

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
July 09, 2024

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

This meeting took place at 131 Pleasant Street, Nantucket, MA and video conference via Zoom app.

Airport employees present were Noah Karberg, Airport Manager, Boyana Stoykova-Nelson, Office 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 06/26/24 Draft minutes; hearing none, the Draft Minutes were adopted by unanimous consent.

Mr. Marks made a **Motion** to ratify the 06/26/24 Warrants **Second** by Ms. Topham and **Passed** by the following roll call vote:

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

Public Comment:

None.

070924-01 Stephen Cheney's Common Hangar Rent Request – Mr. Karberg presented Mr. Cheney's request, providing the information that Mr. Cheney is replacing his Meridian Jet with a Cirrus Jet, and this is subject to a monthly rent increase. Mr. Karberg clarified that the Rates and Charges have already been adopted and published, and the Airport cannot offer a reduction on the rent without the Commissioner's Approval. Mr. Karberg's recommendation is that the Commission hold on to Mr. Cheney's or any other similarly situated hangar rent until the Airport is reviewed and propose the new Rates and Charges updates in 2025.

Mr. Bouscaren made a **Motion** to approve Mr. Karberg's recommendation to hold the rent Second by Ms. Topham and **Passed** by the following roll call vote:

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

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

- ➔ **United Airlines** – Lease Agreement in the amount of \$33,496. The Airport will also bill one-month late fee.
- ➔ **New Horizons Communication** – Contract for Telephone System and Services in the amount of \$33,347.44.
- ➔ **Robert B Our** – Contract Amendment for South Apron Expansion Phase I the amount is N/A.

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

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

070924-02 Election of Officers/Assign Sub-Committee Members – Hold for the next Commission Meeting

070924-03 Grant Signing Letter of Authorization – Hold for the next Commission Meeting

Mr. Karberg discussed and requested permission for Commissioners approval for Robert B. Ours, Inc. on Exhibit 1 that this Contract Amendment is an emergency inlay repair to

062023-06 South Apron Expansion Project Updates - Mr. Karberg presented the project updates relative to the last Commission Meeting.

- P403 base course paving is completed.
- P401 surface course test strip passed, and surface course paving is in process.
- Paving is estimated to be completed on July 26th.
- Mitigation Work started on Monday to improve habitat in Area one.
- Pavement markings and saw, and seal are to be completed August 8th.
- Hydroseeding is complete.
- Apron light poles are due for delivery in July.
- Gate 30B. The Airport Received some inquiries from the public after initial rain on Monohansett Road. The Airport reviewed that with the Town for Commissioners and Mr. Karberg shared a few points:
 - The Airport has implemented \$10M in stormwater improvements. Water from the Airport does not leave the fence. It is collected and infiltrated on site.
 - This low spot on the road will continue to flood with every rain event because the catch basin has failed due to years of private road ownership and non-maintenance.
 - The Airport contribution to this puddle, if any, was minimal and the fact that the puddle still exists at this size is evidence of that.
 - The Airport has invited the DPW Director to inspect, and he has an open invitation to review and evaluate the Airport improvements.
 - The Airport continues to partner with the Town to collaborate on stormwater improvements in this area.

Mr. Gasbarro added that it's great that the Airport is at a point where the drainage for the ramp has been completed, to the point where the Airport is confident that there is not contribution from their side, but still, this is a situation that will keep the Airport to work together with Town and cooperatively complete that.

Mr. Marks noticed in the Agenda Paket there is a complaint related to South Expansion Project about early starts from the vendor side.

Mr. Karberg explained that he reviewed those complaints, and he thinks that that noise is not coming from the Airport.

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

Ms. Woods presented the report. On June 26th, Weston Solutions, on behalf of the Airport Commission submitted their Phase II Comprehensive Site Assessment Report, Phase II CSA. The submission of the Addendum was to MassDEP, and was prepared following discussions between Weston Solution, ACK Airport, and MassDEP during a site inspection that they conducted on May 2nd. Standard notice followed the audit letter from MassDEP. That letter notified Nantucket Airport that MassDEP was conducting a level three comprehensive audit of the phase II CSA report that was submitted on March 8th of this year. The Addendum outlines are with three primary changes to the Phase II report.

The first change to CSA Report Phase II is an update to the disposal site boundary along with the Weston portion of the Airport, and now this includes the leasehold property, which is Airport Gas. MassDEP and Weston Solution agreed that the leasehold property should be included as part of the disposal site.

The second change to Phase II is the updated eminent Hazard evaluation based on the most recent concentration recommended by MassDEP. They initially directed the Airport to use 200 parts per trillion as criteria for the eminent Hazard evaluation, but that has changed and now they recommend a concentration of 90 parts per trillion to be used. Weston Solution updated the drinking water results table to reflect this decrease.

