

Place: 55 International Drive - Board Conference Room
Watch Meeting Via Live Stream: https://townhallstreams.com/towns/pease_dev_nh

BOARD OF DIRECTORS' MEETING

AGENDA

- I. **Call to Order:**
- II. **Non-public Session / Consultation with Counsel: * (Lamson)**
- III. **Vote of Confidentiality*: (Levesque)**
- IV. **Acceptance of Meeting Minutes: Board of Directors' Meeting of August 19, 2021 * (Anderson)**
- V. **Public Comment:**
- VI. **Committees:**
 - A. Reports:
 - 1. Golf Committee *
 - 2. Finance Committee *
- VII. **Old Business:**
 - A. Approvals:
 - 1. Skyhaven Airport – Terminal Apron Project Change of Scope * (**Fournier**)
 - 2. ARPA Grant Funds – Portsmouth International Airport at Pease (PSM) and Skyhaven Airport (DAW) (**Ferrini**)
- VIII. **Finance:**
 - A. Executive Summary *
 - B. Reports:
 - 1. FY2022 Financial Report for the One Month Period Ending July 31, 2021 *
 - 2. Cash Flow Projections for the Nine Month Period Ending May 31, 2022 *
- IX. **Licenses/ROEs/Easements/Rights of Way:**
 - A. Reports:
 - 1. City of Portsmouth – Right of Entry at Hangar 227 (14 Aviation Avenue) for Command Center at Air Show *
- X. **Leases:**
 - A. Reports*:
 - 1. Sublease between 200 International, LP to Russound FMP. Inc.

XI. Contracts:

A. Reports *:

1. Builder's Risk Insurance – Policy Extension to October 31, 2021 for PSM Terminal Project

XII. Executive Director:

A. Reports:

1. Golf Course Operations
2. Airport Operations
 - a) Portsmouth International Airport at Pease (PSM)
 - b) Skyhaven Airport (DAW)
 - c) Noise Line Report
 - (i) August 2021 *

B. Approvals:

1. Bills for Legal Services * (**Parker**)
2. 101 International Drive / 70 – 80 Corporate Drive – Authorization to sell PDA owned building and to enter long-term ground lease with Lonza Biologics + (**Ferrini**)

XIII. Division of Ports and Harbors:

A. Reports:

1. Cianbro – Right of Entry Amd. No. 2 *
2. Commercial Mooring Transfer – Riley to Stalker *
3. Doucet Survey – Land Surveying Services Regarding the Railroad Right of Way*
4. Cianbro – Right of Entry – Cable Mats Removal *
5. Appledore Marine Engineering, Inc. - DPH Exercise of Option for On-call Marine Engineering Services *
6. Portsmouth Fish Pier – Bait Cooler – Floor Drain Replacement *

B. Approvals:

1. Lakes Region Environmental Contractors – Replacement of Fuel Line * (**Fournier**)
2. Hampton Harbor – Appledore Marine Engineering - Float Dock and Pipe Pile Replacement * (**Levesque**)

XIV. Upcoming Meetings:

Port Committee	October 7, 2021 @ 8:00 a.m.
Audit Committee	October 18, 2021 @ 9:00 a.m.
Board of Directors	October 21, 2021 @ 8:30 a.m.

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

XV. New Business:


A. Dedication: + (**Smith**)

1. Suspend Meeting and Reconvene at Grafton Drive Location

XVI. Directors' Comments:

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



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

MOTION

Director Lamson:

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

1. Sale or Lease of Real or Personal Property [RSA 91-A:3, II (d)]; and
2. Consideration of Legal Advice provided by Legal Counsel [NH RSA 91-A:3, II (l)].

MOTION

Director Levesque:

Resolved, pursuant to NH RSA 91-A:3, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its September 16, 2021, meeting related to the sale or lease of property and the consideration of legal advice from legal counsel are matters which, if disclosed publically, would render the proposed actions ineffective and further agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.



MOTION

Director Anderson:

I make a motion to approve the minutes of the Pease Development Authority Board of Directors meeting dated Thursday, August 19, 2021.

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

Thursday, August 19, 2021

- Presiding: Kevin H. Smith, Chairman (via Zoom)
- Present: Neil Levesque, Vice Chair; Erik Anderson; Steve Fournier; Margaret F. Lamson; and Susan B. Parker
- Absent: Thomas G. Ferrini, Treasurer, was unable to attend the meeting
- Attending: Paul E. Brean, Pease Development Authority ("PDA") Executive Director; Anthony I. Blenkinsop, Deputy Director /General Counsel; Maria Stowell Engineering Manager; Suzy Anzalone, Finance Director; Geno Marconi, Division of Ports and Harbors ("DPH") Director; Scott DeVito, Pease Golf Course General Manager; Greg Siegenthaler PDA, IT Director; Andrew Pomeroy, Manager, Aviation Planning & Regulatory Compliance and Raeline A. O'Neil, Legal Executive Assistant.

AGENDA

I. Call to Order:

Chairman Smith ("Smith") called the meeting to order at **8:36 a.m.** Smith noted for the record that he was unable to attend the meeting in person due to a work conflict that required him to be in Londonderry.

II. Non-public Session:

Director Levesque moved the motion and Director Fournier seconded that **the Pease Development Authority Board of Directors will enter non-public session pursuant to NH RSA 91-A:3 for the purpose of discussing the:**

1. **Dismissal, Promotion, or Compensation of any Public Employee [NH RSA 91-A:3, II (a)];**
2. **Sale / Lease of Property [NH RSA 91-A:3, II (d)]; and**
3. **Consideration of Legal Advice provided by Legal Counsel [NH RSA 91-A:3, II (l)].**

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

The non-public discussions commenced at **8:38 a.m.**

Director Fournier moved the motion and Director Lamson seconded that **the Board of Directors return to public session at 10:06 a.m. and the meeting commenced at 10:12 a.m.**

III. Vote of Confidentiality:

Director Fournier **moved** the **motion** and Director Lamson **seconded** that **resolved**, pursuant to NH RSA 91-A:3, the Pease Development Authority Board of Directors hereby determines that the divulgence of information discussed and decisions reached in the non-public session of its August 19, 2021, meeting related to Dismissal, Promotion, or Compensation of any Public Employee; Sale / Lease of Property; and the consideration of legal advice from legal counsel are matters which, if disclosed publically, would disclose confidential information and would render the proposed actions ineffective and further agrees that the minutes of said meeting be held confidential until, in the opinion of a majority of the Board of Directors, the aforesaid circumstances no longer apply.

Discussion: None. Disposition: Resolved by **unanimous** (6-0) roll call vote for; motion **carried**.

IV. **Acceptance of Meeting Minutes: Board of Directors' Meeting of June 17, 2021**

Director Anderson **moved** the **motion** and Director Lamson **seconded** to **approve the minutes of the Pease Development Authority Board of Directors meeting dated Thursday, June 17, 2021.**

Discussion: None. Disposition: Resolved by **unanimous** (6-0) roll call vote for; motion **carried**.

V. **Public Comment:**

Adam Baker ("Baker"), owner of Vintage Fish Company located at Rye Harbor; has a fishing charter company and a bait and tackle shop including small gifts and souvenirs. He has submitted several letters / e-mails addressing concerns regarding parking, traffic and access to his building at Rye Harbor. Baker indicated the traffic that visits the business to the side of him is overwhelming and has blocked access to his business; his revenue has fallen this year. Baker asked how to make this equal and fair for all [businesses at Rye Harbor]. Offered to answer any questions of the Board and to provide additional information.

Lamson indicated she was down to Rye Harbor recently and observed the line from the business in question resulting with the inability to get into Baker's business; Baker affirmed that the patrons from the Rye Harbor Lobster Pound ("RHLP") order food, then stand in front of his building and also sit on his stoop and eat their food which is affecting his business. Baker further indicated that the traffic is unbelievable; he has tried to come up with a solution to the problem but he has been unable to. He has considered maybe the flow of traffic and the increased use over the design of the harbor (apprx. 30 year old design) needs to be modified. Currently there is only so much space allocated for each entity and he wonders if instead of having an in /out from the same driveway to make them separate and move the ticket booths to a central location. The best way to address the concerns may be through an engineering solution so that it is fair and equal to all. Baker indicated that his business is on the verge of crumbling this year; provides rental rods for kids 12 and under to get a rod for free and go on jetty and fish as a way to encourage kids' interest in the industry.

Parker asked Baker the estimated percentage drop in his business; Baker indicated a 40% loss from last year.

Anderson indicated Baker has a different customer base than neighbors and asked if it were really traffic flow as Baker's clientele may come in with a boat etc. Baker indicated that his business and RHLP complement each other and try to work with each other (some of his customers come from RHLP). RHLP can take up all of the parking and there needs to be equality and separation; Baker has tried to be a good neighbor but there has to be a better way to make this equal for all. Last year, in an effort to gain more business, he asked about adding to his RoE and was denied (wanted to add prepackaged food – steak tips, chicken etc.) but because RoE indicates it is used for ticket sales, tackle and bait his request was denied. RHLP has outgrown the facility with what it is doing. Baker informed the Board that a couple of weeks ago a couple people parked in a RHLP parking spot and then pulled out a camping picnic table to put beside the vehicle so they could eat. Baker indicated the traffic flow is too heavy for the facility and he has witnessed three to four accidents a year.

Lamson indicated that she witnessed a couple of motorcycles who parked in one of the other businesses parking spots in order to go to RHLP to get food (no one from RHLP told them they had to move the motorcycles).

Baker indicated while the parking spots were a good idea, they don't align with the buildings; need to inform/educate the public that the spots are allocated for the business at the harbor. Baker indicated he does not know of a solution (mentioned potentially having DPH employee asking cars as they pull in where they are going) because if individual business owners approach patrons using its parking spot to visit another establishment, then the business owners look bad.

Smith asked how long the issue of having trouble accessing Baker's business; Baker responded a couple of years. Baker indicated he bought his building in 2017, renovated / opened in 2018; it has become more of an issue since last year. Baker stated he feels bad for DPH personnel as customers are abusive to them. Smith thanked Baker for coming in and sharing the information with the Board; assured him the Board is aware of what is going on with traffic and is sympathetic to everyone who is trying to do business there. Smith indicated that Marconi has been directed to come up with both short term and long term solutions to the problems (empowering him to fix on a short term basis as well as long term looking at the entire site) in an effort to make it more feasible for all of the activities at the location. Baker said he recently overheard a boater who came into the harbor with his family and had them stay on the boat so he could grab a few items from the tackle shop. This made Baker aware that his tackle shop is the only one in the area, there is a need for the service he provides and he can be reached by water (needs to be reached by land as well).

Sue Reynolds ("Reynolds), who manages Rye Harborside ("RH"), RH offers burgers, hot dogs etc. and agreed with Baker's comments. Reynolds indicated parking is not the only issue but that RHLP's business has outgrown the shack; COVID actually helped RHLP's business. Reynolds said that RHLP has a facility problem as it doesn't have the space for seating or for the things they are trying to do / could do, somewhere else. Reynolds stated in May she was approached and told she could solve the problem by selling RH; Reynolds was insulted as she has been running it for 20 years (she doesn't own it) - they [RHLP] needs more space.

Levesque indicated there are multiple issues regarding Rye Harbor and he agrees with Baker's comments on looking at the engineering of the entire facility and at there are other issues that Marconi will need to address as well. Levesque stated and that there are a lot of businesses at Rye Harbor that have grown and expanded which have to be reviewed.

Reynolds agreed that businesses have expanded but as businesses expand it is not that they necessarily stay on the site or eat on the site in that expansion. Also, Baker indicated he wants to serve food; he is not the only person utilizing a shack who wants to serve food. Reynolds indicated that there is someone who has operated a lobster pound in the past that wants to open and sell food to do the same thing as RHLP, this business actually has the moorings in the harbor and pays the pier use fees.

Brad Cook (“Cook”), a member of the DPH Port Advisory Council, said the recreational piers at Hampton and Rye are his designated areas of responsibility. Cook provided a brief history of both his business and the two harbors. Cook spoke of the last 38 years during which the Rye Harbor has been transformed by DPH from a decaying crumbling facility to the current superior, albeit small, working port with modern commercial facilities. Originally there were only two passenger vessel shacks along the driveway area which were no more than homeowner type sheds purchased at Home Depot / Grossmans. The shacks were put there so individual business personnel could get out of inclement weather, have an indoor phone line and ticket sales. In the mid-80s, one of the charter operators was also a lobsterman, set up a small tank in his shack in order to sell some of his catch. There were no objections raised because the lobsterman had his passenger charter business and was using the shack to sell some of his lobsters to his charter patrons on a cash and carry basis (no food prep / cooking and no trash generated). All of the RoEs at that time were passenger vessels first and they maintained / paid mooring permit fees and pier use fees. Rye is a small harbor that provides direct ocean access which is being utilized to the maximum extent possible; during the summer months the facility is crowded both on land and in the water. Cook has observed several items that are or should be cause for concern; RHLP patrons are not paying the \$5 fee to gain entrance to the large parking lot. As a means to avoid paying the fee, the patrons park in spaces with signage indicated for the other RoE holders and when asked to move the response from the patrons is often a refusal and laced with obscenities towards DPH personnel who are trying to effect the change. Since RHLP is operating as a restaurant there are daily instances in which its delivery trucks violate the fire lane restrictions and block the public’s access to the other businesses. The operation has put up tables and chairs out front of the business and has no connection whatsoever to the water borne activities to the harbor. Cook asked what is to stop one of the other RoEs to put up a KFC. Cook spoke of the other Rye Harbor RoE entity(ies) that have indicated a desire to sell food, as well as a couple of RoE holders at Hampton Harbor (how things are handled at Rye Harbor going forward will end up setting the tone for the future).

Smith thanked Cook for attending the meeting and for providing the information and history.

VI. Old Business:

A. Approval:

1. Spyglass Development, LLC - 30 New Hampshire Avenue – Exterior Improvements

Director Parker moved the motion and Director Lamson seconded that **the Pease Development Authority Board of Directors hereby approves of and authorizes Spyglass Development, LLC (“Spyglass”) to make exterior improvements to Spyglass’s premises located at 30 New Hampshire Avenue, as outlined and in accordance with the terms and conditions set forth in the memorandum of Maria J. Stowell, P.E., Manager - Engineering, dated August 10, 2021.**

Discussion: Maria Stowell (“Stowell”), Engineering Manager, asked to make a couple of clarifications to the attached exhibits. The first exhibit attached depicting the rendering of the building; along the front of the building which shows a parking lot into a sidewalk will now have a grass strip along

the front face of the building (an improvement she wanted to point out). Stowell indicated that they are also proposing to add to the south facing windows slatted awnings which will be seen from the outside and was not included in the memo.

Lamson thanked Stowell for the additional information and for the amount of vegetation they are improving around the property.

Anderson indicated that the rendering is impressive but also asked of the proposed road that had been discussed previously; Stowell indicated that those are future plans for a possible airport access road.

Disposition: Resolved by **unanimous (6-0)** roll call vote for; motion **carried**.

VII. Finance:

Director Levesque left the meeting at 10:59 a.m. and returned at 11:01 a.m.

A. Executive Summary

Suzy Anzalone (“Anzalone”), Finance Director, spoke to the information provided in the packet and the financial report as being “mostly done” as the information was put together a couple of weeks ago. The books are kept open until the end of August as a way to capture all fiscal year activity and invoices. Anzalone also indicated that the pension liability information is not included at this time in the report as it isn’t received from the State early August (that information is being worked on now). Anzalone indicated the Board is seeing a meaningful representation of the FY21 results and the Board will see the auditors’ financial statements once they are prepared.

B. Reports:

1. FY2021 Financial Report for the Twelve Month Period Ending June 30, 2021

Anzalone indicated that for FY21 operating revenues were \$18.7 million leaving a current year favorable variance of \$2.5 million. Included in the operating revenues are \$1.6 million in CARES Act funding which is not normal so if we take this amount out PDA is still 5.5% over budget for the year. Operating expenses were \$12.3 million which were under budget by a little over 10%; and operating income is just under \$6.5 million. Pointed out that personnel services and benefits are under budget by approximately \$1.2 million which is as a result of the charge out at the end of every year to the other business units. Anzalone indicated this is the best attempt to allocating the resources to where they should be; doesn’t affect the bottom line it is just a reallocation. Anzalone spoke further to the profit and loss and the capital expenditures for the year. Regarding the Revolving Line of Credit (“RLOC”), Anzalone indicated the RLOC is currently at zero and does not anticipated a need to draw from this until later in the year.

Anzalone informed the Board that PDA spent just under \$25 million for capital projects (runway, terminal and two projects at the DPH – bulkhead repair at the Portsmouth Fish Pier and Main Pier Reconstruction) for FY21; the projects listed made up 96% of the monies spend on capital projects.

Lamson asked of the two open positions (Airport Security Specialist and Ops. Specialist) currently listed in the organizational chart; Brean indicated that the positions are open due to the impact COVID has

had on commercial operations. Brean stated that as numbers increase we will look to bring back the manpower.

Anzalone indicated that the CARES Act money is allocated under Portsmouth International Airport at Pease ("PSM") and if that amount is removed PSM is under budget by approximately 4.5%.

Skyhaven is considered to have broken even due to the increase in fuel sales.

Lamson asked about utilities; Brean indicated that PDA does shop its utility purchase. Anzalone indicated through and RFP, PDA is currently on a fixed contract for the supply portion and once that ends she will again go through the same process to obtain a fixed cost.

Anzalone indicated that the Golf Course has had a very strong year.

With respect to DPH, Anzalone indicated it is holding its own and it is anticipated that the Portsmouth Fish Pier will open in September which will contribute to increased revenue next year.

The Revolving Loan Fund ("RLF") is a grant received quite a few years ago in support of the local fishing industry; PDA has a capital base of approximately \$1.2 million (\$1 million - which supports 21 outstanding loans). The final submission of the semi-annual reporting has been sent to the Economic Development Administration ("EDA") along with an official letter asking for federal release of those funds. Anzalone indicated it is anticipated the EDA will draw up an agreement of the release in the near future.

2. Cash Flow Projections for the Nine Month Period Ending April 30, 2022

Anzalone spoke to a summary looking at sources of grant funds in the amount of \$4.2 million as well as the normal rent revenues; informed the Board it is anticipated the \$1.75 million will be received shortly regarding the sale of 30 New Hampshire Avenue. Anzalone indicated that over the next nine months it is anticipated there will be \$9.2 million in capital expenditures of both grant and non-grant funded projects. It is anticipated that in the November / December time period there will be a need to draw from the RLOC to pay for some of the anticipated capital expenditures, but repayment is anticipated between 60 to 90 days from the drawn down.

Lamson asked of the information regarding construction in progress, asked specifically of runway 16-34 and whether it is all set; Brean indicated there may be a few housekeeping items but it is 99.9% complete. Brean indicated the temporary asphalt plant has been removed off the airfield.

Anzalone spoke to DPH funds dipping down in the winter, with an increase in revenue observed during the March & April time period due to receipt of mooring revenues.

Lamson asked of capital expenditures referenced for Pease Boulevard / Arboretum Drive; Stowell indicated that is the area at the entrance to the ANG. Stowell further indicated that PDA received money to put in a right turn lane and that project will be starting soon. Lamson asked if Arboretum (West) has had any patching done; Stowell indicated she was down in that area last week and it appears as though some patching had been done. Lamson asked Anderson if he would inform City of Portsmouth Public Works Director Peter Rice that she wanted to speak with him about patching.

Anderson asked of the loss in fuel sales at the Portsmouth Fish Pier; Anzalone indicated that information could be found on page 19 of the Financial Report. Anderson indicated that there was an approximate loss of \$300,000; Anzalone affirmed and further stated what has been budgeted is based on historical information and the anticipation of fuel sales commencing in September.

Director Fournier informed Chairman Smith that he would need to leave the Board meeting in approximately 20 minutes as he had another meeting to attend.

C. Approval:

1. Service Credit Union, Establishing Account / Resolution Approval

Director Lamson moved the motion and Director Anderson seconded that the Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to execute any and all necessary documents with respect to establishing a PDA business account at the Service Credit Union (“SCU”), designate authorized signatories on the account, and adopt any required Service Credit Union account resolutions. The following appointed official and PDA employees are authorized to endorse all checks, drafts, depository agreements, and/or other related bank documents in accordance with the powers so authorized and granted:

Thomas G. Ferrini	Treasurer
Paul E. Brean	Executive Director
Anthony I. Blenkinsop	Deputy Director / General Counsel
Maria Stowell	Manager of Engineering

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

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

Smith asked Blenkinsop if when Fournier has to leave if there will be an issue with a quorum with Smith being on Zoom; Blenkinsop responded as long as there is a quorum (4 members) physically present it would be okay.

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

A. Reports:

1. Veterans Count Event – 120 Aviation Avenue & 2 parking lots located at Aviation Avenue & Hampton Street - Right of Entry
2. DGA Productions & MLB Network – Portsmouth International Airport at Pease (PSM) for Commercial Shoot – Right of Entry
3. US Navy – Use of North Apron for Emergency Vehicle Operating Classes (EVOC) through December 31, 2021 - Right of Entry
4. Pease Greeters – Flight Welcome Activities - Right of Entry
5. PROCON, LLC –North Apron - Right of Entry
6. PROCON, LLC – 14 Aviation Avenue (a/k/a Hangar 227) - Right of Entry
7. Herb Gillen Airshows, LLC - Air Show Parking on South Terminal Overflow Apron - Right of Entry
8. Wood Environment & Infrastructure Solutions, Inc. – 35 Airline Avenue - Right of Entry

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

1. Name: Veterans Count Event
License: Right-of-Entry
Location: 120 Aviation Avenue & 2 Parking lots located at Aviation Avenue & Hampton Street
Purpose: Hosting of “On the Tarmac” fundraising event and to utilize the parking lots for participant vehicle parking
Term: September 9, 2021 through September 11, 2021

2. Name: DGA Productions & MLB Network
License: Right-of-Entry
Location: Portsmouth International Airport at Pease (PSM)
Purpose: Commercial Shoot
Term: June 21, 2021 through June 23, 2021

3. Name: US Navy
License: Right-of-Entry
Location: Use of North Apron
Purpose: Emergency Vehicle Operating Classes (EVOC)
Term: July 2, 2021 through December 31, 2021

4. Name: Pease Greeters
License: Right-of-Entry
Location: Portsmouth International Airport at Pease (“PSM”)
Purpose: Enter into certain areas of the terminal building for the purpose of setting up and conducting troop flight welcome activities
Term: July 1, 2021 through December 31, 2021

5. Name: PROCON LLC
License: Right-of-Entry
Location: North Apron
Purpose: Site Inspection Purposes
Term: Through December 31, 2021

Lamson asked if the RoE for North Apron were related to Hangar 227; Brean indicated it was not, rather to see if development was feasible on that parcel. Brean indicated that the RoE is for site survey work, geo testing, utility tracing etc. for potential development of the parcel.

