

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

Alfred G. Peterson, Airport Manager  
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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**

August 11, 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, Administrative Assistant to the Airport Manager Janine Torres, Finance Director Tina Smith, Environmental Coordinator Jack Wheeler, and Administrative Coordinator Yolanda Maxwell.

The Commission Unanimously *M/S/P* approval of the July 16, 2009 minutes.

**Noise Abatement**

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

Theresa Molinski accepted the award on behalf of Nantucket Shuttle.

**NEAP – Ace Camp – Certificates of Appreciation**

Mr. Peterson reported Ace Camp is in its third season and is in conjunction with the FAA. The curriculum involves art, model airplane building, designing airports, and the students also get a chance to fly.

Bob Garrabrant was awarded a Certificate of Appreciation for his participation in the Ace Camp for taking each student individually flying. Mr. Garrabrant stated he really enjoys helping and being able to fly the students and would like to be able to participate again next year.

Nantucket Cottage Hospital's Jane Bonvini was awarded a Certificate of Appreciation for providing housing for the instructors of Ace Camp.

**Terminal Update**

Andy Ravins reported:

- The terminal renovation is substantially complete, which means it is fit for its intended occupancy. There are still some punch list items to go through and commissioning items to make sure all the technology is working.
- Mr. Peterson stated the final inspection for the plumbing and electricity is complete. The architect has to sign off and the affidavit is needed to get the CO for the renovated part of the terminal
- The project is 90% complete of the contract value

- The punch list should be complete by the end of September
- The sub-contractors should be closed out by mid September
- All the paperwork should be complete by mid October

Vice Chair Egan asked about the guarantee on the baggage belt. Mr. Ravins responded there is a 1 ½ year guarantee from June 1, 2009. The service response time Mr. Ravins believes is 1-2 days however he will check to make sure and report back to the Commission.

Vice Chair Egan inquired when the guarantee runs out in a year and a half is there another policy the airport can get with the company which will service the baggage belt. Mr. Ravins responded I'm sure you can however baggage belts are fairly simple and one of the airport's maintenance personnel could most likely fix the problem should one occur.

Mr. Peterson has talked to a couple different companies and is waiting for their proposals.

Mr. Peterson reported the final coordination with TSA is on Tuesday to reveal the x-ray machine and final certification

Commissioner Macintyre inquired on the geothermal system. Mr. Ravins responded it is working well. The problem from last week has been fixed and the commissioning process has been preformed. A report was issued with 24 deficiencies and half have been addressed and fixed.

Chairman Vaughan asked about the carpet, Mr. Ravins reported there are some issues with the carpet curling, testing has been done by the carpet company to analyze what the problem is, what the cause is and what the fix is for it. The carpet manufacture reported the concrete has a to high PH level. Mr. Ravins is checking to make sure it is a concrete issue and not a manufacture defect.

Commissioner Gray questioned whether the rubber put down behind the counters was put down with the same mastic and if the balancing on the HVAC was performed. Commissioner Gray has had complaints from the offices. Mr. Ravins reported no it is a different adhesive and material. The balances have been adjusted to 1 cfm per square foot which is a code requirement.

#### **CIP Update**

Mr. Peterson stated the Airport is submitting a request to the FAA on starting the environmental for the South Ramp Extension and asked Bill Richardson of Jacobs to report on this matter.

Bill Richardson reported the next phase after the new terminal and before the ARFF building is the airside improvement. There are two pieces: 1<sup>st</sup> is the extension of RW 33 which was part of the 2004 reconfiguring the airfield to accept more over water approaches from the south and being able to land and hold short on 33 as a safety enhancement. This has been permitted environmentally through the state and we need to maintain consistent progress, therefore the surveying will be started to figure where the run up pad should go. 2<sup>nd</sup> is extending the south ramp further south.

Mr. Peterson stated the Airport has a five year permit with 5 projects one of them being 15/33 taxi way extension. Mr. Peterson talked to MEPA and they stated the permit was good beyond five years as long as the Airport continued to work on the projects. The ramp extension is not covered under this program and is a multi year process.

Chairman Vaughan asked if you could raise the weight of the existing south ramp while it is being extended. Mr. Richardson stated he will need to look into it, due to underground leeching tanks.

