

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

Alfred G. Peterson, Airport Manager
Phone: (508) 325-5300
Fax: (508) 325-5306



Commissioners
E. Foley Vaughan, Chairman
Sheila O'Brien Egan, Vice Chair
Robert Atlee
Dual A. Macintyre, Jr.
Carl D. England, Jr.

NANTUCKET AIRPORT COMMISSION MEETING

December 14, 2010

The meeting was called to order at 5:06 PM by Chairman E. Foley Vaughan with the following Commissioners present: Vice Chair Sheila O'Brien Egan, Dual A. Macintyre, Jr., Robert Atlee, and Carl D. England, Jr.

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

The Meeting took place in the SRE Building at 13 New South Road.

Chairman Vaughan announced the meeting was being recorded.

November 16, 2010 Commission Meeting Minutes and November 16, 2010 Executive Session Minutes will be reviewed and approved at the next Commission Meeting after some changes are made which were suggested by Vice Chair Egan.

The Commission Unanimously *M/S/P* approval of the January 5, 2011 Warrant.

Noise Abatement

The Early Morning Compliance award for November was awarded to Nantucket Shuttle. It was noted all airlines met the 85% compliance goal.

Island Airlines Caravan

With no representation for Island Airlines present this item was skipped.

Solar Project Location

Mr. Peterson reported there is another potential site for the solar project there is approximately 13 acres outside the fence if the Airport used this location it would require moving the road to its paper location. After brief discussion the consensus of the Commission is to leave it inside the fence if possible.

Budget Review

2012 Budget

Mr. Peterson presented the draft budget as reviewed by the Sub-Committee noting the following:

Expenses

- Operating expenses are projected to be reduced by 7%.

- Personnel expenses are projected to be reduced by 2%. Mr. Peterson added he has been in contact with both TSA and police Chief Bill Pittman in regards to the increased cost of the Law Enforcement Officer (LEO)

Revenue

- Overall increase of 11% projected.
- A proposed Landing fee increase from \$2.50 to \$2.75. The first increase in five years.

Mr. Peterson noted the budget as presented maintains a deficit of \$166,537 and the sub-committee recommends a further reduction in personnel expenses to balance the budget.

Chairman Vaughan questioned some over budget increases in the YTD figures:

- Grounds and Airfield Maintenance – major renovation at the Thompson house.
- Utilities – electricity for the New Terminal.
- Professional services – lawyer and consulting fees
- Maintenance payroll – 2 new employees were hired

Chairman Vaughan interjected he would like the voice on the parking system changed.

Commissioner Macintyre would like a report on the savings from the geothermal system verses the cost of heating oil.

2011 Fee Structure

The Commission Unanimously **M/S/P** approval of the 2011 Fee Structure as presented.

The Commission discussed briefly the different scenarios of reducing Personnel Expenses feeling strongly the LEO expenses would be the preferred reduction.

With the Budget being due Downtown tomorrow, the Commission Unanimously **M/S/P** approval of the 2012 Budget as presented contingent upon the \$166,537 deficit being resolved.

Project Updates

- **ARFF Building** – as soon as the parking system computer is moved and the phone connections for the 2 new gates are installed the Operations staff will be able to move in.
- **R/W 33 Extension** – the Airport needs discretionary money awarded; but, there are 2 projects ahead of Nantucket.
- **SW Ramp Extension** – the environmental work is underway and the FAA has notified the Indian Nations
- **Apron Flood Lights** – Cullen Electric who was the low bidder will be on site Friday to review the site and will start work in January.
- **ATCT** – should have an answer from the FAA this week on the final approval
- **VALE Program** – the evaluation on the mix of airplanes has not been high enough to justify the cost of electrifying the ramp. Will re-evaluate. The bus portion is going forward.
- **General Aviation Building** – The Project Managers for this building do not like the heating/cooling system designed by the Engineer. It is too expensive and too much for what this building needs. The engineers are re-designing this system and should go out to bid in January.

Environmental Report

Mr. Wheeler reported Operations through the end of November were up .19%. There were 119,588 operations year to date. Enplanements through the end of November were 187,260 with a couple Airlines missing. Enplanements for the month of November that are recorded are 7,026 and that number will go to 10,754 when the missing Airlines are added in. GA Enplanements through the end of November are 20,488. Freight year to date is 9.89% below last year with a total of 2,051,429 lbs of freight. Noise complaints are down 33% from the prior year. There were 3 noise complaints for the months of November.

Operations

Mr. Peterson reported moving forward with the gravel parking lot for long term parking and commercial vehicles. A quote for another exit gate is being obtained. Currently, Maintenance is taking down the outer chain link fence and will replace with split rail fence along Airport Road.

Commissioner Macintyre asked about the 2 different audit reports and the reconciliation. Mr. Peterson responded Rene Davis of Powers & Sullivan verified the numbers were taken at different times however the bottom lines equal.

Commissioner Macintyre would like something in writing.

Commissioner Macintyre noted as part of the budget sub-committee meeting, he suggested the parking rate for Island residents during the winter could be lowered to five dollars a night and not be restricted to a three-day excursion. Mr. Peterson stated with the budget in the red he doesn't recommend doing that.

Mr. Macintyre suggested a trial basis. After brief discussion, Chairman Vaughan directed Commissioner Macintyre to look into the numbers and give a report to the Commission at the next meeting.

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 contract negotiations with non-union personnel and to discuss strategy with respect to collective bargaining re personnel.

Chairman E. Foley Vaughan – Aye
Vice Chairman Sheila O'Brien Egan – Aye
Commissioner Dual A. Macintyre, Jr. – Aye
Commissioner Robert Atlee – Aye
Commissioner Carl E. England, Jr. – Aye

Meeting Adjourned at 5:58 PM

Respectfully Submitted,

Yolanda J. Taylor, Recorder

Master List of Documents used at 12/14/10 Commission Meeting
Agenda
November 16, 2010 Draft Meeting Minutes
November 16, 2010 Draft Executive Session Minutes
Voluntary Noise Abatement Incentive Plan
Island Airlines e-mail re landing fees
August 10, 2010 Commission Minutes
Excerpt from 8/10/10 Minutes re Island Airlines
Excerpt from 9/14/10 Minutes re Island Airlines
Excerpt from 10/12/10 Minutes re Island Airlines
Solar farm alternate location diagram
2011 Proposed Fee Structure
2012 Draft Budget
Proposed Gravel Lot diagram (Hand out)