Anderson asked if they had a client they are representing; Brean indicated PDA has not been made aware of a specific client. Anderson indicated it is an independent assessment of the property; Brean affirmed.

6. Name: PROCON LLC
License: Right-of-Entry
Location: 14 Aviation Avenue (a/k/a Hangar 227)
Purpose: Site Inspection Purposes

Term: Through December 31, 2021

Anderson asked if PROCON has a client it is representing or is it a project of its own; Brean stated it is independent / on its own. Anderson asked what is known of that area; Brean indicated PROCON is looking at Hangar 227 at the cost of bringing the building back up to code, checking potential redevelopment or demolition. Brean indicated that this is the largest hangar on the airfield.

7. Name: Herb Gillen Airshows, LLC
License: Right-of-Entry
Location: South Terminal Overflow Apron
Purpose: Air Show Parking
Term: September 10, 2021 Through September 13, 2021
8. Name: Wood Environment & Infrastructure Solutions, Inc.
License: Right-of-Entry
Location: 35 Airline Avenue
Purpose: Utilizing 3,200 square feet within the Premises at its sole risk, for storage of well testing equipment and associated materials
Term: August 4, 2021 Through January 31, 2022

Director Fournier was consulted and granted his consent to all of the above Right of Entries.

B. Approval:

1. **US Coast Guard – Use of 75 Parking Spaces at 14 Aviation Avenue – Right of Entry**

Director Fournier moved the motion and Director Lamson seconded that the Pease Development Authority Board of Directors hereby approves of and consents to issuing a Right of Entry (“ROE”) to the United States Coast Guard (“USCG”) for long term parking at 14 Aviation Avenue for the purpose of utilizing 75 ± designated motor vehicle parking spaces from August 1, 2021 through September 30, 2022; all substantially in accordance with the draft Right of Entry dated August 4, 2021, attached hereto.

Discussion: None. Disposition: Resolved by unanimous (6-0) roll call vote for; motion carried.

IX. Leases:

A. Report:

1. **Sublease between 200 International, LP to Optris Infrared Sensing, LLC**

Brean indicated that in accordance with the “Delegation to Executive Director: Consent, Approval of Sub-Sublease Agreements” PDA approved the following leases with Optris Infrared Sensing, LLC for 7,143 square feet at 200 International Drive (Suite #130) for general office use for the period of five (5) years commencing June 15, 2021.

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 these instances, Director Lamson

was consulted and granted her consent.

X. Contracts:

A. Reports:

1. **Builder's Risk Insurance – Policy Extension for PSM Terminal Project**
2. **Golf Course – Convection Double Oven**

Brean reported that in accordance with Article 3.9.1.1 of the PDA Bylaws, there are two contracts to report on:

1. Project Name: Terminal Project - USI Insurance Services, LLC
PDA Obligation: \$5,087.00
Board Authority: Prior authorization to obtain Builders Risk coverage for the terminal project
Summary: Extension of Builders Risk Insurance Policy due to project not yet being complete

Brean indicated due to the extended construction at the terminal PDA, has extended the construction insurance liability for this project; Blenkinsop informed the Board that the invoice has a mistake on it and will get PDA through August 31st. However, the project is not going to be finished by August 31st so PDA is in the process of extending the Builder's Risk through October 31st.

2. Project Name: Golf Course – Request to Purchase Double Deck Convection Oven
PDA Obligation: \$6,191.48
Board Authority: Director Ferrini
Summary: Replacement of 2010 Convection Oven

Anderson asked if this cost would be completely absorbed by PDA; Brean indicated that in the existing agreement with the vendor, PDA absorbs the cost of the equipment.

B. Approvals:

1. **OAG Worldwide, LLC - License Agreement**

Director Lamson moved the motion and Director Fournier seconded that **the Pease Development Authority Board of Directors approves of and authorizes the Executive Director to finalize and execute a service agreement with OAG Aviation Worldwide LLC (“OAG”) in a total amount not to exceed \$5,659.50 for one year retroactive to August 1, 2021, through July 31, 2022, with two (2) one (1) year options to be exercised at the Executive Director’s discretion, for the annual hosting of a Flight Information Display System (FIDS) at Portsmouth International Airport; all in accordance with the memorandum of Kurt Miller, dated August 11, 2021**

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. OAG has direct authorized access to Allegiant Airline’s Flight Information Network;

2. Having direct access to Allegiant Flight Information Network and 900 other airlines will provide direct communications between OAG and the airlines resulting in enhanced and valuable real time information for airlines and airport passengers; and
3. OAG's direct access will provide real time flight information as well as local radar and flight information.

Discussion: Anderson asked if Allegiant absorbs any of these costs as it seems as though we are subsidizing this operation as it is an advantage to Allegiant to broadcast its services; Brean indicated Allegiant is not broadcasting its services this is an amenity to all in the terminal. Brean stated it is on the airport entity to provide it; conversely Allegiant could indicate they are helping to subsidize PDA's cash flow by the passengers utilizing the parking lot(s).

Parker asked if additional airlines come in to PSM, would there be an additional charge for that added information; Brean indicated there would not be an additional charge.

Disposition: Resolved by **unanimous** roll call vote (6-0) for; motion **carried**.

2. Bobcat of New Hampshire – Tracked Skid Steer Loader

Director Parker **moved** the **motion** and Director Fournier **seconded** that the Pease Development Authority Board of Directors approves of and authorizes the Executive Director to enter into an agreement with Bobcat of New Hampshire in a total amount not to exceed \$79,801.00 for the purchase of a Tracked Skid Steer Loader with attachments for use at Portsmouth International Airport at Pease ("PSM"); all in accordance with the memorandum of KC Conley, Fleet Manager, dated August 3, 2021.

Discussion: None. Disposition: Resolved by **unanimous** roll call vote (6-0) for; motion **carried**.

XI. Signs:

A. Report:

1. Global Seafood Alliance (fka Global Aquaculture Alliance) - 85 NH Avenue

Brean informed the Board that this is request is due to a company name change and the signage to reflect the same.

B. Approval:

1. Galvion - 160 Corporate Drive

Director Levesque **moved** the **motion** and Director Fournier **seconded** that the Pease Development Authority ("PDA") Board of Directors hereby approves of the proposed new sign for Galvion, tenant of 160 Corporate, LLC, located at 160 Corporate Drive; all in accordance with the memorandum of Maria J. Stowell, P.E., Engineering Manager, dated July 13, 2021,

Discussion: None. Disposition: Resolved by **unanimous** roll call vote (6-0) for; motion **carried**.

2. PFAS Testing signage – Extension of Temporary Placement of Signage on PDA Property

Director Anderson moved the motion and Director Fournier seconded that the Pease Development Authority (“PDA”) Board of Directors hereby approves and authorizes the request for a one-month extension, through September 20, 2021, for the placement on PDA property of 24”L x 18”H lawn signs related to the CDC/ATSDR PFAS Health Study, as originally authorized by the Board at its May 20, 2021 meeting.

Discussion: Brean indicated that Andrea Amico, who is spearheading the health study at Pease, has asked for an extension of the temporary signage as the signs were late in being received / put up earlier this summer.

Disposition: Resolved by unanimous roll call vote (6-0) for; motion carried.

Director Fournier left the meeting at 11:18 a.m.

XII. Executive Director:

A. Reports:

Brean thanked Anzalone and Stowell for their continued hard work as overall PDA comprehensively had \$30 million in grant related activity (construction projects). At the onset of the terminal project, PDA believed it would draw from its RLOC for a period of 18 to 36 months. Anzalone and Stowell have worked hard to manage accounts receivable / payable for this project requiring the periods of time that the RLOC is utilized to be reduced down to 60 to 90 days, keeping interest payments down.

1. Insurance Update:

Blenkinsop provided the Board with a comprehensive review of the insurance industry as it is dire at this time. Costs for every type (casualty, cyber, liability etc.) / line of insurance is on the rise from 20 to 80%. The increase has been forecasted by Anzalone and Blenkinsop and they have found money in the budget to cover the increase; Brean wanted to inform the Board of the potential / anticipated significant increases.

Anderson asked PDA’s claim record for insurance; Blenkinsop indicated in the fall, typically the Board is provided information of PDA’s insurance history of the last couple of years. There have been some good and bad years with incidents / accidents and workers’ compensation matters. Anderson asked if we had any renewal obligations with Cross and if PDA will have an RFP for insurance solicitation; Blenkinsop indicated the upcoming renewal would be for PDA’s 2022 policy year. The policy years run from December 31 to December 30 and 2022 will be PDA’s last year working with the current agents under the RFP process which was done in 2017. The three agents PDA currently works with are Cross, Fred C. Church and USI and in the spring of 2022 PDA will go out through some sort of RFQ/RFP process to determine the agents we will work with for the 2023 policy year. Anderson indicated PDA can expect that the increases Brean spoke of will take place with the current carriers; Blenkinsop indicated typically

the workers' compensation rates are presented to the Board in roughly October and property/liability in December, it is fair to say that there will be increases to the 2022 rates.

2. Air Show Update

Brean informed the Board that past air shows have been a truly commercial endeavor with the ANG / AF; this Air Show will be different. This Air Show will be a USAF Open House and utilized as a recruiting tool / community welcoming of the KC46 fleet (this is how they are being funded so that they cannot have many commercial relationships on the air show). Brean further indicated due to COVID and the impact on the commercial side of business, PDA would not be in a position to support a commercial air show at this time. ANG / AF have a plan for a very successful event and Friday, September 10th, is limited to military personnel and their families on base and don't anticipate a large public audience attending. On Saturday (9/11) and Sunday (9/12) it is a general admission air show. Brean indicated that it is free to attend the show with limited free parking. There are some VIP amenities available for individuals to take advantage of those. Anticipated attendance on Saturday and Sunday will be between 30,000 - 40,000 people each day. The week of the Air Show they will be setting up for the event. On Friday there will be a local private event being held in the corporate hangar for Veterans Count which is a fundraising event and will commemorate the anniversary of 9-11 (tickets will be sold). PDA will be inviting its Board and stakeholders to a working lunch on Friday, September 10th, in the airport terminal building. Brean indicated that there will be light refreshments / luncheon and indicated the Board could attend that as well if it were interested. Brean further stated he anticipated the Board receiving an invite from the ANG for the Air Show but that due to COVID timing and planning of the event has been pushed back.

Lamson asked if people have to go online to reserve parking for the Air Show; Brean affirmed.

Anderson indicated at the last meeting he asked Brean for a breakdown regarding fuel flowage for PSM; Brean indicated that this information would be provided during the airport report.

3. Golf Course Operations:

Scott DeVito ("DeVito"), Pease Golf Course ("PGC") General Manager, indicated that due to the great weather in June, PGC set a course record of just under 12,000 rounds; in July had 13 out of 15 rain days that significantly impacted rounds played which put the course at just under 1,000 rounds from last year - just under 13,000 rounds. DeVito indicated that there was one day, due to weather, that the course was restricted to walking only on the 18 holes. DeVito stated had the renovations performed in 2013 not been done, he doesn't know if the course would have been able to open (lower 9) during the month of July.

DeVito indicated that the rough mower still has not shipped and there is no indication when that may be in. DeVito is working with Anzalone to do bidding for some of the equipment earlier to take into consideration the lead time to receive the product. Normally get things done in during the March / April timeframe (last quarter of the fiscal year) but will start the process earlier.

DeVito indicated that maintenance has started the aeration on the course and during the next couple of weeks a discount is offered to the players during the recovery period.

Anderson asked DeVito of the course's water usage to date; DeVito indicated that due to the weather he does not anticipate going over the allocated amount before charges are applied. DeVito indicated that currently the course has utilized under 9 [million] and typically things significantly drop off mid-September so he does not anticipate going over the allocated consumption amount.

4. Airport Operations

a) Portsmouth International Airport at Pease (PSM)

In July, PSM recognized 8,767 total in enplanements and Brean informed the Board that this outpaced enplanements in July of 2018. Brean indicated that troop flights are back up and running and that PCA has additional contracts with other troop movement companies resulting in an increase in terminal activity.

Brean further indicated that the ATC traffic (operations around the airport coming and going) is up 35% from last year - indicating that PSM is trending in the right direction. Brean also informed the Board the revenues for pay for parking during the months of June and July were up. While PSM is still under budget with its revenue parking, Brean stated he is confident that Allegiant is dedicated to PSM which has been recognized by seasonal routes of Nashville and Tampa / St. Pete and he has been advised that Tampa / St. Pete flights will return in February - Punta Gorda and Sanford / Orlando flights will continue.

Brean indicated with the \$0.01 increase to the fuel flowage fee which was approved by the Board and became effective July 1, PCA sold 1.2 million gallons of fuel which equates to approximately \$46,000 in a fuel flowage fee (30% from commercial – PlaneSense & Allegiant and 70% being DOD and Civil Airline Reserve Fleet).

Brean indicated that there has been increased activity of C5 and C17s in the air pattern as Westover, MA is doing its runway reconstruction this year so Massachusetts ANG has been running out of PSM.

b) Skyhaven Airport (DAW)

Not much going on at Skyhaven; working on master plan, some repaving projects (ramp and apron) as well as internal data terminal work to bring things up-to-speed.

c) Noise Line Report

(i) June & July 2021

Brean indicated overall there were 8 noise inquires and there was only one inquiry that could be tied to PSM on June 16th with the other 7 being general military related that PSM doesn't believe were based at PSM. Brean indicated it is believed they were Vermont National Guard operations has which are loud and can be in the Portsmouth airspace in no time. Brean indicated that Operation Specialist / Community Liaison Sandra McDonough is thorough with all noise inquires and she does a great job handling inquires.

B. Approvals:
1. Bills for Legal Services

Director Levesque moved the motion and Director Anderson seconded that the Pease Development Authority (“PDA”) Board of Directors approves of and authorizes the Executive Director to expend funds in the amount of \$14,081.00 for legal services rendered to the Pease Development Authority from Sheehan Phinney Bass & Green on May 1, 2021 – May 31, 2021 in the amount of \$232.00 (for Tradeport General Representation); May 1, 2021 – May 31, 2021 in the amount of \$6,322.00 (in support of MS4 and CLF settlement implementation); May 1, 2021 – May 31, 2021 in the amount of \$1,691.00 (in support of Ports and Harbors); June 1, 2021 – June 30, 2021 in the amount of \$4,408.00 (in support of MS4 and CLF settlement implementation); June 1, 2021 – June 30, 2021 in the amount of \$1,428.00 (in support of Ports and Harbors for a total of \$14,081.00.

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

Director Anderson left the meeting at 11:39 a.m. and returned at 11:41 a.m.

2. Gate 13 – Secured Area Requirements

Director Lamson moved the motion and Director Levesque seconded that the Pease Development Authority Board of Directors hereby approves of and authorizes the Executive Director to enter into a contract with Honeywell International of Westbrook, ME to expend an amount not to exceed \$76,820 for the purchase and installation of dual authenticity card access inside the airport terminal building and at the security gates.

In accordance with the provisions of RSA 12–G:8, VIII, the Board justifies the waiver of the RFP requirement to allow PDA to contract with Honeywell for this security upgrade as Honeywell is the provider of the airport's primary access control system, which is a proprietary closed system.

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

XIII. Division of Ports and Harbors:

Director Marconi provided a handout to the Board members which indicated the 2021 Fuel Flow Fees for the four different locations (PFP, Hampton, Rye and Main Wharf).

A. Reports:

1. Port Committee Meeting Minutes of October 3, 2019

Geno Marconi (Marconi), Division Director, reported that these minutes were pre-COVID, the Port Committee met on July 15, 2021 and approved the meeting minutes of the October 3, 2019.

2. Camera and NRV Replacement at Rye Harbor Marine Facility

Marconi spoke of the need to replace cameras and server equipment at the harbor and these purchases were approved by Executive Director Brean and Director Ferrini.

3. Commercial Mooring Transfer – Walsh to Riley

Marconi indicated the Commercial Mooring Transfer is allowable when the Code of Administration of Rules is met and upon review by the Chief Harbor Master and a recommendation from Marconi provided to the Executive Director who signed off on this through the Delegation of Authority.

4. Commercial Mooring for Hire – Esther’s Marina

Marconi indicated the Commercial Mooring for Hire is allowable when the Code of Administrative Rules is met and upon review by the Chief Harbor Master and a recommendation from Marconi provided to the Executive Director who signed off on this through the Delegation of Authority.

5. Commercial Mooring Transfer – Eastman III to McLaughlin

Marconi indicated the Commercial Mooring Transfer is allowable when the Code of Administration of Rules is met and upon review by the Chief Harbor Master and a recommendation from Marconi provided to the Executive Director who signed off on this through the Delegation of Authority.

6. Commercial Mooring Transfer – Redican to Collins

Marconi indicated the Commercial Mooring Transfer is allowable when the Code of Administration of Rules is met and upon review by the Chief Harbor Master and a recommendation from Marconi provided to the Executive Director who signed off on this through the Delegation of Authority.

Marconi indicated that Brean had asked him to prepare a report of bulk fuel sales covering the time period from January to July 2021 for the locations of Portsmouth Fish Pier, Rye Harbor, Hampton Harbor and Market Street Wharf. Further, Marconi indicated that the report contained gallons sold and the sales (DPH receives \$0.10/gal.) for the fuel flow sold off the truck. Marconi informed the Board that it is against the National Fire Prevention Code to fuel directly over water from a tank truck so after working with the Fire Marshall, individual vessels apply for a variance from the Code. This variance is also incorporated with the local Fire Department; the first thing that has to be done is to receive permission from DPH to receive fuel from its facility. DPH has a long list of requirements to be met and requires under 33 CFR they meet Coast Guard requirements as if it were putting fuel on a large ship; Marconi’s report also indicated the various types of fuel provided from each location. Marconi indicated that DES was at PFP this morning for an inspection and it is hoped the fuel system will be up / running by Labor Day.

B. Approval:

1. Winter Boat Storage Final Proposed Fee Amendment

Director Anderson moved the motion and Director Lamson seconded that **the Pease Development Board of Directors hereby approves of and adopts the Winter Boat Storage Final Proposed Fee Amendment at a rate of \$18 per foot effective November 1, 2021; all in accordance with the memorandum of Geno J. Marconi, Division Director, dated July 26, 2021.**

Discussion: Anderson asked where the fee will be doubled, what would the revenue generated be; Marconi was unsure but Anzalone stated the revenue would be approximately \$18,000. Marconi indicated

someone did approach him about the fee change and he reviewed notes and it is comparable to a private entity. Anderson made a statement that DPH storage is usually full; Marconi indicated that DPH has a wait list.

Disposition: Resolved by unanimous roll call vote (5-0) for; motion carried.

XIV. New Business:

XV. Special Event: *

Brean indicated that the upcoming events will be held during the months of August and September as indicated below.

1. Cisco Brewers Portsmouth (a/k/a Redhook) will be hosting the following upcoming events:

August 22nd – Food Truck Fest
September 25th – Potential Concert
September 26th – Lumberjack Competition
October 9th – Brewfest
October 16th – NH Rocks Concert

2. Sabine Strong - Right of Entry for Use of Portion of Arboretum Drive for a 3.3 mile Road Race held on **Sunday August 15, 2021**; and
3. Foxpoint Sunset Race – Right of Entry for Use of Portion of Arboretum Drive for a 5/10k to be held on September 25th.

XVI. Upcoming Meetings:

Golf Committee	September 13, 2021 @ 8:30 a.m.
Finance Committee	September 13, 2021 @ 9:00 a.m.
Board of Directors	September 16, 2021 @ 8:30 a.m.

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

XVII. Directors' Comments:

Anderson asked if there was an update regarding the Kane / Bottomline parking lot expansion; Brean indicated the property holder is doing some engineering review from its end to see if it is feasible but other than that there is nothing to report at this time.

XVIII. Adjournment:

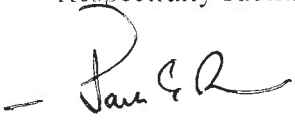
Director Levesque moved the motion and Director Parker seconded to adjourn the Board meeting. Meeting adjourned at 11:54 a.m.

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

XIX. Press Questions:

No members of the press were at the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul E. Brean". The signature is stylized with a large initial "P" and a long horizontal stroke extending to the left.

Paul E. Brean
Executive Director

PEASE DEVELOPMENT AUTHORITY
Monday, September 13, 2021

GOLF COMMITTEE
AGENDA

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

AGENDA

- I. Call to Order:
- II. Acceptance of Meeting Minutes: April 12, 2021* (**Ferrini**)
- III. Public Comment:
- IV. New Business:
 - A. Reports:
 - 1. Staffing *
 - 2. Golf Leagues/Groups/Outings *
 - 3. 2022 Season Pass Renewal
 - 4. Golf CIP FY2022
 - 5. Blue Course Tree Cutting Update
 - 6. Patio Covering Update

V. Public Comment:

VI. Upcoming Meetings:

Board of Directors	September 16, 2021 @ 8:30 a.m.
Port Committee	October 7, 2021 @ 8:00 a.m.
Audit Committee	October 18, 2021 @ 8:30 a.m.

