

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

Thomas M. Rafter, Airport Manager
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Commissioners
Arthur D. Gasbarro, Chairman
Andrea N. Planzer, Vice Chair
Anthony G. Bouscaren
Jeanette D. Topham
Philip Marks III

AIRPORT COMMISSION MEETING
August 9, 2022

The meeting was called to order at 5:00 pm by Chairman Arthur Gasbarro with the following Commissioners present: Andrea Planzer, Philip Marks, and Anthony Bouscaren.

This meeting was conducted remotely by video conference via Zoom app and posted after the meeting on the Town of Nantucket YouTube Channel.

Airport employees present were: Tom Rafter, Airport Manager, Noah Karberg, Assistant Airport Manager, Katy Perales, Office Manager and Boyana Stoykova-Nelson, Administrative Assistant.

Also present: Richard Lasdin, McFarland-Johnson Inc., (MJI)

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

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

Mr. Gasbarro asked for comments on the agenda; hearing none, the agenda was adopted.

Mr. Mark made a **Motion** to approve the 7/12/22 draft minutes. **Second** by Ms. Planzer and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Planzer- Aye
Mr. Marks- Aye
Mr. Gasbarro- Aye

Mr. Bouscaren made a **Motion** to ratify the 6/30/22, 7/20/22 and 8/3/22 Warrants. **Second** by Ms. Planzer and **Passed** by the following roll call vote:

Mr. Bouscaren- Aye
Ms. Planzer- Aye
Mr. Marks- Aye
Mr. Gasbarro- Aye

Public Comment.

None.

Pending Leases/Contracts – Mr. Rafter presented for approval the following agreements and contract amendment.

- **Gama Aviation LLC, a Wheels UP company** - Operating agreement for seasonal scheduled service for an Annual Business Fee of \$1,500. Plus landing and ramp fees.
- **The Hungry Minnow dba. The Flying Minnow-** Lease Amendment to add thirty-eight (38) square feet to lease. The square footage is used for storage. No change in monthly rent.
- **South Shore Generator Services Inc.** – Contract Amendment in the amounts of \$1,500 for ARFF Generator enclosure with base tank replacement. Increase cost of shipping enclosure. New contract amount including amendment is \$78,495.

Mr. Marks made a **Motion** to approve the agreements and contract amendment as presented. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote-

Mr. Bouscaren- Aye

Ms. Planzer- Aye

Mr. Marks- Aye

Mr. Gasbarro- Aye

Pending Matters – Mr. Rafter reported on:

091019-01 Capital Approval Process/Home Rule Petition- Mr. Rafter reported that the Select Board approved the change in the documents and Mr. Karberg forwarded the documentation to Sen. Cyr’s office.

071420-03 Per- a polyfluoroalkyl substances (PFAS) Investigation Update- Mr.

Karberg gave an update on the PFAS Investigation Status Table. All data and reports are available via website, www.ack-pfas.com.

The Task Order/Phase 2 characterization is continuing. Weston Solutions Inc. is developing the IRA status report and the draft will be reviewed by the airport the week of 08/15/22.

Mr. Karberg reported that Weston Solutions Inc. will be on-site for seven to ten days in August 2022 conducting synoptic well-level survey. Mr. Karberg explained that this means they will measure all water level and all rounds in a short period of time under the same hydrologic conditions.

Downgradient Property Status, and Potentially Productive Aquifer Exclusion expansion filings are anticipated for late summer/fall of 2022. Mr. Karberg is expecting a new or amended task order for fall sampling at the September/October Commission meetings.

Water Service Project and Water Main Project. – The Punchlist-level items remain. Robert B. Our patched the watermain trench under Monohansett Road and will conduct an asphalt patch according to town standards to complete the work.

Bottled Water Cessation Logistics. Mr. Karberg is working with Weston Solutions Inc. and water distributors on a few different one-off items.

Skyline Drive – repaving and rehabilitation. – The paving and the restoration are complete, and the loaming is installed but it won't be seeded until September of 2022.

071222-01 PFAS Related Water Service Policy Review

The Airport Commission directed the airport's staff to review the easement to water main located under the Airport Perimeter Road adjacent to properties. The Airport's Staff reviewed the easement with License Site Professional (LSP), Engineer, Counsel, and Wannacomet Water Company (WWCO) and established a process to proceed. Mr. Karberg recognized the efforts from Mark Willet and the WWCO's staff. The homeowners have been directed to contact WWCO to begin the process, WWCO to exercise their established procedures and the Airport to coordinate access directly with WWCO.

Mr. Karberg reached out by email on 8/3/22 to three (3) families over three (3) separate tax lots regarding the process above. These families had previously expressed interest on the access issue above, and policy below, and they have been updated to this process.

