

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

Noah Karberg, Airport Manager
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Commissioners
Arthur D. Gasbarro, Chairman
Andrea N. Planzer, Vice Chair
Anthony G. Bouscaren
Jeanette D. Topham
Philip Marks III

AIRPORT COMMISSION MEETING
May 14, 2024

The meeting was called to order at 5:00 pm by Chairman Arthur Gasbarro with the following Commissioners present: Andrea Planzer, Jeanette Topham, Anthony Bouscaren, and Philip Marks.

This meeting was conducted remotely by video conference via Zoom app and posted after the meeting on the Town of Nantucket YouTube Channel.

Airport employees present were Noah Karberg, Airport Manager, Preston Harimon, Assistant Airport Manager, Boyana Stoykova-Nelson, Office Manager, Jamie Sandsbury, Business Finance Manager, Cameron Woods, Environmental Coordinator and Vilina R. Ilieva, Administrative Assistant.

Also present: Rich Lasdin McFarland-Johnson.

Mr. Gasbarro read the Town's virtual meeting statement.

Mr. Gasbarro announced the meeting was being audio and video recorded.

Mr. Gasbarro asked for comments on the Agenda; hearing none, the Agenda was adopted.

Mr. Gasbarro asked for comments and concerns on the 04/09/24 Draft minutes; hearing none, the Draft Minutes were adopted by unanimous consent.

Mr. Bouscaren made a **Motion** to ratify the 04/10/24, 05/01/24, and 05/08/24 Warrants **Second** by Ms. Topham and **Passed** by the following roll call vote:

Ms. Topham – Aye
Ms. Planzer - Aye
Mr. Marks – Aye
Mr. Bouscaren - Aye
Mr. Gasbarro - Aye

Public Comment:

None.

Pending Leases/Contracts Mr. Karberg presented Exhibit 1 for approval of the following contracts, leases, contract amendments.

- **JetBlue** - Non-Signatory Lease Agreement in the amount of \$103,550. Additional fees for Landing, Ramp baggage, and Overnight Fees.
- **Hyannis Air Service dba Cape Air** –Signatory Lease Agreement in the amount of \$105,158.
- **Hyannis Air Service dba Aape Air** – Counter Freight Agreement. No additional fees.
- **Delta Airlines** – Non-Signatory Lease Agreement in the amount of \$37,929. Additional fees for Landing, Ramp baggage, and Overnight Fees.
- **Ross Rectrix** – Ground Handling Agreement for JetBlue in the amount of \$1,500 Annual Business Fee.
- **Island Kitchen** – Lease Amendment to Term of Collection Catering Charges.
- **Blown Away Heating and Coolong** – Contract for Installation of New Water Furnace Compressor in the amount of \$23,000.
- **McFarland-Johnson, Inc.** – Task Order No. MJ-EA-10 Engineering Services to Continued Environmental Monitoring in the amount of \$316,850.
- **T-2 System, Inc.** – Contract for Software Services and hardware care Program, Parking Lot Operations in the amount of \$55,932.

Mr. Marks made a **Motion** to approve the lease, contracts and contract amendments as set forth in Exhibit one (1). **Second** by Ms. Planzer and **Passed** by the following roll call vote:

Ms. Topham – Aye

Ms. Planzer - Aye

Mr. Marks – Aye

Mr. Bouscaren - Aye

Mr. Gasbarro - Aye

062023-06 South Apron Expansion Project

i.051424-01 Updated Noise Barrier Scope - Mr. Karberg gave an update, saying that the additional alternatives for product and design are currently being reviewed by consultants. The Engineers are working on the design bid and construction management scoop. This project will be reviewed by the Capital Committee and Financial Committee for approval in September.

Mr. Marks asked if the Airport had any preliminary sketches other than what they have already.

Mr. Lasdin responded that there are no additional preliminary sketches. The goal of the designer's work is to ultimately come up with the best model possible for an airplane noise wall.

Mr. Gasbarro had a question: will there be any sense between the two products in terms of the sound fighter type of approach versus the pre-cast wall, or would that have to be explored as part of the task order?

Mr. Lasdin answered that the sound absorption versus the sound reflection wall of the first type wouldn't help in the Airport situation. The sound reflection option, which would bounce the noise back onto the Airfield might be a better alternative. The designers will model both options.

ii.051424-02 Project Updates - Mr. Karberg gave an update, saying that the project is nearly halfway completed. The Airport anticipates laying asphalt after Memorial Day weekend; work follow for paving is on the order for 30 workdays.

