

Town of Nantucket
NANTUCKET MEMORIAL AIRPORT
14 Airport Road
Nantucket Island, Massachusetts 02554

Thomas M. Rafter, Airport Manager
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Commissioners
Daniel W. Drake, Chairman
Arthur D. Gasbarro, Vice Chair
Anthony G. Bouscaren
Andrea N. Planzer
Jeanette D. Topham

AIRPORT COMMISSION MEETING
January 12, 2020

The meeting was called to order at 4:00 pm by Chairman Daniel Drake with the following Commissioners present: Arthur Gasbarro, Jeanette Topham and Anthony Bouscaren.

This meeting was conducted remotely by video conference via Zoom app and broadcast on the Town of Nantucket YouTube Channel consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth and due to the outbreak of the "COVID-19 Virus".

Airport employees present were: Tom Rafter, Airport Manager, Noah Karberg, Assistant Airport Manager and Katy Perales, Office Manager.

Also present were Richard Doucette, New England Region of Federal Aviation Administration, Alex Streaky, Environment Analyst from MEEPA, Brian Smith, McFarland Johnson, Inc., Jed Merrow, McFarland Johnson, Inc., Georgie, Nugent, McFarland Johnson, Inc., Meredith Avery, Director of Natural Resources from VHB, Donny Goris-Kolb, Planner from VHB, Jason Ross, Air and Noise Specialist from VHB.

Mr. Drake read the Town's virtual meeting statement.

Mr. Drake announced the meeting was being audio and video recorded.

010621-1 Draft Environmental Impact Report and Environmental Assessment (DEIR/EA) Public Meeting- Mr. Drake explained that the Environmental Impact Report (EIR) is an evaluation required by the State of Massachusetts per the Massachusetts Environmental Policy Act (MEPA). The Environmental Assessment is a required evaluation by the Federal Aviation Administration (FAA) as per the National Environmental Policy Act (NEPA). The complete document, a combined evaluation, is available on the Airport's Website. Mr. Drake reported that the public comment period will end on January 29, 2021.

- Mr. Drake introduced the following presentations Background from the Airport planning perspective:
- Alex Strycky, MEPA, reviewed the purpose of MEPA, when MEPA is required, MEPA review for Nantucket Airport and information for submitting comments.
 - Richard Doucette, FAA, reviewed the purpose of NEPA, federal regulations and FAA regulations and guidance.

- Proposed Projects and Impacts- Jed Merrow, McFarland Johnson Inc. reviewed the following proposed projects, summarized their environmental impacts and indicated the schedule for the most current projects. -
 - Runway 6-24 rehabilitation or reconstruction
 - Decommissioning of runway 12-30 and conversion to Taxiway C
 - Replacement of airfield lighting home-run cables
 - Construction of runway 24 high-speed taxiway
 - South apron expansion- potential noise abating berm
 - Relocation of Taxiway G
 - Relocation perimeter road and fence
 - Construction of Nobadeer Farm Road crew quarters
 - Construction of ground service equipment building
 - Expansion of marine storage facility
 - Project Schedule
- Public Comment on DEIR/EA-

Tom Sydlowski, President of The Surfside Association, believes that the Association's members will be affected by the South apron expansion and expressed the following concerns: 1) noise and odor from parked aircrafts 2) the noise berm is not definitely included in the south apron expansion project 3) there are no plans for additional Ground Power Units (GPU) or mobile units, and 4) there are no plans for water runoff.

Meredith Lepore, resident, has concerns with the priority for these projects when PFAS has not been completely remediated. She also asked why additional aircraft parking isn't going on the opposite side of the airport. Ms. Lepore also has concerns with noise pollution.

- Commissioners Comments
 - Mr. Gasbarro explained that he believes the noise berm should be a condition of approval of the south apron expansion project.

Mr. Drake explained that the runway and taxiway projects, including the south apron expansion, are all projects that the FAA has high on its priority list for the Airport to accomplish for safety reasons.

Additional comments can be submitted to Alex Strysky at alexander.strytsky@mass.gov or via MEPA Public Comments Portal by 1/29/2021. For other questions email Noah Karberg at nkarberg@nantucketairport.com or 508-325-7531.

- Concluding Remarks

Mr. Drake asked for comments on the Agenda; hearing none, the Agenda was adopted.