#### **ARFF Update**

Mr. Peterson reported the FAA financing component is 99% settled however the Airport has not been officially awarded the grant.

Commissioner Atlee inquired on whether this would cause any delays. Mr. Peterson responded no due to the fact the Airport could not start anything until September based on the timing to mobilize.

#### **Update: FAA/Town Indirect Charges**

Mr. Peterson reported in the Town's 2005 audit performed by Powers & Sullivan one of the issues were the Town not having a finite formula for defining what the Airports obligations were for indirect charges. The FAA is very strict about revenue diversion of income, when the FAA auditors saw there was a criticism they went to the regional office who have gone through all the Airports records. The issues they found were lack of formula and money given to NRTA to subsidize them. The FAA states it 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. Mr. Peterson is trying to provide the FAA with information so they will hopefully accept the Airport's past support of NRTA.

#### **National Grid Easement – Old South Road**

Mr. Marks reported the Electric Company has a transformer at the end of Old South Road which feeds the lighting system for the approach lights. They would like to move a small transformer onto Airport property which would replace what is on the pole. Mr. Marks would like to put a notch in the fence by Barry Byrne's lot, approximately 10 X 20. This way the Electric Company would not have to come on to the airfield to service their equipment.

The Commission Unanimously **M/S/P** approval to grant National Grid an easement as depicted.

#### **Environmental**

Jack Wheeler reported operations through July were down 13.7% from the prior year. There were 16,712 total operations for the month of July and 71,218 operation year to date. Enplanements year to date are down 20% with Cape Air and Delta Express/Comair missing. GA Enplanements were 3,832 for the month of July which is down from the prior year. Freight is down 10% with Cape Air and Island Airlines missing. Noise complaints through the end of July were a total of 119 year to date which is down 84.70%. There have only been 33 complaints in the month of July compare to 229 last July.

Commissioner Macintyre inquired if the complaints in July were caused by IFR flights, Mr. Wheeler responded most of the complaints are from the Quidnet, Squam, and Wauwinet areas directly underneath the ILS approach to the runway. These complaints were mostly due to the airplanes using instrumental approaches.

Chairman Vaughan inquired on whether people are complaining about the Cessna Caravan. Mr. Wheeler responded there have been a few complaints when the Cessna Caravan fly's directly over the Island.

Commissioner Gray stated the tower has been doing a lot of left traffic on 24 over Sconset, and would like to know if there have been many noise complaints as a result. Mr. Wheeler stated there has been less than five complaints about the over flights.

#### **Operations**

Mr. Peterson reported:

- The contract for the demo of the Annex building has been awarded to Structures Unlimited which is owned by Kim Glowacki and will start after Labor Day. The propane tanks outside the restaurant will be taken away and new ones will be buried underground, then the whole thing will be landscaped.
- The contract for the automatic parking lot is being worked on; the latest draft has been received from the lawyer and should be worked out later this week.
- Opening a video conference area in the security room off of the new summer arrivals area, this will be a joint venture with a company who does the booking and the Airport supplies the room and receives 20% of the revenue.

Commissioner Gray asked about the vending machine in the lobby next to the visitors services desk and would like a different location for it. Vice Chair Egan agreed it does look out of place. Chairman Vaughan asked Mr. Peterson to look into a different spot for the vending machine.

Commissioner Macintyre asked about the replacement lights on the south ramp. Mr. Peterson replied there is an issue on whether it was in an article at Town Meeting or not and it is being worked on.

#### **Public Comment**

Mr. David Barrett, one of the taxi owners, asked the Commission if the taxis could try a third taxi to queue at the end of the pick up lane in front of the terminal. Mr. Barrett stated this is a serious safety issue with cars going down the lane and once realizing they are in the wrong spot backing up at an alarming rate.

The Commission unanimously **M/S/P** agreed on a one-month trail.

Vice Chair asked Mr. Peterson if he would send out a memo to all the taxis.

It was **M/S/P** by the following vote to adjourn into Executive Session to discuss Personnel and Lease 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 5:50 PM

Respectfully Submitted,

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Yolanda J. Maxwell, Recorder