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

VII. Adjournment

VIII. 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
Monday, September 13, 2021

FINANCE COMMITTEE AGENDA

Time: 9:00 A.M.
Place: 55 International Drive
Pease International Tradeport
Portsmouth, NH 03801

- I. Call to Order (*Ferrini*)
- II. Acceptance of Committee Meeting Minutes: November 18, 2019*
- III. Public Comment
- IV. Reports (*Anzalone*)
 1. Operating Results for the One Month Period Ending July 31, 2021 *
 2. Nine Month Cash Flow Projections through May 31, 2022 *
- V. Discussion – Financial Reporting Format
- VI. Next Committee Meeting- November 15, 2021
- VII. Director’s Comments
- VIII. Adjournment
- IX. Press Questions

- * Related Materials Attached
† Proposed Motion

MOTION

Director Fournier:

The Pease Development Authority (“PDA”) Board of Directors authorizes the Executive Director to:

1. Revise the Jacobs contract for the Skyhaven Airport (DAW) Terminal Apron Design to include the design of a new parking apron in front of the terminal at a cost of \$33,521 and then front the cost in anticipation of a grant amendment;
2. At the appropriate time, request a grant amendment to add 15% of the grant amount to the current project grant;
3. Continue to front the costs associated with \$12,428 of the design phase work in anticipation of reimbursement from the construction phase grant; and,
4. Provide the 5% local match for the grant amendment (\$1,058) and the design costs deferred to the construction grant (\$622).

all in accordance with a memorandum of Maria J. Stowell, P.E., Engineering Manager dated September 3, 2021 attached hereto.

N:\RESOLVES\2021\DAW - Skyhaven Terminal Apron Improvements Construction 9-16-21.docx



PEASE
INTERNATIONAL

DEVELOPMENT
AUTHORITY

55 International Drive Portsmouth, NH 03801

MEMORANDUM

To: Paul E. Brean, Executive Director *PEB*
From: Maria J. Stowell, P.E., Engineering Manager *Maria*
Andrew Pomeroy, Manager, Aviation Planning & Regulatory Compliance
Date: September 3, 2021
Subject: Skyhaven Terminal Apron Design, Change in Scope

Last year the Board authorized the Executive Director to enter into a contract with Jacobs Engineering ("Jacobs") in the amount of \$136,604 for the services required to design and bid the Skyhaven Terminal Pavement Replacement Project. The project is being funded through the NH Bureau of Aeronautics ("Aeronautics") State Block Grant Program. (Skyhaven, unlike Portsmouth Airport, is in the State Block Grant (SBG) Program and applications are submitted through NHDOT rather than directly to FAA.) The grant amount is \$141,000, with no PDA match. The difference between the contract amount and the grant amount represents PDA administrative costs such as advertising and permitting.

Staff has recently met with private hangar developers, who may be interested in constructing hangars at Skyhaven, and the meetings have influenced our original plan for the pavement replacement design, on which the Jacobs contract and grant were based. The original plan, taken from Skyhaven's current Airport Layout Plan ("ALP"), presents challenges to hangar development, in that the hangar locations require a substantial investment in pavement to provide access to the new hangars. Hangar development would be spurred if the hangars could be located closer to existing pavement. Staff is, therefore, proposing to revise the basis of the terminal apron design to reserve an area on the existing pavement for hangar construction and extend the apron to the existing grassed area in front of the terminal. The attached drawings show the project area as originally proposed and the revised proposal.

The area in front of the terminal is not suitable for hangar construction. It is too close to the taxiway and hangars would interfere with operations at the terminal and Hangar 5, the aircraft maintenance hangar. Apron space here would better accommodate transient parking with convenient access to the terminal.

Staff has discussed this proposed change in the design with Aeronautics and Jacobs, and both agree that this approach will benefit Skyhaven. The change will impact the Jacobs contract by requiring additional data collection, grading and drainage design, permitting (State and Local), and grant administration. Relocating the pavement also changes the justification for the project as it was originally defined in the SBG application. The extra work will require amending the contract,

increasing the price by \$33,521 to \$170,125. Aeronautics recommends moving ahead with this revised approach and amending the grant to reflect the additional dollars at the end of the project.

State Block Grants can be amended to add a maximum of 15% of the grant amount, or \$21,150. An amendment alone would not cover the additional required costs. PDA has the ability to cover the balance by shifting some of the costs from the current design grant to the future anticipated construction grant. Line items from the design project would need to be bundled into useable units of work. PDA would pay for the items up front and would not receive reimbursement for a year or more until the construction phase grant was approved. We have identified items totaling \$12,428 that could be reallocated to a construction grant application.

Finally, whereas the original grant did not require a PDA match, we expect that that the amendment and next year's construction grant will require PDA to contribute 5%.

To move the project forward using the revised layout, staff recommends these actions:

1. Revise the Jacobs contract to include the design of a new parking apron in front of the terminal at a cost of \$33,521 and then front the cost in anticipation of a grant amendment;
2. At the appropriate time, request a grant amendment to add 15% of the grant amount to the current grant;
3. Continue to front the costs associated with \$12,428 of the design phase work in anticipation of reimbursement from the construction phase grant; and,
4. Provide the 5% local match for the grant amendment (\$1058) and the design costs deferred to the construction grant (\$622).

Please seek the requisite approvals at the September Board meeting.



Exhibit Depicting Apron Reconstruction Area at Skyhaven Airport

DESIGNED BY: MRM DATE: 5/7/2020 SCALE: NTS

Original Layout

PEASE DEVELOPMENT AUTHORITY



55 INTERNATIONAL DRIVE, PORTSMOUTH, NH 03801

As prepared by the above sign: [unreadable]



Exhibit Depicting Apron Reconstruction Area at Skyhaven Airport

DESIGNED BY: MRM DATE: 8/5/21 SCALE: 1"=400'

Revised Layout

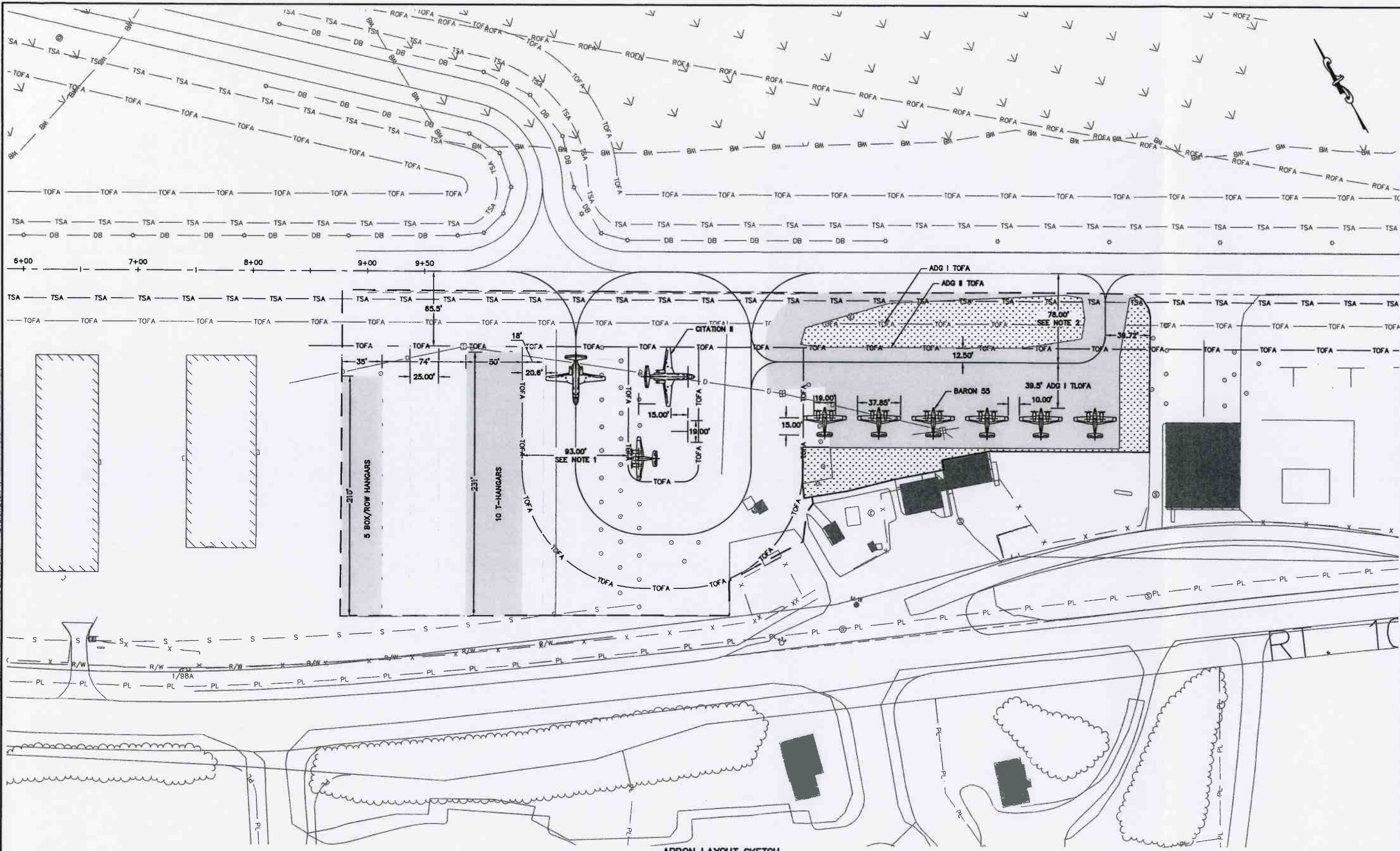
PEASE DEVELOPMENT AUTHORITY

55 INTERNATIONAL DRIVE, PORTSMOUTH, NH 03801



Engineering Ltd files\data/apron_reconstruction

Jacobs - P:\2020\22090502 - DAW Reconstruct Terminal Apron\700 CAD\Sketches\NEW Terminal Ramp Parking Layout Sketch - REV02.dwg (SK-1) August 30, 2021 - 2:11pm (elevation)



APRON LAYOUT SKETCH
SCALE: 1"=40'

- NOTES:**
1. TAXIWAY OBJECT FREE AREA WIDTH NON-STANDARD FOR ADG II (115'). SAFETY AREA WIDTH CALCULATED USING TAXIWAY CENTERLINE TO FIXED/MOVABLE OBJECT EQUATION IN EB-78 FOR CESSNA CITATION II. OFA WIDTH COULD BE FURTHER REDUCED BY USING TAXIWAY CENTERLINE TO FIXED/MOVABLE OBJECT FORMULA IF NEEDED, BUT WOULD RESULT IN NON-STANDARD WINGTIP CLEARANCE FOR ADG-II OF ±10'.
 2. TAXIWAY CENTERLINE TO PARALLEL TAXIWAY CENTERLINE DISTANCE NON-STANDARD FOR ADG II (105'). MIXED TAXIWAY CENTERLINE TO PARALLEL TAXIWAY CENTERLINE DISTANCE CALCULATED USING EQUATION IN EB-78 FOR CESSNA CITATION II (52') AND FULL ADG I (50') RETURNS A MINIMUM SPACING OF 70'. SPACING SHOWN HEREIN COULD BE FURTHER REDUCED IF NEEDED.



JACOBS
TWO EXECUTIVE PARK DRIVE, SUITE 205
BETHLEHEM, PA 03110
(603) 886-7161
FAX (603) 886-7185

SCALE: 1"=40'
DATE: AUG 2021
DESIGNED BY: JPP
DRAWN BY: JPP

SKYHAVEN AIRPORT
ROCHESTER, NEW HAMPSHIRE
RECONSTRUCT TERMINAL APRON
APRON LAYOUT SKETCH

REV. NO.	DATE	DESCRIPTION	BY

PROJ. NO.: E2X90502
AP. NO.: SBG 15-09-2020

DRAWING NO.

SK-1



MOTION

Director Ferrini:

The Pease Development Authority (“PDA”) Board of Directors hereby approves of and authorizes the Executive Director to accept the American Rescue Plan Act (ARPA) Grant(s) for which Portsmouth International (PSM) and Skyhaven (DAW) Airports are eligible. This approval includes the authority to execute any and all documents necessary or appropriate to accept the ARPA Grant(s) on an expedited basis and to use said grants for any purpose for which airport revenues may be lawfully used, in accordance with the FAA’s Policy and Procedures Concerning the Use of Airport Revenues.

N:\RESOLVES\2021\ARPA Grants (PSM & DAW) 9-16-2021.docx

Date: September 8, 2021
To: Paul Brean, Executive Director
From: Suzy Anzalone, Director of Finance
Subject: Executive Summary- Financial Reports



In anticipation of the upcoming September 16, 2021 Pease Development Authority Board meeting, the following is an Executive Summary of the financial results for the one month ended July 31, 2021:

Consolidated Results

Pease Development Authority - Consolidated			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	1,886	1,855	31
Operating Expenses	1,075	1,201	126
Operating Income	811	654	157
Depreciation	582	593	(11)
Non Oper. (Inc)/Exp	(1)	10	0
Net Operating Income	230	51	179

Operating revenues of \$1.8 million are favorable to budget by 1.7%. Main drivers include increased golf course public play and merchandise sales. Offsetting these gains were decreased fuel revenues at the Harbors due to timing differences (sales vary during summer months) and slight underruns in facility rentals.

Actual operating expenses of \$1.1 million are below budget by \$126,000 (10.5%) primarily due to expense underruns in facilities and maintenance, legal, and marketing. The resulting Operating Income of \$230,000 is favorable to budget by \$179,000 for the month of July.

At this time there are a couple of trends that might challenge the FY22 budget. Business insurance renewals may exceed budgeted projections due to current market conditions. We will also see cost overruns in employer pension expense of approximately \$110,000. The bi-annual contribution rate adjustments, which were received after the budget was prepared, are higher than projected.

Business Unit Performance

Portsmouth Airport

Portsmouth Airport (PSM)			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	142	144	(2)
Operating Expenses	203	261	58
Operating Income	(61)	(117)	56
Depreciation	380	387	(7)
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income	(441)	(504)	63

Operating revenues are slightly below budget mainly attributable to pay for parking revenues. Although July enplanements exceeded the previous year, budgeted expectations were higher. However, the decrease in parking revenues was offset by gains in facility rental revenue. Favorable results in operating expense of \$58,000 are mainly attributable to cost underruns in building and facilities.

Skyhaven Airport

Skyhaven (DAW)			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	19	22	(3)
Operating Expenses	24	19	(5)
Operating Income	(5)	3	(8)
Depreciation	43	45	(2)
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income	(48)	(42)	(6)

Operating revenues are slightly under budget at Skyhaven due to lower fuel sales (1,530 gallons in FY22 vs. 2,411 in FY21). Operating expenses are \$5,000 over budget, mainly attributable to higher building and facilities costs.

Tradeport

Tradeport			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	978	999	(21)
Operating Expenses	26	47	21
Operating Income	952	952	0
Depreciation	63	64	(1)
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income	889	888	1

Operating results for the Tradeport show revenue underruns mainly residing in rental of facilities. Expenses are trending favorably and are driven by lower building and facilities costs.

Golf Course

Pease Golf Course			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	509	395	114
Operating Expenses	253	215	(38)
Operating Income	256	180	76
Depreciation	30	30	0
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income	226	150	76

Despite twelve rain days, Golf Course operations are trending favorably for July with revenues 29% higher than budget. Drivers include higher fees for public play, lessons and merchandise sales. The cost overruns in operating expenses of \$38,000 are mainly attributable annual software maintenance fees paid in July and golf cart lease expense.

Division of Ports and Harbors-Unrestricted

Division of Ports and Harbors (Unrestricted)			
	Actual	Budget	Variance Fav (unfav)
Operating Revenues	223	280	(57)
Operating Expenses	216	197	(19)
Operating Income	7	83	(76)
Depreciation	52	53	(1)
Non Oper. (Inc)/Exp	0	0	0
Net Operating Income	(45)	30	(75)

Unrestricted operating revenues for the DPH were \$57,000 under budget mainly due to lower fuel sales than projected in Rye and Hampton. Operating expense overruns include overtime, building and facilities and annual Port Authority Association membership dues paid in July.

Balance Sheet/Statement of Net Position

Assets	
Current Assets	8,477
Restricted Assets	1,581
Capital Assets	95,861
Total Assets	105,919
Liabilities	
Current Liabilities	7,044
Non-Current Liabilities	14,554
Total Liabilities	21,598
Net Position	
Net Invest. in Cap Assets	91,487
Restricted	1,243
Unrestricted	(7,115)
Total Net Position	85,615

The overall financial health of the PDA remains strong showing \$8.5 million in current assets and \$7.1 million in current liabilities. The PDA currently has no outstanding debt.

The overall financial health of the PDA remains strong showing \$8.5 million in current assets and \$7.1 million in current liabilities. The PDA currently has no outstanding debt.

Current assets consist primarily of \$4.7 million in unrestricted cash and \$3.3 million in accounts receivables. The majority of the accounts receivable balances are attributable to federal or state construction activities. Restricted assets total approximately \$1.6 million and consist primarily of the Revolving Loan Fund which has total assets of \$1.2 million. At present, there are 21 participant loans outstanding with a principal balance outstanding of \$1.0 million.

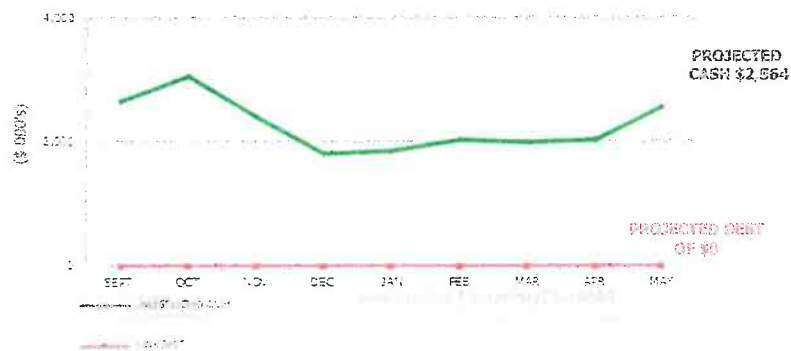
Capital expenditures totaled \$92,000 for July related to projects at the Division of Ports and Harbors and equipment replacement at PSM.

Current liabilities of \$7.1 million are largely related to construction activities at PSM. **Non-current** liabilities of \$14.5 million mainly represent the current pension and OPEB liability which is currently \$14.2 million. The actuarial consultant reports were received in late August for the period ended June 30, 2020 (pension reporting is always one year in arrears). The pension/OPEB liability increased by \$4.2 million over the previous year mainly as a result of low returns on investments of 1.1% for the reporting period.

Cash Flow Projections for the Nine Month Period Ending May 30, 2022

During the next nine-month period, cash inflow projections are mainly provided by operating revenues. We are seeing inflows from grant reimbursements decreasing as major capital projects wind down. The sale of 30 NH Ave is also included in cash inflow projections.

Cash outflows include \$7 million in both grant and non-grant related **expenditures**, as well as outflows from normal operating expenses. Current projections indicate that we will not need to draw on our line of credit over the next nine months, although a critical component of developing these projections is the timely reimbursement of the remaining grant related capital projects. The chart below outlines cash and debt balances over the next nine month period.



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



FY 2022 FINANCIAL REPORT FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021



**FINANCE COMMITTEE MEETING
SEPTEMBER 13, 2021**



FOR THE ONE MONTH PERIOD ENDING
COMPLETED STATEMENT OF REVENUES AND EXPENSES

CONSOLIDATED STATEMENT OF REVENUES AND EXPENSES ²

FOR THE ONE MONTH PERIOD ENDING

JULY 31, 2021

(\$ 000's)

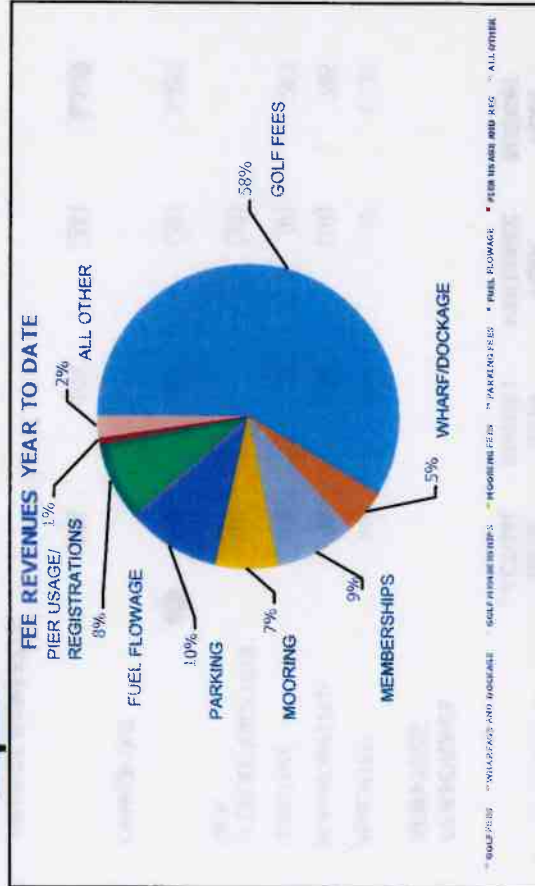
BUDGET VARIANCE ANALYSIS

- OPERATING REVENUES-
HIGHER BY 1.7% ...
- GOLF REVENUE HIGHER DUE TO MORE
NONMEMBER ROUNDS PLAYED, HIGHER
MERCHANDISE SALES
- FAVORABLE REVENUE OFFSET BY:
 - TIMING DIFFERENCES WITH RENTAL
OF FACILITIES
 - TIMING DIFFERENCES WITH FUEL
SALES (RYE, HAMPTON, SKYHAVEN)
- OPERATING COSTS
LOWER BY 10.5%...
 - COMPREHENSIVE FY2021 YEAR-END
CUT-OFF PROCEDURES
 - MARKETING & LEGAL COSTS
TRENDING LOWER THAN BUDGET

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET
OPERATING REVENUES (PAGE #3)	<u>1,886</u>	<u>1,855</u>	<u>31</u>	<u>17,068</u>
OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS (PAGE #4 AND #5)	621	635	(14)	7,259
BUILDINGS AND FACILITIES MAINTENANCE	81	169	(88)	2,117
GENERAL AND ADMINISTRATIVE (PAGE #6)	130	126	4	1,520
UTILITIES (PAGE #6)	70	61	8	850
PROFESSIONAL SERVICES (PAGE #6)	40	62	(22)	504
MARKETING AND PROMOTION	5	35	(30)	436
ALL OTHER (PAGE #6)	<u>128</u>	<u>112</u>	<u>16</u>	<u>1,131</u>
TOTAL OPERATING EXPENSES	<u>1,075</u>	<u>1,201</u>	<u>(126)</u>	<u>13,817</u>
OPERATING INCOME	<u>811</u>	<u>655</u>	<u>157</u>	<u>3,251</u>
NONOPERATING (INCOME) AND EXPENSE (PAGE #7)	(1)	10	(11)	122
DEPRECIATION	<u>582</u>	<u>593</u>	<u>(12)</u>	<u>7,119</u>
NET OPERATING INCOME	<u>231</u>	<u>51</u>	<u>180</u>	<u>(3,990)</u>