Public Comments Follow-up from April Meeting:

Mr. Karberg responded to the three (3) items from the April Meeting:

- o Lead-Free Gas: The FAA is funded by periodic Appropriations by Congress, which include a fine for Airports of up to \$5,000 per day if they stop selling leaded avgas. The Congress agreed that Airports should continue to have this product available.
- o Regarding the Liners and Membrane request, Mr. Karberg responded that the Airport had initially proposed to line and cap the soil as part of the Berm. The Airport is bringing the local soil back into the project footprint, where it will be hydroseeded with an ecological based seed mix. The remainder is relocated into the sand pit in the center of the Airfield.
- o Air Monitoring Equipment: Mr. Karberg responded to the request that there is no commercial system available that accomplishes this.

Mr. Gasbarro asked if most of the loose soil piles located in the Ramp project area have currently been moved.

Mr. Karberg responded that the soil has been relocated to the sand pit across the Runway. The pile that is still on the side is going to be hydroseeded.

071420-03 Per-and Polyfluoroalkyl Substances (PFAS) Investigation

Ms. Woods gave an update for this period, saying that the Airport still has six (6) homes that receive bottled water. The Airport had Weston Solutions conduct a standard performance sampling of the Fuel Farm treatment system on May 8th, which was very successful. The Airport is waiting for the results.

The presentation can be found on the website, www.ack-pfas.com.

Mr. Gasbarro asked what the status of the soil investigation along Monohansett Road is. Ms. Woods will check with Weston Solution and report back to Mr. Gasbarro.

a. 050923-01 Crew Quarters Project

Mr. Karberg reported that the Airport has received four (4) Bids in response to the RFP. The proposals were evaluated, and the Airport is preparing to make an award.

b. 021324-01 Terminal Optimization

Mr. Karberg gave an update that the Engineer has received the REVIT Model. The Airport is working to move forward with the Program Definition Document.

051424-03 Annual Town Meeting Review – Mr. Karberg reviewed the two Articles that were discussed at the Town Meeting this year.

Article 3 was the Airport's prior year Appropriations. There were two (2) appropriations totaling \$3.6 million to pay the debt associated with the South Apron Project, amended at the Town Meeting to require several conditions associated with Airport Operations. Mr. Karberg is working to understand those implications.

Article 49 was a zoning Article related to rezoning the project footprint for the South Apron Ramp. The Article was taken as an opportunity for the attendees to express dissatisfaction with the Airport's stewardship of its PFAS investigation, the role of private aviation in the Town's economy, and past and current long-term development decisions. Mr. Karberg added that the Commission is making the decisions that have led to a safe and economically vibrant Airport. The Airport has spent \$9 million on the PFAS investigation and mitigation without any support from the Town's general funds.

Finance

- **051424-04 3rd Quarter Report FY24** – This report covers January to March. The Airport's revenue is \$21 million, with \$13 million in expenses and net earnings of \$8 million for FY23. The Airport maintained strong positive net earnings during a period of low cash flow. Rental income continues to increase through reassessment and new leases. Interest in investments has also increased. Mr. Karberg added that the expenses are lower, primarily based on a timing change in retirement obligation withdrawals. This helps support the Airport Capital requests and the ability to keep taking projects without long-term debt. Mr. Karberg asked for the Commissioners approval to proceed under Article 94 of the 2021 Annual Town Meeting, which will be followed by Finance Committee and Select Board approvals.
- **051424-05 Capital Approval Process for Grant-Funding Projects 2021 Annual Town Meeting Article 94 Continued Environmental Monitoring** – Mr. Karberg clarified that the approved McFarland-Johnson Contract from Exhibit 1 addresses the borrowing authorization for the project. This project was developed by the Airport and FAA after the Capital process for FY25. Nantucket Airport would like to accept the Grant in August, before the Special Town Meeting. This article developed a home rule process whereby the Airport, Financial Committee, and Select Board to authorize Grant-funded projects for Nantucket airport to go forward to and not miss the funding deadline.

Mr. Marks made a **Motion** to approve the Capital approval process for Continued Environmental Monitoring Grant. **Second** by Mr. Bouscaren and **Passed** by the following roll call vote:

Ms. Topham – Aye
Ms. Planzer - Aye
Mr. Marks – Aye
Mr. Bouscaren - Aye
Mr. Gasbarro - Aye

- **051424-06 Fuel Revolver Capital Increase** - Mr. Kaberg reported that the Airport anticipated needing to increase the Fuel Revolver Cap this Fiscal Year. The purchase cap in the revolver needs to increase from \$6.9 million to \$8.9 Million based on current price trends. This will provide the funds necessary for purchases and a buffer to close out the Fiscal Year.

