

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
December 10, 2024

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

This meeting took place at 131 Pleasant Street, Nantucket, MA, video conference via Zoom app, and live on the Town of Nantucket YouTube Channel.

Airport employees present were Noah Karberg, Airport Manager, Mariya Basheva, Finance Manager and Vilina R. Ilieva, Office Manager.

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 11/12/24 and 11/25/24 Draft minutes; hearing none, the Draft Minutes were adopted by unanimous consent.

Mr. Bouscaren made a **Motion** to ratify the 11/20/24 Warrants **Second** by Ms. Topham and **Passed** by the following roll call vote:

Ms. Topham – 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, and contract amendments.

- ➔ Lease Amendment - Hagedorn Aviation Amendment No. 1 for Hangar No. 10 to adjust Land Lease by 1,974 SF. in the amount of 4,795.36
- ➔ Letter of Agreement – Anderson and Kriger, Legal Service of General Maters for Calendar year 2025.
- ➔ Contract Amendment No. 2 – Robert B. Ours, to extend the term of the Contract from December 31, 2024, to June 30, 2025.

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

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

062023-06 South Apron Expansion Project Updates

Mr. Karberg provided an update that the electrical connection has been completed and the lights are commissioned. The Noise Monitoring system and cameras are installed and scheduled to be commissioned on December 16th and 17th. After the Noise Monitoring commissioning Mr. Karberg will give further details regarding the software type and display.

Sound Barrier Mr. Karberg reported that the Design work is under way in the week of December 9th. The Airport and McFarland Johnson are working to meet with National Grid to understand the metering options if there is a solar component.

Mr. Karberg asked Mr. Lasdin if he had any advice about the potential power output.

Mr. Lasdin added that there is a preliminary estimate based on every 100 square feet of solar panels that accounts for one (1) kilowatt of photovoltaic. It is estimated that the wall would offset approximately 16 to 30,000 kilowatts of electricity.

Mr. Gasbarro asked if that estimation of a kilowatt per square foot is based on the vertical shade and the directional exposure of this particular site or if it is sort of industry numbers.

Mr. Lasdin answered that this is an industry standard, and it could be different.

Mr. Bouscaren asked what direction the wall would face. Mr. Lasdin answered that the direction would be mostly South-Southeast.

Mr. Karberg provided approximately dollar value for electricity per year between \$8,000 to \$30,000 based on current rates.

continued the Sound Barrier update, and he reviewed the draft HMMH (Acoustical Subcontractor) Technical report. The firm performed a directed modeling effort based on the ACK site, and specifically for a 20' wall, they found that it reduced single-event noise by 2 to 13 decibels. According to Mr. Karberg, taller walls do not offer increased reductions.

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

Mr. Karberg recognized Cameron Woods as the ACK Environmental Coordinator for the purpose of PFAS Investigation. Ms. Woods gave an update on the status of the Home Connections sampling. There were six (6) homes last week that were sampled by Weston Solutions, and there were four (4) additional homes that were scheduled to be sampled, but it was hard accessibility to access those properties. The results of those samples are not available yet. Ms. Woods reported that September samples have already been distributed to all residents. For a Home Status connection, Ms. Woods reported that there was another home completed, and there are four (4) homes that have been connected. There are eight (8) homes that are in the process of being connected. The update on the disposal site boundary and the draft letters Ms. Woods added that Weston Solutions had prepared a draft letter for residents. The letter outlines the Airport work with MassDEP and the Massachusetts contingency plan, or Massachusetts Contingency Plan (MCP). The letter is right now going through the draft process, and it's received edits from the Airport staff, and it's good to be sent out to residents within the disposal site boundary who have not been connected to water yet. The letters will include an explanation for why they are either being connected or not being connected to water during this round of connections.

Mr. Bouscaren added that the term of Disposal site boundary is not very euphonious. Ms. Woods added that the Airport is required to use this label according to the MCP. Mr. James Soukup from Weston Solutions clarified that this term is a legal term that is included in the MCP. These letters were required to be sent out along with Phase II, and the ACK is a little bit behind with it.

Mr. Gasbarro asked what the status of the monitoring installation is. Ms. Woods answered that the Airport works with the Town to see if it is able to hook some of their wells that had already been located along Monohansett Rd and Lovers Ln. The Airport found out that this would not be able to happen because the wells will ultimately be taken out when the road work is completed along Monohansett Rd. The Airport is working with Weston Solutions, and all of their locations are being approved already. Mr. Soukup added that there is a date scheduled for the driller to install those wells. Mr. Gasbarro followed up on whether those wells will have tamper-resistant lids. Mr. Soukup answered that the wells will be locked. Mr. Gasbarro asked if Weston Solutions can provide a map of those approved locations.

050923-01 Crew Quarters Project

Mr. Karberg reported that the foundation has been poured. The foundation will be waterproofed by the Contractor. Additionally, the retaining walls are installed. The Airport is expecting a change order to address the delay cost that the Airport experienced this Fall. The Airport is still on track for July occupancy.

