

Town of Nantucket
NANTUCKET MEMORIAL AIRPORT
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Commissioners
E. Foley Vaughan, Chairman
Sheila O'Brien Egan, Vice Chair
Carl D. England, Jr.
Dual A. McIntyre, Jr.
Finn Murphy

NANTUCKET MEMORIAL AIRPORT COMMISSIONS MEETING
January 8, 2008

The meeting was called to order at 5:03 PM by Chairman E. Foley Vaughan with the following Commissioners present: Vice Chair Sheila O'Brien Egan, Dual A. McIntyre, Jr., Carl D. England, Jr., and Finn Murphy.

Also present were Airport Manager Al Peterson, Airfield Supervisor Jeff Marks, Finance Director Tina Smith, Administrative Assistant to the Airport Manager Janine Torres, Environmental Coordinator Jack Wheeler, and Administrative Coordinator Yolanda Maxwell.

The Commission unanimously *M/S/P* approval of the minutes from December 11, 2007.

Airplane Detailing – Steve Duro

Mr. Steve Duro from FreshAir Services reported his company would like to provide airplane detailing services to the airplanes at Nantucket Memorial Airport. They are approved at the following Airports Beverly, Norwood, Marshfield, and Plymouth. Mr. Duro stated his company works out of a van, they do not use water and are environmental friendly. If they did need office space Bill McGrath has offered to rent them some space from his hangar. They have talked with a couple of airlines and if the service is available they would use them. Chairman Vaughan asked how long they have been in business, have there been any complaints or lawsuits against your company. Mr. Duro reported they have been in business for a year and a half and there have not been any complaints or lawsuits against them. Commissioner McIntyre asked where would you get your personnel from? Mr. Duro would like to put in ad in the I & M. Vice Chair Egan asked if they charge per aircraft or by the hour. Mr. Duro reported they charge by the service. Mr. Peterson reported we do get requests for this type of service and a lot of times we are too busy to provide it so the pilots have to do it themselves. Commissioner Murphy asked if the Airport staff had a recommendation, Mr. Peterson and Mr. Marks both agree this would be a good service for the Airport. Mr. Duro's company would follow the same guidelines as the other businesses at the Airport they will pay a business fee along with a percentage. The Commission unanimously *M/S/P* approval of FreshAir Services as long as their references check out.

Terminal Update Project

Mr. Peterson reported we are progressing the final contract amendment is here to be signed tonight. Skanska has led three contracts so far with the fourth one ready to go.

Andy Ravins reported we are running pretty much on schedule, we have awarded contracts to Lawrence Lynch for the Site Work, Francis Harvey for the concrete and Novel Iron for the Steel. Lawrence Lynch is on site and they are ready to start digging the hole as soon as the tent is removed. The concrete company will be delivering equipment to the site either next week or the following week. When the steel contract gets signed we will let the steel contractor to procure his raw material to the steel manufacturing company and start the shop drawing process with the hope of having the steel manufactured and ready to go up the end of May and completed by June. Mr. Ravins reported they have

received the 95% drawing which they are in the process of reviewing, detailing and putting together their scope of work packing, getting clarification done on the drawings so they can put them out to the pre-qualified bidders. The estimators are going through the 95% drawings double checking to see how they line up with the 60% drawings. If there are any vast differences Mr. Peterson will be notified to get direction on how to proceed. There was a meeting yesterday with Mr. Peterson and the pre-selection committee who narrowed down the bid list to the qualified contractors. That list will be ready for distribution by the end of the month. The GMP is due the end of March beginning of April.

Chairman Vaughan asked if the problem with the post has been resolved. Mr. Ravins reported the architects have redesigned the baggage line system to an S-line so that you do not have to move the structural post. They are reviewing other aspects of the structure to determine if seismic bracing is needed or not. Chairman Vaughan also asked which edition we will be under for the building code and if they are building 110 mile per hour wind resistant windows or 95 mile per hour windows. Mr. Ravins reported we will be under the 6th edition which is on the building permit and he would have to review the specifications and read through them to see what is in there. There are certain things in the specifications that need clarification. Mr. Ravins will check into it and e-mail Mr. Peterson on the results.

Commissioner McIntyre asked if any Island contractors had submitted bid packages and if not, can the contractors who win bids contract out to Island contractors if they chose to. Mr. Ravins reported there have not been any Island contractors who bid however there are qualifications where all contractors have to be bonded and pay prevailing wage. There is nothing saying that they can't sub-contract.

