

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

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Commissioners
E. Foley Vaughan, Chairman
Sheila O'Brien Egan, Vice Chair
Robert Atlee
David C. Gray, Sr.
Dual A. Macintyre, Jr.

NANTUCKET AIRPORT COMMISSION MEETING

July 16, 2009

The meeting was called to order at 5:04 PM by Chairman E. Foley Vaughan with the following Commissioners present: Vice Chair Sheila O'Brien Egan, Dual A. Macintyre, Jr., David C. Gray, Sr., and Robert Atlee.

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

The Commission Unanimously *M/S/P* approval of the June 9, 2009 minutes.

Election of Officers for 2010

Commissioner Macintyre nominated Chairman Vaughan to remain as Chairman.

- The vote was seconded by Commissioner Atlee

Commissioner Gray nominated Commissioner Macintyre for Chairman

This nomination was not seconded and the voting proceeded as follows

The Commission voted for Chairman Vaughan to remain as Chairman.

Commissioner Macintyre nominated Vice Chair Egan to remain as Vice Chair.

- The vote was seconded by Chairman Vaughan

Commissioner Atlee nominated Commissioner Macintyre for Vice Chairman.

- The vote was seconded by Commissioner Gray

The Commission voted 3 – 2 for Vice Chair Egan to remain as Vice Chair.

Noise Abatement

The Early Morning Compliance award for June was awarded to Nantucket Shuttle.

Barbara Settignano accepted the award on behalf of Nantucket Shuttle.

Terminal Update

Al Peterson reported:

- Construction in the existing building is being finished and gradually working on the punch list
- Counters for the rent a cars arriving this week
- Carpet is being put down in rent a car spaces.
- The baggage belt broke this weekend and was fixed today under the warranty
- Submitted a material order from Horsley for spare parts and inventory, also talked with Horsley for them to service the baggage belt within 2 days of any breakdown.
- The punch list for the tower has not been done, there is asbestos underneath the carpet. Chairman Vaughan stated he thought the asbestos had already been taken care of. Mr. Peterson responded no we abated the areas that were penetrated for new piping. Commissioner Macintyre asked if we could leave the tile until the new tower is built. Mr. Peterson responded yes we will have to leave them there and patch the areas which were torn up. Commissioner Gray asked if industrial tile could go on top of the carpet that is there, Mr. Peterson will speak to Marine Home Center to find out.
- The carpet tiles in the secure holding room have had some curling, a representative from the manufacture will be here tomorrow
- We are on budget, the owner's contingency is dropping, the numbers include the projected GMP savings which is \$718,000 and the construction contingency which is \$631,000.
- National grid projected a rebate of \$163,000 pending their audit for following the LEEDS guidelines.
- Bag belt will be certified on August 15, 2009

Commissioner Atlee inquired on the geothermal system. Mr. Peterson reported it's working fine; however, we had a failure on Sunday due to the water going through the heat exchanger too rapidly. The controls are being worked on by Douglas Controls. They are working on the software programming and ready to go with the commissioning on Monday.

Commissioner Macintyre inquired on what the term "commissioning" means. Mr. Peterson responded the term commissioning means an independent company comes in to certify the systems are running as specified by the designer.

Commissioner Atlee inquired about the existing building; when will it be finished and when does the airport expect the CO? Mr. Peterson responded the existing building is being worked on and should be finished next week and the airport expects the CO by the end of July.

Chairman Vaughan asked Commissioner Atlee what his experience has been using the baggage belt on a daily basis and customer's reaction to the new secure holding area. Commissioner Atlee responded when it's working its great, there are still a few glitches in the system; however it is a great improvement then handling the bags manually. The customers have been very positive towards the new hold area.

Commissioner Macintyre inquired about the Annex building, Mr. Peterson reported the bids close on July 22, 2009 to either remove the building or demolish it.

ATCT Update

Mr. Peterson reported he along with Jeff and Bill Richardson will be going back to AFTILL in September for another meeting. The tower would like the airport to look at other sites, the FAA safety inspections have been done on all the potential sites. The safest site is the one in the middle of the runways which is extremely expensive. A 10% design for the tower has been submitted and the airport is proceeding with the only site they feel if viable and that site is south of the SRE building. FAA has ruled out site 1 and site 2 might be viable however it might require hardening for blast protection due to the propane tanks. The airport has to provide 300 feet from any potential blast possibility. The project is progressing; it's on schedule, preliminary design on the tower, cab, and work area. We do not have all the connectivity aspects for moving the wires, controls, and lighting vault finalized. The airport is proceeding on the basis of hopefully getting more money allocated and the possibility the FAA may pay for the connectivity.

Commissioner Macintyre inquired on the cost of blast shield vs hardening. Mr. Peterson responded it would be more cost efficient to move the tanks back 100 feet.

