

**Commonwealth Of Massachusetts**  
**County Of Dukes County, S.S.**  
**MARTHA'S VINEYARD AIRPORT COMMISSION MEETING**  
**October 20, 1999 5:30 pm**  
**Martha's Vineyard Airport, ARFF Building, 2nd Floor**  
Notice of Such Meeting having been Posted as Required by Law.

Present: Airport Commissioners: Chairman--Marc Villa, John Alley, Dan Flynn, Sibley, Tim Carroll, Robert Wasserman,\* Frank Daly,\*

Others: Bill Riech - Construction Project Manager; Jonathan McCredie of TAMS,\* Mr. Barry Stott

\* Late arrival or early departure (see \* in text)

**Terminal Project Update:**

Bill Reich reported that he has been at the site everyday as some of the contracts expected to be completed in September are still ongoing. The new apron is paved and waiting for sealing and striping. The landscaper should finish in October with the warranty in force for a year. The fencing contractor has returned again to re-design/re-install the currently insufficient supports for the fences at no cost to the owner. Site signage is expected by Nov. 15. Gary Fauteaux has requested that the sand spec'd for the play area be replaced with a wood fiber surfacing that would be wheelchair accessible. After a discussion on budgeting and safety **Commissioner Sibley moved to approve a Change Order not to exceed a cost of \$3,500 to replace the sand under the play area with wood fiber as proposed by Gary Fauteaux; Seconded; MOTION PASSED -- 4 ayes, 1 nay.** Bill will submit a list of priorities to be sent to the FAA for possible funding. The Family Shelter has started construction. There a one or two roof leaks that are being investigated and sealed. Mr. Reich has not yet received either the Operations and Maintenance Manuals or the As-Built Drawings that are among the conditions of his release. Scanlon has not yet submitted all pending change orders estimated to be about \$80,000 including, asbestos abatement and sewer repair. There is a Change Order for a \$12,000 reduction in asphalt cost for the ramp on the air side due to a failed field density test. The rusting on the bathroom accessories seems to be due to the application of some substance that corrodes stainless steel. It is currently unclear who is responsible but the accessory manufacturer suggested a Scotch Brite 3M pad which works well. The cleaning company had agreed to work on a fixture a night but no progress has been noted.

Mr. Alley and Mr. Flynn then introduced the issue of the Vineyard Transportation Assoc. and shuttle bus signs. The members discussed, inside / outside signs, aesthetics, location, convenience and authority to post. **It was moved that the vta post an aesthetically pleasing bus stop sign at the airport in an appropriate location to be determined by the airport manager; seconded; MOTION PASSED -- 4 ayes, 1 nay.**

Mr. Reich then reviewed his proposed long term maintenance contract. Under this contract for an initial fee he would research and arrange with various contractors for the maintenance needs of the equipment and systems in the buildings. He would then follow up to insure the work is done properly, track and update the Operations & Maintenance for an additional monthly fee. Duties beyond this would be billed on a consulting basis. The Commission commended Mr. Reich for his work and noted the need for a good overseer who would insure that warranties are

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preserved and systems are not neglected. Mr. Reich clarified that his duties would not overlap or supervise the janitorial service but rather would assure the maintenance of building systems and the record keeping and contract arrangements associated with same. The discussion centered around funding availability, timing, Airport Manager responsibility / overlap / workload. Contracts would be authorized by the Airport Manager and figures will start to give a sense of maintenance budget projections. ***It was moved, seconded and amended to accept Mr. Reich's proposed contract for the initial set up and arrangement of various long term maintenance contracts for a fee of \$3,500; after which follow up duties to insure the work is done properly, administer the contracts, make inspections as necessary, keep records, update the Operations & Maintenance Manual and As Built Drawings, for an additional fee of \$800 per month with duties beyond this on a consulting basis to be charged at \$60 per hour, until June 30, 2000 with a possibility of extension pending airport manager negotiations; SO VOTED.***

Allen Dorfman of the Laundromat proposed an additional lease for 66,000 sq. ft., 17,600 sq. ft. is commercial at 27¢/sq. ft. with the remaining 48,400 sq. ft. as parking (of which 15,000 sq. ft. was mandated by the MV Commission) at 20¢/sq. ft.. He is looking for a 20 year lease at an average 21¢ per sq. ft. with a 20 year option to renew and an inception date of October 2000 to begin construction, with an option to cancel if financing cannot be obtained or waste-water re-use system cannot be developed. The current lease is for 14,400 sq. ft. till Sept. 30, 2007 at an average rate of 15.875¢/sq. ft. ***Motion and second to have the property surveyed and appraised.*** Discussion revolved around proper procedure, the necessity for an RFP, survey or appraisal, and minimum pricing. It was suggested that if the bid is accepted that the leases be blended to come to mutual renewal dates. ***Motion withdrawn. Motion to put the property requested by Allen Dorfman out to bid at the agreed minimum price of 26¢ per sq. ft., not to effect existing lease, pending receipt of a footprint from Mr. Dorfman; seconded; SO VOTED.***

