

Draft
Commonwealth Of Massachusetts
County Of Dukes County, S.S.
MARTHA'S VINEYARD AIRPORT COMMISSION MEETING

November 17, 1999 6:00 pm
Martha's Vineyard Airport

Notice of Such Meeting having been Posted as Required by Law.

Present: Airport Commissioners: Chairman--Marc Villa, Vice-Chair, Linda Sibley, Dan Flynn, Tim Carroll, Bob Wasserman, Frank Daly, John Alley
Others: Ben Jones - Acting Airport Manager; Frederick Mascolo - Trader Fred's, Angela Gompert - Martha's Vineyard Transit Authority, Lenny Jason - MV Commissioner, Pres. Richard Leonard and VP. Cliff Jernigan - MV Cooperative Bank, Mr. Barry Stott, Mr. David Braga,
* Late arrival or early departure (see * in text)

Meeting called to order at 6:07pm.

Gift Shop Award (see 10/20/99 Minutes p. 3)

Trader Fred was the only and highest bidder for the Gift Shop at \$626 monthly; utilities are included but tenant will provide cleaning and phone. Mr. Mascolo pledged local wares and reasonable prices. Discussion centered on inadvertent deadline irregularities and bid specification requirements. There was a consensus that no harm had been incurred Ben Jones will see that electrical outlets are added to the location. **Mr. Dan Flynn moved to award the gift shop and direct the County Manager and Airport Manager to execute a contract with Frederick Mascolo, d.b.a. Trader Fred for the amount of \$626 a month (\$7,512 a year); Mr. Bob Wasserman seconded; SO VOTED, 5 ayes, 1 nay, 1 abstention.** The MVAC thanked Mr. Mascolo and apologized for any inconvenience occasioned by the delay.

Transit Authority

Mr. John Alley and Mr. Dan Flynn excused themselves due to conflict of interest.

The MV Transit Authority has been bidding for Lots 3, 8, 9, and 10 to build an operations and maintenance facility. Ms. Angela Gompert asked that the lots be awarded pending legal negotiations. She hopes that lease negotiations will include some rent abatement for in-kind services such as county vehicle maintenance and cleaning, etc. as well as business park infrastructure. Chairman Villa pointed out that because this is a political subdivision of the Commonwealth of Massachusetts the bidding process on these lots can be waived and negotiations can proceed. There was discussion on several topics: the importance of true in-kind contributions of value to the Airport, the possible disproportionate use of infrastructure, the loss of revenue to the Airport as opposed to community support for public transportation and the correct procedure for the situation. **Mr. Wasserman moved to award Lots 3,8,9 and 10 to the Martha's Vineyard Transit Authority at 26¢ per square foot subject to MAC approval; Mr. Tim Carroll seconded. Mr. Tim Carroll proposed an amendment that the lots be awarded at 23¢ per square foot; Mr. Bob Wasserman seconded; AMENDMENT WITHDRAWN. Ms. Sibley proposed an amendment that part of the rent being paid with in-kind services, no**

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second. SO VOTED. Ms. Sibley emphasized that partial payment by in-kind contributions will be negotiated with the airport manager or commission.

Mr. John Alley and Mr. Dan Flynn return to the meeting.

Job Descriptions

Mr. Wasserman presented the job descriptions for union negotiations that will more accurately reflect current employee duties. These descriptions have previously been reviewed and revised. Mr. Flynn spoke extensively on the need for stringent Aircraft Operations Area security jobs/personnel as well as some provision for business park security. He also brought up the issue of licensing drivers of emergency vehicles. It was agreed that areas of concern would be addressed and the descriptions would be voted at the next meeting.

Mr. Wasserman then reported that a tentative agreement with the union, beneficial to both management and employees had been reached. It will be presented for approval and vote as soon as it has been ratified by the union.

Danielle & Rogers change in tenant.

Danielle & Rogers is merging with Cornerstone Propane and has requested approval to lease their downstairs office to them. There will be no change of use of the premises. *Mr. Carroll move to approve the request; Mr. Alley seconded; SO VOTED.*

Business Park

Lot 11

The deadline has expired on Lot 11 due to Commission oversight and there was a discussion over whether it needed to be put out to bid again. There seems to have been some miscommunication with the County Manager's office on the status of the bid which needs to be cleared up. *Motion to re-award Lot 11 to Mr. Braga pending advice from counsel; seconded; PASSED with Mr. Alley voting nay.*

Lot 12

The same party, Mr. Braga, is the high bidder on Lot 12. He intends to use both lots for warehousing and needs the space for a turn-around for trucks. *Motion to award Lot 12 to Mr. Braga the high bidder at 33¢ per square foot; seconded; SO VOTED.*

