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

Warren Smith, Airport Manager
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Commissioners
Arthur D. Gasbarro, Chairman
Andrea N. Planzer, Vice Chair
Anthony G. Bouscaren
Philip Marks III
Michael Leavitt

AIRPORT COMMISSION MEETING
October 14, 2025

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

This meeting was conducted remotely by video conference via Zoom app and will be aired at a later date on the Town of Nantucket YouTube Channel.

Airport employees present were: Warren Smith, Airport Manager; Preston Harimon, Airport Assistant Manager; Mariya Basheva, Finance Manager; Vilina R. Ilieva, Office Manager; Elizabeth Reuss, Administrative Assistant; and Madison Collins, Environmental Coordinator.

Also present: Shawn Cormier, CHA.

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 09/09/25 Draft minutes; hearing none, the Draft Minutes were adopted by unanimous consent.

Mr. Bouscaren made a **Motion** to ratify the 09/10/25, 09/24/25, and 10/08/25 Warrants. **Second** by Mr. Marks and **Passed** by the following roll call vote:

Ms. Planzer – Aye
Mr. Leavitt – Aye
Mr. Marks – Aye
Mr. Bouscaren – Aye
Mr. Gasbarro – Aye

Public Comment:
None.

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

- **Clean Harbors Environmental Services, Inc. – Contract**
  A One (1) Year Contract to Drain the Foam Tanks of the Airport ARFF Trucks No. 1 and No. 3, to Transition from AFFF to F3 Services for $154,375.17.
- **Kobo Utility Construction Corp. – Contract**
  A Two (2) Year Contract for Construction and Completion of the Apron Flood Lighting Project for $1,588,090.00. Anticipated Funding: FAA 90%, State 5%, Local Share 5%.
- **Five Star Airport Alliance, Inc. – Contract**
  A Three (3) Year Contract for Preventative Maintenance Services of the Terminal Baggage Belt for $42,787.86.
- **Nantucket Memorial Airport Commission – License Agreement**
  A License Agreement Between Airport Commission and Warren Smith for Employee Housing Located at 16 Kittiwakke Lane. The Amount of $2,500 is on a Monthly Basis, Expiring June 12, 2026.

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

Ms. Planzer – Aye
Mr. Leavitt – Aye
Mr. Marks – Aye
Mr. Bouscaren – Aye
Mr. Gasbarro – Aye

090925-01 Jet Fuel Discussion
Mr. Smith reported minimal updates on the Jet Fuel discussion. Consultant, Rich Lasdin of McFarland-Johnson, is still seeking an additional quote. A preliminary estimate from MassDOT for a ten-thousand (10,000) gallon fuel farm at Taunton Airport came in at approximately $1.7 million, aligning closely with Mr. Lasdin's previous proposal. Mr. Lasdin is expected to provide more definitive information at the next Commission meeting.

Mr. Leavitt asked for clarification on the size of the fuel farm associated with the $1.7 million cost. Mr. Smith confirmed it was for a ten thousand (10,000) gallon tank farm, based on pricing from MassDOT.

Mr. Marks inquired whether any reservations are being made and if the fuel contract is tied to the boat reservations. Mr. Harimon clarified that World Fuel submits reservation requests to the Steamship Authority about six (6) months in advance, requesting eighteen (18) weekly reservations during peak season, but only fourteen (14) were granted last July and August. Mr. Marks suggested that the Airport or Noonan could request additional reservations independently. Mr. Harimon agreed it's worth discussing, noting World Fuel has managed the reservations for over twenty (20) years. Mr. Harimon believes the right contacts are being made, including the Steamship Authority and Noonan. Mr. Marks suggested the Commission could reach out to the Steamship Authority Commission to explore potential assistance.

Mr. Gasbarro emphasized the importance of clearly communicating to the Steamship Authority that the reservation request is coming directly from Nantucket Airport, not just a fuel supplier. While the Steamship may already be aware, it's critical to formally communicate that the Airport has had to restrict fuel uplift due to limited supply availability. Given the Steamship's own capacity challenges, Mr. Gasbarro suggested allowing another month for progress, but if no connection is made, a meeting with upper management should be scheduled to ensure the message is properly conveyed.