Operations

Mr. Peterson reported:

- Tuesday January 15, 2008 the Secured Airlines will be moved into the trailers
- The tents come down and the porta potties will be removed.
- Temporary wall will go up to separate the 2 phases of the terminal.
- Looking at getting the test wells done for the Geothermal and Mr. Orio's company will provide the design for us and they will work it out with the well company. It will be 2 input wells and 3 exit wells, the test well for the input wells will be along the grass area near the parking lot, you need 200 feet apart for the wells so the exit wells will go in the safety area of RW 15/33 which will mean cutting the ramp to get over there. This way it will not interfere with the operation of the ramp.
- Fire wall to separate the old building from new building, Mike and Andy have come up with a solution that might save us from cutting the floor and foundation in the existing building by making some modifications if they can get code approval on them.
- Seismic issues we will have to work with the building department and then go to the State to get a ruling to make sure its being done the right way. We have to file for a variance. Chairman Vaughan asked if there are any ADA issues concerning this issue. Mr. Ravins reported the drawings have been reviewed by the State in the ADA Department, his only issues was in the parking area and not the new terminal.
- Working with the legal counsel for the Devine lot fence line.
- FAA passed a new resolution on runway and taxiway markings.
- Working on the lighting issues on the runway.

Commissioner Macintyre reported on the lighting issues for the ramps. Mr. Peterson looked into the situation and came up with a proposal that will replace most of the lights on the South ramp area. The money is in fiscal year 2009 budget starting July 1st. Peterson reported it is one of our capitol requests. The poles need to be replaced and new shields will be put on. Not sure if it will eliminate the whole problem, it should help tremendously. Commissioner Macintyre has been in contact with Mr. Powers on the situation.

Vice Chair Egan reported she has had many complaints from the Airlines in the Annex Building, the building is not big enough and there are many sections going out at the peak times with people, dogs, cats, luggage ext. Is there anything that can be done about this situation. How long will they remain in this building. Is there Wi-Fi for the passengers? She was told the office trailer is dirty, needs painting, the rugs need to be cleaned and it smells like smoke.

Mr. Peterson reported the Air Taxis will be in the Annex Building until spring of 2009. He will look into the possibility of adding another trailer, they will put a tent up in the summer which should help the situation. Mr. Peterson had a meeting with the Air Taxis this morning along with TSA there will be some changes made in the building. TSA has a rule that you cannot piggy back which is if 2 people go out the door at the same time. The door must be shut between each person. So they will close off 2 doors and put some chutes in so they can chute the bags out without having to open the door. The trailer was just put in place today and they have all ready made a mess of it Mr. Peterson will have a talk with them to make sure it gets clean. The Wi-Fi has already been hooked up.

Commissioner McIntyre was in the Annex Building today to look at the space and he thinks the L-shape counter would work better and give the airlines a little more space. Mr. Peterson doesn't think this will work it won't give them much more space than they have know. Mr. Peterson and Commissioner McIntyre will meet and discuss what will work best and what can be done.

Commissioner Murphy is concerned about the amount of complaints the passengers are having. We need to make this as easy and painless as possible for the passengers. If the passengers are very dissatisfied they will take the boat. A sub-committee of Vice Chair Egan and Commissioner Murphy was formed they will meet and see what can be done about the situation to better suit the public and needs of the air taxis.

ATCT Update

Mr. Peterson reported we have been awarded an opportunity to build a new tower. We have two sources of funding in the amount of \$3.2 million dollars. Mr. Peterson has been working with Bill Payne and he has laid out a course of action. The first is getting FAA to recognize we are getting this money. A preliminary site study has been done on the basis of moving the tower down the road. We have to go through a formal profiling of the airport and a modeling of the approaches and terrain. Some of the money will be spent on the siting and profiling of the airport, this will involve several meetings with the various departments in the FAA. We will build the building and own it and then lease it to the FAA. We will work with the legislators to make sure this is the first part of a multi year grant. Mr. Peterson has had some calls from a couple of consulting firms that are willing to help us with this process. Chairman Vaughan would like to know the time line of the project when would it be up and running. Mr. Peterson is not quiet sure but this is 2008 money, we are automatically qualified since we already have the money. It will most likely be a 3 year process. Commission McIntyre would like to know what the total cost of building the tower would be, Mr. Peterson reported it would be around \$5 million dollars.

2009 Budget – Discussion and Approval

Commissioner Murphy asked if they could discuss the budget after Commission McIntyre's noise incentive presentation in case it affects the budget. The Commissions agreed.

Mr. Peterson reported everyone was given a copy of the budget at last months Commission Meeting. It pretty much stays the same except the Clerk of The Works salary is shown in payroll. There is an item under revenue that shows as a contingency to offset. The money will come from the terminal project. The draft has been submitted to the finance committee and the meeting with the finance committee is Thursday at 4:00 PM.