The third update is more sources related to the various plums, like labeling the plums for further clarity.

Mr. Gasbarro had a concern about when the Airport would receive the next Interim Report.

Mr. Marks asked when the next Phase would include the remediation. Mr. Karberg answered that this will be completed in the next one to two years. Ms. Woods added that it will be Phase III, and the Airport is currently working with Weston Solution through MacFarland-Johnson on the Contract.

050923-01 Crew Quarters Project

Mr. Karberg reported that Modular is in production and will be delivered over the next few months. Mr. Karberg highlighted that the next step would be to schedule a stakeholder meeting. The Airport found Festus containing materials. The Airport is looking to remove and avoid those materials in the future.

021324-01 Terminal Optimization Project

Mr. Karberg introduced Priyanka Menon and Jonathan McCredie from McCredie Architecture for the Terminal Optimization Presentation.

Before the presentation, Mr. Karberg wanted to discuss the Hazmat materials for Terminal inventory. The Airport found Festus containing materials, which will require removal.

Mr. McCredie gave a brief Project Overview on the deficiencies of the Terminal Building, optimizing existing space, and adding a new space. Mr. McCredie presented the diagram, saying that the Terminal was originally designed to accommodate smaller aircraft, but since the industry has changed, Nantucket is seeing larger aircrafts and slower turnaround times and having a hard time accommodating the large numbers of people at one time. The first step was to build a Revit model of a laser scan of the existing building. Mr. McCredie will give more updates on the next Commission Meeting. Ms. Menon shared a diagram showing and providing information that they started building out on an existing condition model, evaluating all the existing systems and their special needs. Also, they identify any areas that can be optimized, including outdoor spaces. The three (3) critical areas are to improve operational efficiency, safety and efficiency of existing buildings. The next step going forward will be to develop Layout alternatives, ready to be discussed at the next Commission Meeting on August 13th.

Finance

- **051424-05 Capital Approval Process for Grant-Funding Projects 2021 Annual Town Meeting Article 94 Continued Environmental Monitoring** –Mr. Karberg provided information that this process has been concluded and the Funds are authorized and available for expenditure.
- **051424-07 FY26 Potential Capital Project** – Mr. Karberg gave an update that is been working with the Town Finance Department to revise and resubmit several Capital Forms for clarity and completeness for the Annual Town Meeting in 2025.
- Continued Environmental Permitting – authorized via the Charter change, discussed previously.
- PFAS supplemental request increased to \$3.7M from \$3.5M.
- ARFF station repairs - \$5.4M from \$5M.
- South Ramp Noise barrier reflecting an informed estimate of \$5M.
- Triturator upgrade \$500,000. from \$250,000.
- FBO Solar roof design –Mr. Karberg is working to get Capital packet at end of deadline.
- Paint, Beads, and Marking removal – estimated 1M
- Vehicles and Ground Service Equipment are combined into a single request and adding replacement of Z Trac Mower and replacement of Airport 4.

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

Mr. Bouscaren made a **Motion** to ratify MassDOT Grant Award – AIP82 **Second** by Mr. Marks and **Passed** by the following roll call vote:

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

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

Mr. Bouscaren made a **Motion** to ratify MassDOT Grant Award – AIP85 **Second** by Mr. Marks and **Passed** by the following roll call vote:

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

061124-07 G. J. Smith, Inc., Planning Board Application – Mr. Karberg follow up from the June meeting when the Airport received a new lot layout form from Mr. Smith. The proposal layout indicates the location of seventeen (17) proposed storage containers and the dedicated Impound Area. Mr. Karberg highlighted two (2) items that are open for discussion for Commissioners:

- Parking Requirements.
- Use of the Buildings.

This continues for the Planning Board review and outcome.

Mr. Marks had a concern about parking on Bunker Road, and that needs to be addressed to Mr. Smith to understand the parking demand. Also, the area used for Impounding must be conditioned for exclusive use of Impound vehicles.

Manager's Report - Mr. Karberg reported on:

Project Updates – AIP

- ➔ **North Ramp Hardstands** – The Hardstands are being inspected by MassDOT Aeronautics on July 2nd.
- ➔ **Master Plan** – Airport had a staff level meeting to review RW 6-24 alternatives for a basic fault and failure analysis and will be reported out on the next Commission Meeting.
- ➔ **Geometry Project** – The FAA review is completed, and the Airport is coordinating with them on technical comments related to aviation surfaces.
- ➔ **Terminal Optimization** – Discussed previously at the meeting.
- ➔ **ARFF Truck** – No update.