CONSOLIDATED OPERATING REVENUES FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021

(\$ 000's)



	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VAR	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR BUDGET
RENTAL OF FACILITIES						
FEE REVENUES <i>(SEE PIE CHART)</i>	1,043	1,089	(45)			10,516
FUEL SALES <i>(SEE TABLE BELOW)</i>	590	562	28			4,710
CONCESSION REVENUE	73	97	(24)			817
GOLF MERCHANDISE	50	49	1			414
ALL OTHER- NET	49	23	25			281
	<u>82</u>	<u>35</u>	<u>47</u>			<u>330</u>
	1,886	1,855	31			17,068

FUEL SALES

	ACTUAL	BUDGET	BUDGET VARIANCE
PORTSMOUTH FISH PIER	28	47	(19)
RYE HARBOR	37	39	(2)
HAMPTON HARBOR	7	10	(3)
SKYHAVEN AIRPORT	<u>72</u>	<u>96</u>	<u>(24)</u>



PSM YEAR TO DATE ACTUAL BUDGET

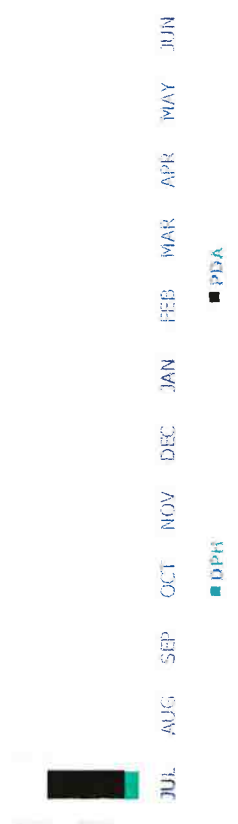
CONSOLIDATED PERSONNEL SERVICES AND BENEFITS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021

(\$ 000's)

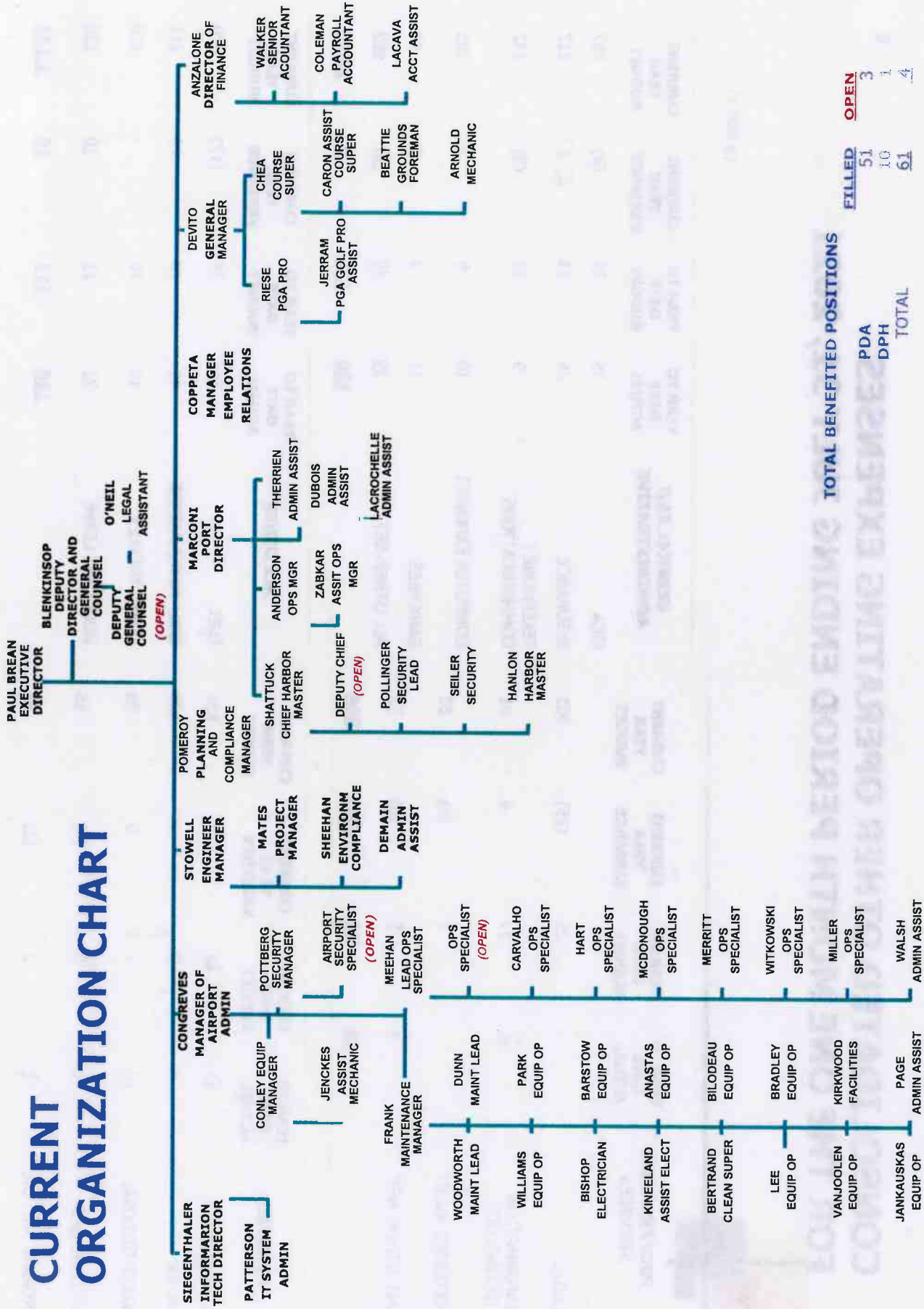
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET
PERSONNEL SERVICES				
BENEFITED	361	344	17	4,137
NON-BENEFITED	90	100	(10)	785
OVERTIME	18	18	(0)	263
ACCRUED VACATION/ SICK	(28)	-	(28)	-
	441	462	(21)	5,185
CHARGE OUT	-	-	-	-
	441	462	(21)	5,185
FRINGE BENEFITS				
HEALTH INSUR	106	111	(4)	1,231
RETIREMENT	65	54	12	642
DENTAL INSURANCE	6	6	(0)	71
LIFE INSURANCE	2	2	(0)	30
CHARGE OUT	-	-	-	-
	180	173	7	2,074
	180	173	7	2,074
	621	635	(14)	7,259

	SAL/ BEN	HR/ BEN	HR/ NON	SE	TOTAL
MAINTENANCE	-	19	0	2	21
PSM AIRPORT	2	8	8	-	18
SECURITY	1	0	6	-	7
PORT AUTHORITY	1	9	4	22	36
GOLF COURSE	3	4	-	53	60
FINANCE	2	2	-	-	4
ENGINEERING	3	1	-	-	4
LEGAL	1	1	1	-	3
DAW AIRPORT	-	-	2	-	2
TECHNOLOGY	1	1	-	-	2
HUMAN RESOURCES	1	-	-	-	1
EXECUTIVE	1	-	-	-	1
	16	45	21	77	159

FILLED BENEFITED POSITIONS



CURRENT ORGANIZATION CHART



TOTAL BENEFITED POSITIONS

FILLED	51
OPEN	3
PDA	10
DPH	61
TOTAL	71

CONSOLIDATED OTHER OPERATING EXPENSES FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET	GENERAL AND ADMINISTRATIVE	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET
PROFESSIONAL SERVICES									
LEGAL	-	25	(25)	303	FICA	35	35	(0)	397
INFORMATION TECHNOLOGY	36	27	9	81	INSURANCE	26	23	2	317
EXTERNAL AUDIT	-	5	(5)	63	TELEPHONE / COMMUNICATIONS	9	12	(3)	142
ALL OTHER-NET	4	5	(0)	57	COMPUTER EXPENSES	10	9	2	105
	<u>40</u>	<u>62</u>	<u>(22)</u>	<u>504</u>	BANK FEES	11	7	3	90
					ALL OTHER-NET	<u>39</u>	<u>40</u>	<u>(0)</u>	<u>469</u>
						<u>130</u>	<u>126</u>	<u>4</u>	<u>1,520</u>
UTILITIES					ALL OTHER				
ELECTRICITY	47	44	3	524	FUEL	56	74	(17)	670
WATER	3	2	1	129	GOLF MERCHANDISE	41	18	24	211
WASTE DISPOSAL	16	7	9	88	COAST TROLLEY	10	10	-	120
NATURAL GAS	1	5	(4)	65	GOLF CART LEASE	<u>21</u>	<u>11</u>	<u>10</u>	<u>130</u>
PROPANE AND OIL	2	2	(1)	44		<u>128</u>	<u>112</u>	<u>16</u>	<u>1,131</u>
	<u>70</u>	<u>61</u>	<u>8</u>	<u>850</u>					

CONSOLIDATED NONOPERATING (INCOME) EXPENSE FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	CURRENT YEAR BUDGET
INTEREST EXPENSE		11	(11)	135
INTEREST INCOME AND OTHER	(1)	(1)	(1)	(13)
	(1)	10	(11)	122

INTEREST EXPENSE

YEAR TO DATE FISCAL BUDGET

135

PROVIDENT BANK- RLOC

CONSOLIDATED STATEMENTS OF NET POSITION

SUMMARY OF INTERGOVERNMENTAL RECEIVABLES AS OF JULY 31, 2021

(\$ 000's)

PROJECT NAME	APPROVAL DATE	TOTAL PROJECT	GRANT AWARD	EXPENDED TO DATE	PDA SHARE	RECEIVED TO DATE	BALANCE DUE PDA	AMOUNT SUBMITTED
PSM RUNWAY 16-34 DESIGN (AIP 58)	5/18/2017	1,266	885	1,253	(50)	1,134	95	95
PSM RUNWAY 16-34 RECONSTRUCTION (AIP 64)	7/6/2019	24,035	17,869	19,923	(948)	16,091	1923	773
PSM OBSTRUCTION REMOVAL / CONSTRUCTION (AIP 60)	5/18/2017	1,130	1,074	1,018	(51)	938	29	29
PSM ALPHA SOUTH HOLD BAY (AIP 67)		-	-	851	(40)	805	4	4
PSM TERMINAL BUILDING EXPANSION (AIP 62)	11/1/2018	1,821	1,730	1,805	(81)	1,518	40	40
PSM TERMINAL BUILDING EXPANSION (AIP 66)	6/27/2019	2,263	2,111	2,259	(136)	1,895	2	-
PSM RUNWAY 16-34 REIMBURSABLE SUPPORT (AIP 65)	5/1/2019	144	137	144	(7)	123	14	-
DPH FUNCTIONAL REPLACEMENT- BARGE DOCK		5,000	-	1,304	-	1,304	0	0
DPH MAIN PIER REHABILITATION		5,003	-	1,284	-	1,190	94	94
DPH PFP REPAIR AND CONSTRUCTION		3,250	-	1,871	-	1,722	148	148
						2,349	1,183	1,183

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(\\$ 000's)

PROJECT NAME	BALANCE AT 06-30-21	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 07-31-21
PORTSMOUTH AIRPORT					
TERMINAL EXPANSION (NON-GRANT)	278	-	(278)	(278)	-
RUNWAY 16-34 DESIGN (AIP 58)	-	-	-	-	-
RUNWAY 16-34 RECONSTRUCTION (AIP 64)	1,548	-	(1,548)	(1,548)	-
TERMINAL BUILDING EXPANSION (AIP 66)	6	-	(6)	(6)	-
TERMINAL BUILDING EXPANSION (AIP 62)	24	-	(24)	(24)	-
ALPHA SOUTH HOLD BAY (AIP 67)	1	-	(1)	(1)	-
LOUGHLIN MEMORIAL PARK	8	8	-	8	16
SNOW REMOVAL EQUIPMENT (AIP69)	2	-	-	-	2
PSM ACCESS CONTROL BOARD	-	20	-	20	20
PSM MOBILE RADIO PURCHASE	-	19	-	19	19
	<u>1,867</u>	<u>47</u>	<u>(1,857)</u>	<u>(1,810)</u>	<u>57</u>

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(CONTINUED):

(\$ 000's)

PROJECT NAME	BALANCE AT 06-30-21	CURRENT YEAR EXPENDITURES	TRANSFER TO PLANT IN SERVICE	NET CURRENT YEAR CHANGE	BALANCE AT 07-31-21
SKYHAVEN AIRPORT					
GOLF COURSE					
ADMINISTRATION					
MAINTENANCE					

ADMINISTRATIVE DEPARTMENT

SUMMARY OF CONSTRUCTION WORK IN PROGRESS

(CONTINUED)

(\$ 000's)

<u>PROJECT NAME</u>	<u>BALANCE AT 06-30-21</u>	<u>CURRENT YEAR EXPENDITURES</u>	<u>TRANSFER TO PLANT IN SERVICE</u>	<u>NET CURRENT YEAR CHANGE</u>	<u>BALANCE AT 07-31-21</u>
DIVISION OF PORTS AND HARBORS (DPH)					
FUNCTIONAL REPLACEMENT- BARGE DOCK	1,304	-	-	-	1,304
PPP BULKHEAD REPAIR AND CONSTRUCTION	1,826	45	-	45	1,871
MAIN PIER (BUILD GRANT)	1,284	-	-	-	1,284
	<u>4,414</u>	<u>45</u>	<u>0</u>	<u>45</u>	<u>4,459</u>
TOTAL	<u>6,281</u>	<u>92</u>	<u>(1,857)</u>	<u>(1,765)</u>	<u>4,516</u>

LONG TERM LIABILITIES AS OF JULY 31, 2021

(\$ 000'S)

SCHEDULE OF LIABILITY REPAYMENT

	CURRENT PORTION	LONG TERM PORTION	TOTAL AMOUNT DUE	FISCAL YEAR	STATE OF NEW HAMPSHIRE (1)
STATE OF NEW HAMPSHIRE POST RETIREE HEALTH CARE PROGRAM (1)	91	0	91	2022	91
STATE OF NEW HAMPSHIRE		252	252		
ACCRUED SICK LIABILITY		90	90		
	91	342	433		

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

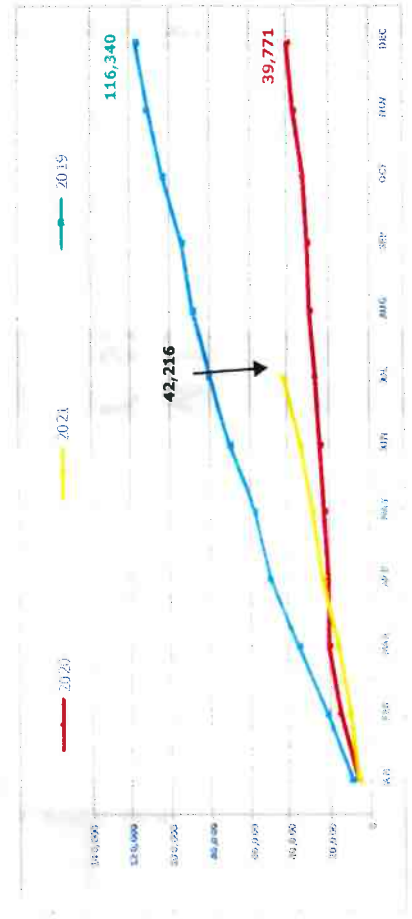
STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 PORTSMOUTH AIRPORT (including Security)



(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	142	144	(2)	1,965
FACILITIES RENTAL	55	44	11	812
PAY FOR PARKING	37	48	(11)	476
FUEL FLOWAGE	46	46	-	432
AVIATION FEES	-	-	-	90
CONCESSION REVENUES	1	2	(1)	71
ALL OTHER	3	4	(1)	84
	142	144	(2)	1,965

EXPLANATION DATA



	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	142	144	(2)	1,965
OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS	96	105	(9)	1,193
BUILDINGS AND FACILITIES MAINTENANCE	32	77	(45)	1,018
GENERAL AND ADMINISTRATIVE	43	35	8	432
UTILITIES	29	31	(2)	383
PROFESSIONAL SERVICES	-	1	(1)	18
MARKETING AND PROMOTION	3	12	(9)	141
ALL OTHER	-	-	-	-
	203	261	(58)	3,185
OPERATING INCOME	(61)	(117)	56	(1,220)
NON-OPERATING (INCOME) AND EXPENSE	-	-	-	-
DEPRECIATION	380	387	(7)	4,644
NET OPERATING INCOME	(441)	(504)	63	(5,864)

STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 SKYHAVEN AIRPORT

(\$ 000's)

	YEAR TO DATE		YEAR TO DATE		FISCAL YEAR BUDGET
	ACTUAL	BUDGET	ACTUAL	BUDGET	
OPERATING REVENUES					
FACILITIES RENTAL	12	11	19	22	214
FUEL SALES	7	11			
ALL OTHER	-	-	3	4	51
	19	22	(3)	(3)	214
OPERATING EXPENSES					
PERSONNEL SERVICES AND BENEFITS			8	4	47
BUILDINGS AND FACILITIES MAINTENANCE			5	4	49
GENERAL AND ADMINISTRATIVE			2	2	33
UTILITIES					6
PROFESSIONAL SERVICES					1
MARKETING AND PROMOTION					58
ALL OTHER- FUEL			24	19	245
	(5)	3	(8)	(8)	(31)
OPERATING INCOME					
NONOPERATING (INCOME) AND EXPENSE					
DEPRECIATION			43	45	542
NET OPERATING INCOME	(48)	(42)	(6)	(6)	(573)

	YEAR TO DATE		YEAR TO DATE		YTD AVE PRICE
	ACTUAL	BUDGET	ACTUAL	BUDGET	
GALLONS OF FUEL SOLD					
FY 2022	1,530	1,530	1,530	1,530	\$4.78
FY 2021	1,907	1,907	20,304	20,304	\$4.55

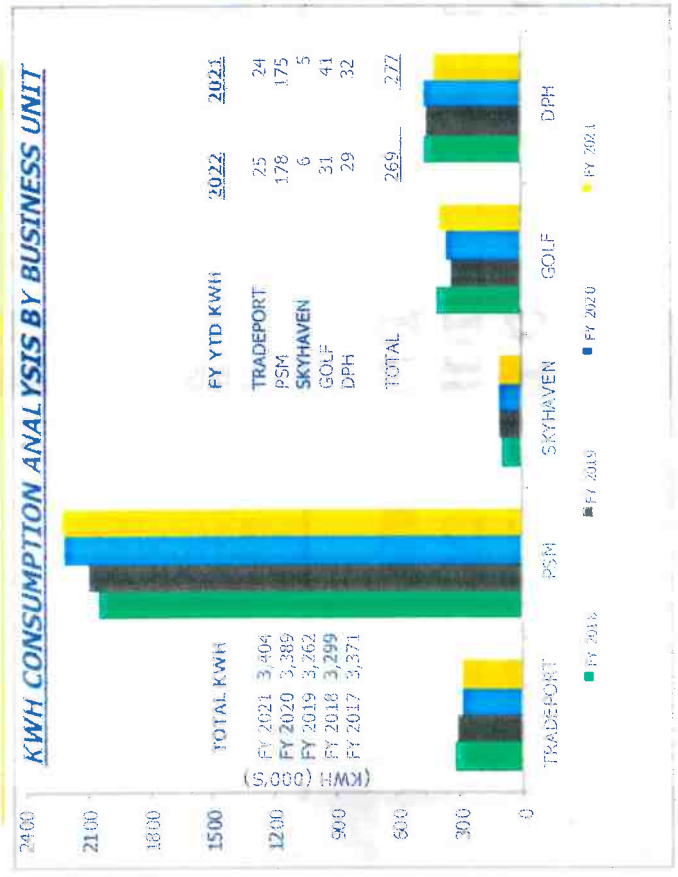
	OPERATING		DEBT		TOTAL
	OPERA	CAPITAL EXPEND	REPAY	FUNDS	
NET CASH FLOW					
FY 2022	(5)	-	-	0	(5)
FY 2021	8	-	-	254	262
FY 2020	(70)	(307)	-	58	(319)
FY 2009- FY 2019	(992)	(6,819)	(100)	6,237	(1,674)
	(1,059)	(7,126)	(100)	6,549	(1,736)

STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 TRADEPORT

(\$ 000's)

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	978	999	(21)	9,155
OPERATING EXPENSES				
PERSONNEL SERVICES AND BENEFITS	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	3	22	(19)	268
GENERAL AND ADMINISTRATIVE	7	7	-	91
UTILITIES	6	8	(2)	102
PROFESSIONAL SERVICES	-	-	-	-
MARKETING AND PROMOTION	-	-	-	2
ALL OTHER	10	10	-	120
	<u>26</u>	<u>47</u>	<u>(21)</u>	<u>583</u>
OPERATING INCOME	952	952	-	8,572
NON-OPERATING (INCOME) AND EXPENSE				
DEPRECIATION	63	64	(1)	765
NET OPERATING INCOME	889	888	1	7,807

	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
RENTAL OF FACILITIES	939	994	(55)	9,099
ALL OTHER	39	5	34	56
	<u>978</u>	<u>999</u>	<u>(21)</u>	<u>9,155</u>



STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 GOLF COURSE

(\$ 000's)