Mr. Leavitt inquired whose name the current reservations are under, whether it is the Airport, Noonan, or World Fuel. Ms. Basheva confirmed the reservations are under World Fuel. Mr. Gasbarro stressed the importance of clearly communicating that the Airport is facing fuel restrictions due to limited supply, which directly impacts aviation users. The goal is to ensure the Steamship Authority understands this is a critical operational need, not just a routine fuel request.

Mr. Gasbarro asked if there were any updates on exploring additional refueler trucks as an alternative. Mr. Harimon shared that World Fuel is open to providing as many trucks as needed, including short-term leases. World Fuel also offers larger Avgas trucks which could support Avgas storage if converting one (1) of the Avgas tanks to Jet A is considered. Mr. Gasbarro requested a future staff recommendation on how many additional refueler trucks might be needed to avoid fuel shortages next season, given no new storage will be available and suggested starting from the current reservation baseline and evaluating logistics such as early scheduling, hazmat regulations, and whether trucks should arrive full or empty.

Mr. Gasbarro proposed acquiring four (4) or five (5) refueling trucks and asked whether that would help operationally, while also noting potential staffing limitations. Mr. Harimon explained that staffing affects how many trucks can be operated at once. Having three (3) or four (4) full seven-thousand (7,000) gallon trucks could help during peak times, but keeping them full and operational adds workload for quality control and maintenance. The trucks will need to be rotated to avoid mechanical issues. Mr. Gasbarro recommended developing an operationally informed plan for how many fuel trucks would be practical, especially for a first-year trial. Rather than aiming for ten (10) trucks, a smaller number might be more manageable and bringing them in before the start of the season could allow for full tanks ahead of Memorial Day, supported by extra fuel loads. Input from Harimon and Smith was requested to determine a realistic number based on staffing, logistics, and operational needs.

Mr. Leavitt asked whether this year's requests have been submitted and what the new total was. Mr. Harimon confirmed World Fuel submitted the requests for July and August, requesting eighteen (18) per week, with no approvals yet.

Mr. Leavitt asked about reservation usage during the shoulder season before peak months. Mr. Harimon explained that May and June had sufficient reservations, and not all were used. Mr. Leavitt suggested unused shoulder season reservations could be used to bring in additional refueling trucks.

Mr. Leavitt raised concerns about bringing over ten (10) refueling trucks, asking where they would be parked and whether any regulatory issues, beyond the known ten (10) foot spacing, had been considered. Mr. Harimon confirmed spacing regulations and noted that FAA checks are manageable, but there's uncertainty about whether clustering multiple trucks could be classified as a fuel farm by fire authorities, which may require containment or other measures. Mr. Leavitt emphasized the importance of addressing these issues beforehand and revisiting the idea of using the rental car lot, which would require relocating the fence and vehicles. Mr. Harimon responded that the idea had only been discussed internally and seems feasible, but no formal planning has been made yet. Mr. Gasbarro suggested identifying an ideal number of fuel trucks for the first year and creating a sketch plan showing where they would be placed. This plan could then be reviewed informally with the appropriate fire official at the Nantucket Fire Department to ensure there are no regulatory issues. The goal is to confirm feasibility and explore multiple approaches to address the fuel supply challenge.

<u>Pending Matters</u>:

071420-03 Per-and Polyfluoroalkyl Substances (PFAS) Investigation
Mr. Smith deferred to Ms. Collins, the Airport's Environmental Coordinator, to provide an update on the PFAS investigation. Ms. Collins reported that there are no major updates regarding documentation, but progress continues on the municipal water connections. Twelve (12) homes have now been connected, and site work has been completed at 21 Monahanset and 83 Skyline. The contractor is currently preparing quotes for the remaining five (5) homes, with completion expected by this fall and no later than the end of the year. The homes that have not yet been connected were rented to seasonal residents, and the owners chose to delay construction to avoid disruption.