Lot 25

The second highest bid on this lot is a minority/DBE company. There was considerable discussion on airport FAA/MAC standing, minority/DBE procedure and the possibility and location of a designated lot. *Mr. Tim Carroll moved to extend the deadline 40 days and notify all bidders and the County Manager of same and contact counsel and MAC/FAA; Seconded; WITHDRAWN. Mr. Wasserman moved to award Lot 25 to the high bidder; Ms. Sibley seconded; PASSED with Mr. Alley voting nay. Mr. Carroll moved that the airport move quickly to establish a place for DBE / SOMBA certified businesses to come into compliance with SOMBA / DBE regulations; seconded; SO VOTED.*

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RFP Policy

Bidding and minimum pricing policy were reviewed. The Commission agreed that there was a need for long range planning on the nature and location of businesses in the park. Mr. Carroll suggested that this be part of the Master Plan. *Mr. Flynn moved that Lots A through J be reserved for aviation purposes only; Ms. Sibley seconded; PASSED with two nays. Mr. Alley moved to put one lot out to bid at a time; seconded; SO VOTED. Mr. Wasserman moved to withdraw Lots 17 and 18; Mr. Alley seconded; SO VOTED. Mr. Flynn moved to place a minimum bid of each lot put out to bid equal to the maximum bid on the most recently awarded lot; Mr. Wasserman seconded; MOTION WITHDRAWN as unclear. Motion to put out Lot 17 to bid at a minimum of 35¢ per square foot; seconded; SO VOTED.*

Reallocation of Funds

\$73,770.39 was put into capital projects for security gates. There is now a high probability of getting the money for security from entitlement funds. The money in capital projects is now needed for water remediation, engineering costs, and the fuel farm. *Moved to use \$73,770.39 in FY00 capital projects originally earmarked for security for water remediation; seconded; SO VOTED. It was similarly moved that the money in Line item 52-990 for \$25,500 be moved to capital projects for water remediation; seconded; PASSED, with Mr. Tim Carroll voting nay.* Mr. Tim Carroll inquired after the context of the request, protesting lack of information on both the budget and the status/billing of the water remediation project. The subjects were explored at length. There was consensus not to incur an extra \$41,000 on the water remediation project without determining if the funds are adequate. There was further consensus to take steps to get a more accurate accounting of the airport financial status.

Old Business

Barry Stott's proposal has been submitted and reviewed by the Commissioners. A temporary lease was suggested in order to compromise on the issue of large jets in the proposed location. It was emphasized that Mr. Stott would return with a plan in keeping with Airport needs. *Mr. Flynn moved to lease the relevant adjacent space to Mr. Barry Stott pending confirmation of an agreement within 60 days; Mr. Wasserman seconded; SO VOTED.*

Accounts Receivable

Accounts receivable, now being entered into the system, was distributed. Mr. Wasserman will meet with the taxi companies. It was agreed that parking revenue collection would be regularized. Mr. Carroll will investigate airport remuneration percentages for the County Treasurer contract.

Airport Manager's Report

Mr. Ben Jones reported that the punch list is about 95% complete. Items remaining are fencing, signage and playground which are all due to be completed by December 6. The low bidder on janitorial services has been working without a contract and there is some question about the quality of work being done. Mr. Jones requested suggestions and input. The antenna site lease has been signed. The FAA airport safety requires a number of drills which are proving difficult to schedule. Mr. Jones will be reporting shortly on the Disadvantaged Business Center status.

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The FAA has informed the Airport that when the current lease is up the Control Tower and extra room space will become rent free. The Tower now operates from 7am to 5pm. Mr. Jones has asked that operations be extended two hours, which can be done without further cost. This arrangement must be cleared through Washington. A near miss with fueling has resulted in more closely monitored fuel delivery. The fuel farm will be pursued by the new County Engineer. Time is now an important factor. Current practices are costly and pose some risk. Mr. Barry Basilion has resigned. Mr. Gary Hart has been selected to replace him. A new labor position candidate will be hired. Mr. Jones reported on fuel pricing. The Commissioners charged him to use his best judgment on discount decisions. TAMS will be giving an open house in Boston, November 23rd. Chairman Villa commended Mr. Jones for his excellent work.

The Automatic Teller Machine bid has been won by the Martha's Vineyard Cooperative Bank. New locations were discussed as the gift shop location is unsuitable. The new location will be leased at the current bid price. ***Mr. Flynn moved to authorize the Airport Manager to enter into a lease with the Martha's Vineyard Cooperative Bank for an Automatic Teller Machine located at the point where the info center is now; seconded; SO VOTED.*** Mr. Jones will speak to Mr. Cotnoir about the Info Center lease.