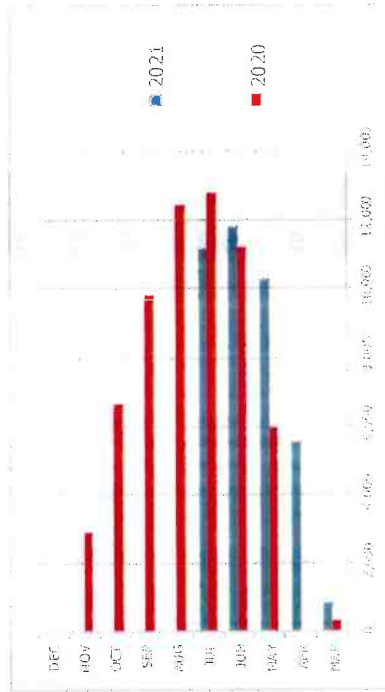
	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	509	395	114	2,871	509	395	114	2,871
OPERATING EXPENSES								
PERSONNEL SERVICES AND BENEFITS	118	116	2	1,028	45	47	(2)	340
BUILDINGS AND FACILITIES MAINTENANCE	20	26	(6)	317	345	270	75	1,650
GENERAL AND ADMINISTRATIVE	26	27	(1)	298	51	50	1	421
UTILITIES	14	12	2	218	1	-	1	125
PROFESSIONAL SERVICES	12	2	10	19	10	2	8	26
MARKETING AND PROMOTION	1	4	(3)	50	407	322	85	2,222
ALL OTHER	62	28	34	341	57	26	31	309
	253	215	38	2,271	509	395	114	2,871
OPERATING INCOME	256	180	76	600	49	409	50	509
NONOPERATING (INCOME) AND EXPENSE					PRO SHOP	COURSE OPERA	FOOD / BEV	TOTAL
DEPRECIATION	30	30	0	364	48	182	16	253
NET OPERATING INCOME	226	150	76	236	1	222	34	256



KEY GOLF COURSE BENCHMARKING DATA

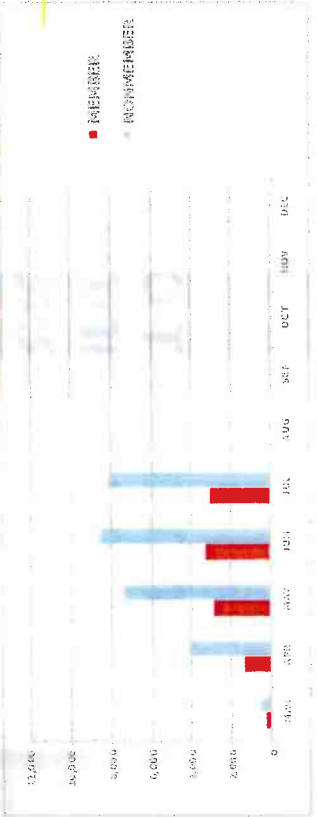


ROUNDS OF GOLF PLAYED (SEASON)



	2021 SEASON	2020 SEASON
ROUNDS PLAYED	39,574	62,315
RAIN DAYS	30	26
		55

2021 MEMBER / NONMEMBER ROUNDS (SEASON)



GOLF SIMULATOR REVENUES	FY 2022	FY 2021	GRILL 28 GROSS SALES	FY 2022	FY 2021
JULY	\$1,158	\$	JULY	\$262,957	\$204,042
AUGUST	-	598	AUGUST	-	225,471
SEPTEMBER	-	314	SEPTEMBER	-	191,445
OCTOBER	-	4,017	OCTOBER	-	138,156
NOVEMBER	-	12,553	NOVEMBER	-	85,187
DECEMBER	-	23,708	DECEMBER	-	71,183
JANUARY	-	30,626	JANUARY	-	77,694
FEBRUARY	-	23,601	FEBRUARY	-	74,967
MARCH	-	48,842	MARCH	-	105,988
APRIL	-	1,032	APRIL	-	134,812
MAY	-	1,062	MAY	-	238,596
JUNE	-	214	JUNE	-	307,875
	\$1,158	\$145,967		\$262,957	\$1,855,416

CLUB / COURSE FUNCTIONS	FY 2022 YTD	FY 2021 YTD
GROUPS 12-40	4,220	-
TOURNAMENT PLAY	14,064	15,688
LEAGUES	17,661	12,600
FOOD AND ROOM FEES	20,076	-

2020 ROUNDS - SEASON	MEMBER	NONMEMBER	TOTAL
	16,004	46,311	62,315

2021 ROUNDS - SEASON	MEMBER	NONMEMBER	TOTAL
	10,782	28,792	39,574



STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 PORT AUTHORITY OF NEW HAMPSHIRE (UNRESTRICTED)

(\$ 000's)

	YEAR TO DATE		YEAR TO DATE		YEAR TO DATE		YEAR TO DATE		FISCAL YEAR	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	VARIANCE	BUDGET	ACTUAL	BUDGET
OPERATING REVENUES	<u>223</u>	<u>280</u>	<u>36</u>	<u>37</u>	<u>36</u>	<u>37</u>	<u>(1)</u>	<u>461</u>	<u>36</u>	<u>461</u>
OPERATING EXPENSES:										
PERSONNEL SERVICES AND BENEFITS	110	89	39	36	39	36	3	436	39	436
BUILDINGS AND FAC AND MAINTENANCE	14	16	(7)	18	(7)	18	(25)	215	(7)	215
GENERAL AND ADMINISTRATIVE	24	14	28	47	28	47	(19)	563	28	563
UTILITIES	17	8	84	131	84	131	(47)	1,311	84	1,311
PROFESSIONAL SERVICES	-	2	66	86	66	86	(20)	745	66	745
MARKETING AND PROMOTION	-	-	34	26	34	26	8	178	34	178
ALL OTHER - FUEL	51	68	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	<u>216</u>	<u>197</u>	<u>223</u>	<u>280</u>	<u>223</u>	<u>280</u>	<u>(57)</u>	<u>2,698</u>	<u>223</u>	<u>2,698</u>
OPERATING INCOME	<u>7</u>	<u>83</u>	<u>54</u>	<u>3</u>	<u>69</u>	<u>3</u>	<u>65</u>	<u>0</u>	<u>54</u>	<u>0</u>
NONOPERATING (INCOME) AND EXPENSE										
DEPRECIATION	52	53	43	11	51	11	42	43	51	43
NET OP INCOME	<u>(45)</u>	<u>30</u>	<u>11</u>	<u>(8)</u>	<u>18</u>	<u>(8)</u>	<u>23</u>	<u>(43)</u>	<u>11</u>	<u>6</u>

BUSINESS UNIT ANALYSIS	RYE HARBOR	HAMPTON HARBOR	PORTSMOUTH FISH PIER	MARKET STREET	HARBOR MANAG	ADMIN
OPERATING REVENUES	54	69	3	65	32	0
OPERATING EXPENSES (EXCLUDING DEPRECIATION)	43	51	11	42	26	43
OPERATING INCOME	<u>11</u>	<u>18</u>	<u>(8)</u>	<u>23</u>	<u>6</u>	<u>(43)</u>

STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(\$ 000's)

FOREIGN TRADE ZONE	YEAR TO DATE ACTUAL		YEAR TO DATE BUDGET		CURRENT YEAR VARIANCE		FISCAL YEAR BUDGET	
	2	2	2	2	0	0	12	119
HARBOR DREDGING								
OPERATING REVENUES	11	10	1	1				
OPERATING EXPENSES:								
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	2	14	(12)	165				
GENERAL AND ADMINISTRATIVE	-	-	-	2				
UTILITIES	-	-	-	0				
PROFESSIONAL SERVICES	-	-	-	-				
MARKETING AND PROMOTION	-	-	-	-				
ALL OTHER	-	-	-	-				
TOTAL OPERATING EXPENSES	2	14	(12)	167				
OPERATING INCOME	9	(4)	13	(48)				
NON-OPERATING (INCOME) AND EXPENSE								
DEPRECIATION	6	6	-	75				
NET OPERATING INCOME	3	(10)	13	(122)				

STATEMENT OF OPERATIONS FOR THE ONE MONTH PERIOD ENDING JULY 31, 2021 PORT AUTHORITY OF NEW HAMPSHIRE (RESTRICTED)

(CONTINUED)

(\$ 000's)

REVOLVING LOAN FUND	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	CURRENT YEAR VARIANCE	FISCAL YEAR BUDGET
OPERATING REVENUES	2	3	(1)	34
OPERATING EXPENSES:				
PERSONNEL, SERVICES AND BENEFITS	-	-	-	-
BUILDINGS AND FACILITIES MAINTENANCE	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	-	1
UTILITIES	-	-	-	-
PROFESSIONAL SERVICES	1	2	(1)	25
MARKETING AND PROMOTION	-	-	-	-
ALL OTHER	-	-	-	-
TOTAL OPERATING EXPENSES	1	2	(1)	26
OPERATING INCOME	1	1	0	8
NON-OPERATING (INCOME) AND EXPENSE	-	-	-	(1)
DEPRECIATION	-	-	-	-
NET OPERATING INCOME	1	1	0	9

REVOLVING LOAN FUND RECONCILIATION

BALANCE AT 07-31-2021 BALANCE AT 06-30-2021

CASH BALANCES		
GENERAL FUNDS	245	225
SEQUESTERED FUNDS	245	225
LOANS OUTSTANDING		
CURRENT	105	98
LONG TERM	895	921
	<u>1,000</u>	<u>1,019</u>
TOTAL CAPITAL BASE	<u>1,245</u>	<u>1,244</u>
CAPITAL UTILIZATION RATE- % (*)	<u>80.3%</u>	<u>81.9%</u>

(*) EXCLUDES SEQUESTERED FUNDS.

CASH FLOW PROJECTIONS FOR THE NINE MONTH PERIOD ENDING MAY 31, 2022

**FINANCE COMMITTEE MEETING
SEPTEMBER 13, 2021**



STATE OF NEW YORK
OFFICE OF THE COMPTROLLER
PEASE DEVELOPMENT AUTHORITY

PEASE DEVELOPMENT AUTHORITY CASH FLOW SUMMARY OVERVIEW SEPTEMBER 1, 2021 TO MAY 31, 2022

(EXCLUDING DIVISION OF PORTS AND HARBORS)

(\$,000'S)

	<u>AMOUNT</u>
OPENING FUND BALANCE	2,980
SOURCES OF FUNDS	
GRANT AWARDS (SEE PAGE #9)	2,933
TRADEPORT TENANTS	7,550
MUNICIPAL SERVICE FEE (COP)	1,815
GOLF COURSE FEE AND CONCESSION REVENUES	1,206
REVOLVING LINE OF CREDIT (PROVIDENT BANK)	0
PSM AIRPORT- LEASES, FUEL FLOWAGE FEES AND PARKING	1,007
SKYHAVEN AIRPORT HANGAR AND FUEL REVENUES	120
SALE OF 30 NH AVE	1,750
	<u>16,381</u>

USES OF FUNDS

OPERATING EXPENSES	8,361
CAPITAL EXPENDITURES- NON-GRANT (SEE PAGES #5-#8)	4,843
CAPITAL EXPENDITURES- GRANT (SEE PAGE #4)	2,175
MUNICIPAL SERVICE FEE (COP)- NET	1,350
STATE OF NH- POST RETIREMENT	68
	<u>16,797</u>

NET CASH FLOW

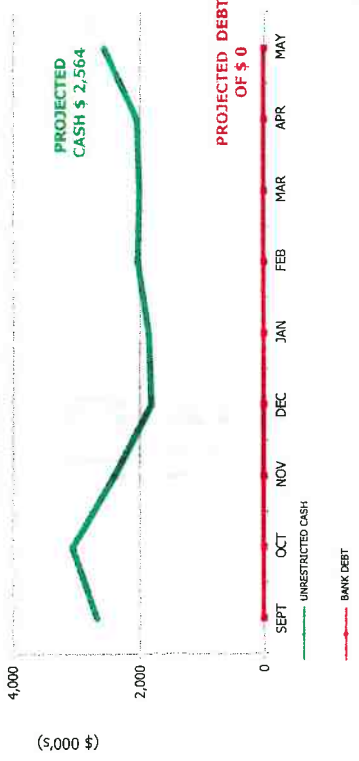
	(416)
CLOSING FUND BALANCE	2,564

DISCUSSION

AT THIS TIME, THE PDA DOES ANTICIPATE THE NEED TO UTILIZE IT'S CREDIT FACILITIES WITH THE PROVIDENT BANK TO FINANCE PROJECTED NON-GRANT RELATED CAPITAL EXPENDITURES AND OR WORKING CAPITAL REQUIREMENTS.

MAJOR CAPITAL PROJECTS ARE WINDING DOWN RESULTING IN MORE LEVEL CASH FLOW. POTENTIAL ADDITIONAL GRANTS FROM THE AIRPORT RESCUE PLAN ACT OF APPROX. \$2M WILL FURTHER STRENGTHEN CASH BALANCES.

PROJECTED CASH AND DEBT BALANCES



TOTAL FUND BALANCES	BALANCE AT 08-31-2021	BALANCE AT 06-30-2021
UNRESTRICTED	2,980	2,469
DESIGNATED	14	14
TOTAL	<u>2,994</u>	<u>2,483</u>

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

(\$ 000's)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
OPENING FUND BALANCE	<u>2,980</u>	<u>2,674</u>	<u>3,061</u>	<u>2,401</u>	<u>1,814</u>	<u>1,855</u>	<u>2,030</u>	<u>2,005</u>	<u>2,041</u>	<u>2,980</u>
SOURCES OF FUNDS										
GRANT AWARDS (SEE PAGE #9)	50	860	120	300	1,603	-	-	-	-	2,933
TRADEPORT TENANTS	656	1,003	761	948	790	946	804	802	840	7,550
MUNICIPAL SERVICE FEE	132	132	340	132	135	340	132	132	340	1,815
GOLF COURSE	385	256	123	63	31	31	30	59	228	1,206
PORTSMOUTH AIRPORT- (PSM)	50	45	45	50	45	45	50	45	45	420
PSM PAY FOR PARKING	46	63	26	28	34	29	16	10	10	262
PSM FLOWAGE FEES	49	81	37	34	41	41	27	12	3	325
SKYHAVEN AIRPORT	15	15	15	13	12	12	12	12	14	120
SALE OF 30 NH	1,750	-	-	-	-	-	-	-	-	1,750
EXTERNAL FINANCING- NET	-	-	-	-	-	-	-	-	-	-
	<u>3,133</u>	<u>2,455</u>	<u>1,467</u>	<u>1,568</u>	<u>2,691</u>	<u>1,444</u>	<u>1,071</u>	<u>1,072</u>	<u>1,480</u>	<u>16,381</u>
USE OF FUNDS										
CAPITAL- GRANT RELATED (SEE PAGE #4)	1,615	210	50	175	60	45	20	-	-	2,175
CAPITAL- NONGRANT (SEE PAGES #5-#6)	905	925	1,188	950	265	305	160	145	-	4,843
OPERATING EXPENSES	919	933	889	1,030	975	919	916	891	889	8,361
MUNICIPAL SERVICE FEE	-	-	-	-	1,350	-	-	-	-	1,350
STATE OF NH- POST RETIREMENT	-	-	-	-	-	-	-	-	68	68
	<u>3,439</u>	<u>2,068</u>	<u>2,127</u>	<u>2,155</u>	<u>2,650</u>	<u>1,269</u>	<u>1,096</u>	<u>1,036</u>	<u>957</u>	<u>16,797</u>
NET CASH FLOW	(306)	387	(660)	(587)	41	175	(25)	36	523	(416)
CLOSING FUND BALANCE	<u>2,674</u>	<u>3,061</u>	<u>2,401</u>	<u>1,814</u>	<u>1,855</u>	<u>2,030</u>	<u>2,005</u>	<u>2,041</u>	<u>2,564</u>	<u>2,564</u>

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

(\$ 000's)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
<u>GRANT REIMBURSEMENT PROJECTS</u>										
<u>PORTSMOUTH AIRPORT</u>										
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 62- \$1.6M)	100	75	-	-	-	-	-	-	-	175
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 66- \$2.0M)	100	75	-	-	-	-	-	-	-	175
RUNWAY 16-34 RECONSTRUCTION (AIP 64)	1,300	10	5	5	10	-	-	-	-	1,330
TW A SOUTH HOLD BAY (AIP 67)	75	10	-	-	3	-	-	-	-	88
PEASE BOULEVARD-ARBORETUM AVE	-	-	20	20	20	20	20	-	-	100
LOWERY LANE PAVING	-	15	-	-	2	-	-	-	-	17
FRONT END SNOW COMPACT **	-	-	-	125	-	-	-	-	-	125
SNOW REMOVAL EQUIPMENT	15	-	-	-	-	-	-	-	-	15
	<u>1,590</u>	<u>185</u>	<u>25</u>	<u>150</u>	<u>35</u>	<u>20</u>	<u>20</u>	<u>-</u>	<u>-</u>	<u>2,025</u>
<u>SKYHAVEN AIRPORT</u>										
TERMINAL APRON DESIGN (SBG 9)	25	25	25	25	25	25	-	-	-	150
TOTAL GRANT REIMBURSEMENT PROJECTS	<u>1,615</u>	<u>210</u>	<u>50</u>	<u>175</u>	<u>60</u>	<u>45</u>	<u>20</u>	<u>-</u>	<u>-</u>	<u>2,175</u>

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY CAPITAL EXPENDITURES

(EXCLUDING THE DIVISION OF PORTS AND HARBORS)

(\$ 000's)

(CONTINUED):

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
<u>NON-GRANT REIMBURSEMENT PROJECTS</u>										
<u>TECHNOLOGY</u>										
COMPUTERS / PRINTERS / SOFTWARE / TELECOMMUNICATIONS **	-	-	5	-	-	-	-	-	-	5
MICROSOFT SOFTWARE UPGRADES **	-	-	-	20	-	-	-	-	-	20
PAYCHEX PAYROLL KISOSKS **	-	-	5	-	-	-	-	-	-	5
PROPERTY MANAGEMENT SYSTEM	30	-	-	-	-	-	-	-	-	30
TECHNOLOGY ENHANCEMENTS **	15	-	-	15	-	-	-	-	-	30
MAIN SERVER REPLACEMENT **	-	-	45	-	-	-	-	-	-	45
	<u>45</u>	<u>-</u>	<u>55</u>	<u>35</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>135</u>
<u>GOLF COURSE</u>										
COURSE EQUIPMENT **	-	70	-	-	-	140	115	-	-	325
DUMP TRUCK WITH PLOW **	-	-	-	-	-	-	-	55	-	55
GEO THERMAL PUMPS **	-	-	-	-	-	-	20	-	-	20
CLUBHOUSE KITCHEN EQUIPMENT	10	-	-	-	-	-	-	-	-	10
UTILITY GOLF CARTS **	-	-	-	-	-	-	20	-	-	20
	<u>10</u>	<u>70</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>140</u>	<u>155</u>	<u>55</u>	<u>-</u>	<u>430</u>

NOTE:
** PENDING BOARD APPROVAL

PEASE DEVELOPMENT AUTHORITY
CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)
 (CONTINUED):

(\$ 000'S)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
<u>NON-GRANT REIMBURSEMENT PROJECTS</u> (CONTINUED):										
<u>PORTSMOUTH AIRPORT</u>										
TERMINAL EXPANSION	600	600	600	600	-	-	-	-	-	2,400
TERMINAL CARPETING **	-	-	-	-	-	-	5	-	-	5
AIRFIELD SIGNAGE- LED **	-	-	-	-	-	-	-	55	-	55
MOBILE RADIO UPGRADE **	-	50	-	-	-	-	-	-	-	50
FENCE CONSTRUCTION **	-	-	-	-	-	-	-	35	-	35
GENERATOR UPGRADE **	-	-	10	-	-	-	-	-	-	10
REPEATERS **	-	-	50	-	-	-	-	-	-	50
HIGH LIFT **	-	-	20	-	-	-	-	-	-	20
139 INSPECTION PROGRAM SOFTWARE **	-	-	10	-	-	-	-	-	-	10
	<u>600</u>	<u>650</u>	<u>690</u>	<u>600</u>	-	-	<u>5</u>	<u>90</u>	-	<u>2,635</u>

NOTE:
 ** PENDING BOARD APPROVAL

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

(\$ 000'S)

(CONTINUED):

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
NON-GRANT REIMBURSEMENT PROJECTS (CONTINUED):										
SECURITY										
PSM										
CCTV SECURITY GATES **	50	50	-	-	-	-	-	-	-	100
DOOR ACCESS CONTROL **	100	-	-	-	-	-	-	-	-	100
SECURITY SYSTEM UPGRADE **	-	-	170	100	-	-	-	-	-	270
	<u>150</u>	<u>50</u>	<u>170</u>	<u>100</u>	-	-	-	-	-	<u>470</u>
DAW										
DOOR ACCESS CONTROL **	-	25	-	-	-	-	-	-	-	25
TAXIWAY RELAMPING **	25	-	-	-	-	-	-	-	-	25
JET A FUEL TANK **	-	-	-	10	10	-	-	-	-	20
FUEL SYSTEM CREDIT CARD **	-	-	5	-	-	-	-	-	-	5
SRE DOOR REPLACEMENT **	-	15	-	-	-	-	-	-	-	15
REROOF TERMINAL BUILDING **	-	25	-	-	-	-	-	-	-	25
	<u>25</u>	<u>70</u>	-	<u>10</u>	<u>10</u>	-	-	-	-	<u>115</u>

NOTE:
** PENDING BOARD APPROVAL

**PEASE DEVELOPMENT AUTHORITY
CAPITAL EXPENDITURES (EXCLUDING THE DIVISION OF PORTS AND HARBORS)**
(CONTINUED) (\$ 000's)

	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>TOTAL</u>
<u>NON-GRANT REIMBURSEMENT PROJECTS (CONTINUED)</u>										
<u>TRADEPORT</u>										
STORMWATER TREATMENT (IDDE)	25	25	25	25	-	-	-	-	-	100
TANK MAINTENANCE PROGRAM **	-	10	-	-	-	-	-	-	-	10
CORPORATE DRIVE- DRAINAGE **	50	50	200	100	100	100	-	-	-	600
	<u>75</u>	<u>85</u>	<u>225</u>	<u>125</u>	<u>100</u>	<u>100</u>	-	-	-	<u>710</u>
<u>MAINTENANCE</u>										
VEHICLE FLEET REPLACEMENT **	-	-	48	-	-	-	-	-	-	48
PAINT MACHINE **	-	-	-	-	15	-	-	-	-	15
BUILDING INFRASTRUCTURE **	-	-	-	-	-	-	-	-	-	-
MOWER REPLACEMENT **	-	-	-	-	-	15	-	-	-	15
JOHN DEERE TRACTOR REPLACEMENT **	-	-	-	-	140	-	-	-	-	140
CRACK SEALING MACHINE **	-	-	-	-	-	50	-	-	-	50
TRACK SKID MOWER	-	-	-	80	-	-	-	-	-	80
	-	-	<u>48</u>	<u>80</u>	<u>155</u>	<u>65</u>	-	-	-	<u>348</u>
TOTAL NON-GRANT REIMBURSEMENT PROJECTS	905	925	1,188	950	265	305	160	145	-	4,843

NOTE:
** PENDING BOARD APPROVAL

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

(\$ 000's)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
PORTSMOUTH AIRPORT										
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 62-\$1.6M)	-	-	-	211	-	-	-	-	-	211
TERMINAL EXPANSION DESIGN AND CONSTRUCTION (AIP 66-\$2.0M)	-	-	-	167	-	-	-	-	-	167
RUNWAY 16-34 DESIGN (AIP 58)	5	-	-	-	-	-	-	-	-	5
RUNWAY 16-34 RECONSTRUCTION (AIP 64)	-	500	-	-	1,100	-	-	-	-	1,600
RUNWAY- AIR NATIONAL GUARD	-	360	-	-	-	-	-	-	-	360
TW A SOUTH HOLD BAY	-	-	90	-	-	-	-	-	-	90
PEASE BOULEVARD- ARBORETUM AVE	-	-	-	-	50	-	-	-	-	50
LOWERY LANE PAVING	-	-	-	300	-	-	-	-	-	300
SKYHAVEN AIRPORT										
TERMINAL APRON DESIGN (SBG-7)	45	-	30	-	75	-	-	-	-	150
TOTAL	50	860	120	300	1,603	-	-	-	-	2,933

PEASE DEVELOPMENT AUTHORITY CREDIT FACILITIES AND OUTSTANDING DEBT ANALYSIS

(\$ 000's)

REVOLVING LETTER OF CREDIT (RLOC) THE PROVIDENT BANK

AMOUNT OF CREDIT FACILITY 15,000

AMOUNT CURRENTLY AVAILABLE 15,000

TERM DATE 12-31-2022

PURPOSE TO FUND CAPITAL IMPROVEMENTS AND WORKING CAPITAL NEEDS.