Mr. Smith added that the Phase II consent order was submitted to MassDEP before the deadline. In response, MassDEP has requested a meeting to further discuss the letter, which is scheduled for October 30th.

050923-01 Crew Quarters Project
Mr. Smith announced that the official certificate of occupancy was issued last week.

101425-01 Discussion – S.W. Cole Pending Contract
Mr. Smith reported that additional documentation has been presented to legal counsel, who advised further discussion should be postponed until the next Commission Meeting to allow time for review. Mr. Smith requested that the S.W. Cole pending contract be placed on hold until then. Mr. Gasbarro asked if there were any concerns about postponing the matter until the next meeting. Hearing none, he confirmed the decision would proceed by unanimous consent.

101425-02 Discussion – Pearl Construction Change Order No. 6
Mr. Smith reported a proposed compromise from Pearl Construction concerning the change orders. The Airport would cover the cost of two (2) code-required change orders, while Pearl would cover the cost of the remaining two (2) change orders. Mr. Smith consulted with legal counsel and supports this approach, believing it to be the best course of action.

Mr. Bouscaren asked what the amount associated with the change orders was. Mr. Smith stated the total cost is approximately $30,000, covering two (2) code-required change orders. The first involves the installation of a 600-amp disconnect, and the second addresses a retainage wall height adjustment due to a steep incline from the back porch to the step-off area.

Mr. Marks asked whether the original contract and design plans included bringing upgraded electrical service into the building to support future basement build-out. Mr. Cormier responded that the infrastructure was designed to accommodate expansion and that no additional service installation would be needed. Mr. Marks sought clarification on whether this was contractually agreed upon and ultimately concluded that, if the current setup supports the basement build-out, the proposed compromise is appropriate. Mr. Gasbarro expressed agreement.

Mr. Leavitt asked whether the 600-amp electrical service was actually brought into the building or if only a 600-amp disconnect was installed, emphasizing the potential cost implications if the incoming service is only 400 amps. Mr. Cormier acknowledged he did not have the specific information at hand and would need to review the documentation. Mr. Gasbarro agreed that confirmation is necessary before proceeding, stating the Commission needs assurance that the electrical supply is sufficient for the planned basement development before finalizing any decisions.

Mr. Marks explained that the service conductors entering the building are rated for 600-amps, which prompted installation of a disconnect. The panel breaker is rated higher to accommodate future basement expansion, but the electrical inspector advised against relying solely on adjusting the breaker to protect the conductors. Mr. Gasbarro agreed that confirmation is needed and asked Mr. Cormier to verify the setup.

021324-01 Terminal Optimization Project
Mr. Smith reported that the Notice of Funding Opportunity (NOFO) is still pending, with no clear timeline due to the government shutdown. The ongoing delays are tightening the schedule for spring grant applications and awards, so alternative options are being considered. McFarland-Johnson is expected to complete the scope of work for both the Geothermal and Terminal Optimization Projects by the end of the week.

<u>Finance</u>:

051325-04 FY27 Capital Project Request
Mr. Smith reported no changes to the FY27 Capital Project as previously presented to the Commission. Airport management plans to present the related articles to the Capital Program Committee on November 13th.

Mr. Leavitt asked Mr. Smith to report on the recent meeting with the FAA regarding the Capital Improvement Plan (CIP). Mr. Smith confirmed that the meeting took place with both the FAA and MassDOT to review the five-year CIP. The first three (3) years were well received, with no FAA comments, while the final two (2) years remain flexible. MassDOT noted a statewide 10% budget cut, indicating tight funding for FY27 and uncertainty around ASMP item support.

Mr. Leavitt asked how the employee housing proposal would be presented to CapCom on November 13th. Mr. Smith clarified that the housing item is part of the FY28 CIP, so it will not be included in the upcoming presentation.