Mr. Bouscaren made a **Motion** to approve the 11/20/20 draft minutes. **Second** by Mr. Gasbarro and **Passed** by the following roll call vote:

Ms. Topham- Abstain
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Ms. Topham made a **Motion** to approve the 12/8/20 draft minutes. **Second** by Mr. Gasbarro and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Ms. Topham made a **Motion** to ratify the 12/16/20 and 1/6/21 Warrants. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Pending Leases/Contracts – Mr. Rafter presented for approval the following agreements and contracts:

- **Nantucket Regal Group, LLC DBA Crosswinds Restaurant-** Lease amendment for COVID rent abatement in the amount of \$90,933 for 50% of restaurant rent and 100% of retail rent from March 2020 to February 2021.
- **A Taste Nantucket-** Catering license agreement for catering at the airport. \$1,500 annual business fee applies plus 25% airport catering fee.
- **L3Harris Technologies, Inc.-** contract in the amount of \$49,500 for public view flight tracking software license. This is a three (3) year agreement that expires 2/28/2024.
- **Infax, Inc.-** Contract in the amount of \$37,680 for system support for the flight information display to help diagnose software and hardware problems. This is a three (3) year agreement that expire 12/31/2023.
- **Passur Aerospace-** Contract in the amount of \$79,200 for flight tracking software. This is a three (3) year agreement that expires on 1/31/2024.
- **Water Filtration of New England DBA Culligan-** contract amendment in the amount of \$2,221 for additional work needed related to unknown site conditions. New contract amount including the amendment is \$57,521.33. Expiration date extended to 6/30/2021.

Mr. Bouscaren made a **Motion** to approve the contracts and agreements as shown on exhibit 1 **Second** by Ms. Topham and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye

Mr. Drake- Aye

Pending Matters – Mr. Rafter reported on:

- **091019-01 Capital Approval Process/Home Rule Petition-** Mr. Rafter reported that Article 94 in the warrant was passed at Annual Town Meeting (ATM) and has been sent to the state. Mr. Karberg has reached out to State Representatives and has established a frequency schedule to check on progress.

071420-03 Per- a polyfluoroalkyl substances (PFAS) Investigation Update- Mr. Karberg reviewed an updated PFAS template showing numbers for Madequecham Valley Road, Monohansett and Nobadeer Way in the following categories-

- Access Agreements
- Sampling Status
- Test Results
- POETs winterized
- Homes closed/unoccupied
- Residences with Bottled Water
- Connections to Town Water

Mr. Karberg reviewed the updated ground water contours map.

Mr. Karberg explained that a new soils data set has been received. This data will be included in the January Immediate Response Action (IRA) report update. This data will also be released on the PFAS website. Mr. Karberg explained that this data will include the range of soil impacts across the historical AFFF release sites, the results of the leasehold investigation and the results of the additional monitoring wells on Airport property that were rehabilitated and sampled.

Mr. Karberg explained the Airport and consultants held a meeting on 12/29/2020 regarding water service for residents of the Nobadeer Way/Evergreen area where water is available, but those homes are not connected to municipal water. Only one out of seven affected residents were able to attend, but additional residents reviewed the recording. In this meeting the Airport and consultants reviewed the next steps and procedures for connection to the water main. The next step is to schedule site visits with each resident and draw up specific site actions.

Mr. Karberg reviewed the water main map. Mr. Karberg explained that the water main was originally going to be installed using trench and fill. However, the surveys that would be necessary to obtain approval for this approach would delay the project for up to a year. Mr. Karberg reported that the Airport is proposing directional drilling at the areas highlighted in red on the map. Through the consultant, the new plan reflecting the directional drilling components. This has been submitted to the state's Division of Fisheries and Wildlife.

Mr. Karberg explained that step out sampling has been completed. There are five (5) POET systems awaiting installation.

120820-2 Airport Lighting Policy- Mr. Rafter reported that the draft lighting policy as presented has been coordinated with the town and references the town lighting by-law. The Airport has

identified the town's lighting enforcement officer with whom the airport will correlate with on all lighting projects.

Mr. Bouscaren made a **Motion** to approve the lighting policy as submitted. **Second** by my Gasbarro and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

010621-2 Declaration of Surplus Property 14 Airport Road Parcel- Concession Space- Mr. Rafter reported this is required for the concession space located in the tent. A Request for Proposals (RFP) will be issued.

Mr. Gasbarro made a **Motion** to declare the area of surplus property as stated above. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Finance- Mr. Rafter reported on:

010621-3 Consideration of Taxi Fees- Mr. Rafter requested the commission to allow the Airport to charge taxi cabs a fee of \$200 as opposed to \$400 for the 2021 season due to COVID-19. This is a temporary reduction.

Ms. Topham made a **Motion** to approve the recommendation to reduce the taxi charge from \$400 to \$200 for the 2021 season. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

010621-4 December Fuel Sales- Mr. Rafter reported that December fuel sales are down 42% or \$146,656 due to the pandemic and its impacts. Jet A gallons sold was down 36%, AVGas gallons was down 38% and year to date total fuel sales was down 17% or \$1.4 Million.

He also reported that under the federal Consolidated Appropriations Act of 2021 was passed and the Airport may receive up to \$1.4 Million in funding for costs related to operations, personnel, combatting the spread of pathogens at the Airport through extra janitorial services for cleaning, sanitization, and debt service payments.

Manager's Report

Project Updates – Mr. Rafter reported:

- **Taxiway E-** there was an aircraft incident on the closed portion of taxiway E. Meeting with the design team to review phasing and scheduling for the remainder of the project.
- **Security Project Phase II-** Work continues. Conduits are being installed in the terminal, FBO and ARFF buildings. Trenching to take place in February.