FAA re: Indirects

Mr. Peterson reported in the 2005 audit report the Town's auditor, Powers & Sullivan, stated the Airport does not have a formalized method of calculating indirect charges. The Airport files an annual report with the FAA certifying how the Airport spent money and what was paid to the Town for fees. A letter sent by Powers & Sullivan stated the Airport has to have a system of calculating indirects charges which is definable. The Airport made a proposal to the Town using a system of calculating indirect based on the percentage of transactions the Airport has vs. the total transaction of the Town. The Town stated they wanted 1.2% vs. the 1%; this would take our indirects from \$75,000 to \$165,000. The Town would like this to be retroactive; however, Mr. Peterson does not think the FAA will allow this due to the audited financials which have already been filed. This was not in our 2010 budget, we will have to move forward and put it in the 2011 budget. This method has not been approved by the FAA; Mr. Peterson would like to set up a meeting for Chairman Vaughan, the FAA, and himself to discuss this matter.

Mr. Peterson reported there is one matter the FAA brought to his attention. The money subsidized to the NRTA. It's ok to subsidize a bus line on the basis of providing transportation for airport employees; however, when it is open to the general public, it becomes a violation.

Commissioner Macintyre asked how this formula differs from other towns and what is a transaction. Mr. Peterson stated there is no one formula; however some towns take a percentage of the total dollar. A transaction is the number of warrants to pay the bills, the number of checks written, transfers of money ect.

Nobadeer Beach

Mr. Peterson reported on the 4th of July there was a very large party on the beach with thousands of people. Trash was left all over the beach. The porta potties were filled with trash then tipped over. Mr. Peterson stated he talked to the DPW and starting next week, the Airport will patrol the beach Monday, Wednesday, and Fridays, pick up any trash on the beach and bring it to the DPW's barrels. Chairman Vaughan recommends a dumpster be used on the 4th next year.

Vice Chair Egan reported Tom Quigley, who runs a non profit program called Footprints, has a poster which states "please only leave your footprints behind". Vice Chair Egan would like some of these posters to be displayed at the beach and in the terminal.

Mr. Peterson stated we do have some display cases in the terminal which are being reserved for non profit organizations.

South Shore Fast Response Vessel

Mr. Peterson stated he received a letter from the Harbor Master, Dave Fronzuto, who has acquired a fast response vessel which will be kept on a trailer in a secured fenced-in area in Madaket at the Jackson Point boat ramp. This vessel has a 20-25 minute response time from Madaket to South of the Airport. The Coast Guard is unable to work the waters south and near shore of the Airport due to operational restrictions and having to remain in the federally marked channels. Mr. Fronzuto is looking for replacement engines and some electrical repair. Mr. Peterson feels this is a good idea however this matter needs to wait until we have resolved our situation with the FAA. Chairman Vaughan will follow up with Mr. Fronzuto on response issues (radio's, fire ban ect.).

Environmental

Jack Wheeler reported operations through June were down 14.7% from the prior year. There were 12,003 total operations for the month of June. Enplanements year to date are down 27.5%. GA Enplanements were 1,764 for the month of June which is down 25% year to date. Freight is down 10% for the month of June and 27% year to date. Noise complaints through the end of June were a total of 86 year to date which is down 75%. There have only been 16 complaints in June compare to 294 last June.

Commissioner Gray inquired on the jets on the commercial side using there APU's. Mr. Peterson will send a letter to the airlines on the North side.

Operations

Mr. Peterson reported:

- The airport has a grant from the State for the AARF building. The FAA has the airport in for discretionary money for 95% of the project. This is a 2009 project and 2009 FAA fiscal year ends September 30th.
- Cleaning up pavement on the North ramp
- Fuel sales on the 4th of July were off 27%
- New Total FBO software has a program to generate fuel orders
- Contract for the parking lot automation is being worked on by the lawyers

Commissioner Gray inquired on the ARFF building and the building permit. Mr. Peterson responded we do not have the building permit. We have HDC approval. The building permit is the responsibility of the general contractor and even though the airport has given the intent to award the contract, it has not been awarded until all funding is in place. If we do not start by September we could potentially loose the sub-contractors.

Commissioner Macintyre inquired on the summer employees who are living at the Thompson house, the avian preventative program and the Ambassadors. Mr. Peterson reported the employees living at the Thompson house are doing very well. They are following the rules. The avian program is going well. The Commissioners will take a tour of the bird house after the meeting tonight. The Ambassadors are doing a good job. Mr. Peterson has heard good comments from the public.

Commissioner Gray inquired on the windows fogging and scuff marks on the wall in the screening area. Mr. Peterson reported it has all been taking care of.

The next Commission Meeting is scheduled for August 11, 2009.

Public Comment

There were no audience members wishing to make remarks during Public Comment.

It was *M/S/P* by the following vote to adjourn into Executive Session to discuss Personnel issues, not to reconvene into Regular Session.

Chairman E. Foley Vaughan – Aye
Vice Chairman Sheila O'Brien Egan – Aye
Commissioner Dual A. Macintyre, Jr. – Aye
Commissioner David C. Gray, Sr. – Aye
Commissioner Robert Atlee – Aye

Meeting Adjourned at 6:01 PM

Respectfully Submitted,

Yolanda J. Maxwell, Recorder