090925-05 FY27 Final Operating Budget
Mr. Smith deferred to Ms. Basheva, the Business Finance Manager, to present the FY27 Final Operating Budget. Ms. Basheva reported that budget instructions were issued on September 8th, with a submission deadline of September 29th via OpenGov. Throughout September, outreach was made to department heads, including the Airport Manager and Assistant Manager, to discuss

potential increases for the FY2027 budget, which begins July 1, 2026. Actuals from the past three (3) years and current multi-year contracts were reviewed to identify significant changes. The salary budget was developed using OpenGov, incorporating cost-of-living adjustments, step promotions, longevity, and Medicare calculations. No new positions have been added for FY27.

In the FY26 budget, a new operations position was added, originally budgeted under maintenance as a flexible placeholder. Its formal shift to operations explains the increase in that line item and the corresponding decrease in maintenance, which also reflects the retirement of several long-term employees. Security shows a deficit due to the reassignment of the Assistant Terminal Manager role to administration, resulting in a 5.5% increase in that category. Seasonal salaries rose by $60,000 (nearly 18%) to match Town pay rates and accommodate bonuses for returning seasonal staff, most of whom are at the pay cap. Despite these changes, the overall payroll budget increased by less than 1% from FY26, compared to a 13% rise from FY25. On the operating expense side, electricity costs were raised by $26,000 (6%) due to higher rates and the addition of dorm accounts, which are being budgeted without historical data. Repair and maintenance budgets were rolled over from FY26, with no increases despite departmental requests, as prior spending was below budget. One notable adjustment involves the Nobadeer dorm maintenance line, where Mr. Leavitt proposed reducing the budget to $30,000 and reallocating the surplus to the contingency account.

Mr. Gasbarro suggested revisiting the proposed reduction of the Nobadeer dorm maintenance budget from $180,000 to $30,000. The original amount was based on the expectation of hiring a third-party management firm, but with internal management now planned for the first year, the full allocation may no longer be necessary. While supporting the idea of reserving funds for unforeseen needs in a new building, Mr. Gasbarro proposed reallocating the $150,000 difference, suggesting that some of those funds be directed to the Thompson House, which currently has a limited $15,000 budget. Given the uncertainty of the property's long-term housing plan, additional funding could help extend its usability.

Mr. Leavitt emphasized that once the budget is approved, funds can be moved between line items as needed, so placing extra money in the contingency line allows flexibility for unexpected expenses, such as those related to the new dorm or Thompson House.

Ms. Basheva reviewed the tools and equipment budget was increased by $10,000 due to higher-than-expected spending and anticipated needs for a new custodian. The fuel storage facility maintenance budget decreased by $200,000, reflecting a transfer to the general fund after debt repayment, with $110,000 allocated for contracts and the rest reserved for potential cost increases. The special events budget rose by $50,000 to cover a required drill planned for next year, which is required to be conducted once every three (3) years. The FBO catering expense was reduced by $40,000 (50%) due to changes in vendor billing practices, and the FBO purchases budget was also decreased. Several budget adjustments were made for fiscal 2027. The FBO purchases line was reduced by removing a one-time expense for pilot lounge furniture. Uniforms were kept at the same level as FY26 to account for price increases and two (2) new full-time employees. Equipment rental reflects the full lease cost for fuel trucks, though actual spending may be lower if trucks are out of service. The employee housing budget was removed, as it is no longer needed. Snow removal and advertising budgets were rolled over unchanged. Rubbish pickup increased due to a new contract and dorm-related costs. Professional services were budgeted at $630,000, with an extra $100,000 for unplanned projects and a 10% buffer for inflation. Environmental and security budgets were rolled over, with security seeing a $7,800 decrease after a one-time expense.

Miscellaneous purchases were reduced by removing one-time items from FY26. Overall, expenses are down 5% compared to last year's 1% decrease.

