

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

Thomas M. Rafter, Airport Manager
Phone: (508) 325-5300
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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 SPECIAL MEETING
June 27, 2017

The meeting was called to order at 4:31 pm by Chairman Daniel Drake with the following Commissioners present: Vice Chair Arthur Gasbarro, Andrea Planzer and Jeanette Topham.

Commissioner Anthony Bouscaren was absent.

The meeting took place in the 1st floor Community room at the Public Safety Facility, 4 Fairgrounds Rd. Nantucket MA.

The only Airport employee present was Janine Torres, Office Manager.

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

Mr Drake announced Mr. Rafter was unable to attend as he was asked to speak at the Homeowners Association meeting.

Mr. Drake announced that Mr. Bouscaren is out of town; and, if he does call in, the meeting will be conducted with a remote participant due to geographical distance. (Note: Mr. Bouscaren did not call in.)

Mr. Drake announced the Airport was approached by the Fire Dept. and agreed to have an Airport Rescue Fire Fighting vehicle participate in the July 4th Main Street water fight.

Review and Approve Agenda - Mr. Drake noted Mass DOT Grant extension paperwork was received late this afternoon for three (3) FY17 Airport Improvement Projects (AIP) that need to be carried forward into FY18; and due to their time sensitivity, were added to the Agenda. Mr. Drake asked for comments or corrections on the Agenda as modified. Hearing none, the updated Agenda was adopted.

Public Comment

None

062717-1 Accept FAA Grant Award for AIP #66 “Airport Layout Plan (ALP) Update with Geometry Study and Spill Prevention Control & Countermeasure (SPCC) Plan Update” for \$94,230 – Ms. Topham made a **Motion** to accept the FAA Grant as presented. **Second** by Ms. Planzer and **Passed** unanimously.

Pending Contracts – Ms. Torres presented the following Contracts:

- **Door Concepts Inc.** Contract Amendment #1 to increase the amount by \$303.90 to cover parts used in the visit to troubleshoot several non-functioning automatic doors in the terminal.
- **Door Concepts Inc.** – A new contract for \$3,807.50 to perform repairs to the same terminal doors noted above. The cost of the repairs exceeded the 25% to which the original contract, of approximately \$3,000, could be amended.

Mr. Gasbarro made a **Motion** to approve the contract amendment and the new contract with Door Concepts, Inc. for the amounts listed. **Second** by Ms. Topham and **Passed** unanimously.

062717-2 Extension of FY17 MassDOT Grant Awards:

- **Snow Removal Equipment (SRE) Snowblower - \$40,000**
- **Airfield Electrical vault Modifications - \$63,825**
- **Install Interactive Training System/Upgrade Public Address and Flight Information Display Screens - \$31,950**

Mr. Drake noted earlier in the meeting the need to extend the Grant awards into the new fiscal year since these three projects have will not be completed by June 30th. Mr. Drake also noted these amounts represent MassDOT's 5% share of the total project costs.

Mr. Gasbarro made a **Motion** to accept the extension of the MassDOT Grant awards as enumerated. **Second** by Ms. Planzer and **Passed** unanimously.

Ms. Topham made a **Motion** to adjourn. **Second** by Ms. Planzer and **Passed** unanimously.

Meeting adjourned at 4:38 pm.

Respectfully submitted,

Janine Torres, Recorder

Master List of Documents Used

6/13/17 Updated Agenda
FAA Letter dated 6/13/17 re: AIP 66 Grant Award
FAA Grant Agreement #3-25-0033-66-2017
Door Concepts Amendment #1 (\$303.90)
Door Concepts Contract \$3,807.50
6/27/17 Email from Mass DOT (Silbaugh) to Rafter subject: ACK-AIP63/AIP64/AIP65
Comm. Of Mass – Standard Contract Form, \$40,200 - Purchase SRE
Comm. Of Mass – Standard Contract Form, \$63,825 – Electrical Vault
Comm. Of Mass – Standard Contract Form, \$31,850 – Upgrade PA/FIDS