wait list, the surviving spouse shall follow the procedures set forth in Pda 509.07(b).

Pease Development Authority

Cross-Reference Table for Item 9 of Cover Sheet for Final Proposal (Notice Number 2016-49, Pda 508.03, 509.07 & 509.08) (Appendix II-G of *New Hampshire Drafting and Procedure Manual*)

APPENDIX

<u>Rule Number</u>	<u>State Statute/Federal Regulation Implemented</u>
Pda 508.03	RSA 12-G:42, VI, VII
Pda 509.07	RSA 12-G:42, VI, VII
Pda 509.08	RSA 12-G:42, VI

Amend Pda 603.02(d)(1), effective 11-1-13 (Document #10441), so that Pda 603.02(d) intro. and (d)(1) are cited and read as follows:

Pda 603.02 Business-Use Piers; Restrictions; Skiffs; Emergency Use Allowed.

(d) No commercial fishing vessel or commercial cargo vessel shall be secured for more than 30 minutes, and no other vessel shall be secured at any time to a business-use pier, except a commercial fishing vessel with a berthing permit or as provided in (e) or (f) below, unless the vessel owner or operator requests permission to be so secured and the division director or an employee of the division:

(1) Determines that one or more of the following applies:

- a. The volume or complexity of loading or offloading harvested seafood or equipment or both requires longer than 30 minutes;
- b. The vessel requires repairs or maintenance that take longer than 30 minutes;
- c. Weather or tide conditions make it hazardous for the vessel not to be secured to the pier;
- d. A medical emergency exists involving a passenger or crew member; or
- e. Failure to secure the vessel to the pier would result in an imminent and substantial hazard to navigation or to the safety of any person on board such vessel; and

Readopt with amendments Pda 603.11, effective 11-1-13 (Document #10441), to read as follows:

Pda 603.11 General Restrictions and Limitations.

(a) There shall be no camping or sleeping on state-owned commercial piers or associated facilities.

(b) The consumption of alcohol at state-owned piers or associated facilities shall be prohibited, unless permission has been granted in accordance with the terms of a written contractual agreement with the authority.

Pease Development Authority
Pda 600

Cross-Reference Table for Item 9 of Cover Sheet for Final Proposal (Notice Number 2016-50, Pda 603.02(d) intro. & (d)(1) and Pda 603.11 (Appendix II-G of *New Hampshire Drafting and Procedure Manual*)

APPENDIX


<u>Rule Number</u>	<u>State Statute/Federal Regulation Implemented</u>
Pda 603.02(d) intro. and (d)(1)	RSA 12-G:42, IX
Pda 603.11	RSA 12-G:42, IX

MOTION

Director Preston:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to enter into a Right of Entry with Miles Marine Transportation, LLC of Gilford, NH, for the purposes of operating a boat hauling business at the Hampton Harbor Marine Facility, Hampton, NH and the Rye Harbor Marine Facilities, Rye, NH; all in accordance with the terms and conditions set forth in the memorandum of Geno J. Marconi, Division Director, dated May 10, 2016 attached hereto.

N:\RESOLVES\ROEMilesMarine0516.docx

Date: May 10, 2016
To: PDA Board of Directors
From: Geno Marconi, Port Director 
RE: Miles Marine Transportation, Boat Hauling

The Division is in receipt of a request from Miles Marine Transportation LLC of Gilford, NH, requesting a Right of Entry (ROE) to operate a boat hauling business at the Rye Harbor and Hampton Harbor Marine Facilities.