Mr. Leavitt raised a question about the $125,000 allocated to the environmental budget line item, asking whether it was still intended for invasive species management and if a formal program was planned. Ms. Collins responded that more clarity would come after the October 30th Technical Advisory Committee (TAC) meeting, but confirmed that ongoing removal efforts for species like mugwort, Japanese knotweed, and Japanese barberry were in place, requiring specialized subcontractors due to chemical handling. Mr. Gasbarro added that the amount likely originated from the former manager, who had served as the environmental coordinator, and emphasized the importance of invasive species control for both compliance and responsible land management, especially in areas like Nobadeer Farm Road, and noted that effective treatment typically takes at least three (3) years. Mr. Leavitt suggested moving the funds to the contingency budget until a clear plan and timeline are established, allowing flexibility for future needs. Mr. Gasbarro agreed and proposed keeping $25,000 in the environmental line item and shifting $100,000 to contingency to maintain intent while preserving budgetary flexibility.

Ms. Basheva reviewed the revenue budget, noting that the Passenger Facility Charge (PFC) estimate is based on consultant recommendations and subject to airline schedule changes. Fuel sales are budgeted at $2.3 million, representing 18% of total revenue, with excess revenue beyond the fuel revolver limit going to the operating budget. Most revenue line items are based on three-year averages or current leases, with a conservative approach due to municipal budgeting norms. Catering income was reduced to reflect only the 25% markup fee, and investment interest was lowered due to declining rates. Overall, revenue is down 2%, with a $400,000 PFC transfer used to balance the budget. A budget review meeting with town administration is scheduled for October 27th.

Mr. Bouscaren made a **Motion** to approve the proposed Final Operating Budget, including two (2) changes that reallocate specific amounts to the contingency line item. **Second** by Mr. Marks and **Passed** by the following roll call vote:

Ms. Planzer – Aye
Mr. Leavitt – Aye
Mr. Marks – Aye
Mr. Bouscaren – Aye
Mr. Gasbarro – Aye

<u>**Manager's Report**</u> – Mr. Smith reported on:

Project Updates – AIP

- ✈ **Concreate Hardstands** – The scope of work for the concrete hardstands at Gate 1, 2, and 2A has been completed. As previously discussed, Mass DOT will be able to provide the financial assistance for this project.
- ✈ **Continued Environmental Monitoring** – No update.
- ✈ **Airport Master Plan Update** – The Airport Master Plan final public open house was held on September 11th that was well attended, with questions focused on noise abatement and

future capital projects. The final Master Plan documents have been submitted to the FAA and are pending review and approval.

- **PFAS Mitigation Grant** – No update.
- **MEPA NEPA Updates** – No update.
- **Ramp Lighting** – The contract for Kobo Utility Construction Corp. was approved. The project is slated to start spring 2026.
- **DBE/ACDBE -** On October 3rd, the Department of Transportation issued an interim final rule updating the DBE and ACDBE programs, removing race- and sex-based presumptions for determining disadvantaged status. All firms must now be re-evaluated by MassDOT as the Unified Certification Program (UCP), and no new contract goals can be set until this process is complete. Current FAA and MassDOT goals have been reset to zero (0). While there's no immediate impact on active projects, extended delays could affect future planning.

Project Updates – Non-AIP

- **Electric Aircraft Charging Station –** No update.
- **Sound Barrier Noise Wall** – Premier Fance has submitted the shop drawings, which are currently under review by McFarland-Johnson. Approval is expected by the end of this week, with a project schedule anticipated shortly after.
- **ARFF Transition** – No update.
- **Tenant Alteration Applications** –
  - **Airport Gas:** Airport Gas is currently progressing with its tank replacement project. The new tanks appear to be in place, and they've done a great job keeping Airport Road clear for passengers throughout the work.
  - **Tradewind Aviation:** Tradewinds made several improvements to the flat roof building including upgrading the pin pad lock and installing solar lights on the landside exterior of the building to improve nighttime safety. Additional improvements will include frosting the glass door and adding a vinyl decal to direct passengers to the lounge entrance.