INTEREST RATE ONE MONTH FHLB (CLASSIC) + 250 BASIS POINTS

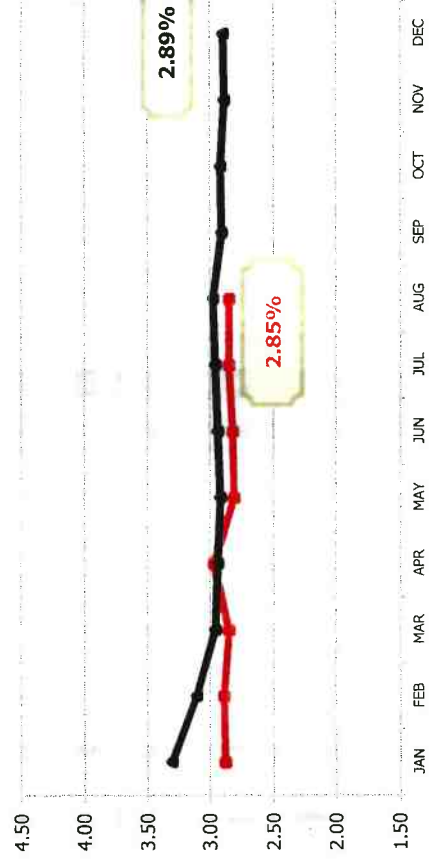
MINIMUM SIZE OF DRAWDOWN NO MINIMUM

OTHER DOES NOT CARRY THE STATE GUARANTEE

OUTSTANDING DEBT ANALYSIS	BALANCE AT 08-31-2021	BALANCE AT 06-30-2021	MATURITY DATE	INTEREST RATE %
THE PROVIDENT BANK (RLOC)	-	-	12-31-2022	VARIABLE

WEIGHTED AVERAGE = 2.85%

TRENDING THE ONE MONTH FHLB (CLASSIC) INTEREST RATE + MARK-UP 2021 VERSUS 2020



DIVISION OF PORTS AND HARBORS CASH FLOW SUMMARY OVERVIEW (EXCLUDING RESTRICTED FUNDS) SEPTEMBER 1, 2021 TO MAY 31, 2022

(\$ 000's)

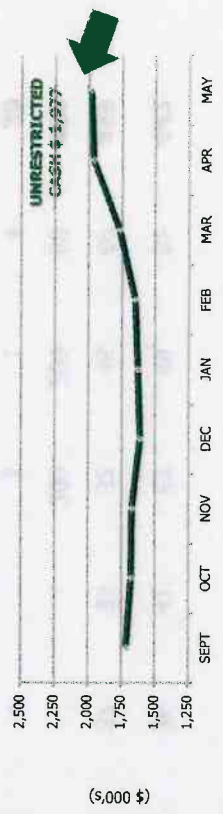
	<u>AMOUNT</u>
OPENING FUND BALANCE	<u>1,783</u>
SOURCES OF FUNDS	
FUEL SALES	442
FACILITY RENTALS AND CONCESSIONS	459
REGISTRATIONS / WHARFAGE	637
MOORING FEES	450
PARKING FEES	30
	<u>2,018</u>
USES OF FUNDS	
PERSONNEL SERVICES AND BENEFITS	905
FUEL PROCUREMENT	415
OPERATING EXPENSES	396
CAPITAL EXPENDITURES AND OTHER	80
STATE OF NH- POST RETIREMENT	28
	<u>1,824</u>
NET CASH FLOW	<u>194</u>
CLOSING FUND BALANCE	<u>1,977</u>

DISCUSSION

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

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

PROJECTED UNRESTRICTED CASH BALANCES



	<u>BALANCE AT 08-31-2021</u>	<u>BALANCE AT 06-30-2021</u>
TOTAL FUND BALANCES	1,783	1,888
UNRESTRICTED FUNDS	153	153
RESTRICTED FUNDS:		
HARBOR DREDGING	320	317
REVOLVING LOAN FUND	256	225
FOREIGN TRADE ZONE	10	8
	<u>586</u>	<u>550</u>

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW

(UNRESTRICTED FUNDS)

(\$ 000's)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
OPENING FUND BALANCE	<u>1,783</u>	<u>1,711</u>	<u>1,674</u>	<u>1,668</u>	<u>1,609</u>	<u>1,627</u>	<u>1,645</u>	<u>1,762</u>	<u>1,960</u>	<u>1,783</u>
SOURCES OF FUNDS										
FACILITY RENTALS AND CONCESSIONS	41	47	43	40	36	41	63	49	82	442
FUEL SALES	96	58	44	44	37	33	32	46	69	459
MOORING FEES	-	-	-	-	-	-	200	200	50	450
PARKING FEES	16	3	5	-	-	-	1	1	4	30
REGISTRATIONS / WHARFAGE	19	99	91	38	131	115	46	76	22	637
	<u>172</u>	<u>207</u>	<u>183</u>	<u>122</u>	<u>204</u>	<u>189</u>	<u>342</u>	<u>372</u>	<u>227</u>	<u>2,018</u>
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	101	144	91	96	100	89	96	95	93	905
FUEL PROCUREMENT	63	45	48	45	46	42	39	39	48	415
UTILITIES	10	25	10	10	10	10	10	10	11	106
GENERAL AND ADMINISTRATIVE	14	14	14	14	14	14	14	14	14	126
BUILDINGS AND FACILITIES	16	16	16	16	16	16	16	16	16	144
PROFESSIONAL SERVICES	-	-	10	-	-	-	10	-	-	20
CAPITAL EXPENDITURES AND OTHER	40	-	-	-	-	-	40	-	-	80
STATE OF NH- POST RETIREMENT	-	-	-	-	-	-	-	-	28	28
	<u>244</u>	<u>244</u>	<u>189</u>	<u>181</u>	<u>186</u>	<u>171</u>	<u>225</u>	<u>174</u>	<u>210</u>	<u>1,824</u>
NET CASH FLOW	(72)	(37)	(6)	(59)	18	18	117	198	17	194
CLOSING FUND BALANCE	<u>1,711</u>	<u>1,674</u>	<u>1,668</u>	<u>1,609</u>	<u>1,627</u>	<u>1,645</u>	<u>1,762</u>	<u>1,960</u>	<u>1,977</u>	<u>1,977</u>

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - HARBOR DREDGING FUND

(RESTRICTED FUNDS)

(\$ 000's)

	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>TOTAL</u>
OPENING FUND BALANCE	320	278	286	296	302	262	270	228	236	320
<u>SOURCES OF FUNDS</u>										
PIER USAGE FEES	9	9	9	9	9	9	9	9	9	81
REGISTRATIONS	1	1	1	1	1	1	1	1	1	9
FUEL FLOWAGE FEES	-	-	-	-	-	-	-	-	-	-
GRANT FUNDING	-	-	-	-	-	-	-	-	-	-
	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>90</u>
<u>USE OF FUNDS</u>										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	2	-	2	-	2	-	2	-	8
GENERAL AND ADMINISTRATIVE	2	-	-	2	-	-	2	-	-	6
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ALL OTHER- (CBOC)	50	-	-	-	50	-	50	-	-	150
	<u>52</u>	<u>2</u>	<u>-</u>	<u>4</u>	<u>50</u>	<u>2</u>	<u>52</u>	<u>2</u>	<u>-</u>	<u>164</u>
NET CASH FLOW	(42)	8	10	6	(40)	8	(42)	8	10	(74)
CLOSING FUND BALANCE	278	286	296	302	262	270	228	236	246	246

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - REVOLVING LOAN FUND

(RESTRICTED FUNDS)

(\$ 000's)

	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>TOTAL</u>
OPENING FUND BALANCE	<u>256</u>	<u>267</u>	<u>279</u>	<u>288</u>	<u>300</u>	<u>312</u>	<u>246</u>	<u>258</u>	<u>271</u>	<u>256</u>
<u>SOURCES OF FUNDS</u>										
LOAN REPAYMENTS	10	10	10	10	10	10	10	10	10	90
INTEREST INCOME-LOANS	1	2	1	1	2	1	1	2	2	13
INTEREST INCOME- FUND BALANCE	2	2	2	2	2	2	2	2	2	18
	<u>13</u>	<u>14</u>	<u>13</u>	<u>13</u>	<u>14</u>	<u>13</u>	<u>13</u>	<u>14</u>	<u>14</u>	<u>121</u>
<u>USE OF FUNDS</u>										
NEW LOANS PROJECTED	-	-	-	-	-	75	-	-	-	75
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	-	-	2	-	-	2	-	-	2	6
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	2	2	2	1	2	2	1	1	1	14
ALL OTHER	-	-	-	-	-	-	-	-	-	-
	<u>2</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>2</u>	<u>79</u>	<u>1</u>	<u>1</u>	<u>3</u>	<u>95</u>
NET CASH FLOW	11	12	9	12	12	(66)	12	13	11	26
CLOSING FUND BALANCE	<u>267</u>	<u>279</u>	<u>288</u>	<u>300</u>	<u>312</u>	<u>246</u>	<u>258</u>	<u>271</u>	<u>282</u>	<u>282</u>

DIVISION OF PORTS AND HARBORS

STATEMENT OF CASH FLOW - FOREIGN TRADE ZONE FUND

(RESTRICTED FUNDS)

(\$ 000's)

	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	TOTAL
	10	13	18	16	16	14	14	14	12	10
OPENING FUND BALANCE										
SOURCES OF FUNDS										
FACILITY RENTALS	5	5	-	-	-	-	-	-	-	10
ALL OTHER	-	-	-	-	-	-	-	-	-	-
	5	5	-	-	-	-	-	-	-	10
USE OF FUNDS										
PERSONNEL SERVICES AND BENEFITS	-	-	-	-	-	-	-	-	-	-
BUILDINGS AND FACILITIES	-	-	-	-	-	-	-	-	-	-
GENERAL AND ADMINISTRATIVE	2	-	2	-	2	-	-	2	2	10
UTILITIES	-	-	-	-	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-
ALL OTHER	-	-	-	-	-	-	-	-	-	-
	2	-	2	-	2	-	-	2	2	10
NET CASH FLOW	3	5	(2)	-	(2)	-	-	(2)	(2)	-
CLOSING FUND BALANCE	13	18	16	16	14	14	14	12	10	10



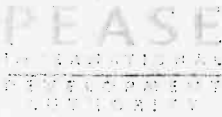
MEMORANDUM

TO: Pease Development Authority Board of Directors
FROM: Paul E. Brean, Executive Director *PEB*
RE: Licenses / ROEs / Easements / Rights of Way
DATE: September 7, 2021

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

- 1. Name: City of Portsmouth Police Department
- License: Right-of-Entry
- Location: 14 Aviation Avenue (Hangar 227)
- Purpose: Staging a Command Operations Center for the "Thunder Over New Hampshire Air Show"
- Term: September 9, 2021 through September 13, 2021

Director Fournier was consulted and granted his consent.



55 International Drive, Portsmouth NH 03801

August 26, 2021

Chief Mark Newport
Portsmouth Police Department
3 Junkins Avenue
Portsmouth, NH 03801

**Re: Right of Entry – Hangar 227, 14 Aviation Avenue
Pease International Tradeport, Portsmouth, NH**

Dear Chief Newport:

This Right of Entry will authorize the City of Portsmouth Police Department (“COPPD”), along with its mutual aid partners, to enter upon a portion of the above referenced Premises (see Exhibit A) for the purpose of staging a command operations center for the “Thunder Over New Hampshire Air Show,” at the Portsmouth International Airport at Pease and for no other use without the express written consent of the Pease Development Authority (“PDA”). This Right of Entry shall be valid through from September 9, 2021 through September 13, 2021 provided that COPPD has completed the Airport Security Identification Display Area (“SIDA”) requirements as outlined in Paragraph 8. This Right of Entry shall terminate on September 13, 2021 (the “Term”).

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.

1. The COPPD 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 or terminated at will by PDA 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.

2. COPPD understands and acknowledges that COPPD shall coordinate with the Pease Development Authority Airport Management Department for use of the Premises.

3. 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 the

Chief Mark Newport
Portsmouth Police Department
August 26, 2021
Page 2

COPPD's officers, agents, servants or employees, or others who may be on the Premises at their invitation or the invitation of any one of them.

4. To the extent caused by the negligence of COPPD, COPPD's agreement herein that any use of the Premises is at its sole risk and that its signature below constitutes its agreement to assume full responsibility for any and all risks of loss or damage to property and bodily injury or death to persons by reason of or incident to its entry or the entry by any of its employees, agents or contractors upon the Premises and/or the exercise of any of the authorities granted herein. COPPD expressly waives all claims against the Pease Development Authority for any such loss, damage, bodily injury or death caused by or occurring as a consequence of COPPD's use of the Premises or the conduct of activities or the performance of responsibilities under this authorization. COPPD further agrees to indemnify, save, hold harmless, and defend the Pease Development Authority, its officers, board members, agents and employees, from and against all suits, claims, demands or actions, liabilities, judgements, costs and attorneys' fees arising out of COPPD's use of the Premises or any activities conducted or undertaken by it in connection with or pursuant to this authorization subject, however, to the extent of available insurance coverage afforded to the COPPD.

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

6. Notwithstanding the preceding provisions of set forth in Sections 4 and 5, COPPD shall be under no obligation to PDA in respect to such matters described above in existence prior to the effective date of this ROE or caused by the negligence of PDA, its officers, agents or employees.

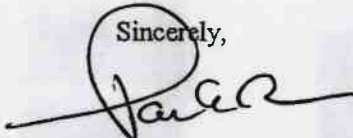
7. COPPD and any agent or contractor of COPPD providing to the Pease Development Authority satisfactory evidence of comprehensive general liability insurance to a limit of not less than One Million Dollars (\$1,000,000.00) per occurrence, naming the Pease Development Authority as an additional insured, automobile liability insurance in the amount of One Million Dollars (\$1,000,000.00) and evidence of workers compensation coverage to statutory limits.

Each such policy or certificate therefor issued by the insurer shall contain: (i) to the extent obtainable, 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; (ii) provide that the insurer shall have no right of subrogation against Pease Development Authority; and (iii) a provision that any liability coverage required to be carried by COPPD shall be primary and non-contributory with respect to any liability coverage carried by the Pease Development Authority.

Chief Mark Newport
Portsmouth Police Department
August 26, 2021
Page 3


8. Hangar 227 is part of the Airport Security Identification Display Area ("SIDA"). Designated representatives of the COPPD will be required to obtain security badges and qualify as escorts in order for representatives, employees and agents of the COPPD to gain access to and remain on the North Apron. While in the SIDA, escort procedures per the requirements of the Pease International Airport Security Program must be met. Prior to accessing Hangar 227, all persons providing SIDA escort must undergo verification of their criminal history for the past ten (10) years, attend a training class that is offered no more than once every two weeks and pay any applicable fees. Information regarding escort requirements can be obtained by calling the Airport Management Department at (603) 433-6536, Monday through Friday, 8:00 a.m. to 5:00 p.m. No representative, employee or agent of the COPPD will be allowed in the SIDA without escorts meeting the requirements of the Pease International Airport Security Program.

Please indicate by your signature or the signature of a duly authorized representative, the consent of the COPPD to the terms of this Right of Entry and return the same to me in advance of commencement of the term.

Sincerely,

Paul E. Brean
Executive Director

Agreed and accepted this 1 day of September, 2021

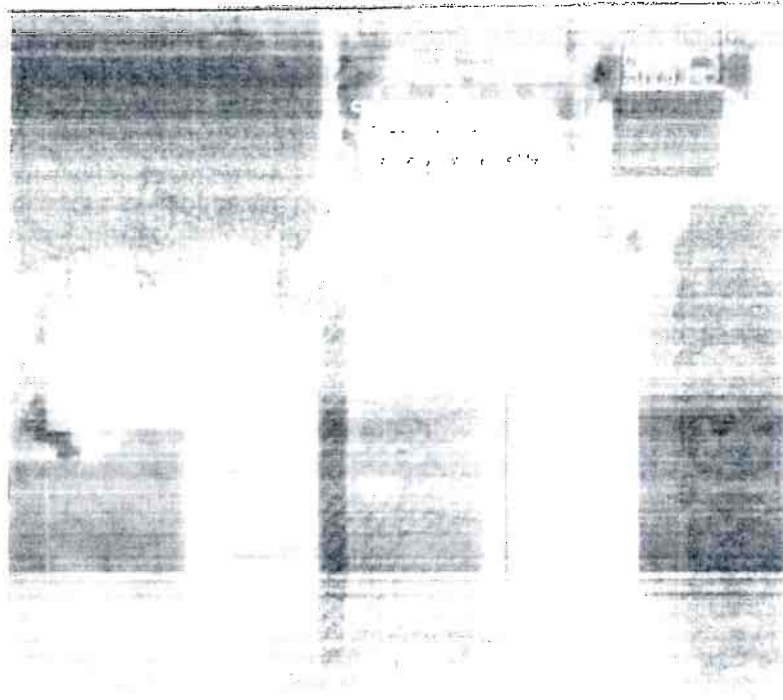
Portsmouth Police Department

By: 
Duly Authorized
Print Name: Mark Newport
Title: Chief of Police

cc: Anthony I Blenkinsop, Deputy Director / General Counsel

Chief Mark Newport
Portsmouth Police Department
August 26, 2021
Page 4

EXHIBIT A
PREMISES



PEASE DEVELOPMENT AUTHORITY
55 CITIZENSHIP DRIVE, PORTSMOUTH, NH 03801

MEMORANDUM

TO: Pease Development Authority Board of Directors
FROM: Paul E. Brean, Executive Director *PEB*
RE: Lease Reports
DATE: September 7, 2021

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

- A. Tenant: Russound FMP, Inc.
- Space: 2,053 square feet at 200 International Drive (Suite #155)
- Use: General office use
- Term: Five (5) Years and two Months Commencing July 1, 2021 with two (2) five (5) year options

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:\BOARDMTG\2021\Lease Report 9-16-21.docx

MEMORANDUM

To: Pease Development Authority Board of Directors
From: Paul E. Brean, Executive Director 
Date: September 7, 2021
Re: Sublease between 200 International Limited Partnership and Russound FMP, 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 a sublease at 200 International Drive between 200 International Limited Partnership ("TIG") for the following tenants:

- A. Tenant: Russound FMP, Inc.
Space: 2,053 square feet (Suite #155)
Use: General Office Use and Related Uses
Term: Effective July 1, 2021 for a term of five (5) years and two (2) months with two (2) five (5) year options

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 TIG's continued primary liability for payment of rent and other obligations pursuant to the PDA/TIG 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.

NOTICE OF CONSENT

This NOTICE OF CONSENT ("Notice") is given by the PEASE DEVELOPMENT AUTHORITY ("Lessor") to 200 International Limited Partnership ("Lessee"). Lessor and Lessee may be referred to jointly as the "Parties."

RECITALS

A. The Parties entered into a Lease for 200 International Drive at Pease International Tradeport on April 5, 2001, as amended (the "Lease").

B. Section 19.3 of the Lease states that Lessor shall not unreasonably withhold its consent to sublease if:

1. the use of the Leased Premises associated with the sublease is permitted under the original Lease;
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.

C. Lessee has requested authorization to sublease approximately 2,053 square feet of the Leased Premises at **200 International Drive (Suite #155)** to **Russound FMP, Inc.** ("**Sublessee**"), a New Hampshire limited liability company authorized to do business in New Hampshire.

D. The proposed sublease to **Russound FMP, Inc.** is for general office use consistent with the applicable zoning, and for no other uses without Sublessor's and PDA's prior written consent.

TERMS AND CONDITIONS

1. Lessor hereby authorizes Lessee to execute the sublease, attached hereto as Exhibit A, with **Russound FMP, Inc.** for approximately 2,053 square feet within the Leased Premises, while not otherwise approving, assenting, or agreeing to be bound by the clause in the first sentence of Section 10.1 that reads, "which consent shall not be reasonably withheld or delayed."

2. Upon execution of the sublease with **Russound FMP, Inc.**, Lessee shall provide Lessor with a copy of the executed sublease, copies of all required insurance certificates, and a certificate of good standing from the State of New Hampshire for **Russound FMP, Inc.**

3. Lessee hereby agrees that occupancy shall be subject to the issuance of a Certificate of Occupancy as may be required in accordance with PDA Zoning Regulations, Section 315.03(a).

