

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, July 16, 2025.

Chairman Woods called the meeting to order at 6:00pm.

ROLL CALL

Present: Chairman Woods
Treasurer Heath
Director Duquette

Absent: Vice Chairman Law
Secretary Holland

PUBLIC INPUT

None

MINUTES

MOTION BY Director Duquette to approve and accept the public minutes of May 21, 2025.

SECONDED BY Treasurer Heath

MOTION CARRIED

TREASURERS REPORT – May 2025 and June 2025

Treasurer Heath reported on the financials for May 2025 and June 2025. There is nothing out of the ordinary with operations. We are finishing the year strong with a surplus of approximately \$46,000. Tie-down parking and CD interest income is higher than expected. A roof top HVAC unit was replaced on 79 Perimeter Road at the end of June for approximately \$45,000.

MOTION BY Director Duquette to approve the May 2025 / June 2025 financial statements subject to audit.

SECONDED BY Chairman Woods

MOTION CARRIED

COMMUNICATIONS

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

NAA 25-004 – 06/09/2025 – Gary Braun – Follow Up to Air Traffic Pattern Meeting. With the assistance of legal counsel, Airport Manager Chris Lynch has sent a written response to Mr. Braun.

REPORTS

TOWER REPORT

Chairman Woods reported for the month of May 2025 the traffic count was 5,284 operations which is up 1,153 (28%) operations from April 2025 and down 1,152 (-18%) operations versus May 2024. For the month of June 2025 the traffic count was 5,324 operations which is up 40 (1%) operations from May 2025 and down 1,409 (-21%) operations versus June 2024. Year to date we are down 22%.

AIRPORT MANAGER'S REPORT

Recent events

- 06/14/2025 - NH Aviation Museum Fly-In/BBQ was a great success!

Upcoming events at Nashua Airport

- September 20, 2025 – Wheels & Wings Event – We already have numerous people commit to this event.

Other items of interest

- Joyce Heating and Cooling replaced a failed RTU, dampers and thermostats on 79 Perimeter.
- 6/26/2025 – I met with Kevin Finnerty, Allied Universal Technology Services. He is working up a gate access control system quote.
- Brad Peskovitz, One Source Security and LJ Arlen, Gallagher Security are working up a new quote for a new cellular-based gate access control system.
- 6/27/2025 – I met with Rick Kenin, CEO, Boston MedFlight to discuss establishing a base of operations at ASH.
- 07/01/2025 – Sold the John Deere Gator and disposed of one of the Kawasaki Mules.
- LY Infinity Aviation has officially closed on its property and FBO acquisitions at ASH. Welcome to Nashua!

Director Joe Duquette asked the status of the paving of Perimeter Road. Airport Manager Chris Lynch has not heard much; the letter sent to the Board of Alderman was seen by several individuals and a few people had some negative feelings. Mr. Lynch is very happy with the service from the Department of Public Works as they are always quick to assist with the repairs as needed.

AIRPORT ENGINEER'S REPORT

Danny Quirion, Matt Caron and Mark Ottariano discussed the following on-going projects on behalf of the airport's engineering consultant, Gale Associates, Inc.

REHABILITATE TAXIWAY 'A' AND ASSOCIATED TAXIWAYS (Construct Only)

This Project is for the construction phases necessary to rehabilitate Taxiway 'A', install new taxiway edge lighting (MITLs), and to address the grading issues at the intersection of Taxiway 'A' and Taxiway 'D'.

Project Status:

- NHDOT has approved the supplemental agreement.
- Continental Paving is planning on being on-site the week of May 19, 2025 to start on the punch list items.
- Continental Paving has completed most of the punch list items for the project, except for the seeding of the Contractor Staging Area and a portion of the shoulders on Taxiway A. Continental will wait to perform the seeding until conditions are more favorable for grass growth.
- Gale will close this project once the grass has established.

Recommended Actions:

- None at this time.

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 Status:

- The Grant Agreement was approved by the G&C on May 7, 2025.

- Gale has been coordinating with the FAA regarding the shutdown of NAVAIDs and Runway 14-32 during construction. The FAA has requested that Gale submit an "Airport Sponsor Strategic Event Submission Form" prior to the start of construction. The FAA requests forty-five (45) days to review the form and plan the NAVAID shutdown. As a result, the earliest construction could start would be in July 2025.
- Gale has been coordinating with Cullen Electrical Contractors and will provide a firm construction date as soon as possible.
- Cullen Electrical Contractors would like to start construction on July 28, 2025. However, a reimbursable Agreement for Construction Phase Services with the FAA has not been established. There will need to be a Reimbursable Agreement in place with the FAA before construction can start. Coordination with both the FAA and Cullen is ongoing.
- Gale is currently reviewing construction submittals from Cullen as they are received.

Recommended Actions:

- None at this time.

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 Status:

- A Grant Application was submitted to NHDOT for this project on February 13, 2024.
- During a meeting with JJ Cunningham, LLC, they recommended that the crack sealing work be conducted in June.
- Based on information received from NHDOT, we thought this project was waiting on funding from the FAA. Turns out the grant, which was submitted on February 12, 2025 to NHDOT was never submitted to FAA for review.
- Per NHDOT, the grant application is to be submitted to the FAA by the end of the week (week ending 5/16/2025).
- Once a grant award is issued by the FAA, this project still needs to go through the G&C process before it is fully approved. We will provide an update on the timing once we know more.
- No update at this time.

Recommended Actions:

- None at this time.

COMMITTEES

None

OLD BUSINESS

None

NEW BUSINESS

None

UPCOMING EVENTS

09/20/2025 – Wheels & Wings Event

PUBLIC INPUT

None

DIRECTORS' COMMENTS

Director Duquette – No specific comments at this time.

Treasurer Heath – Welcome LY. Keep the hammers moving.

Chairman Woods – No specific comments at this time.

MOTION BY Chairman Woods to adjourn the public meeting to non-public session pursuant to RSA 91-A:3, II (d) consideration of the acquisition, sale, or lease of real or personal property.

SECONDED BY Treasurer Heath

MOTION CARRIED

Chairman Woods to enter non-public session at 6:53pm.

ROLL CALL

Present: Chairman Woods
Treasurer Heath
Director Duquette

Absent: Vice Chairman Law
Secretary Holland

MOTION BY Chairman Woods to leave non-public session, seal the minutes and return to public session.

SECONDED BY Director Duquette

MOTION CARRIED

Chairman Woods call the public session to order at 7:27pm.

ROLL CALL

Present: Chairman Woods
Treasurer Heath
Director Duquette

Absent: Vice Chairman Law
Secretary Holland

ADJOURNMENT

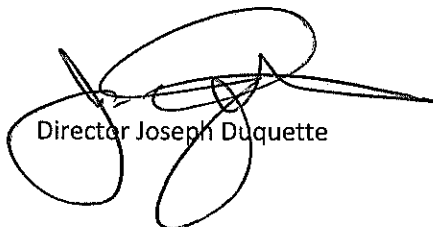
MOTION BY Chairman Woods to adjourn the public session.

SECONDED BY Director Duquette

MOTION CARRIED

The next meeting is scheduled for August 20, 2025

SEE ATTACHMENT FOR ATTENDEES LIST



Director Joseph Duquette