Mr. Leavitt inquired about the timeline for the High Mast Lighting and Soundwall projects, specifically whether they will still be active during next summer's peak season. Mr. Smith responded that both projects will be completed before the start of the commercial airline season.

Ms. Planzer asked for details regarding the noise project. Mr. Smith explained that the project involves the installation of the new Sound Barrier on the South Ramp extension. The shop drawings for the barrier have been completed by Premier Fence and once approved by McFarland-Johnson, Premier Fence will provide a schedule. The base installation is expected this fall, with the full barrier assembly set for spring.

RFP/Bid Status:

- **RFP – Flat Roof Building:** Work is underway with legal to finalize the Flat Roof RFP. The goal is to issue the RFP within the next two (2) weeks, allowing a new contract to begin January 1st, following the expiration of Tradewind's lease on December 17th.

Operations Updates:

- **Ramp Management Plan** – No update.
- **Airline Service** – JetBlue and Cape Air are the remaining Part 121 operators in the Main Terminal. JetBlue has reduced to two (2) daily flights and will end service for the season on October 20th, while Cape Air will continue operating to Boston through fall, winter, and spring.
- **Baggage Belt System** – Due to a malfunction of the rollup door to the baggage belt system, replacement parts were delivered on October 9th, with repairs scheduled for October 15th. The technician's visit was delayed by storm-related boat disruptions. The rest of the belt system has been operating smoothly, and TSA requested staff to monitor the door for security, which was provided during normal operations.
- **TSA** – The Airport selected a vendor to replace the carpet in the TSA screening area and offices, with installation scheduled for January 5th during the slow season to minimize disruption. The Airport also welcomed Latoya Filiped as the new TSA inspector for the next three (3) years.
- **FAA Part 139 Meeting** – The annual FAA Part 139 snow and ice meeting is being scheduled for the upcoming season and will take place in the next few weeks.
- **Hold Room Overflow Tent** – The tent was scheduled for removal on November 14th, but due to recent storms, it may come down earlier this weekend if JetBlue relocates their equipment.
- **Staff Training** – ARFF employees will undergo extrication training on October 21st, followed by ASOS weather automation training.
- **IT System Upgrades** – The S Drive will be transferred to the cloud to allow remote access to documents.
- **Fuel Sales** – Record sales continue, with a significant increase in 100LL fuel usage this year driven by enhanced routes from Cape Air.
- **Filming in the Main Terminal** – NBC Peacock successfully completed filming for "Five-Star Weekend" last month without any issues.
- **FAA Grants** – The airport has closed out the Taxiway G and ARFF truck grants with the FAA for reimbursement and is now working to close out the Runway 6-24 and South Apron ramp projects.
- **Government Shutdown** – The government shutdown appears likely to continue with no clear end, but TSA and air traffic control operations remain unaffected for now. Business continues as usual, and any changes will be communicated promptly.

- ✈ **Union Collective Bargaining Agreement –** Collective Bargaining season is approaching for the Airport's union employees under the Laborers' Union of North America (LUNA), including maintenance, ARFF operations, and janitorial teams. Kickoff meetings are planned between October 30th and November 4th, with the current contract expiring June 30th next year.
- ✈ **House Move –** A house move is scheduled for October 22nd, with a rain date of October 23rd, following a route that may affect power to the northern airfield and approach lights. A serviced generator is ready if needed. There will be no impact to the terminal, FBO, TSA, or ATCT operations.
- ✈ **Department of Homeland Security** – On September 23rd, the Department of Homeland Security's cybersecurity and infrastructure team visited the Airport to review its security plan and infrastructure. The visit went smoothly, and they are now drafting recommendations to enhance security procedures, which will be shared with the commission and staff once finalized.

