MINUTES

The monthly business meeting of the Nashua Airport Authority (NAA) was held at NAA Terminal Building, 79 Perimeter Road – Room 137, Nashua, NH 03063 on Wednesday, August 19, 2026.

Chairman Woods called the Nashua Airport Authority Board of Directors meeting to order at 6:00 pm.

ROLL CALL

Present: Chairman Woods
Vice Chairman Duquette
Treasurer Heath
Secretary Holland – remote
Director Guerette

PUBLIC INPUT

None

MINUTES

MOTION BY Vice Chairman Duquette to approve and accept the public minutes of June 17, 2026 and public minutes of June 26, 2026.
SECONDED BY Treasurer Heath
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Treasurer Heath – yes
Secretary Holland – yes
Director Guerette – yes
MOTION CARRIED

TREASURERS REPORT – June 2026 and July 2026

Treasurer Heath reviewed the June and July 2026 financial statements and year-to-date results. FY2026 closed with a $51,000 surplus, which was $33,000 above budget, despite some accounts coming in over budget and others under budget.

Treasurer Heath and Office Manager Susan Clancy are working on the FY2027 budget and expect to present it at the next meeting. The balance sheet is strong. Cash on hand at the end of July was just shy of $900,000. We have some expenditures coming up that will need to be paid.

MOTION BY Vice Chairman Duquette to approve the June 2026 and July 2026 financial statements, subject to audit.
SECONDED BY Director Guerette
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Treasurer Heath – yes
Secretary Holland – yes
Director Guerette – yes
MOTION CARRIED

COMMUNICATIONS

The following communications have been received by the Nashua Airport Authority and placed on file.

NAA 26-007 - 07/08/2026 – LY Infinity – E1485 (81 Perimeter Road) Option to Extend Lease
NAA 26-008 – 07/13/2026 – LJ 60 Hangar – E2221 (0 Perimeter Road) Option to Extend Lease

REPORTS

TOWER REPORT

Chairman Woods reported for the month of June 2026 the traffic count was 7,935 operations which is up 2,806 (55%) operations from May 2026 and up 2,611 (33%) operations versus June 2025. For the month of July 2026 the traffic count was 6,953 operations which is down 982 (-12%) operations from June 2026 and up 822 (12%) operations versus July 2025. Year to date we are up 18%.

AIRPORT MANAGER'S REPORT

Recent events

- None

Upcoming events at Nashua Airport

- September 19th – 2026 Wheels and Wings Event at Nashua Airport. The event is open to the public from 10:00 a.m. to 2:00 p.m.

Other Items of Interest

- June 20th – The NH Aviation Museum BBQ and Fly-In was a great success. Thank you to all the volunteers and Infinity Aviation for providing the hangar space for this event. The event was sold out.
- For those who have been wondering what all of the land survey stakes/equipment are for, Meridian Land Services has recently completed an ALTA Survey for Infinity Aviation.
- The Compass Rose is nearly complete. The only item left is marking the cardinal headings.
- Vaillancourt Roofing has nearly completed the roofing project (as of 8/13) on the NAA Terminal Building. Thank you to all of our valued tenants and customers for dealing with any inconveniences throughout the process. After inspecting the control tower roof, it was decided that it is failing. We are going to replace it at this time.
- All the new gate access card readers have been installed, and the system is working well. I am still working with One Source Security to sort out some of the technical issues with the camera systems and call boxes.
- 08/13/2026 – I met with NFR, FAA and Midwest ATC to sort out an ongoing problem that we have been having with the "Crash Line". Having all the technical experts from the four entities together in one room worked so well that we finally solved the problem. We have restored our direct emergency line with NFR.
- I would like to introduce Martin Kabiito, owner of Flightline Aviation Detailing. He is currently working out of 89 Perimeter Road.

AIRPORT ENGINEER'S REPORT

Airport Manager Chris Lynch discussed the following on-going projects on behalf of the airport's engineering consultant, Gale Associates, Inc.

RELOCATE AWOS/SAWS

This project is for the design, bidding, and construction phase services associated with relocating the existing AWOS/SAWS at the Airport. The weather equipment will be moved to a location between Taxiway 'A' on the 14 end, and Taxiway 'D' as depicted on the ALP. It is anticipated that this project will be funded using BIL funds.

Project Funding:

FAA Share (90%)	$465,766.00
State Share (5%)	$25,876.00
Local Share (5%)	$25,876.00
Total Project Cost	$517,518.00

Project Status:

- The AWOS and SAWS have been relocated and are both up and running.
- The final inspection occurred on June 24, 2026 and was approved.
- Gale is working on the closeout report for this project.

Recommended Actions:

- Execute the Closeout when received.

RUNWAY CENTERLINE CRACK SEALING AND RSA REPAIRS

This project will address the Centerline Crack in Runway 14-32, and will repair the Runway 32 RSA, which has experienced significant erosion due to jet blast.