Mr. Karberg asked for commissioner approval to increase the Fuel Revolver cap.

Ms. Planzer made a **Motion** to authorize the increase for Fuel Revolver Cap. **Second** by Mr. Marks and **Passed** by the following roll call vote:

Ms. Topham – Aye
Ms. Planzer - Aye
Mr. Marks – Aye
Mr. Bouscaren - Aye
Mr. Gasbarro - Aye

- **051424-07 FY26 Potential Capital Project** – Mr. Karberg reviewed the Potential Capital Request for Fiscal Year 2026. The Airport is working to develop list for Town Internal Capital project approval, and would like an approval from Commissioners on the below items:
 - 3rd ARFF Truck for \$1.5 million. The FAA authorized an additional 330 million to Airports Nationwide to help transition from the AFFF to the F3 plan, which is fluorine-free foam. The Airport already has one F3 truck coming in 2025.
 - Environmental Permit for \$400,000. Mr. Karberg would like to hold this item for FY26 if that does not get approval from the Capital Committee or Select Board.
 - Terminal Supplemental, amount to be determined. The amount will be available in a few months with completion of the program definition document. Currently the Airport has \$17 million authorized.
 - PFAS supplemental for \$3.5 million. The EPA has now promulgated a revised maximum contamination limit (MGL) and published a CERCLA ruling. MassDEP would probably lower their MCL's to match the EPA. The likely outcome is that the airport takes on further home connections and investigation, and Mr. Karberg wants to be ready to move forward.
 - \$5 million for roof replacement, flooring repair, and decommissioning the AFFF tank and pumping system in the ARFF Building. The Airport will work with an engineering consultant to get a better estimate, hopefully lower.

- \$6 million for phase two of employment housing. That may be an item to go forward with the Capital process.
- Additional Gate hardstand. The airport is working to get a price for that project and response to airline upgrading.
- Ground Service Equipment (GSE) building. The Airport needs to store and maintain existing GSE and future GSE to support ramp operations.
- Noise Barrier for South Ramp Extension. At this point in scoping, Mr. Karberg does not know if there are enough existing project funds, or if the scope of this work is consistent with the scope of the noise barrier as was presented and approved by the Annual Town Meeting. The project is on hold for a Special Town Meeting to authorize and fund this work.
- Triturator upgrade. Mr. Karberg explained what a triturator is: typically, a skid-mounted system of a grinder and a pump. This is to upgrade the septage receiving facility for accepting and processing aircraft lavatory waste. The amount is \$250,000.
- Paint and Beads. The Airport will identify a price project as we do every year to repaint part of the airfield.
- Ground Power Unit and Preconditioned Air units. Two units \$1 million total. This will help the airport to manage large aircraft on the ramp.
- New Tug for \$410,000.
- New Passenger Bus for \$130,000.

Mr. Gasbarro highlighted the ARFF Building repair, if the Airport could provide some better understanding of Alternatives and options to phase or not the project.

011024-02 Ratify MassDOT Grant Award – AIP82 – South Apron Expansion Project BIL
AIG Funding State Share _ \$156,854.00 - pending.

011024-03 Ratify MassDOT Grant Award – AIP85 – South Apron Expansion Project
Entitlement and Discretionary Funding State Share _ \$1,643,769.00 - pending.

051424-08 Noise and Ramp Management Presentation – Mr. Karberg introduced Mr. Harimon and Ms. Woods for their presentation on Noise and Ramp Management. Mr. Harimon presented the Operation Plan for the Ramp and how it can be operated more efficiently to reduce Noise emissions. He presented the proposed Ramp Zoning, saying that the thoughts are taking the existing Ramp and the new Expansion and creating them into three (3) zones, but five (5) intended uses. Zone One (1) will be called the Hot Zone and, it will be used for Year-Round and peak season operations. This Zone will spread from FBO to Taxiway Juliet. The parking orientation will remain the same, facing Northwest. Zone Two (2) Warm Zone; Operational Plan will be utilized for aircraft overflow parking to allow relief from the main Apron. The Zone will be with restricted hours of operations from 6am. until 10pm. No Aircrafts will be allowed after hours to power in into parking. Zone three (3), the Cold Zone, will be utilized for long-terms or aircraft with mechanical difficulties. Mr. Harimon also added that Zone two has the potential to be utilized as combined operations during high peak traffic demands.