Statistics – Mr. Smith reviewed the August 2025 Statistics:

- ✈ **Operations:** Up 35%
- ✈ **SW Ramp Operations:** Down -1%
- ✈ **Enplanements:** Up 13%

  Cape Air: Up 52%
  - BOS Up 25%
  - EWB Up 105%
  - HYA Up 49%
  - MVY Up 166%
  - OWD N/A

  United Airlines: Down -4%
  - EWR Up 12%
  - ORD Down -27%

  Delta Airlines: Down -1%
  - JFK Up 26%
  - LGA Up 96%

  JetBlue Airways: Up 5%
  - BOS Up 9%
  - DCA Up 14%
  - HPN Up 9%
  - JFK Up 26%
  - LGA Up 2%

  Tradewind Aviation: Up 19%

  American: Up 13%
  - CLT Up 2%

        - DCA Up 15%
        - LGA Down 34%
        - PHL Up 16%
        - ORD Down -10%

- **Fuel:**
    - **Jet A Gallons Sold:** Up 21.2% over the 3-year average (YTD), up 21.2% over the previous 3-month average, and up 27.9% over the previous month's average.
    - **100 LL Gallons Sold:** Up 385.7% over the 3-year average (YTD), up 61.9% over the previous 3-month average, and up 80% over the previous month's average.

- **Freight:**
    - Up 15% for August
    - USPS, and FedEx freight was up. Cape Air remained the same. UPS freight was down.

- Thirty-seven (37) noise complaints were received in August. Six (6) complaints were regarding multiple overhead aircraft events over a given duration of time. Fourteen (14) complaints were regarding IFR operations. Fourteen (14) complaints were regarding VFR operations. Three (3) complaints were regarding single overhead aircraft events at a defined time that were unable to be further investigated due to software issues. Follow-up communication was provided for all thirty-seven (37) complaints, ensuring a 100% response rate.

- Airport Operations logged thirty (30) APU Action Entries in August, issuing thirty (30) initial warnings and all PICs complied with APU limitations or provided a valid reason for running. Airport Operations reported that although August was a busy month, most pilots have been complying with the APU limit. Both GPUs were in us daily, often nonstop, to the point a wait list was made to accommodate the demand.

Personnel Report:

- A new ARFF employee, Mikhail Rodriques, has been hired.
- A job opening is available for a janitorial employee to service the FBO, ARFF, and Terminal areas. This will be the first full-time janitor at the FBO, with additional support at the terminal during peak periods.
- The Town of Nantucket is hosting an employee appreciation night next month, recognizing Mariya Basheva and Eddie O'Keefe for five (5) years of service, and Garrett Allen for twenty-five (25) years. Their dedication is greatly appreciated.

Commissioners' Comments

Mr. Leavitt inquired whether Tradewinds' passenger enplanement counts began appearing in the terminal data after they moved to the Flat Roof Lounge, and whether their enplanements were previously included under Southwest Ramp operations in previous years. Mr. Smith confirmed that Tradewinds previously provided data, originally collected through the FBO, of passenger enplanements.

Mr. Gasbarro highlighted a significant year-over-year increase in August enplanements, five thousand (5,000) more last year and a total rise of ten thousand (10,000) from 2022 to 2026. Much of this growth appears linked to Cape Air and JetBlue.

Public Comments
None.

Mr. Bouscaren made a **Motion** to adjourn the meeting. **Second** by Mr. Marks and **Passed** by the following roll call vote:

Ms. Planzer – Aye
Mr. Leavitt – Aye
Mr. Marks – Aye
Mr. Bouscaren – Aye
Mr. Gasbarro – Aye

The meeting adjourned at 6:41 pm.

Respectfully submitted,

Elizabeth Reuss, Recorder

Master List of Documents Used:

10/14/25 Agenda
Agenda Protocol
09/09/25 Draft Minutes
09/10/25, 09/24/25, and 10/08/25 Warrant Approvals
Exhibit 1
Clean Harbors Contract
Kobo Utility Construction Contract
Five Star Airport Alliance Contract
Nantucket Memorial Airport Commission License Agreement
PFAS Table
Crew Quarters – S.W. Cole
FY2027 CIP
FY2027 Airport Operating Budget
August 2025 Statistics
August 2025 APU Log Summary
2026 Commission Meeting Dates