Martha's Vineyard Shipyard property was inspected and found to be well within conformity and environmentally responsible. Two articles on the lease need attention. Article 3 regarding improvements and rent abatement has been amended to read in part '...all proposed infrastructure improvements must be presented to and approved by the airport manager prior to installation...' ***Moved to approve Article 3 3.6; seconded; SO VOTED.*** The second article on ownership of improvements allows the tenant to remove any improvements/structures it installed (except sewage and power lines) at the end of the lease returning the property in its original form. It is a requirement of all other leases that buildings and improvements belong to the airport. ***Motion to deny ownership of all improvements as stated in Article 5 5.3; seconded; SO VOTED.***

Vending Machines reports are still not ready and an appointment was made to proceed.

Tom Seeman proposed a new sub-tenant, Bill Smith, specialist in clambakes and catering, in Unit 3 of his building and has therefore requested a water allocation of 600 gallons. After discussion it was consensus of the board that waste water disposal was extremely tight so the limit of 500 gal./day (not average but actual) should be adhered to as the recommended maximum allowable use. ***Motion to approve the sublease to the Martha's Vineyard Clam Bake***

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***through MV Bottled Waters subject to 500 gallons per day contingent upon approval of the Subcommittee on Waste Water, and to rescind the prior sublet; seconded; MOTION PASSED -- 6 ayes, 1 nay.***

A proposal for a self-service and trucking gas station and a convenience store on Lots 17 and 18 with ample parking was discussed issues of aesthetics and the Martha's Vineyard Commission actions were raised, ***Mr. Flynn moved to advertise lots 17 and 18; Mr. Carroll seconded; SO VOTED.***

A proposal was considered for a warehouse and storage facility with the flexibility that bays that could be rented to incubate Island businesses. Discussion centered on lots reserved for Transit and Steamship Authority use to make the business park a transportation hub. Alternate locations were suggested. The disposition of the lettered lots needs to be clarified for possible rental. ***Linda Sibley moved to table the matter until more information was available; seconded; SO VOTED.***

Dukes County Manager Carol Borer forwarded a valid bid for a gift shop. ***Moved to accept the terms of Frederic Mascolo DBA Trader Fred; seconded; passed unanimously.***

There has been considerable interest in the construction of new hangers. Two proposals have been submitted. The proposals are for a larger hanger with 25¢ rent, a 3% gross profit, and the elimination of 3 tie downs, or two smaller hangers 27¢ rent and 10% and 6% gross profit.

Mr. Barry Stott reviewed his long and frustrating history to expand hangers with the Airport and was surprised to find that an offer was being entertained on land for which he thought he already had an option. He presented his proposal to build one large structure across both lots. As Peter Valenti is interested in the existing 3 bay hanger for maintenance and storage of field trucks and other vehicles part of the proposal offers a trade of the gift of the old hanger at a new location in exchange for a rent abatement of similar value. Pro-Con of New Hampshire which builds hangers all over New England designed a preliminary sketch of the proposed structure. The single story building would be 150 ft. wide offset from the Hadley Hanger for extra taxi way. There will be an office structure in the building which is large enough to accommodate any of the Lear Jets that commonly fly to the Vineyard as well as some of the wider jets. He offers a starting land lease at \$12,000 per annum for the combined two lots (representing a little over 29¢ / sq. ft.) and an initial fee of 10% of all gross hanger rental income. If necessary he will also site, clear and pave at his expense 20 extra parking spaces for long term hanger rentals on the east side of the back access road behind the building. In the second proposal Mr. Scott would supply all plans, specs and contract prices and full construction supervision. The airport would raise bonds to pay revenues to erect the building and Mr. Scott would contract to pay off principal and interest on the bonds along with further payment to the airport based on 3% of the bond principal and 10% of the hanger rentals for the life of the contract. Thus the airport would own the building from the start as well as receiving a good rate of return. Several issues were raised in a long debate: the serious disruption occasioned by the construction of the hanger, the co-mingling of large and small craft in a congested area, the noise of the larger jets, the long range plans which suggests a different hanger location and the discrepancy between a percentage of rentals

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and a percentage of sales, work and rentals. The Commission acknowledges and sympathizes with Mr. Scott bureaucratic obstacle course but needs to take all proposals into consideration. ***Motion to take the Hadley Locker matter under advisement pledging to have it on the agenda of every meeting until the matter is resolved; seconded; SO VOTED.***

It was then ***moved to advertise the particular lot that was entertaining proposals; seconded;*** and discussed with some passion. Concerns were over consistency in awarding of proposals, the de facto creation of a bidding process, public information on public land use and loyalty to those who have served the airport well. ***MOTION VOTED -- 6 ayes, 1 nay.***

Jonathan McCredie presented parking issues to the Commission. He is almost finished. Specs were requested and presented. A gate was added at the last meeting on the LTC area.

