

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

Thomas M. Rafter, Airport Manager
Phone: (508) 325-5300
Fax: (508) 325-5306



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

AIRPORT COMMISSION MEETING
October 11, 2022

The meeting was called to order at 5:00 pm by Chairman Arthur Gasbarro with the following Commissioners present: Anthony Bouscaren, Andrea Planzer, 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: Tom Rafter, Airport Manager, Noah Karberg, Assistant Airport Manager, and Boyana Stoykova-Nelson, Administrative Assistant.

Also Present: Rich Lasdin, McFarland-Johnson Inc. and David Mackey, Anderson & Kreiger.

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. Marks made a **Motion** to approve the 09/13/22 and 9/26/22 Draft minutes. **Second** by Ms. Planzer and **Passed** by the following roll call vote:

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

Mr. Bouscaren made a **Motion** to ratify the 09/21/22 and 10/05/22 Warrants. **Second** by Mr. Marks and **Passed** by the following roll call vote:

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

Public Comment

None.

Pending Leases/Contracts – Mr. Rafter presented for approval the following contracts and contract amendments.

- ➔ **Aero Specialties, Inc.** – Contract Amendment No. 2 in the amounts of \$1,387.50 for supply and delivery of 2 Aircraft Tractors (Tugs). Increase of freight costs.
- ➔ **Five Star Airport Alliance, Inc.-** Contract in the amounts of \$41,476 for Preventative Maintenance Services for the Terminal Bag belt. Three (3) year contract.
- ➔ **Computer Assistance Services** – Contract is a Not-to-exceed the amounts of \$240,625 for Airport IT Services. Three (3) year contract expires 06/30/25.
- ➔ **McFarland-Johnson Inc. (MJJ)-** Contract Amendment No.4 to Task Order MJ-PN-11 not-to-exceed amount of \$24,000 for Granular Activated Carbon (GAC) System Replacement in the fuel farm remediation System.
- ➔ **Lawrence Lynch Corporation-** Change Order No.6 to extend expiration date to 6/8/23 for Reconstruct, Strengthen, Mark, Light, & Sign Taxiway E. No cost change order.
- ➔ **Victor-Brandon Corporation-** Contract in the amounts of \$5,588,888 for Relocate and Reconstruct, Mark, Light and Sign Taxiway G. Anticipated Funding: FAA 90%, DOT 5%, ACK 5%.
- ➔ **McFarland-Johnson, Inc.** – Amendment No.1 to Task Order MJ-EA-01 in the amounts of \$252,800 for Taxiway G Relocation- Design, Bidding & Construction Services. Environmental Mitigation and FAA reimbursable agreement support. Total Cost of contract including Amendment is \$954,500.

Mr. Rafter asked the Commissioners to authorize the Chair to sign the McFarland-Johnson Inc. Amendment No. 4 to Task Order MJ-PN-11 to replace the GAC System in the Fuel Farm. Mr. Karberg clarified that there was no regulated PFAS compound breakthrough into the environment, but the system is approaching the end of its useful life and it's time to be changed.

Mr. Marks made a **Motion** to approve the contracts and the contract amendments as set forth on Exhibit 1 and to authorize the Chair to sign the McFarland-Johnson Inc. Amendment No. 4 to Task Order MJ-PN-11. **Second** by Ms. Planzer and **Passed** by the following roll call vote-

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

Pending Matters – Mr. Rafter reported on:

091019-01 Capital Approval Process/Home Rule Petition- Mr. Rafter explained that the Capital Approval Process is being tracked by the Aircraft Owners and Pilots Association and the Massachusetts Airport Managers Association. The mentioned above

entities have been in a contact with the legislative aid from the Senator Velis's office and offered the following information quote "Due to the title change and the clarifying amendment on 09/26/22 in the Senate, this bill will need to go back to the house for engrossment. After the house engrosses it, the bill must be enacted by both chambers before going to the governor's desk. "

071420-03 Per- a Polyfluoroalkyl Substances (PFAS) Investigation Update- Mr. Rafter gave an update on the PFAS Investigation Status Table. All data and reports are available via website, www.ack-pfas.com.

The Task Order/Phase2 Status: Mr. Rafter reported that the airport is waiting on the synoptic well measurements. Downgradient Property Status, and Potentially Productive Aquifer Exclusion expansion filings will be submitted in Fall of 2022 for review process and posting similar to the IRA updates. Mr. Rafter reported on the Amendment No.3 for Task Order MJ-PN-11 that the airport is coordinating escort for the utility clearing and the sampling is anticipated to begin end of October 2022 into November 2022. Next IRA Status Report #13 is due in February 2023.

Water Service/Water Main Project: Mr. Rafter reported that the patch across Monohansett Road has been completed by Victor-Brandon Corporation.

Finance.

101122-01 Fuel Revolver Cap and Status Update- Mr. Rafter reviewed the Fuel revolver cap status as of 09/30/22, which is included in the packet. Mr. Rafter stated that the revolver is in a great shape and has a gross profit of \$5,870,000 and \$580,000 will be applied to the Operating Budget. This is mainly due to the grant that the airport received in the amounts of \$2.1 million. Mr. Rafter clarified that even without the grant, the airport is slightly ahead compared to last year.

101122-02 Adopt ATM Fuel Revolver Cap for FY23- Mr. Rafter requested the Commission to adopt the ATM Fuel Revolver Cap for FY23. Mr. Rafter explained that during the 2022 ATM the Fuel Revolver Cap was inadvertently included as a FY23 Cap of \$9.5 million.