4. Lessee hereby agrees and affirms that it shall remain primarily liable to Lessor to pay rent and to perform all other obligations to be performed by Lessee under the original Lease.

This Notice of Consent is executed, effective this 19 day of August, 2021 by the Pease Development Authority, and conditioned upon the acceptance by the Lessee as noted by the signature below.

PEASE DEVELOPMENT AUTHORITY

By: 
Its: Executive Director

AGREED AND ACCEPTED BY:

200 INTERNATIONAL LIMITED PARTNERSHIP

8-5-21
Date

By: 
Its: Co-Manager

X

EXHIBIT A
SUBLEASED PREMISES

COMMERCIAL
PROPERTY
IN
THE CITY OF
NEW YORK
COUNTY OF
NEW YORK
IN
WITNESS WHEREOF
I have hereunto set my hand and
the seal of my office
this 1st day of
2008.

X

SUBLEASE
BETWEEN
200 INTERNATIONAL LIMITED PARTNERSHIP
AS
"SUBLESSOR"

AND

RUSSOUND FMP, INC.

AS
"SUBLESSEE"

200 INTERNATIONAL DRIVE
SUITE #155

PORTSMOUTH, NEW HAMPSHIRE 03801

DATED AS OF ~~JUNE~~ ^{July} 1, 2021



MEMORANDUM

TO: Pease Development Authority Board of Directors
FROM: Paul E. Brean, Executive Director *QAB*
RE: Contract Reports
DATE: September 7, 2021

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

- 1. Project Name: Terminal Project - USI Insurance Services, LLC
PDA Obligation: \$3,102.00
Board Authority: Prior authorization to obtain Builders Risk coverage for terminal project
Summary: Extension of Builders Risk Insurance Policy through October 31, 2021 due to project not yet being complete

USI Insurance Services LLC

PO Box 62937 * Virginia Beach, VA 23466

----- INVOICE -----

Pease Development Authority
55 International Drive
Portsmouth, NH 03801

Invoice Date 08/18/21
Invoice No. 3835347
Bill-To Code PEASEDEV
Client Code PEASEDEV
Inv Order No. 800*6371723
Payment Due
Amount Remitted: \$

Named Insured: Pease Development Authority

Please return this portion with your payment.

Make checks payable to: USI Insurance Services LLC

Effective Date	Policy Period	Coverage Description	Transaction Amount
08/31/21	06/17/19 to 10/31/21	Aspen American Insurance Company Policy No. IM00CWH19 *Endorsement - Builders Risk Invoice Number: 3835347 Amount Due: Policy Extension 8/31/2021 - 10/31/2021	3,102.00 3,102.00

*Premiums Due and Payable on Effective Date

Memorandum

To: Paul Brean, Executive Director *Paul Brean*
From: Sandra McDonough, Airport Community Liaison *Sandra McDonough*
Date: 9/7/2021
Subj: Noise Report for August, 2021

Portsmouth International Airport at Pease received seven noise inquiries in August, 2021. Six of the inquiries were pertaining to fixed wing aircraft and one inquiry was pertaining to a rotor wing aircraft.

The six fixed wing inquiries originated from a resident in the town of Newmarket on the Newmarket/Durham town line concerning aircraft flying low and targeting their home. The resident is not interested in a return call but just stopping the aircraft from flying over their home. The residence is located on a small peninsula on Great Bay and is often in the base leg of aircraft arriving when the winds are out of the south. Fortunately winds are mostly out of the north favoring the other Runway. The Air Traffic Control has verified in the past that the aircraft are not flying lower than the published altitudes.

The rotor-wing aircraft inquiry was from a Portsmouth resident who lives adjacent to the south east end of the airfield. The helicopter flew over the noise sensitive area when landing at the airport. The helicopter was identified and a notification is being sent with Portsmouth International Airport's Voluntary Noise Procedures.

All inquiries are reviewed and logged in the airport database. Individual inquiries are researched and followed up on with phone calls where appropriate. Certain callers have indicated that call backs are unnecessary.

MOTION

Director Parker:

The Pease Development Authority ("PDA") Board of Directors approves of and authorizes the Executive Director to:

1. Expend funds in the amount of **\$16,095.00** for legal services rendered to the Pease Development Authority from:

Sheehan Phinney Bass & Green

July 1, 2021 - July 31, 2021 \$ 4,176.00
(for Tradeport General Representation)

July 1, 2021 - July 31, 2021 \$ 1,160.00
(in support of MS4 and CLF
settlement implementation)

August 1, 2021 - August 31, 2021 \$ 8,497.00
(for Tradeport General Representation)

August 1, 2021 - August 31, 2021 \$ 2,262.00
(in support of MS4 and CLF
settlement implementation)

TOTAL: **\$16,095.00**

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:Lynn J. Preston
Invoice Number: 365108

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$4,176.00
TOTAL EXPENSES:	\$0.00

TOTAL THIS BILL:	\$4,176.00

PREVIOUS BALANCE:	\$0.00

TOTAL BALANCE DUE:	\$4,176.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

AMOUNT PAID... \$ _____

To pay by CREDIT CARD, please visit www.sheehan.com, scroll to the bottom and click " ClientPay " or contact our office directly.

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

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Permit Implementation

CLIENT/CASE NO. 14713-19658
BILLING ATTORNEY:Lynn J. Preston
Invoice Number: 365109

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$1,160.00
TOTAL EXPENSES:	\$0.00

TOTAL THIS BILL:	\$1,160.00

PREVIOUS BALANCE:	\$0.00

TOTAL BALANCE DUE:	\$1,160.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

AMOUNT PAID... \$ _____

To pay by CREDIT CARD, please visit www.sheehan.com, scroll to the bottom and click " ClientPay " or contact our office directly.

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

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Trade Port - General Representation

CLIENT/CASE NO. 14713-10167
BILLING ATTORNEY:Lynn J. Preston
Invoice Number: 365228

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$8,497.00
TOTAL EXPENSES:	\$0.00

TOTAL THIS BILL:	\$8,497.00

PREVIOUS BALANCE:	\$4,176.00

TOTAL BALANCE DUE:	\$12,673.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

AMOUNT PAID... \$ _____

To pay by CREDIT CARD, please visit www.sheehan.com, scroll to the bottom and click " ClientPay " or contact our office directly.

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

SERVICE AND EXPENSE MAILBACK SUMMARY

RE: Permit Implementation

CLIENT/CASE NO. 14713-19658
BILLING ATTORNEY:Lynn J. Preston
Invoice Number: 365227

TOTAL FOR PROFESSIONAL SERVICES RENDERED:	\$2,262.00
TOTAL EXPENSES:	\$0.00

TOTAL THIS BILL:	\$2,262.00

PREVIOUS BALANCE:	\$1,160.00

TOTAL BALANCE DUE:	\$3,422.00

PAYMENT DUE 30 DAYS FROM INVOICE DATE

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

AMOUNT PAID... \$ _____

To pay by CREDIT CARD, please visit www.sheehan.com, scroll to the bottom and click " ClientPay " or contact our office directly.

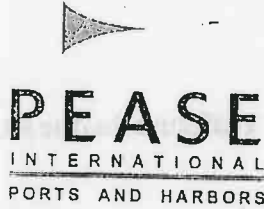
MOTION

Director Ferrini:

The Pease Development Authority (“PDA”) Board of Directors hereby approves and authorizes the Executive Director to enter into a long-term ground lease with Lonza Biologics, Inc. (“Lonza”) of up to 74 years regarding the premises at 101 International Drive, 70/80 Corporate Drive, the Lynx Parking expansion, and Goose Bay Drive, estimated to contain 46.03 +/- acres; and further authorizes the Executive Director to sell the 78,033 +/- square foot PDA owned portion of the building located at 101 International Drive to Lonza for its appraised fair market value, as may be paid over time with interest, contingent upon:

- 1) The Federal Aviation Administration (“FAA”) granting a release of the 78,033 +/- square foot portion of the building from Federal grant assurances and any other airport obligations; and
- 2) The entry by the parties into the long-term ground lease referenced above.

The Board further authorizes the Executive Director and General Counsel to negotiate and execute any necessary documents regarding the sale of the building and/or lease of the premises, including, but not limited to the Lease Agreement, and to seek a release of the building from the FAA; all on substantially the same terms and conditions as set forth in the memorandum of Paul E. Brean, Executive Director, dated September 16, 2021, with attached draft Lease Agreement and fair market value appraisal, all attached hereto.



555 Market Street, Suite 1 Portsmouth, NH 03801

ROE Amendment NO. 2

Grantor: Pease Development Authority Division of Ports and Harbors (PDA-DPH)

Grantee: Cianbro Corporation ("CIANBRO")

ROE Commencement Date: June 1, 2020

This Right of Entry Amendment No. 2, made effective August 19, 2021, by and between the above referenced Grantor and Grantee:

Whereas, PDA-DPH and CIANBRO are parties to a Right-of-Entry ("ROE") for use of the pier at the Market St. Terminal for staging and loading equipment and materials (for the manufacture of concrete), loading of structural components (i.e. steel sheets and beams), and the discharge of clean blasted rock, associated with a marine construction project at the Portsmouth Naval Shipyard;

Whereas, CIANBRO has requested an amendment to allow use of the truck scale at the Market St. Terminal Harbor Marine Facility; and

Whereas, the PDA-DPH approves of CIANBRO's request.

NOW, THEREFORE, PDA-DPH and CIANBRO agree for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree to amend the ROE to permit non-exclusive use of the truck scale at the Market Street Marine Terminal as set forth below:

PURPOSE OF ROE:

Use for staging and loading equipment and materials (for the manufacture of concrete), loading of structural components (i.e. steel sheets and beams), and the discharge of clean blasted rock. Use of the facility truck scale for an additional fee of \$1,000 per month.

PERIOD OF USE:

June 1, 2020 through June 30, 2022. Use of the facility truck scale is permitted August 19, 2021 through February 19, 2022.

All other provision of the ROE not amended herein remain in full force and effect.

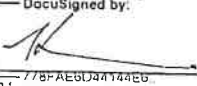
[remainder of page intentionally left blank, signature page follows]

IN WITNESS WHEREOF, Grantor and Grantee have executed this Amendment No. 2 effective the date set forth above.

Grantee:

Cianbro Corporation

By:

DocuSigned by:

778FAE6D44144E6
Signature

Keith Anderson

Printed name

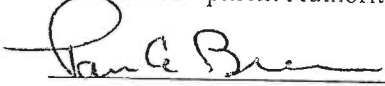
Its:

VP/GM

Grantor:

Pease Development Authority Division of Ports and Harbors

By:



Paul E. Brean

Its:

Executive Director



PEASE
INTERNATIONAL
PORTS AND HARBORS

Division of Ports & Harbors
555 Market Street, Suite 1 Portsmouth, NH 03801

TO: Paul Brean, Executive Director, PDA *PB*
FROM: Geno J. Marconi, Director, DPH
DATE: August 12, 2021 *(1)*
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 #7982, from Daniel Riley to Wesley Stalker.

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.

Wesley T. Stalker
Director
Pease International

○○○○ TAKING YOU THERE

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

Division of Ports & Harbors
Memorandum

To: Capt. Geno J. Marconi
From: Chief H/M Tracy R. Shattuck *TR*
Re: Commercial Transfer
Date: August 12, 2021

Daniel Riley and Wesley Stalker of Seacoast Bait are requesting the transfer of a Mooring Permit (#7982) in the Rye Harbor mooring field. Attached is documentation of Stalker's commercial enterprise in the form of his fishing licenses and trade name registration. Also attached is the transfer request from Riley. Wesley Stalker has asserted 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 #7982 be transferred to:

Wesley T. Stalker
34 Mace Rd
Hampton, NH 03842



Serving your Professional Land Surveying & Mapping Needs ®
Licensed throughout New England

William J. Doucet, PS, President
Steven V. Michaud, PS, Sr. V.P.
John F. Kaiser, PS, V.P.
Jeffrey A. Goldknopf, PS, V.P.
Matthew W. Fagginger-Auer, PS, V.P.
Michael J. Carter, PS
Patrick J. Sharkey, PS
Bevan Timm, PS

July 26, 2021

Geno Marconi
NH Port Authority
555 Market Street
Portsmouth, NH 03801

Reference: Land Surveying Services
NH Port Authority
DS-LLC Project No. 7013

ADDENDUM #1 TO AGREEMENT DATED JUNE 9, 2021

Dear Mr. Marconi:

Doucet Survey, LLC is pleased to submit the following addendum for additional professional land surveying services. The services shown below shall be added to our agreement dated June 9, 2021 and this addendum is hereby made a part of said agreement.

AREA OF SURVEY

Area of railroad right of way research is limited to the area highlighted on the attached survey limits sketch.

SCOPE OF SERVICES:

TASK I: Research of adequate thoroughness to support the determination of the railroad right of way through the area highlighted on the abovementioned sketch. ***This task is limited to 12 hours of railroad right of way research by a licensed professional land surveyor at which time we will present our findings to the client before moving forward with Tasks II & III.***

TASK II: Field survey to locate evidence to tie down any railroad right of way based on findings in Task I. This agreement/letter is based on the assumption that the record monuments are observable and undisturbed. ***It is unknown if this step will be required but is estimated 5 hours by a survey field crew.***

TASK III: Field staking of the railroad right of way based on findings in Tasks I & II. Staking in the field will consist of oak stakes with flagging or other suitable markings such as painted drill holes in concrete or mag nails with flagging in pavement. ***It is unknown if this step will be required but is estimated 5 hours by a survey field crew.***

NOTE: Due to the strict standards that regulate the practice of land surveying, Doucet Survey, LLC has a proprietary interest in its survey control data (traverse & monument coordinate data). Release of this data would require receipt of \$500.00 and our Survey Data Indemnification Form signed by a duly authorized representative of the party requesting this data.

This agreement/letter does not include:

1. Resolution of boundary disputes.
2. Assistance with or participation in any litigation or preparation, therefore.



102 Kent Place
Newmarket, NH 03857
(603) 659-6560

372 West Street, Suite 101
Keene, NH 03431
(603) 216-5801

2 Commerce Drive, Suite 202
Bedford, NH 03110
(603) 614-4060

10 Storer Street, Riverview Suite
Kennebunk, ME 04043
(207) 502-7005

7/26/2021

3. Surveyor's report.
4. Confined space entry.
5. Application or presentation for any Municipal, State, or Federal permits or approvals.
6. Preparation of a plan suitable for recording at the Registry of Deeds.
7. Underground utility marking SUE.
8. Boundary survey.
9. Topographic survey.

SCHEDULE OF WORK:

Work would begin within two weeks of receipt of signed agreement/letter.

ESTIMATED FEES FOR SERVICES:

TASK I	\$1,550.00
TASK II	\$1,240.00
TASK III	\$1,240.00

We charge on an hourly basis for our services, plus reimbursable expenses based on the enclosed rate schedule.


You would be billed every two weeks. We require a retainer of \$0.00 at the signing of this agreement/letter. Receipt of the signed agreement and retainer will serve as authorization to begin. The retainer will be applied to our final invoice.

As set forth more fully in Paragraph 2.1 of the General Provisions, payment is due within 15 days of your receipt of our invoice. Late fees will be added on past due invoices at a rate of 1.5% per month (18% annually) and any collection fees shall be passed on to the client.

This agreement/letter represents the entire understanding between *Geno Marconi, NH Port Authority* and *Doucet Survey, LLC* and may be modified only by a writing signed by both parties. If this agreement/letter satisfactorily set forth your understanding of our agreement, please sign and return it to us. If authorization to proceed is not received within 90 days of this agreement/letter, the fees and scheduling of services described above are subject to change.

Our receipt of this agreement/letter will serve as our authorization to proceed. If you have any questions, please feel free to call.

Sincerely,
DOUCET SURVEY, LLC


 Digitally signed by
 Matt Fagginger-Auer
 Date: 2021.07.26
 12:48:16 -04'00'

Matt Fagginger-Auer, PLS
Vice President

Date

Geno Marconi, NH Port Authority

Attachments – Survey Limits Sketch

7/26/2021



Serving your Professional Land Surveying & Mapping Needs ®

2021 FEE SCHEDULE

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
PRINCIPAL	\$136.00
SENIOR PROFESSIONAL SURVEYOR	\$119.00
PROFESSIONAL SURVEYOR	\$104.00
SURVEY TECHNICIAN 1 (Sr. Crew Chief)	\$89.00
SURVEY TECHNICIAN 2 (Crew Chief)	\$77.00
SURVEY TECHNICIAN 3 (Instrument Operator)	\$67.00
SUBSURFACE UTILITY TECHNICIAN	\$154.00
SUBSURFACE UTILITY TECHNICIAN 2	\$119.00
LASER SCAN TECHNICIAN 1	\$200.00
LASER SCAN TECHNICIAN 2	\$173.00
UAV PILOT	\$129.00
CADD TECHNICIAN 1	\$92.00
CADD TECHNICIAN 2	\$74.00
ADMINISTRATIVE LEVEL 1	\$79.00
ADMINISTRATIVE LEVEL 2	\$60.00
<u>SPECIAL FEES:</u>	
GPS (Mapping Grade-Hourly)	\$46.00
GPS (Survey Grade-Hourly)	\$65.00
40 HR HAZWOPPER CERTIFIED CREW	+15%

Fees for pretrial conferences and expert testimony will be billed at one and one-half (1.5) times the rates detailed in the proposal.


REIMBURSABLE EXPENSES: As set forth more fully in Paragraph 1.2 of the General Provisions, direct non-salary expenses would be billed at cost, plus fifteen percent.

Fees shown are effective 1/1/21 – 12/31/21



555 Market Street, Suite 1 Portsmouth, NH 03801

PORTS AND HARBORS

To: Paul Brean, Pease Development Authority, Executive Director
From: Geno Marconi, Director 
Date: August 30, 2021
Subject: Cianbro Corporation, Right of Entry, Market St. Terminal

The Division of Ports and Harbors (the "Division") received a request from Cianbro Corporation ("Cianbro") for a short term (less than 6 months) Right of Entry ("ROE") to use the facilities at the Market St. Terminal (the "Premises") in support of their contract with the Maine Department of Transportation to remove underwater concrete cable mats.

The Division reviewed the request and recommends approval of the ROE subject to the following terms and conditions:

PREMISES: Specified areas of the Market St. Terminal, 555 Market St., Portsmouth, NH 03801

PURPOSE: Use of facility and pier to load equipment onto a barge, unload concrete cable mats and transport from facility, and storage of a Scully vessel in conjunction with the Sarah Mildred Long Bridge underwater cable project.

TERM: August 31, 2021- October 15, 2021

FEE: Terminal fees per Exhibit C which are not limited to and include the following:

1. Dockage
\$500.00 per day when applicable
2. Wharfage
In accordance with Exhibit C, Terminal Charges, 34 mats @ \$300.00 per mat, \$10,200.00
3. Security/TWIC Escort
\$37 per hour when applicable

ADDITIONAL REQUIREMENTS: Secure all required federal and state permits

INSURANCE: Minimum insurance coverage as outlined in Exhibit A (attached), 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.

August 27, 2021

Noah J. Elwood, P.E. President
Appledore Marine Engineering, Inc.
600 State Street, Suite E
Portsmouth, NH 03801

**Re: Exercise of Option - Agreement for Marine Engineering Services
Pease Development Authority Division of Ports and Harbors, Portsmouth, NH**

Dear Noah:

In accordance with the terms of the Agreement for Marine Engineering Services between Appledore Marine Engineering, Inc. and the Pease Development Authority ("PDA"), please be advised that PDA is exercising the final of its two (2) one year options to extend the Agreement for an additional year or through June 30, 2022 on the same terms and conditions contained in the Agreement effective July 1, 2017.

Thank you for your continued service to PDA.

Sincerely,



Paul E. Brean
Executive Director

cc: Geno J. Marconi, PDA - DPH Director
Maria Stowell, P.E., Manager - Engineering



SEACOAST

SEWER & DRAIN INC.

P.O Box #267
Kittery Point, ME 03905



Estimate

Date	Estimate #
9/1/2021	2021-0093

Name / Address	Service
Pease Development Authority Division of Portsmouth Harbor NH Port Authority (Geno Marconi)	Ports. Fish Co-Op

*Estimate being subject to any unforeseen repair and/or install changes that may arise, becoming additional cost over and above the estimate.

Description	Qty	Rate	Total
RE: Install x2 new floor drains in bait cooler, discontinue existing drain & clean-out in floor. Cut new trenches in concrete floor to run new 3" PVC Schd.-40 pipe and tie into existing plumbing behind bait cooler wall (bathroom area). All PVC pipe under concrete will be bedded in crushed stone with proper pitch, trenches will be back-filled and concreted to existing grade.			
Materials - x2 3" Floor Drains w/ Traps (cast iron), 60' 3" Schd.-40 PVC Pipe, Fittings, 3/4" Crushed Stone, Concrete	1	1,280.00	1,280.00
Concrete Saw Cutter	1	190.00	190.00
Labor Crew x3	1	5,130.00	5,130.00

Thank you for your business!	Total	\$6,600.00
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Phone #	E-mail	Web Site
207-439-2900	snakemssd@gmail.com	www.seacoastseweranddrain.com

MOTION

Director Fournier:

The Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to execute a contract in an amount not to exceed \$29,391.25 with Lakes Region Environmental Contractors (“LREC”) of Belmont, NH to remove the existing underground piping and install New UL971 Double-wall Fuel Pipe with Containment Sump Pump at the Rye Harbor Marine Facility; all in accordance with the memorandum of Geno Marconi, Division Director, dated September 7, 2021, attached hereto.

In accordance with the provisions of RSA 12-G:8 VIII, the Board waives the RFP requirement for the following reasons:


- LREC has been the sole service provider for the fuel systems at each of the Division’s facilities since those facilities came online under the Department of Resources and Economic

Development and therefore has familiarity with the facilities and systems.

- Finding service providers with marine fuel tank and piping expertise in this geographic area has been challenging for the Division, and it is important to complete this work prior to the onset of the cold winter temperatures.