Mr. Harimon presented the Grass Parking areas. The North Ramp Grass parking area will be utilized first. There will be thirteen (13) positions to be used for small general aviation

aircraft, single engine or light twin aircraft. The Airport will use X1 software that has the capability to allow them to add the arrival and departure times. This tool will determine in which zone the aircraft are allowed to park and for what period of time.

The Airport is working on implementing the new Ramp operation and procedures and how that will work best.

Ms. Woods presented the Noise Abatement operational model in addition to the APU use and limitations that will affect Zone one (1) and Zone two (2). There will be three (3) approaches to use APU:

1. Initial notice of Noise in the sensitive area such as FBO Customer Service Representatives.
2. Alert of APU limitations by operations staff.
3. Increased the signage and messaging visible to pilots on the Ramp and in the FBO's and the Ramp.

There will be a few opportunities for the operations to advise pilots of the resurrection; The first will be when aircraft switch and they make the first point of contact with the ground operations frequency, the tower operator. The second alert limitation will be when the aircraft has taxied into position, or the Airport person will relay this message to the pilot face-to-face.

In terms of monitoring, the Airport will continue to conduct monthly flight audits. The Airport will install two (2) Noise Monitoring Terminals next month.

Chairman Mr. Gasbarro asked Commissioner Marks if there is a way to maintain a heading after departure for a longer period of time before the instructions to turn. Mr. Marks answered that this is a departure procedure that a lot of Airports have.

Mr. Gasbarro would like it if the Airport could work to develop a policy for continuing help and support the Management Plan for Environmental stewardship. Mr. Gasbarro suggests that this to be a future agenda item.

Manager's Report - Mr. Karberg reported on:

Project Updates – AIP

- **Taxiway Golf (TW G)** – The work will start on May 15th. with some adjustments of some TW edge lights, and a second coat of markings.
- **North Ramp Hardstands** – The concrete hard stands have been poured and the lead in lines painted. This will be fully cured by May 30th.
- **Master Plan** – The Airport will hold TAC Hybrid meeting on May 15th from 1PM to 3PM. The second meeting on May 15th will be Master Plan Process Public Open House and will be hold on the main terminal from 6PM to 8PM.
- **Geometry Project** – No project update.
- **Terminal Optimization** – Discussed previously at the meeting.
- **ARFF Truck** – No Update.
- **Runway 6/24 Centerline** – The Airport received a Bid, and it was descoped because of the high price. The work was pushed out. The Airport will pursue a design grant only.

Project Updates – Non-AIP

- ➔ **Hangar Development** – The Hagedorn group is still interested in freight hangar.
- ➔ **Fence Relocation on Bunker Road** – The Airport has a plan for relocating the Fence in the Bunker Road area.
- ➔ **Fence Relocation South Shore** – This has been pushed back to the Fall due to the plant permitting issue.
- ➔ **Fuel Farm Loading Rack** – The Airport is expecting a scop from McFarland-Johnson.

RFP/Bid Status:

- ➔ **RFP 33 Bunker Rd.** – The Airport received four (4) Proposals, and they are under internal review.
- ➔ **IFB Brush Cutting Services** – The IFB was rejected.
- ➔ **IFB Runway 6-24 Centerline Rehabilitation** – The IFB was rejected.
- ➔ **RFP Modular Neighborhood Housing** – The Airport Received four (4) Proposals.
- ➔ **RFQ Replacement of Geothermal Heat Pump** – The Airport received three (3) quotes. The Contract was awarded to Blown Away Heating and Cooling.
- ➔ **RFP Valet Parking** – No action.

Operations Update

- ➔ Triennial Drill was held on April 10th. Well performed by Airport staff, the Nantucket Fire Department, and the Nantucket Police Department.
- ➔ Certification Inspection was held from May 7th through May 9th. Annual review and inspection of the Airport facilities and administrative control relevant to Part 139. There are two (2) areas that resulted from the inspection; Runway markings will need to be touched up over the summer, and adjustments need to be made to Fuel Farm signage and placards. The Airports will meet the requirements within the proposed 90-and 30-day correction timelines.
- ➔ Fuel Supply – The Airport received, reviewed, and responded to the proposed term sheet.
- ➔ The Airport is hosting a tour for a Steam effort on May 21st at the Boys and Girls Club in partnership with Town.
- ➔ Hybrid Meetings – The Airport will hold Hybrid Meetings starting in June.
- ➔ FAA Noise Abatement Chart Supplément – The Chart Supplément is an official FAA tool or pilot manual to replay information about airports, primally to General Aviation pilots, and also can be structured for Airports to utilize to communicate noise abatement information. Mr. Karberg suggested developing a response for review by the Commission at the next meeting.
- ➔ Planning Board Applications – The Airport has two (2) applications to the upcoming Planning Board. One is the Airport to extinguish an old easement in the Bunker Road area, the other is from the Airport new tenant, G. J. Smith, Inc. to review the proposal.