Miles Marine Transportation LLC specializes in hauling and launching of commercial and personally owned marine craft. This business would also enhance winter boat storage at the Hampton Harbor Marine Facility and bring in additional revenue to the Division

Therefore, the Division of Ports and Harbors recommends that the PDA Board of Directors approve the request of Miles Marine Transportation LLC for an ROE at the Rye Harbor and Hampton Harbor Marine Facilities in accordance with the following Terms and Conditions:

PREMISIS: Rye Harbor and Hampton Harbor Marine Facilities

PURPOSE: Haul and launch vessels at Rye Harbor and Hampton Harbor

TERM: June 1, 2016 to June 30, 2019

FEE: \$25.00 per haul
\$25.00 per launch
For vessels that have secured and paid for winter storage at the Rye Harbor and Hampton Harbor Marine Facilities, the launch/haul fee is waived (included in storage fee)

INSURANCE: Commercial General Liability: \$1,000,000.00 per occurrence
Automobile Liability: \$1,000,000.00, if applicable
Workers Compensation in accordance with statutory limits
Thirty (30) day notification of cancellation
PDA-DPH and the State of New Hampshire named as additional insured
Grantee agrees to indemnify, defend and hold harmless the State of New Hampshire and the Pease Development Authority, Division of Ports and Harbors.

Miles Marine LLC
142 Lily Pond Road
Gilford NH 03249

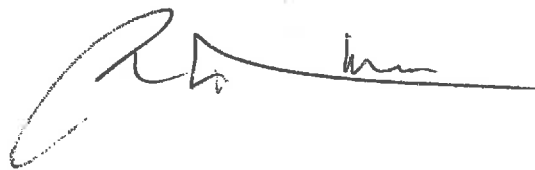
April 26, 2016

Mr Marconi ,

We at Miles Marine are requesting permission /
permitting ability for the Hampton and Rye NH
ramp for our commercial trucks to launch
customer boats when they request these facilities .
Please let me know what else you need from us
If anything .

Regards ;

Miles Marine LLC

A handwritten signature in black ink, appearing to be a stylized name, possibly "R. Marconi", written over a horizontal line.

7 Days A Week

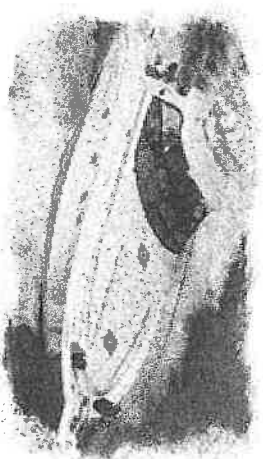
603-527-1887

Miles Marine

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MerCruiser



Miles Marine Transportation – Marine Service

Miles Marine is a family owned Boat Transport Company that has been in the Boat Hauling business since 1984. We pride ourselves on excellent customer service, this has been instrumental in supporting our reputation as a outstanding Boat Hauling Company. Reliability is a must in this industry to maintain the reputation we enjoy. Miles Marine strives to maintain a tight schedule as we realize that you the customer and the boat yards and marinas involved are counting on us to be on time. We are consumers like you and treat all the vessels we move as if they were our own!

Our experienced, dedicated drivers have the knowledge and driving skills to transport your boat safely and professionally. They are all highly trained and experienced at transporting oversize boats. We always use the required escorts and high poles, when state regulations require them.

Our drivers know how the boat must be supported, balanced, stabilized and secured. They know how to properly distribute the weight on both the boat, and the trailer axels and how to correctly secure the boat to the trailer. We'll match the right boat trailer and driver for the proper transport of your boat. Our drivers will complete a thorough condition check of your boat prior to loading and again at offloading.

The staff at Miles Marine is highly qualified, knowledgeable both professionally and personally, to assist with your boat transport needs. We has built an impressive reputation in the industry for the utmost in personalized service, commitment to quality, competent and capable drivers, state-of-the-art boat transportation equipment, superior customer communications, and fair, honest, competitive rates.