The Commissioners directed the airport staff to review the policy and promote revisions. The revision of the policy is included in the packet. Mr. Karberg reviewed the policy and highlighted the following changes in effort to accommodate comments made by the residents:

1. Revisions address residents who are not receiving airport's sponsored water connections, and who do not have the ability through a traditional public way to connect to the airport's sponsored water main.
2. The Airport is not distinguishing further within this group of residents. Some residents may be able to contact WWCO and find a way to connect through the airport – some may need to (or want to) connect to a future Town sponsored main. They are all considered in the same category. The bottled water service is extended to 08/31/2023.
3. The Policy gives Commission review of extension request as their opportunity to ask for notice to remove bottled water once connected.
4. Mr. Karberg received written comments from Peter and Alison MacKay, Leanne Baker, Mimi Huber and Adam and Emma Ross that Mr. Karberg considered having passed through the Commission from previous correspondence for their approval.
5. Mr. Karberg is planning on reaching out, with the Commission consent, directly to the remaining four (4) households to be sure they make the appropriate request themselves.

Mr. Bouscaren made a **Motion** to approve the PFAS Related Water Service Policy as drafted **Second** by Mr. Marks and **Passed** by the following roll call vote-

Mr. Bouscaren- Aye

Ms. Planzer- Aye

Mr. Marks- Aye

Mr. Gasbarro- Aye

080922-01 Grant Signing Letter of Authorization

Mr. Gasbarro explained that this is the annual letter to allow the Chairman or the Vice Chair to sign contracts, grants, or other agreements on behalf of the entire commission.

Mr. Marks made a **Motion** to approve the Grant Signing Letter of Authorization. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote-

Mr. Bouscaren- Aye

Ms. Planzer- Aye

Mr. Marks- Aye

Mr. Gasbarro- Aye

080922-02 Approve Union Contract 7/1/20-6/30/23- pending

Mr. Rafter explained that the agreement has been forwarded to the union for signature and will be presented back to the Commission for full execution.

Finance.

080922-02 Capital Projects FY24 Budget Update

Mr. Rafter reported that the Capital Projects Spreadsheet was presented to the Town Administration the week of 08/1/22 and the Airport scheduled a meeting on 09/29/22 to present it to the Capital Commission. Mr. Rafter reviewed the Capital projects listed on the summary spreadsheet included in the packet.

Mr. Bouscaren asked when the Commissioners committed to supporting all the projects.

Mr. Rafter explained that this step is taking it through the process to get to the Town Meeting for the appropriation. The Airport Commission will have the final decision when the Airport goes into a contract or to bid for any of the projects.

Mr. Gasbarro invited the Commissioners to have a discussion on projects overall if a Commission member has concern with a capital request.

Mr. Bouscaren expressed concern regarding the South Apron Expansion project.

Mr. Bouscaren believes that pushing the South Apron down in that direction is not a good public policy.

Mr. Rafter explained that this project must be proved by the FAA who told the airport not to park planes on the runway 15-33 and at the same time the airport has been told not to turn airplanes away and now the airport is filling up both run-ups.

Mr. Marks asked if the cost for the EV Charging Station is just for the design. Mr. Marks asked if the Rental Car companies will pay for the upgrades.

Mr. Rafter explained that the rental car companies are paying the airport Customer Facility Charges (CFCs) which will be applied to the EV Charging Station project.

Mr. Rafter clarified that the price doesn't include any transformers and it's just for infrastructure and design.

Mr. Marks commented that this seems expensive for just design work.

Mr. Gasbarro agreed that this will be the project that he wouldn't be in favor of and suggested to bump it out for the future.

Mr. Rafter explained that the Senate introduced a bill for airport resiliency which includes funding for these types of projects. The State of Massachusetts has put out a specific requirement that any vehicle under 70,000 lbs. must be electric to collect those funds. Mr. Rafter explained that the airport is being pushed to purchase electric vehicles for its own operations. Mr. Rafter encouraged the Commission to keep the project listed and noted that the project won't be approved until May of 2023 and there's a least a year before the project will start.

Mr. Marks requested more information of how the money will be spent on this project to help him understand the cost.

081021-03 4th Quarter Report FY21- Mr. Rafter reported that the report will be presented to the Select Board next week. The revenues for FY22 were \$24.5 million and for FY21 were \$15.7 million and the budget was \$17.1 million against the expenses of \$15.4 million for new earning of \$9.1 million attributed to some grant funding that was received through the Coronavirus Aid, Relief and Economic Security (CARES) Act. Net earnings for FY22 were \$6.9 million over \$6.5 million for FY21. The retained earnings as of 07/01/21 were \$7.2 million. The balance at the end of FY21 estimated to be about \$7.1 million. The airport recovered very well, and the CARES Act money was very helpful, and we are in a good condition.

Mr. Marks asked how the CARES Act money is shown on the report and what would the airport have made without it versus with it.