The Sub-Committee of Vice Chair Egan and Commissioner England recommended approval of the 2009 budget with the adjustments to be made for the noise abatement incentive program.

The Commission **M/S/P** approval.

Environmental

Jack Wheeler reported operations through December 2007 150,200 which is down 7% from 2007 vs 2006. Enplanements through December 277,000 which is up 3.14% from last year with Nantucket Shuttle's reports missing. Freight through December is 208,672 lbs. with Island Air figures missing. GA side is 192 which is down from the prior year. There were 480 noise complaints year to date which is 46% below 2007 and 22% below 2006. Most of the

complaints are reported between 4:00AM and 8:00AM and due to the incentive program the number of complaints has dropped significantly. The number of complaints divided by the number of operations as a percentage our percentage is .0032%.

Jack Wheeler reported since the incentive program began Marine Home Center has complied every month, Cape Air has complied every month except once, Island Air has complied twice, and Nantucket Shuttle has not yet complied.

Jack Wheeler reported he did a study on other airports in regards to noise issues as requested by the Commission. Palm Springs, 750 complaints with 100,000 operations, Aspen and Vail 12 complaints. Both of these Airports have terrain issues which means few night or early morning operations. Jackson Hole, 40 complaints for the year, Martha's Vineyard, which started July 1, 2007, 13 complaints. Some of these airports have stage 2 restrictions and town ordinances.

Vice Chair Egan would like Mr. Wheeler to send out letters to the Airlines to acknowledge their achievements.

The Compliance award for December went to Cape Air/Nantucket Airlines.

Noise Incentive Program

Commissioner Macintyre reported the program has been in effect since last April and there has been a reduction in the amount of noise complaints. Commissioner Macintyre and Commissioner Murphy are the Sub-Committee for the Noise Incentive Program; and, along with Mr. Peterson, have met with the Chief Pilots of the Air Taxis and the recommendations set forth incorporate what the Air Taxis has stated. The suggestions were to increase the percentage of the landing fees rebate. The current financial incentive was not enough to compensate them for the extra time and extra fuel to fly around the Island. If it is more financial excepted to them they would be more compliant. The 2nd part of their recommendation was to do something specific for the airline personnel.

Commissioner Macintyre and Commissioner Murphy's proposal would implement a voucher system that would be awarded to the Airline with the highest percent compliance each month. The vouchers would be redeemable at Alice's Restaurant for food or beverages with the vouchers being distributed by the Airlines as they see fit.

Commissioner Macintyre recommends a dramatic increase, up to 25% of the landing fees and \$1,000.00 dollars per month in vouchers to Alice's Restaurant. Based on the performance this past year if you project that forward it would cost the Airport \$80,000.00 in landing fees and \$12,000.00 in vouchers for the year.

Commissioner England asked if the airlines are saying the 5% is not enough for them to compensate the additional cost, have they been able to quantify what those additional costs are, or do they just feel it is not enough. We could literally tell them we will cancel your landing fees and I suspect the pilots will still fly over Surfside and not out and around. If it's the fuel then we might give them an incentive with fuel. The management should be able to tell their employees the rules and have them perform them. Where is the extra expense going to come from?

Commissioner Macintyre reported it is the airlines perception that it does cost them more to fly out and around the Island. They can not quantify it but they are pretty well convinced. Commissioner Macintyre's perception was if you went from 5% to 10% it would not be enough and you would wind up having an increase year after year.

Vice Chair Egan reported it's great to have an incentive program however going from 5% to 25% and giving \$1,000.00 per month in vouchers is too much of jump. If you go to the maximum there is no room for further incentive. Vice Chair Egan would be willing to compromise on both items.

Chairman Vaughan agrees the jump from 5% to 25% is too high, he would support going to 15% and \$6,000.00 in vouchers which would triple what they are currently getting.

The Commission **M/S/P** to change the incentive program aware from 5% to 15% rebate on landing fees and give \$6,000.00 dollars per year in vouchers to begin in January 2008.

At 6:30 PM it was **M/S/P** to adjourn to executive session to discuss personnel issues and not to reconvene in regular session by the following vote:

Chairman, E. Foley Vaughan – Aye
Vice Chair, Sheila O'Brien Egan – Aye
Commissioner, Carl D. England, Jr. – Aye
Commissioner, Dual A. Macintyre, Jr. – Aye
Commissioner, Finn Murphy – Aye

Respectfully Submitted,

Yolanda J. Maxwell, Recorder