Project Updates – Non-AIP

- ➔ **Runway 6/24 Centerline** – The Airport will be performing emergency work that will take place overnight from Thursday at 7PM to Friday 9AM. The date has not been confirmed yet.
- ➔ **Hangar Development** – The Airport has completed a survey and appraisal for Hangar 8, and the new lease will be drafted soon.
- ➔ **Fence Relocation on Bunker Road** – No update.
- ➔ **Fence Relocation South Shore** – The work has been pushed back to the Fall due to the plant permitting issue.

RFP/Bid Status:

- ➔ **RFP 33 Bunker Rd.** – The Airport received four (4) Proposals that were evaluated. The recommendation is to award the lease to ACK Mobile Mechanics.
- ➔ **IFB for Fuel farm Inspection** – Bids documents are available to public and are due on July 11th.

Operations Update

- ➔ **A220 Operation** – On June 29th the Airport worked with JetBlue to run an empty test operation of A220. The goal was for pilots to assess the operation on the pavement and the hard stand.

- ➔ 4th of July Summary – The Airport set a record for having 2004 securely screened passengers and over 1200 checked bags. Also, 25,000 Gallons of Fuel were sold.
- ➔ Jet-A Supply update – The Airport is taking delivery of 14 truckloads of Jet A per week. Sales are on pace with a three-year average for this time of year. The Airport goal is not to have a fuel restriction.
- ➔ Certification Inspection – The Airport has one item remaining and its Runway 6/24 markings, and this needs to be a night closure. The due date is August 9th, 2024.
- ➔ Conference Travel – Mr. Karberg informed the Commission that he is intending to travel to the Nation Airport Conference in late September this year.

Statistics:

Mr. Karberg reviewed the May 2024 Statistics:

- For May, total Ops are down 12% and YTD down 10%
- SW Ramp operations were down 32% in May.
- Enplanements were up 10% in May and down 3% YTD.

Cape Air in May:

- Boston was down 14% on a reduction of 248 Passengers.
- EWB up 17%
- HYA up 202%
- MVY down 51%

JetBlue in May:

- Boston up 54% on a reduction of 248 Passengers.
- DCA up 155%
- HPN up 99%
- JFK down 27%
- LGA down 23%

United in May:

- 543 Passengers in May.

Delta in May:

- JFK down 30%
- LGA up 37%
-
- Jet-A Gal - up 2.7% on 3-year average, up 0.3% over past three (3) months, down 3.4% previous month.
 - o FBO Trends – Down 2.8% for the FYTD, up 0.1% in the last three (3) months. Down 3.6% last June.
 - o Terminal Sales – up 19.90% over the 3-year average. Up 3.5% last 3 months, down 0.7% last month 3-years.
- 100 LL down 11.2% over the three (3) year average, up 8% in the last three (3) months, and up 0.5% for May.
- Freight down 24% in May down 8% YTD.
- USPS is up, Cape Air Freight, UPS and FedEx are down.

12 Noise Complains in May.

Personnel Report - Mr. Karberg announced the Airport is advertising for custodian and Business Manager positions. Most of the seasonal staff arrived.

Commissioners' Comments.

None.

Public Comments

Mr. Walsh had a concern about whether this would be the last paving on the Southwest Ramp.

Mr. Karberg stated that this is the expected end of paving on this project.

Having no further business for Open Session, Mr. Bouscaren 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.

Clause 3: To Discuss Strategy with Respect to Pursuing Legal Claims against Manufacturer of Polyfluoroalkyl Substances (PFAS) and other potential sources of PFAS, where the Chair has Determined that an Open Meeting May have a 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

Mr. Marks - Aye

Mr. Bouscaren - Aye

Mr. Gasbarro - Aye

The meeting adjourned at 6:08 pm.

Respectfully submitted,

Vilina R. Ilieva, Recorder

Master List of Documents Used:

07/09/24 Agenda including Exhibit 1

Agenda Protocol

06/11/24 Draft Minutes

06/26/24 Warrant Approvals

Exhibit 1

United Airlines, Inc. – Airline Agreement

New Horizon Communications, Corp. – Contract

Rober B Our, Inc – Contract Amendment
Election of Officers/Assign Sub- Committee Members
Grant Signing Letter
Terminal Building First Floor Plan
PFAS Investigation Status and Phase II Comprehensive Site Assessment Report
FY26F Capital Project Request
Hazard Materials Survey Report
MassDOT Grant Award AIP-82 South Apron Expansion
MassDOT Grant Award AIP-85 South Apron Expansion
G. J. Smith, Inc MCD Site Plan
May Monthly Statistics