Project Funding:

FAA Share (95%)*	$252,491.00
State Share (2.5%)*	$6,645.00
Local Share (2.5%)*	$6,645.00
Total Project Cost	$265,780.00

**It is anticipated that BIL funds will be used to fund this project.*

Project Status:

- This project has been completed. The final inspection occurred on June 24, 2026 and was approved.

Recommended Actions:

- Execute the Closeout when received.

FAA CONSTRUCTION REIMBURSABLE AGREEMENT ASSOCIATED WITH THE RELOCATION OF THE AWOS/SAWS

This project will include efforts necessary to administer a Grant Application and FAA coordination for the FAA Construction Reimbursable Agreement associated with the relocation of the Automated Weather Observation System (AWOS) and the Stand Alone Weather System (SAWS) located adjacent to the Tower Apron at the Nashua Airport.

Project Funding:

FAA Share (95%)*	$133,327.00
State Share (2.5%)*	$3,510.00
Local Share (2.5%)*	$3,509.00
Total Project Cost	$140,346.00

**It is anticipated that BIL funds will be used to fund this project.*

Project Status:

- Gale submitted the grant application to NHDOT on February 5, 2026.
- We are currently awaiting the grant award.

Airport Manager Chris Lynch informed the board that the grant award was received on August 18, 2026 and to please put forth a motion for Chairman Woods to execute this grant award.

MOTION BY Vice Chairman Duquette to authorize Farrell Woods, Chairman of the Nashua Airport Authority, to execute and deliver for and on behalf of the Nashua Airport Authority any contracts with the State of New Hampshire related to SBG 12-34-2026 – Construct Hangar Apron Phase I – Reimbursable Construction Services with AWOS Relocation at ASH
SECONDED BY Treasurer Heath
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Treasurer Heath – yes
Secretary Holland – yes
Director Guerette – yes
MOTION CARRIED

HOTEL RAMP DESIGN AND PERMIT FOR RECONSTRUCTION AND SRE ACQUISITION

Project Funding:

FAA Share (95%)	$503,500.00
State Share (2.5%)	$13,250.00
Local Share (2.5%)	$13,250.00
Total Project Cost	$530,000.00

Project Status:

- Gale submitted the grant application to NHDOT on July 14, 2026.
- We are currently awaiting the grant award.

Recommended Actions:

- None this month.

COMMITTEES
None

OLD BUSINESS
ECAC – Self Service Fuel – No update

NEW BUSINESS
LY Infinity – E1485 (81 Perimeter Road) Option to Extend Lease

MOTION BY Vice Chairman Duquette to approve the lease extension request for E1485 – LY Infinity Nashua Property, LLC (81 Perimeter Road) for 20 years beginning on October 1, 2026 and terminating on September 30, 2046, upon the same terms and conditions as the Lease now in effect.

SECONDED BY Treasurer Heath
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Treasurer Heath – yes
Secretary Holland – yes
Director Guerette – yes
MOTION CARRIED

LJ 60 Hangar – E2221 (0 Perimeter Road) Option to Extend Lease

MOTION BY Vice Chairman Duquette to approve the lease extension request for E2221 – LJ 60 Hangar, LLC (0 Perimeter Road) for 20 years beginning on November 1, 2026 and terminating on October 31, 2046, upon the same terms and conditions as the Lease now in effect.
SECONDED BY Treasurer Heath
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Treasurer Heath – yes
Secretary Holland – yes
Director Guerette – yes
MOTION CARRIED

UPCOMNG EVENTS
09/19/2026 – Wheels and Wings Event

PUBLIC INPUT
Vince Barauskas, owner of Merrimac Capital Services, discussed his finance company and potential ways it could assist the Nashua Airport in the future.

DIRECTORS' COMMENTS
Secretary Holland – Happy Summer! Thanks for all the continued hard work. I look forward to seeing you all in the fall. Welcome to our new aircraft detailing business, Martin, to the airfield!
Vice Chairman Duquette – Good job everyone. The financials are looking good. My term is up at the end of the month, and I am working renewing for the next term.
Treasurer Heath – I feel as though my work is done. The building looks great. We will be starting on the landscaping in the fall.

Director Guerette – Do we have any plans to put the Airport Authority name on the building? Airport Manager Chris Lynch is working on this. Also, do we have any plans for a designated area for Med Flights to land? Airport Manager Chris Lynch acknowledged and stated we would look into it.
Chairman Woods – Shout out to David and Susan for working on the budget. Chris, great job managing the occupancy of this building.

ADJOURNMENT

MOTION BY Chairman Woods to adjourn the public session.
SECONDED BY Director Guerette
ROLL CALL VOTE Chairman Woods – yes
Vice Chairman Duquette - yes
Secretary Holland – yes
Treasurer Heath – yes
Director Guerette – yes
MOTION CARRIED

The next meeting is scheduled for September 16, 2026

SEE ATTACHMENT FOR ATTENDEES LIST