Mr. Marks made a **Motion** to approve the Fuel Revolver Cap of \$9.5 million for FY23.

Second by Ms. Planzer and **Passed** by the following roll call vote-

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

Manager's Report

Project Updates – Mr. Rafter reported:

- **Crew Quarters Housing-** A meeting with the architect's team was held on 9/19/22 and further understanding of the project was provided. The architect is working on developing a scope and fee proposal.
- **Capital Program Committee-** A meeting was held on 09/29/22 and the airport presented the capital purchase requests. The Capital Program Committee made a few suggestions and has requested more information which Mr. Karberg has since provided them and there were further questions regarding the airport revenue and revenue diversion. Mr. Rafter sent the revenue diversion compliance information from the FAA compliance manual to the Finance Director for the Town of Nantucket. The Capital Program Committee will let the Airport know when this topic will be discussed again.
- **Hangar Development-** The Hagedorn's Aviation hangar is near completion.
- **Terminal Optimization Project-** A stakeholders meeting with the TSA and JetBlue was held and TSA has provided good insight to their design requirements. JetBlue was very excited to see the project moving forward.
- **HVAC Controls Project-** The project is substantially complete. The final items pending are testing, training and as-builts.
- **Taxiway G-** The contract has been approved by the Commission earlier on this meeting. MJI anticipate completing the environmental work simultaneously with the construction in the Spring of 2023.
- **Airport Master Plan-** The survey work has begun, and site visit is scheduled for November 2022 to review current history.
- **Non-standard Geometry Study-** A meeting was held with the FAA, MassDOT and the consultants to review the air traffic memo and the site visit in November will include reviewing the existing geometry issues.

RFP/IFB Bid Status – Mr. Rafter reported on:

- **Security System Maintenance Program-** The bids received were much greater than the planned budget. The airport rejected all bids and will defer the project for another year. The airport will make some arrangements to get through with emergency on-call service.
- **Owner's Project Manager (OPM) Terminal Space Optimization-** The Airport is working on finalizing the contract.
- **OPM Housing Project-** The Airport is working on finalizing the contract.

Operations – Mr. Rafter reported:

- On 10/01/22 the Airport personnel received a request to respond to mutual aid assistance to the house fire on Tristram Avenue. Mr. Rafter recognized the airport personnel who responded and provided support to the Nantucket Fire Department as follows: John Grangrade, Skyler Svedres, Blaine Buckley, Garret Allen, Joeanna Rodriguez, and Chris Vasquez. Mr. Rafter expressed gratitude to the airport employees.
- On 10/14/22 a thirty (30) passenger charter jet arrived on Nantucket. There was a speculation that this was a possible flight similar to the migrants that arrived at Martha's Vineyard a few weeks ago but it was a corporate event visiting the island.

- The Airport is working to develop a Request for Proposals (RFP) for few parcels on Bunker Road.

Statistics – Mr. Rafter reviewed the August 2022 Statistics:

- Operations are down 10.99 % from August 2021
- Enplanements are up 7.78 % from August 2021
- Jet A Gallons are up 12.40 % from August 2021
- Jet A Gallons are up down 8 % from September 2021.
- AvGas Gallons are down 32.82 % from August 2021.
- AvGas Gallons are down 25% from September 2021.
- Freight is down 16.44 % from August 2021
- 28 Noise complaints were filed for August 2022 compared to 37 in August 2021.

Mr. Rafter mentioned that Southern Airways are not going to provide year-round service to Hyannis and Cape Air has a very limited service which causing a concern to the Airport.

Personnel Report- Mr. Rafter reported on:

- The Airport continue to face very competitive job market.
- The Airport received a resignation letter from the receptionist Fiona Johnson.

Commissioners Comments-

101122-03 2023 Commission Meeting Calendar- Mr. Gasbarro explained that the Calendar shows the Commission meetings as being held on the second Tuesday of each month in 2023. The Commission agreed to these dates for 2023 by unanimous consent.

Public Comment-

None.

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; Clause 2: to conduct contract negotiations with a non-union employee, specifically the Airport Manager. Clause 2: to conduct a strategy session in preparation for contract negotiations with a non-union employee where the Chair has determined that an open session may have detrimental effect on the negotiating position of the Airport Commission. **Second** by Mr. Marks and **Passed** unanimously, by the following roll-call vote:

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

Meeting adjourned at 5:22 pm.

Respectfully submitted,

Boyana Stoykova-Nelson, Recorder

Master List of Documents Used

10/11/22 Agenda including Exhibit 1 (Handout)
9/13/22 Draft Minutes (handout)
9/26/22 Draft Minutes (handout)
9/21/22 Warrant Approvals
10/05/22 Warrant Approvals
Aero Specialties, Inc. Amendment No.2
Five Star Airport Alliance, Inc. Contract
Computer Assistance Services Contract
McFarland-Johnson Inc. Amendment No. 4 to Task Order MJ-PN-11 (handout)
Lawrence Lynch Corporation Contract Amendment No.6 (handout)
Victor-Brandon Corporation Contract
McFarland-Johnson Inc. Amendment No. 1 to Task Order MJ-EA-01
PFAS Status Table
FY23 Fuel Revolver Cap Update
Capital Program Committee response letter from Noah Karberg
August 2022 Statistics
2023 Commission Meeting Calendar