021324-01 Terminal Optimization Project

Mr. Karberg is working with McFarland Johnson to begin scoping a lesser design effort that will evaluate and modify or remove the Terminal Geothermal system, update the Tent and consider a common-use IT system for Airline functions. The Airport will provide further updates on the design process.

111224-02 Rates and Charges Public Hearing proposed to be scheduled for January 14, 2025, Overview – Mr. Karberg reported that the Airport will hold their Annual Rates and Charges Public Hearing on January 14th Commission meeting. Mr. Karberg reviewed the items that are planned to be reviewed at that meeting.

The Airport is suggesting a 3.5% increase in line with the previous year's CPI-W to the landing fees. The same percent increase will apply for Ramp and Overnight Fees.

The LEO services assessment will increase from approximately \$20 cents to approximately \$40 cents per passenger. For small single light twins under 6000 pounds will go from \$6 dollars to \$7 dollars.

All Tie-down fees will increase by 3.5%.

Hangar Rentals will increase based on a fixed charge per additional square foot.

The T-hangar rate would increase by 3.5% as well. The service hours for deicing have changed for the call back fee. The mail fee will increase by a penny.

061124-08 G. J smith, Inc. Tenant Alteration Application

Mr. Karberg acknowledged he is working with the tenant on the application. The utility work involves relocating a water line and will involve a longer duration and more comprehensive disruption than a previous understanding. There is an additional tenant on that line, and the duration of the outage could be three (3) to five (5) days.

121024-01 Island Road Materials Tenant Alteration Application

The Airport received a Tenant Alteration Application from Victor-Brandon for modification to the asphalt batching plant. This will upgrade the bin and feed system.

Mr. Karberg's understanding is that this is a permission action, and the work is not going to go forward immediately.

Manager's Report - Mr. Karberg reported on:

Project Updates – AIP

- ➔ **Master Plan** - TAC Meeting was held on Monday, December 9th to review Runway 6-24 alternatives. The recommendation is a future shift in Runway 6-24 to accommodate future erosion on the South Shore. This would be abandoned 400 feet on the South end and adding that to the North end.
The Airport is looking forward to holding a second Public Meeting in January on the terminal with consultants and staff walking the public to the project. The date is to be determined.
Mr. Karberg is working with McFarland Johnson on a summary report for the Commission that will give them a chance to review not only the facility inventory but also the environmental and community aspects.
- ➔ **Geometry Project** – No update on the Geometry side. Mr. Karberg corrected the information that he gave at the previous meeting that the Disadvantaged Business Enterprise plan is submitted to the FAA for review, not approved.
- ➔ **ARFF Truck** – The airport is planning a delivery in January or February for the new equipment.
- ➔ **Continuing Environmental Monitoring** – No update

- ➔ **PFAS Mitigation Grant** – The Airport is finalizing the scope with FAA and drafting the sole source letter. There is a firm called Aquagga that could provide technologies, and it's called HALT (Hydrothermal Alkaline Treatment).
- ➔ **MEPA NEPA updates** - The Airport has held a scoping meeting with the FAA and MassDOT and also had an informal meeting through the consultants and MEPA staff. The major item that the Airport is waiting for is the direction from the Airport Master Plan TAC meeting on the Runway 6-24 alternative to include the scope.
- ➔ **Ramp Lighting** – The Airport staff have reviewed the draft scope from McFarland Johnson, and the consultants have been directed to additional design level for alternatives related to modeling pole height, functionality and flexibility.
- ➔ **Runway 6/24 Centerline Design** – The Airport received the Bids and need \$300k more in funding. This is still eligible work, and the Airport is directing a grant application submittal. The Contract will be included in January's meeting for Commissioner approval.
- ➔ **Airfield remark** - NO update.

Project Updates – Non-AIP

- ➔ **Townhouse Development** – The revised request from \$4.9 Million is submitted to the Capital Committee.
- ➔ **Hangar Development** – The Airport is working on a lease with Hagedorn Aviation for Hangar 8.
- ➔ **Fence Relocation on Bunker Road** – The work is completed.
- ➔ **Fence Relocation South Shore** – The Airport needs to resolve some comments from FAA regarding marking the fence posts with obstruction lights. The Airport disagrees in that matter.
- ➔ **Refueling Pad Wall Repair** – No update.
- ➔ **Electric Aircraft Charging Station** – The project needs an ALP update that Mr. Karberg will discuss on the January's meeting.

RFP/Bid Status:

- IFB for Runway 6-24 – Awarded to Victor Brandon.
- RFP to Lease 33 Bunker- The Airport is waiting on the Consul comments for the new Lease.
- REOI for Flat roof building – No update
- RFP for Flight Procedures for reaching out approaches and departures.
- Annual Airline Leases.
- New Contract with 1200.Aero for ramp management software.
- RFP – Design Services for Townhouse.