Statistics – Mr. Karberg reviewed the March 2024 Statistics:

- For March, total Ops are down 8% and YTD down 11%
- SW Ramp operations were down 40% in March.
- Enplanements were up 34% in March and down 4% YTD.

Cape Air in March:

- Boston up 3%.
 - EWB up 1%
 - HYA up 44%
 - MVY down 47%
-
- Jet-A Gal - Overall Jet-A Trends 3.6% up of 3-year average, down 4% the previous three (3) months, up 7.8% previous month.
 - o FBO Trends – Down 3.5% for the FYTD, down 4% in the last three (3) months. Up 7.8% last April.
 - o Terminal Sales – no updates until the new season.
 - 100 LL down 15.4% over the three (3) year average, down 7% in the last three (3) months, and up 19% for April.
 - Freight up 8% in March, down 7% YTD.
 - USPS is up, Cape Air Freight is up, UPS are down, and FedEx is down 23%.
 - Four Noise Complaints in March.

Personnel Report - Mr. Karberg welcomed Johan Jiminez, the new Operations Specialist.

Sean McMahon is the new Maintenance Specialist I

Jeb Backus is the new Maintenance Mechanic

The Airport is close to filling the seasonal employee register.

Mr. Karberg announced that the Airport received notice of resignation from Jamie Sandsbury.

Commissioners' Comments.

Chairman Gasbarro asked the staff if the PFAS website link could be added to upcoming Agendas.

Public Comments

Meghan Perry pointed out that she did research on other Airport and how they were operating during peak times. Augusta Regional Airport was the one that is comparable to Nantucket, and they handle the Master's weekends with the ability to park 160 jets on one of the Runways. Perry's concern is if the Airport Manager or Commission reached out to other airports comparable to Nantucket to see what they did to troubleshoot these issues.

Mr. Karberg answered that Augusta Airport is extending Ramps as well.

Perry asked if Mr. Karberg did reach out to Augusta Airport.

Mr. Gasbarro highlighted that he had discussions with other airports over the years that were facing the same problem with peak times. Some of the FBO's are private versus

public, and there are a lot of factors, and it's certainly something that the Airport will continue to try to manage.

Having no further business for Open Session, Ms. Planzer made a **Motion** to go into Executive Session, under G.L. Chapter 30A, Section 21A, not to return to Open Session, to review Executive Session Minutes as enumerated on the Agenda for possible release; Clause 3: To Discuss Strategy with Respect to the Litigation Regarding Walsh, where the Chair has Determined that an open session may have Detrimental Effect on the Litigating Position of the Airport Commission.

Clause 3: To Discuss Strategy with Respect to the potential Litigation Regarding TURO, where the Chair has Determined that an open session may have Detrimental Effect on the Litigating Position of the Airport Commission.

Second Ms. Topham and **Passed** unanimously, by the following roll-call vote:

Ms. Topham – Aye
Ms. Planzer - Aye
Mr. Marks – Aye
Mr. Bouscaren - Aye
Mr. Gasbarro - Aye

The meeting adjourned at 6:52 pm.

Respectfully submitted,

Vilina R. Ilieva, Recorder

Master List of Documents Used:

05/14/24 Agenda including Exhibit 1
Agenda Protocol
04/09/24 Draft Minutes
04/10/24, 05/01/24, and 05/01/24 Warrant Approvals
Exhibit 1
JetBlue Airways Corporation – Airline Lease Agreement
Hyannis Air Services dba Cape Air – Airline Lease Agreement
Hyannis Air Services dba Cape Air – Counter Freight Agreement
Delta Airlines, Inc – Airline Lease Agreement
Ross Rectrix Hya, LLC – Operating Agreement
Islan Kitchen – Catering Agreement Amendment
T2 Systems, Inc – Contract
Blown Away Heating and Cooling – Contract
McFarland-Johnson, Inc - Contract
Public Comment Mr. Kilvert
PFAS Investigation Status
3rd Quarter Report FY24

Fuel Revolver Increase
Possible FY26 Capital Request
FAA Noise Abatement
FAA Noise Abatement Entries in the Chart Supplement
FAA Airport Alert Funding
LEO Reimbursement Program
March Monthly Statistics