NOTE: THIS REQUIRES FIVE (5) AFFIRMATIVE VOTES

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

From: Geno Marconi, Director 

Date: September 7, 2021

Subject: Underground Fuel Storage Tank Piping Replacement-Rye Harbor Marine Facility

The annual fuel system inspection required by NH Department of Environment Services (“DES”) was performed at the Rye Harbor Marine Facility (“RYE”) on June 2, 2021. During the inspection it was discovered that connection joints on the gasoline line to the commercial pier dispenser had failed inside the intermediary sump. The Division of Ports and Harbors (the “Division”) requested and received a proposal from Lakes Region Environmental Contractors, Inc. (“LRE”) to provide services to properly remove the existing underground piping and install New UL 971 Double Wall Fuel Pipe w/Containment Sump Pump. The proposed cost is \$29,391.25, please see attached for details of the proposal. The Division has reviewed the proposal and concurs with the scope of work and corresponding fee.

In accordance with the provisions of RSA 12-G:8 VIII, we recommend waiving the RFP requirement for the following reasons:

- LRE has been the sole service provider for the fuel systems at each of the Division’s facilities since coming online under the Department of Resources and Economic Development and therefore has familiarity with the facilities and systems. LRE has provided excellent service throughout the years since the PDA-DPH took over the facilities.
- The Division has found LRE’s services extremely reliable.
- Finding service providers with marine fuel tank and piping expertise in this geographic area is extremely challenging – LRE performs the vast majority of this type of work in the region.
- It is important to complete this work prior to the onset of the cold winter temperatures.

Therefore, the Division requests that the PDA Board of Directors waive the RFP requirement and allow the Division Director to accept the proposal from LRE to proceed with the Underground Fuel Storage Tank Piping Replacement at the Rye Harbor Marine Facility. Should the proposed agreement be approved, the funds will be provided through the Division’s Harbor Dredge & Pier Maintenance Fund, subject to approval by the Capital Budget Overview Committee.



ENVIRONMENTAL
CONTRACTORS, INC.

P.O. BOX 1236
BELMONT, NH 03220-1236

(603) 267-7000 • FAX 267-8039

PROPOSAL

Pease Development Authority
Division of Ports & Harbors
555 Market St. P.O. Box 369
Portsmouth, N.H. 03801

August 12, 2021

Re: Underground Fuel Storage Tank Piping Replacement-2021

Location: Rye Harbor
1870 Ocean Blvd
Rye Harbor, New Hampshire
UST Facility # 0-111064 / DES Site: # 199912055

Mr. Geno Marconi,

Thank you for allowing us to quote the project which is mentioned above. The following proposal is based upon the upgrade of your underground fuel piping. Lakes Region Environmental will make every effort to provide you with a cost-effective project. If any existing fuel components can be reused for the upgrades, per NHDES regulations we will make every effort.

Description of Scopes

Provide services to properly remove the existing underground piping and install New UL971 Double-wall Fuel Pipe w/ Containment Sump Equipment including:

Description of Scope I Underground Fuel Piping Closure

- A. Lakes Region environmental will Premark the area for excavation, per Dig Safe regulations and will be responsible for obtaining a utility clearance code from Dig Safe. however, any other underground utilities must be located and properly marked by owner prior to our arrival.
- B. Prior to are arrival the underground fuel tank should be half or full, if there is a high-water table in the area (*ballast will be a concern*).
- C. The area will be closed off to traffic and / or public for safety during the construction.
- D. Saw cut a small section of the existing concrete slab and asphalt for the piping upgrade and remove. **Note; this quote is based on an 8" thick pad, any increase of the pads thickness will increase the contract amount including over reinforcement rebar.**
- E. Remove and dispose of the concrete and asphalt to a recycling facility, as applicable.
- F. Excavate to expose the underground (*tank sump and piping that feeds the fuel dispenser located on the end of the dock; this is required per NHDES closure regulations.*
- G. Damage to, destruction of, or **repair/replacement** to any underground structure or appurtenance is not the responsibility of Lakes Region Environmental if not notified prior to excavation. **Note: relocation or supporting of utilities if required is not included.**
- H. Drain the underground product lines to be replaced, (*fuel will be put back into the tank.*)
- I. Remove two (2) sections of underground fuel piping to the dispenser & fuel tanks.

- J. Purge the piping to a lower explosive limit of 5% or less.
- K. Field screening of the soils will be performed during the excavation using a photo ionization detector for the presence of volatile compounds.
- L. Pressure test the primary piping from the tank to the building to confirm tightness and / or one soil sample per New Hampshire Department of Environmental Services regulations Env-Or 400 approval.
- M. Cut the piping open and clean, the piping will be disposed at a Recycling Facility.
- N. Remove the underground pipe for to (collect soil samples from the piping trench & piping /dispenser sumps) to be analyzed as required and by the State of New Hampshire Department of Environmental Services guidelines.
- O. Should contamination be encountered LRE will be required to notification to the State of NH Department of Environmental Services and retrieve a soil sample for analyses.
Note: These samples will be charged as an extra to the contract.
- P. A State of NH Closure report and a brief summary report with digital pictures will be prepared and submitted to the owner and to the State of NH Department of Environmental Services.

Description of Scope II Soil Field Screening /Sampling & Reporting

- A) Lakes Region Environmental will perform the proper Aboveground Fuel Storage Tank Closure per Env-Or 300. Field screening will be performed using a photo ionization detector for the presence of volatile organic compound. Two (2) soil samples and closure reports are included in the base price. *(if water is encounter water samples will be charged as an extra).* **Note;** should contamination be encountered additional sampling may be required and notification to the State of New Hampshire Department of Environmental Services. *These soil samples will be charged as an extra to the contract.*
- B) Pressure test the primary piping from the tank to the pump and/or building to confirm tightness and / or one soil sample per New Hampshire Department of Environmental Services regulations Env-Or 400 approval.
- C) The State of NH Closure report and a brief summary report will be prepared and submitted by Lakes Region Environmental to the owner and to the State of NH Dept. of Environmental Services.

Description of Scope III Professional Engineer Services

- A. Provide approved Professional Engineered (PE) design plans from the State of New Hampshire Department of Environmental Services and permits from local officials.
- B. Site survey, State application, Application Fee, Site Plan, Tank Diagram, certification letter and As-builts for the fuel piping upgrade only.
- C. Lakes Region Environmental will obtain permits and /or approvals from the local fire department and state agency prior to the start of the project.
- D. Shoreline /Wetland Permits Application with Fees and a Designed Proposed Impact Plan showing the impervious areas, stormwater run-off management is **Not Included**
- E. Any additional piping and /or upgrades of the existing fuel systems that is required by NHDES review of the State Plans submitted is **Not included** including any extensions.

Description of Scope IV New Fuel Piping Installation

1. Lakes Region Environmental will provide approved professional engineered design plans from the State of New Hampshire Department of Environmental Services
2. A small section of the parking lot will have to be used during the piping installation for equipment staging. *Note: Every effort will be made to minimize the impact; however, this may not be possible do to circumstances beyond our control.*
3. Electrical will need to be disconnected and tag out on the fuel system by Lakes Region Environmental (LRE) & our electrician prior to the start of the project. *Note: there will be no gasoline during this piping replacement. every effort will be made to minimize the down time during the project.*
4. The existing underground (*Gasoline & Diesel*) fuel storage tanks, piping sumps at tank, piping, leak monitoring console, liquid level probe, interstitial & piping sensors, spill bucket, vent line, extractor, including the pump and controls will be reused, with the existing electrical underground and inside the building as necessary. *Note: the existing tank opening must facilitate the piping upgrade.*
5. Reuse the existing gasoline / diesel fuel dispenser piping sump & hose reels located on dock. *Note: (it is unknown of the condition of the tank sump and/or if the sump will pass the hydrostatic testing required by DES, additional cost may be required*
6. Reuse the existing Veeder-Root & Owens-Coring Leak Monitor Consoles including piping sump leak sensors and fuel level probes.
7. Reuse the existing "Emergency Fuel Shut-offs" *Note: (any additional emergency shutoffs needed to meet NHDES and/o NFPA requirements will be an extra to the contract).*
8. Reuse the existing 4" inch Ducting Piping Chase from the tank to the gasoline /diesel dispensers *Note: (it is unknown if the existing piping chase can be reused or the condition of the pipe chase along & under the dock , if the chase cannot utilize for the new fuel piping installation there will be additional cost*
9. Replace two (2) sections of underground fuel piping from the fuel tanks to the dispensers *Note: (The existing Petroplas fuel piping from the low point sump to the dispenser will be reused it is assumed the existing piping is in good condition).*
Note II: (Any replacement of this piping will be an extra over the contract amount).
10. Reuse the existing Total Containment Piping Containment Sumps at the tank, low point sump and dispenser. *Note: any replacement of the piping sumps will be an extra to the contract amount below.*
11. Supply and install the appropriate *APT DDB-100-SC & FEB 075-D* Piping Sump Flexible Entry Boots & hardware, mounted with proper adhesive *Bostic* Epoxy Sealant.
12. Supply and install up to 120' total *APT DCT-400 4"* flexible ducting piping from the tank to the low point & tank sumps as needed, per designed plans.
13. Supply and install up to 120' total of 1.5" *Double-Trac Coaxial* flexible primary piping from the tank to the pumps w/ the appropriate *Omega-Flex Fittings*, connected to the existing underground piping at the low point sump.
14. Supply and install four (4) *Double-Trac 1.5" Test Assembly's* on the primary lines.
15. Supply and install up to 21' of 1.5" SCH 40 carbon steel exterior piping & fittings at the low point sump & connections at the tank.
16. Supply and install Four (4) *Sharpe 1.5"* full port ball valves and check valves as required at the tank and pump set per NFPA 30 & 31 Standards, to the existing piping.
17. Supply and install Two (2) 1½" *OPW* Pipeline Expansion Relief Valve and fittings
18. Provide piping tightness testing per NHDES Env-Or 400

19. Provide hydrostatic testing on the piping sump, per NHDES Env-Or 400
20. The existing electrical conduit & wiring will be reused underground and inside the building. **Note; if the underground conduit cannot be used and / or will not be sufficient for the completions of any wiring of the system, additional cost will occur.**
21. Supply and install ¾" electrical ridged conduit, boxes, seal-off, unions and wire to supply all the new fuel system components as needed, "only".
22. Supply and install 3/8" stone around the containments sumps for proper drainage, including crushed gravel as needed for the asphalt areas.
23. Supply and install Two (2) new 44" Composite Piping Sump manholes w/ 10" skirt
24. Install and/or replace the reinforced concrete (tank pads) with a broom finish and edge as required (only in the small section removed for the piping upgrade), per approved plans.
25. Replace the asphalt in parking lot, piping trenches and/or around tank concrete pads.
26. Re-spread the existing loam and/or stone around the concrete pads and/or asphalt areas and seed. **Note: (watering and maintenance of grass areas by others**
27. Verify that all "existing" sensors, probes are working properly including the monitor console for visual / audible alarms, per Env-Or 400 rules. Start-up & testing by a certified Veeder-Root Technician. **Note: any replacement of these components will be an extra.**
28. Lakes Region Environmental will verify proper operation of the system; a representative from (Rye Harbor - technician) will need to be on site to start the fuel system after the installation is completed.
29. Supply and install the appropriate overfill signs located next to the fill area and the proper NFPA labeling on the tank, buildings & dock areas as specified marina signage, per DES
30. Calibrate the fuel dispensers per New Hampshire Weights and Measures.

Items included for above work

- Installation and inspections by a Professional Engineer, Certified ICC Tank Technician & ABC Operator as required by the State of N.H. Department of Environmental Services.
- Notify Local and State official for fuel system final inspections
- Lakes Region Environmental will prepare a Health and Safety Plan for their employees, including Confine Space Permits as required per OSHA 29CFR 1910.146
- Concrete coring and/ or saw cut the existing concrete to be removed as needed.
- Concrete coring patching interior pipe penetrations
- Concrete removal, disposal and /or replacement as required at a recycling facility
- All excavation and backfilling, compacting equipment including 3/8" stone and gravel.
- Provide written reports of the underground tank closure to the owner and the New Hampshire Department of Environmental Services.

Items not included

- Shoreline and/or Wet Land Permit Application with Fee and a Designed Proposed Impact Plan showing the impervious areas, stormwater run-off management is **Not Included**
- Groundwater Discharge Permits, DES Dewatering permits, Wet Land Permits if required during construction process.
- Any additional piping and /or hardware required by NHDES review of the State Plans
- Any additional electrical requirements per NFPA 30 & 30A
- Any underground utilities not marked by Dig Safe hiring of a private locator, by Owner
- Carpenter repairs and /or upgrades on the (dock) or support beams as required for the installation of the new fuel piping system & electrical.

- Asphalt removal and/or replacement including dispose at a recycling facility.
- Damage to destruction of, or repair/ replacement to any underground structure or appurtenance are not the responsibility of Lakes Region Environmental.
- Any removal of ledge and /or concrete "hold down" devices or the need for shoring, dewatering, or bracing may be charged as an extra if occurred.
- Any surface restoration not specified above (*landscaping, trees, shrubs, walkways, sprinklers replacement, maintenance by others*) is not included in contract.
- Professional cleaning services in the building.
- Disposal of any petroleum products.
- Soil contamination removal, disposal and /or sampling.
- Temporarily tank for heating and/or fueling setups
- Cathodic Protection including locating and /or identify specific tank system problems.
- Tenting the excavations if required by Lakes Region Environmental do to snow an inclement weather including snow removal & heating if required.
- Removal of frost and disposal of unsuitable materials for replacement
- Dewatering of excavations including permits, pumps, hoses & maintenance
- Personnel loss of time and / or parking, including customers

Not Included: *Any additional work or and/or materials not listed above that may be required including any additional work required by the New Hampshire Department of Environmental Services review of the installation plan or during the inspection process will be extra to the contract. Signed approvals will be needed before work is to be done.*

We Propose hereby to furnish materials and labor-complete in accordance with above specifications, for the sum of; **Base Price; \$ 29,391.25 / Balance upon completion / Net 30**

Plus, any additional options, work and/or materials are not included in the base price.

Quote is based on 2021 prices

(Due to the industry volatility Quote is valid for 30-days from date above)

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the proposed contract price. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Exclusive jurisdiction and venue over any disputes hereunder shall be New Hampshire Superior court.

Authorized Signature; John J. Paradise

John J. Paradise, Project Manager

Note; this proposal may be withdrawn by us if not accepted within 30 days

Acceptance of Proposal

The price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do as specified. Payment as outlined above.

Pease Development Authority - (Division of Ports & Harbors) Representative;

Signature; _____ **Date:** _____

Print: _____ **Title:** _____

PO#: _____

Rye Harbor
Rye, New Hampshire
Underground Fuel Storage Tank Piping Replacement-2021

LRE Quote# J9321-REV 3

MOTION


Director Levesque:

The Pease Development Authority (“PDA”) Board of Directors hereby authorizes the Executive Director to agree to and execute the Proposal dated September 2, 2021, submitted to the Division of Ports and Harbors (“DPH”) by its contracted on-call marine engineers, Appledore Marine Engineering, LLC (“AME”) of Portsmouth, New Hampshire, for engineering and construction support services, site visit(s), regulatory approvals, and preparation of bid documents for the project related to the replacement of steel pipe piles and floating docks at Hampton Harbor, in an amount not to exceed \$19,912.00; all in accordance with the Memorandum of Geno Marconi, Division Director, dated September 3, 2021 attached hereto.

N:\RESOLVES\2021\DPH - Appledore (Hampton Harbor Steel Pipe Piles) 9-16-2021.docx

Date: September 3, 2021

To: Pease Development Authority (PDA) Board of Directors

From: Geno Marconi, Director 

Subject: Hampton Harbor Marine Facility; Float Dock & Pipe pile replacement

In 2012 the Hampton Harbor Marine Facilities (“Hampton”) were rehabilitated to include the existing floating dock systems along the bulkhead. The floating docks are sustaining failures of aluminum framing members due to corrosion given the harsh marine environment. The Division anticipates replacement of the southern 130-foot section of the floating docks will be necessary in the very near future. Additionally, the steel pipe piles mooring the concrete floating dock to the northwestern end of the facility have deteriorated and require replacement as well. With that, the Division requested and received the attached proposal from its contracted on-call marine engineering company, Appledore Marine Engineering, Inc. (“AME”), which includes services for a site visit, regulatory approvals, preparation of bid documents, and construction support services for the project for a total fee of \$19,912.00.

I have reviewed the proposal and recommend PDA Board authorize the Division to accept the proposal which will allow AME to begin the engineering process on these important replacements.

The project will be funded by the Harbor Dredge and Pier Maintenance Fund emergency allocation, which is pre-authorized by the Capital Budget Overview Committee. The balance of the Fund of the as of the date of this memorandum is \$53,033.86.



Appledore Marine Engineering, LLC

600 State Street, Suite E | Portsmouth New Hampshire 03801

September 2, 2021

Captain Geno Marconi
Director Division of Ports and Harbors
555 Market Street, PO Box 369
Portsmouth, New Hampshire 03802

Re: Proposal to Provide Marine Engineering Services
Hampton Harbor Floating Dock Replacement and Pile Replacement
Hampton, New Hampshire

Dear Captain Marconi:

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

BACKGROUND:

In 2012 the Hampton Harbor marine facilities were rehabilitated to include the existing floating dock systems along the bulkhead. The floating docks are reportedly sustaining failures due to corrosion and failure of the aluminum framing members and replacement of the southern 130-foot section is desired. Additionally, the steel pipe piles mooring the concrete floating dock to the northwestern end of the facility have advanced deterioration and require replacement.

This proposal provides the engineering services for the above referenced project.

SCOPE OF SERVICES:

The scope of services includes the following tasks to support the owner in sourcing construction bids, and providing quality assurance services during construction.

The project is to replace the existing 130 foot long southern floating dock and to replace all (eight) steel guide piles mooring the northwestern concrete floating dock. The following tasks are envisioned to be required.

- Site inspection – At the commencement of the project, an above water site inspection will be completed to evaluate the existing facility for noted deterioration including the pile supports and collect detailed measurements for the replacement design.
- Regulatory approvals – Replacement of concrete float dock piles will require a Permit By Notification required by the NH Department of Environmental Services (NHDES) to carry out the proposed project.
- Bidding documents – Leveraging the existing design drawings, simple sketches and technical specifications will be developed to allow sourcing of bids from pre-selected and qualified marine contractors. A full comprehensive bidding package is not being requested due to the intent to replace existing structures and elements in-kind.
- Construction support services – Limited construction support services will be provided to include review of construction submittals and two visits during the progression of construction.

EXCLUSIONS AND CLARIFICATIONS:

This proposal is based on the following considerations:

- Construction bids will be sourced from pre-selected contractors based on a limited plans and specs package and full bidding documents are not required. If it is later determined to be needed a mod to this proposal will be provided.
- It is assumed that the proposed work will be replacement in-kind and that pile installation will not occur between November 15 and March 15. If these conditions cannot be met, the project will not qualify as Permit by Notification and a mod to this contract would be required.

SCHEDULE:

AME will commence work on the project immediately upon written notice to proceed with anticipated completion of the construction sketches within 45 days to allow sourcing of pricing.

FEES:

Fees for consulting services will be on a fixed fee basis in the amount of \$19,912 in accordance with the attached schedule.

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

Thank you for giving us the opportunity to present a proposal for this work.

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

Regards,



Noah J. Elwood, PE
President

This Proposal is subject and subordinate to the Agreement for Marine Engineering Services between the Parties dated July 1, 2017.

A&E FEE PROPOSAL WORKSHEET

FIRM NAME: Appledore Marine Engineering, LLC
Contract No.: AME 30244
Project Title: Hampton Harbor Floating Dock Replacement & Pile Replacement

DATE: 02, September 21

Hampton Harbor Floating Dock Replacement	19,912
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TOTAL	\$19,912
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Hampton Harbor Floating Dock Replacement

LABOR

Engineering Discipline	Rate	Site Visit		Construction Sketches		Permitting	
		Hours	Salary	Hours	Salary	Hours	Salary
Principal	\$93.74	0	\$0	1	\$94	0	\$0
Project Manager/Diver	\$82.28	1	\$82	2	\$165	2	\$165
Sr. Engineer/Diver	\$74.10	4	\$296	16	\$1,186	4	\$296
Engineer/Diver	\$53.43	0	\$0	0	\$0	0	\$0
Technician/Diver	\$46.89	0	\$0	0	\$0	0	\$0
CADD Tech/Diver	\$34.86	0	\$0	24	\$837	20	\$697
Clerical	\$25.97	0	\$0	0	\$0	1	\$26
Subtotals:		5	\$379	43	\$2,281	27	\$1,184

Engineering Discipline	Rate	Construction Support		Hours	Salary	Hours	Salary
		Hours	Salary				
Principal	\$93.74	1	\$94	0	\$0	0	\$0
Project Manager/Diver	\$82.28	4	\$329	0	\$0	0	\$0
Sr. Engineer/Diver	\$74.10	24	\$1,778	0	\$0	0	\$0
Engineer/Diver	\$53.43	0	\$0	0	\$0	0	\$0
Technician/Diver	\$46.89	0	\$0	0	\$0	0	\$0
CADD Tech/Diver	\$34.86	0	\$0	0	\$0	0	\$0
Clerical	\$25.97	0	\$0	0	\$0	0	\$0
Subtotals:		29	\$2,201	0	\$0	0	\$0

Subtotal for Labor:		104	\$6,045				
Overhead:	144.75%		\$8,750				
Profit:	10.0%		\$1,479				
Total Cost for Labor:			\$16,274				

TRAVEL AND PER DIEM		
Item	Expense	Cost
Per Diem:		\$0
Rate:	\$0	
# of Persons:	0	
# of Days:	0	
Airfare:		\$0
Rate:	\$0	
Excess Baggage:	\$0	
# of Round Trips:	0	
Vehicle Rental:		\$0
Rate:	\$0	
Gas:	\$0	
# of Days/wks:	0	
Mileage		\$0
Rate:	\$0.54	
Miles:	0	
Airport Parking		\$0
Rate:	\$0.000	
# Days:	0	
Total for Travel:		\$0

DIRECT COSTS FOR FIELD WORK		
Item	Expense	Cost
Permitting Consultant (Christine Perron)	\$3,308	\$3,638
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
Total for Direct Costs:		\$3,638

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