***Motion to proceed to put out the bid for the agreed-to plan which is that there be parking access at A and parking access road, that there be controlled access gates at B and C with proximity card access readers and an operable parking control sliding security gate at B; seconded; WITHDRAWN.*** There was some confusion over whether this would be parking accommodation which also maintained some security until a proper security system could be installed or whether a bid should be put out for a security system that also accommodates parking. The current system is primarily a parking control system. There is a priority to institute security at Locations B, C and E to meet FAA 107 security requirements. Each step is financed by the revenue from the previous step. The Commission requested that Mr. McCredie check with the FAA to research whether a gate is required. Dan will inform Mr. McCredie if a fence is needed and a proximity card gate hooked into the parking control computer will be instituted in Section 2. Mr. Macredie clarified that there is one computer primarily set up to collect parking fees that allows access to various lots depending on input from the airport that can be customized to address some security issues. Security has to be first, and a revenue generating system is needed to finance it. The subcommittee will meet again. Dan Flynn, as the security coordinator has the ultimate authority and the Commission will agree to their recommendations.

Mr. Phillip Reynolds is gone so ***a motion was made to authorize the Chairman of the Commission to sign warrants, in the absence of an Acting Manager; seconded; MOTION PASSED -- 6 ayes, 1 abstention.***

Mr. Benjamin Jones of the Hyannis Airport, a candidate for Airport Manager is currently available to act on a temporary basis as Acting Airport Manager under a contractual rate of \$250 per day, 5 days per week plus expenses which will include a commuting fee from Hyannis. He comes highly recommended by Steve Muench at MAC. The County Manager has been consulted. His background has been researched. There was some apprehension over hiring a candidate for the interim position. ***Mr. Alley moved to hire Mr. Jones starting Tuesday, October 26, 1999 on a temporary 90 day contract; Mr. Wasserman seconded; MOTION PASSED -- 4 ayes, 3 abstentions.*** The selection committee for Airport Manager narrowed the list to 25 candidates who were sent a supplemental list of questions due 10/20/99. An immediate family member of Mr. Flynn has now been eliminated and he will again be participating in the selection process. Within the next 30 days, the candidates will be further narrowed to a small

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group to be interviewed and then narrowed to a small group for interviews with the Commission. Legal counsel advised that the Selection Committee was correctly appointed. ***Motion to ratify the eight member Selection Committee as Marc Villa, Tim Carroll, Ted Stanley, Carol Borer, Ken Hebert, Les Leland, Beth Toomey; seconded; SO VOTED.***

***Motion to send out an RFP for designer selection; seconded; SO VOTED.*** TAMS will not be applying as this project is now moving out of their area of expertise.

**Revised Budget for the County Manager:**

The budget was reviewed by the Commission. There was a \$209,535.04 surplus in FY99. There is also an additional \$34,000 of recaptured revenue from USAir as well as additional money from the business park which is currently too hard to identify. Mrs. Flanders, the County Treasurer, recommended that a reserve fund for debt service be created which would enable her to get a reduced rate on the bond issue. This would be wise fiscal policy and favorable to audit. Past budgets have listed gas and oil as an expense instead of an inventory item and has now been correctly reconfigured. Expenses were read and the revised budget totaled at \$243,535.04. A replacement pipe is not included as money will be sought elsewhere. Also the Treasurer's figures show a deficit of \$25,729 for a prior year that the Treasurer is expecting to reclaim and about which the MVAC had conflicting information. There was an exchange over whether and how much the airport should contribute to the County Treasurer's salary. The current letter/contract for Treasurer compensation is unacceptable and needs to be re-negotiated. ***Mr. Carroll moved that a subcommittee of two members of the Airport Commission go down to meet with the County Treasurer and the County Manager to negotiate compensation to the County; seconded; SO VOTED.*** John and Tim will go. ***Motion to approve the revised budget; Mr. Alley seconded; SO VOTED.***

***Motion to go into Executive Session to return for the purpose of discussing labor negotiations; seconded; Marc Villa - aye , John Alley - aye, Dan Flynn - aye, Linda Sibley - aye, Tim Carroll - aye, Robert Wasserman - aye, Frank Daly - abstain.***