Ms. Sandsbury explained that the CARES Act money was reflected in payroll.

Manager's Report

Project Updates – Mr. Rafter reported:

- **Crew Quarters Housing-** The Airport is in a process of selecting an architect and the proposal is under review.
- **Hangar Development-** The Hagedorn's Aviation Hangar is moving along and the competition date is still 08/31/22. Two (2) other companies have expressed interest in developing a hangar and the airport is working with them.
- **Terminal Optimization Project** – Meeting was held on 08/25/22 to discuss the selected alternatives.
- **HVAC Controls Project-** The project is underway and anticipated completion date is 09/30/22.
- **Taxiway G-**The Airport is still waiting for the Grant from the FAA.
- **Master Plan Update-** The second Independent Fee Estimate (IFE) is completed. Negotiation process was held, and negotiations were sent to FAA, and they were accepted.
- **Non-standard Geometry Study** – The Airport is working with several internal documents.

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

- **Security System Maintenance Services** - Invitation for Bids (IFB) is available to the public as of 07/11/22. The bids are due 08/15/22.

- **OPM Terminal Space Optimization-** The Airport is waiting to get a little further along in the process. That way the contractor can better define the level of effort and then provide pricing.
- **OPM Housing Project-** The Airport is waiting to get a little further along in the process. That way the contractor can better define the level of effort and then provide pricing.
- **Taxiway G** – The two (2) proposals are still under review.
- **Sun Island Road** – The Request for Proposals (RFP) will be available to the public on 7/13/22. The proposals are due 08/17/22.

Operations – Mr. Rafter reported:

- Had to restrict fuel sales due to limited supply that was a result of Steamship Authority’s boat issue and World Fuel ‘s Depot issue. Mr. Rafter thanked Mr. Karberg, the Steamship Authority and World Fuel for working together and resolving the issue fast. The Airport has sufficient fuel through the rest of the summer.
- There’s a bill that is on the governor’s desk that should give some parity to taxi cabs with the Transportation Network Company where the airport will be able to collect fees from Uber and Lyft operators.
- Mr. Karberg is working on heating and cooling issues in the Main Terminal and new Air Conditioning units are arriving on 8/12/22.
- There will be a technical advisory committee meeting on 08/18/22.
- Airport staff is working on coordinating parking for vintage aircrafts that are scheduled to fly-over for Boston Pops event.

Statistics – Mr. Rafter reviewed the June 2022 Statistics:

- Operations are down 11.09% from June 2021; and up 11.30% from last FYTD.
- Enplanements are up 11.33% from June 2021; and up 93.77% from last FYTD.
- Jet A Gallons are down 5.69% from June 2021; and up 25.74% from last FYTD.
- Jet A Gallons are down 2.52% from July 2021.
- AvGas Gallons are down 34.71% from June 2021; and up 2.20% from last FYTD.
- AvGas Gallons are down 30.95% from July 2021.
- Freight is down 50.98% from June 2021; and down 8.59% from last FYTD.
- 15 Noise complaints were filed for June 2022 compared to 26 in June 2021.

Personnel Report- Mr. Rafter reported on:

- Low staffing due to illness, employees testing positive for COVID and seasonal staff leaving the island to return to school.

Commissioners Comments

None.

Public Comment

None.

Having no further business for Open Session, Mr. Bouscaren 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 Pursuing Legal Claims against Manufacturer of Polyfluoroalkyl Substances (PFAS) and other potential sources of PFAS, where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission. Clause 2: To conduct strategy sessions in preparation for contract negotiations with non-union personnel, including the Airport Manager., where the Chair has determined that an open session may have detrimental effect on the negotiating position of the Airport Commission. **Second** by Mr. Marks and **Passed** unanimously, by the following roll-call vote:

Mr. Bouscaren- Aye
Ms. Planzer- Aye
Mr. Marks- Aye
Mr. Gasbarro- Aye

Meeting adjourned at 5:42 pm.

Respectfully submitted,

Boyana Stoykova-Nelson, Recorder

Master List of Documents Used

8/9/22 Agenda including Exhibit 1 (handout)

7/12/22 Draft Minutes

6/30/22 Warrant Approvals

7/20/22 Warrant Approvals

8/3/22 Warrant Approvals

Gama Aviation, a Wheels UP company, Operating Agreement (handout)

The Hungry Minnow dba The Flying Minnow Lease Amendment

South Shore Generator Services Inc. Contract Amendment (handout)

PFAS Investigation Status Table

PFAS Water Service DRAFT 8.9.22 Rev8.4.22

PFAS Water Service DRAFT 8.9.22 Rev8.4.22 Clean

Grant Signing Letter of Authorization

FY24 Capital Budget Update

4th Quarter Report FY22 (handout)

June 2022 Monthly Statistical Report