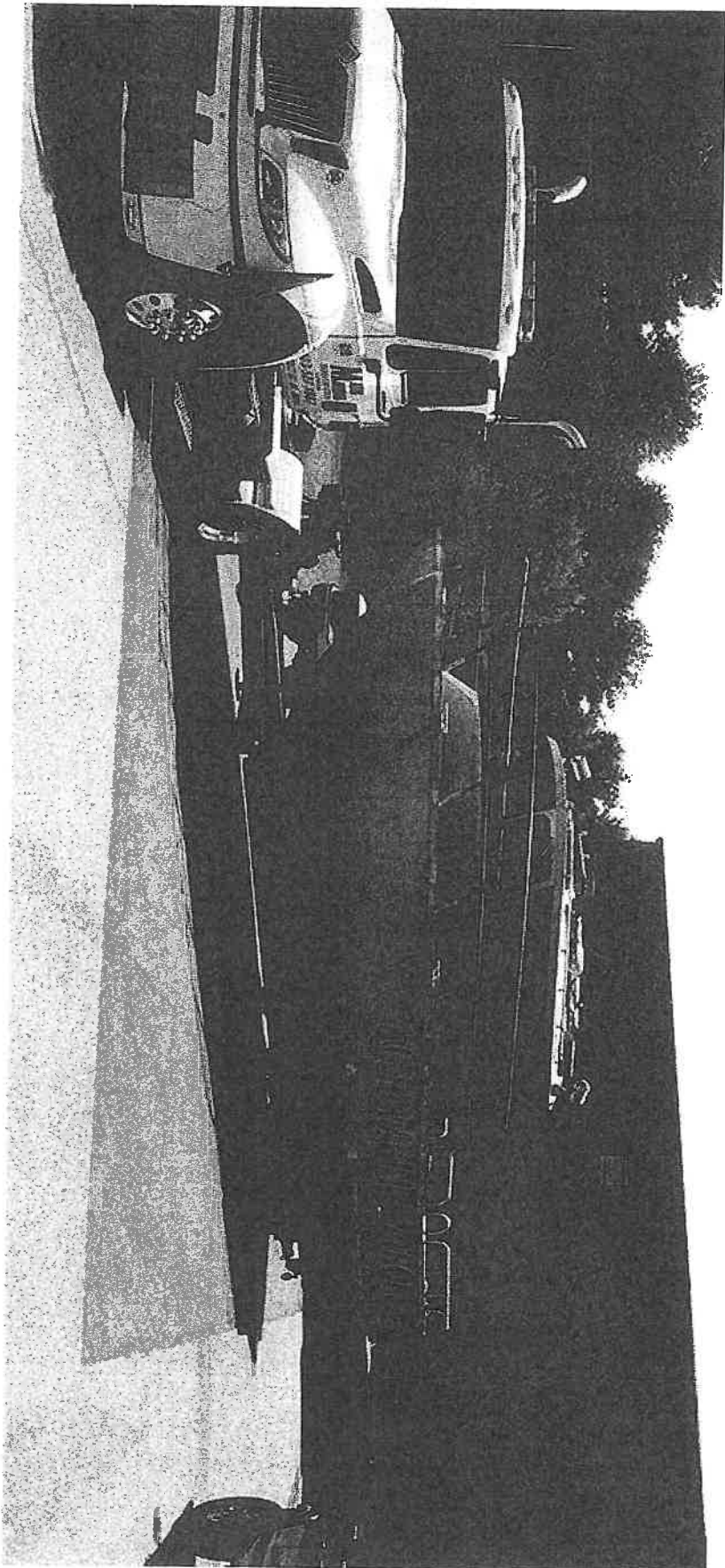
Miles Marine will disassemble larger boats and reassemble them upon arrival at their destination, a service that is difficult to find in a Marine Transporter.

Miles Marine's years of experience are the foundation for transportation solutions that meet the specific needs of each customer.

Miles Marine is also a full-service marina including:

- 🌀 Marine Service
- 🌀 Inboard Service and Repair
- 🌀 Paint
- 🌀 Storage
- 🌀 Winterization
- 🌀 Repowers
- 🌀 Gel Coat
- 🌀 Shrink Wrap
- 🌀 And More...