Operations Update

- POTUS – Mr. Karberg acknowledge the excellence and professionalism of Airport staff in supporting the State Service, Airforce and other agency personnel, during the President's visit.

- Fence Repair, Monohansett Rd. – Mr. Karberg reported that on Thursday, November 21st, approximately around 10pm. a driver crashed through 150' of airport Fence. Mr. Karberg recognized and thanked Airport staff, NPD and NFD for securing the scene, Doug Lindley for his emergency response.
- Thanksgiving and Stroll – Mr. Karberg reported that Thanksgiving was down 12% in fuel gallons sold and 7% in total sales. The Stroll week was up 23% in fuel gallons sold, and 22% up in sales.
- PCI Inspection – The inspection was rescheduled for the December 13th. MassDOT Aeronautics performed a systemwide survey to update the Airport pavement condition index which is used to determine AIP funding eligibility.
- Fuel Farm – The work is almost completed, performed by Mass Tank. There is one issue where the cover could not be replaced. The replacement repair will be performed in Spring.
- Fuel Reservations – The Airport will create the request soon for their fuel provider and send it to the Steamship for next year's fuel delivery.
- Aircraft Incident – Mr. Karberg reported that wind blew in unsecured luggage cart across the ramp into the leading edge of left wing of a small business jet. The airport is working through that claim and responsibility.
- Flying Minow – Exercising their option to renew the Concession Lease in the tent.
- FAA Tech. Operations – The Airport is working with FAA for the Runway 15 REILS. The work plan will involve cutting the pavement on the South side of the T-hangars. Approximately 10 to 12 tenants could be implicated either with a short-term relocation or an alternate taxi pad.
- FAA Inspection – Scheduled for May 27-29th 2025.

Statistics:

Mr. Karberg reviewed the October 2024 Statistics:

- For October, total Ops are up 17%, YTD up 3%
- SW Ramp operations were up 14% in October over last year
- Enplanements were up 20% in October, up 10% YTD

Cape Air in October:

- Boston was up 37%
- EWB up 27%
- HYA up 297%
- MVY down 6%

JetBlue in August:

- BOS up 31%
- DCA up 31%
- HPN down 5%
- JFK up 2%
- LGA down 9%

United Airlines, Delta Airlines in August: and American Airlines concluded season in September.

Fuel

- Jet A overall
 - Up 2% FYTD over 3 yr avg.
 - Down 13.5% over the last 3 months
 - Down 20% in November.
- Jet A, FBO
 - Up 7.3% FYTD over 3 yr avg.
 - Down 3.1% for 3 months previously.
 - Down 20.5% for November.
- Jet A, Commercial
 - Down 8.3% FTYD
 - Down 53.7% over the last 3 months.
- Low lead
 - Up 9.7% FYTD
 - Up 3.7% over the last 3 months.
 - Down 5.5% for November.

Freight was down 27% in October.

Down 19% FYTD

- Cape Air Fright, and FedEx were down.
- USPS and UPS were up.

3 Noise Complains in October.

APU Log Summary – In October, Airport Operations logged 6 APU Action Entries.

Personnel Report

Mr. Karberg reported that Elizabeth Reuss has accepted the Administrative Assistance position and will start January 6th.

Airport received 13 Applicants for the FBO position.

The Airport is working to fill a Maintenance M 1 position that is open.

Public Comments

None

Commissioners' Comments.

Mr. Gasbarro added a comment to thank the staff and the Capital Program Committee for their contribution to the Townhouse Project.

As an update to the Commissioners, Mr. Gasbarro reported on the managers' search Preliminary Screening Committee that the Committee narrowed it down to five (5) candidates, and ADK is working on the next step of their process, which is called long-form interviews, and the Preliminary Screening Committee will meet again before the holidays. Mr. Gasbarro will provide more information to the Commission with some to review in January.

Mr. Gasbarro commented on the accident on Monohansett Rd. that he had a brief discussion with the DPW director of Town, and they are working on the design of the road improvement, especially about the puddle on the Monohansett Rd.

Having no further business for Open Session, Ms. Topham 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 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 Mr. Bouscaren and **Passed** unanimously, by the following roll-call vote:

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

The meeting adjourned at 6:05 pm.

Respectfully submitted,

Vilina R. Ilieva, Recorder

Master List of Documents Used:

12/10/24 Agenda including Exhibit 1

Agenda Protocol

11/12/24 and 11/25/24 Draft Minutes

11/20/24 Warrant Approvals

Exhibit 1

Hagedorn Aviation Lease Amendment

Anderson and Kriger Letter of Agreement

Robert B. Our Co., Inc Contract Amendment

PFAS Table

Disposal Site Boundary letters

Drafted Red Version Rates and Charges

G. J. Smith Inc., TAA

Island Road Materials Inc., TAA

October Monthly Statistics

APU Summary