- **Fuel Farm Rehabilitation-** Finance committee approved the supplemental funding request. Bids will be available March 10, 2021, sub bids will be due April 12, 2021 and bid opening for general contractors will be due May 3, 2021 to enable additional appropriation requests to be ready for Annual Town Meeting (ATM) which will take place on June 5, 2021.

RFP/IFB Bid Status – Mr. Rafter reported on:

- **Bunker Road Land #32-** deadline for Request for Proposal (RFP) for additional land located on Bunker Road has been extended to January 29, 2021.
- **Aircraft Tug-** Reissuing bids. Bids due January 29, 2021.
- **Security System Maintenance Program-** developing an RFP for a long-term maintenance program of the security system.

Operations – Mr. Rafter reported:

- Received initial information regarding summer flights for the Airlines-
 - JetBlue at peak will have ten (10) flights a day
 - American will have five (5) flights a day and includes Philadelphia and Charlotte
 - United will bring back Newark service with three (3) flights a day.
- Maintenance staff has started developing a scheduled maintenance plan for storm water facilities following the receipt of the Jacobs Engineering, Inc. inventory. Staff will begin with routine inspections with the landside structures and more robust inspections for the structures where work was previously noted.
- COVID vaccines for Airport emergency personnel will begin January 13, 2021.

Statistics – Mr. Rafter reviewed the October and November 2020 statistics:

October 2020-

- Operations are up 7.65% from October 2019; and up 29.90% from last FYTD.
- Enplanements are down 38.80% from October 2019; and down 60.97% from last FYTD.
- Jet A Gallons are up 76.03% from October 2019; and down 8.02% from last FYTD.
- Jet A Gallons are up 59.80% from November 2019.
- AvGas Gallons are up 6.55% from October 2019; and down 18.27% from last FYTD.
- AvGas Gallons are down 20.54% from November 2019.
- Freight is up 19.11% from October 2019; and up 8.02% from last FYTD.
- 12 Noise complaints were filed for October 2020 compared to 0 in October 2019.

November 2020-

- Operations are down 22.37% from November 2019; and down 29.22% from last FYTD.
- Enplanements are down 23.14% from November 2019; and down 59.87% from last FYTD.
- Jet A Gallons are up 59.80% from November 2019; and down 6.41% from last FYTD.
- Jet A Gallons are down 35.99% from December 2019.
- AvGas Gallons are down 20.54% from November 2019; and down 18.51% from last FYTD.
- AvGas Gallons are down 38.09% from December 2019.
- Freight is up 61.89% from November 2019; and up 14.98% from last FYTD.
- 0 Noise complaints were filed for November 2020 compared to 2 in November 2019.

Personnel Report- Mr. Rafter reported:

- An administrative staff member tested positive for COVID and an FBO employee was in contact with someone that has tested positive for COVID. All appropriate action has been taken.

Commissioners Comments-

Mr. Gasbarro reported that there were some storm water basins that were not found as part of the Jacobs Engineering, Inc. investigation and asked if there would be follow up in trying to find those. Mr. Rafter said that they will look into it.

Mr. Drake reported that he has prepared and sent to the Commissioners a proposed response to an email that was received from Peter McKay, Monohansett resident, representing a number of residents in that area, questioning the proposed timeline for the water main extension and. Mr. Drake asked the Commission to review the draft response and let Mr. Karberg know if they have any comments before it is sent.

Public Comment-

None.

Having no further business for Open Session, Ms. Topham made a **Motion** to go into Executive Session, under G.L. Chapter 30A, Section 21A, not to return to Open Session, to review Executive Session Minutes as enumerated on the Agenda; Clause 3: To discuss strategy with respect to the litigation regarding Walsh, where the Chair has determined that an open session may have detrimental effect on the litigating position of the Airport Commission; Clause 3: To discuss strategy with respect to collective bargaining, where the Chair has determined that an open session may have detrimental effect on the bargaining position of the Airport Commission. **Second** by Mr. Bouscaren and **Passed** unanimously, by the following roll-call vote:

Ms. Topham- Aye
Mr. Bouscaren- Aye
Mr. Gasbarro- Aye
Mr. Drake- Aye

Meeting adjourned at 5:31pm.

Respectfully submitted,

Lillian Sylvia, Recorder

Master List of Documents Used

1/12/20 Agenda including Exhibit 1
EA/EIR Presentation
11/20/20 Draft Minutes
12/8/20 Draft Minutes
12/6/20 Warrant Approvals
1/6/20 Warrant Approvals
Nantucket Regal Group, LLC Lease Amendment
A Taste of Nantucket Catering License Agreement
L3Harris Technologies, Inc. Contract
Infax, Inc. Contract
Passur Aerospace Contract
Water Filtration of New England Contract Amendment
PFAS Update
PFAS Groundwater Map (Handout)
Waterman Map (Handout)
Airport Lighting Policy
Declaration of Surplus Property 14 Airport Road Parcel- Concession Space
October 2020 Monthly Statistical Report
November 2020 Monthly Statistical Report