Corporation Division

Search

By Business Name
By Business ID
By Registered Agent
Annual Report
File Online
Guidelines
Name Availability
Name Appeal Process

Date: 4/26/2016

(Annual Report History, View Images, etc.)

Filed Documents

Business Name History

Name
Miles Marine, LLC

Name Type
Legal

Limited Liability Company - Domestic - Information

Business ID:

665801

Status:

Good Standing

Entity Creation Date:

2/8/2012

State of Business.:

NH

Principal Office Address:

142 Lily Pond Rd
Gilford NH 03246

Principal Mailing Address:

No Address

Last Annual Report Filed Date:

3/23/2016 3:17:49 PM

Last Annual Report Filed:

2016

Registered Agent

Agent Name:

Forman, Fred J, Esq

Office Address:

74 Gilcrest Road
PO Box 1330
Londonderry NH 03053

Mailing Address:


Important Note: The status reflected for each entity on this website only refers to the status of the entity's filing requirements with this office. It does not necessarily reflect the disciplinary status of the entity with any state agency. Requests for disciplinary information should be directed to agencies with licensing or other regulatory authority over the entity.

MOTION

Director Torr:

The Pease Development Authority Board of Directors hereby authorizes the Executive Director to execute a Right of Entry with Captain Adam Baker dba Vintage Fish Company of New Castle, NH, for marine charter vessel operations located at the Rye Harbor Marine facility; all in accordance with the terms and conditions set forth in the memo of Geno J. Marconi, Division Director, dated May 11, 2016, attached hereto.

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Date: May 11, 2016
To: PDA Board of Directors
From: Geno Marconi, Port Director 
Subject: Charter Boat Approval, Rye Harbor

The Division of Ports and Harbors (DPH) has received a request for a Rights of Entry (ROE) for charter boat an operation located at the Rye Harbor Marine Facilities from Captain Adam Baker (d.b.a. Vintage Fish Company). The Division has reviewed Captain Baker's request and recommend the PDA Board of Directors approve an ROE for the following terms and conditions:

PREMISES: Rye Marine Facilities;

PURPOSE: Charter boat operations;

TERM: June 1, 2016 through June 30, 2017;

FEE: Apply for and secure a pier use permit for each vessel;

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.



Adam J. Baker
P.O. Box 46
New Castle, NH 03854
Adam@vintagefishcompany.com
603.801.2141

Mr. Geno Marconi
Director of Ports and Harbors
555 Market Street
Portsmouth, NH 03801

May 10, 2016

Mr. Marconi,

Thank you for meeting with me on April 20th to discuss landing access to pick up and drop off charter passengers. I truly appreciate the time you and Chief Harbor Master Shattuck spent with me and your willingness to offer ideas and suggestions to me. It's vital to the success of my charter fishing business that I be able to have access from the water to facilitate entry on and off my boat to my customers.

Per our conversation, I am writing to request Right of Entry to the Rye Harbor state dock.

I am including copies of my New Hampshire Business License, New Hampshire Charter License, US Coast Guard Captains License, New Hampshire Drivers License and proof of insurance. Also included is a copy of my current New Hampshire Pier Permit.

Please feel free to contact me if you require and further information from me.

Sincerely,

Adam J. Baker
Vintage Fish Company

MOTION

Director Loughlin:

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

1. NHRSA 91-A:3, Paragraph II(a) the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; and
2. NHRSA 91-A:3, Paragraph II(b) for the purpose of discussing the hiring of a public employee;

Roll Call Vote.

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MOTION

Note: Effective January 1, 2016, RSA 91-A, the Right to Know Law was modified to provide that minutes and decisions reached in a nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless by recorded vote of 2/3 of the members present **taken in public session**, it is determined that circumstances to withhold the information exist.

Director _____:

Resolved, pursuant to NH RSA 91-A:3, Paragraph III, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed at the non-public session of its May 5, 2016 meeting would likely affect adversely the reputation of a person other than this Committee or the PDA Board of Directors and agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.

Note: This motion requires 5 Affirmative Votes

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