

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

**December 6, 2000 6:00 pm**  
**Martha's Vineyard Airport**

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

Present: Airport Commissioners: Chair Tim Carroll, Frank Daly, John Alley,\* Linda Sibley, Robert Smith, Marc Villa

Others: Bill Weibrecht - Airport Manager, Sean Flynn - Assistant Airport Manager, Bob Ankstitus - Rizzo Assoc., Cole Lewison - Vineyard Gazette, Leonard Jason - Dukes County Commission, Marni Lipke - Recorder

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

The meeting was called to order at 6:00 pm.

Chairman Tim Carroll reported that Commissioner Robert Carroll had returned home, was recovering well and may attend this meeting or the next.

1. Approval of meeting minutes of November 9 and November 15, 2000.

**MR. JOHN ALLEY MOVED TO APPROVE THE NOVEMBER 9, 2000 MINUTES AS WRITTEN; MS. LINDA SIBLEY SECONDED; MOTION PASSED WITH MR. MARC VILLA ABSTAINING. MR. ALLEY MOVED TO APPROVE THE NOVEMBER 15, 2000 MINUTES AS WRITTEN; MR. ROBERT SMITH SECONDED; MOTION PASSED WITH MR. VILLA ABSTAINING.**

2. Progress update for Groundwater Remediation -- Rizzo Associates

Mr. Bob Ankstitus of Rizzo Assoc. presented charts and reported to the Commissioners. When work started on the new terminal, a plume of several thousand Parts Per Billion (PPB) of PCE and gasoline was discovered which the Dept. of Environmental Protection (DEP) classified as an Immediate Response Action. Rizzo Assoc. treated the soil first while construction was ongoing. In the next phase of groundwater treatment, a pilot was run to test an innovative technique using micro-processors. This pilot phase was successful in the immediate area of the Takemmy Laundromat and the DEP approved the results. From June 1998 to the present the rest of the plume has been steadily reduced so that samples from the 50 test wells are at 1 - 10 PPB with occasional rebounds up to 20 PPB (regulation drinking water requirement is 5 PPB.) No Vinyl Chloride was found due to the relatively sterile nature of the Martha's Vineyard aquifer. Mr. Ankstitus took samples today expecting to submit them to the DEP and apply for confirmatory sampling and a closure of the site. Rizzo is looking to shut down one pump and the Southern trailer, leaving the Northern trailer and concentrating all blowers to filter out the final residue. Five key wells will be kept for quarterly sampling and the other 45 wells will remain open for one year for possible DEP review and then be either filled or capped according to the wishes of the Airport. (Wells are useful for real estate purposes but may also pose a security risk.) He hopes the DEP will close the project classifying the site A-2 (without restrictions) by September,

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2001. Mr. Ankstius proposed billing the Airport in an annual statement as final phase costs are expected to be lower and fixed. There was a brief discussion on the status of the groundwater across Barnes Rd. but evidence points to a local source rather than seepage from Airport property.

3. Business Park -- Assistant Airport Manager Sean Flynn

Airport Manager Mr. Bill Weibrecht informed the Commission that the Airport has been approached by the Martha's Vineyard Regional Transit Authority (VTA) with a proposal for a joint venture to fund their facility (see 8/16/00 Minutes p. 2 item 3.) The Airport would build the facility with Mass Aeronautics Commission (MAC) Aviation Safety and Maintenance Program 80% state grant funding, with a 20% local share. The facility would be leased to the VTA along with an exchange of services such as maintenance, cleaning, fuel and possible FAA and/or other office space. A meeting with interested parties took place but the project is on hold pending Executive Office of Transit Construction (EOTC) action. Mr. Villa objected to trading of services and asked that services, rates and exchanges be documented.

--Approval of Sub Leases -- MV Lot 14, LLC

Paul Bettencourt, Michael Carroll, Lewis Natichioni d/b/a LAN Distributing

John Folina of Cape Building Systems (see 1/19/00 Minutes p. 3) has completed a mezzanine of 5 units and has requested 3 sub-leases. Asst. Airport Manager Mr. Sean Flynn and Mr. Weibrecht have checked to insure the usage is within Business Park regulations and there are no wastewater issues. They recommend approval. **MS. SIBLEY MOVED TO APPROVE THREE SUBLEASES FROM CAPE BUILDING SYSTEMS FOR PAUL BETTENCOURT, MICHAEL CARROLL AND LEWIS NATICHIONI D/B/A LAN DISTRIBUTING; MR. ALLEY SECONDED; MOTION PASSED UNANIMOUSLY.**

--Preliminary Approval -- Donorama's Landscaping

Mr. Flynn presented the plans for a small metal framed building in the corner of Lot 27 with an outline of landscape storage. Concerns were expressed over compost which may attract birds, and possible fertilizer storage which Airport management will regulate with Mass. Safety Data Sheets (MSDS.) There was a discussion over the buffer zone and the access road/40 ft. right-of-way leading to main aviation. **MR. ALLEY MOVED PRELIMINARY APPROVAL OF DONORAMA PLANS FOR LOT 27; MS. SIBLEY SECONDED; MOTION PASSED UNANIMOUSLY.**

Hoyle Tanner will shortly provide current photos and maps of the Airport/Business Park grounds.

Airport Counsel has written Sprint regarding the cell site subleases (see 10/18/00 Minutes p. 2 # 5)

--Approval of Short Term Rental Lots as discussed on 11/15/00

Mr. Weibrecht and Mr. Flynn negotiated a draft agreement with BFI for short term seasonal storage of containers and vehicles (see 11/15/00 Minutes p. 2.) Possible rodent and bird activity were concerns. The containers are steam cleaned and will be stored in a single level (no stacking) to reduce visibility. The lease to run not more than 12 months to preserve short term standing. All structures and changes to be temporary and the Martha's Vineyard Commission to be consulted.

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**MR. ALLEY MOVED TO AUTHORIZE THE AIRPORT MANAGER TO PROCEED WITH NEGOTIATING A SHORT TERM LEASE (NOT MORE THAN 14 MONTHS) AT 35¢ PER SQ. FT. WITH BFI FOR TEMPORARY STORAGE, IN THE SPACE PAST THE HOT TIN ROOF NEAR THE SOIL MOUND; MS. SIBLEY SECONDED; MOTION PASSED UNANIMOUSLY.**

4. Discussion -- Aircraft Landing and Parking Fee Structure

Mr. Weibrecht has drawn up a proposal to raise and regularize ramp fees starting January 1, 2001. Aircraft will now be classified by weight. The minimum flat fee for 6,000 lb. of \$15 will rise to \$18 and the additional fee of \$1 per each 1,000 lb. over the minimum will rise to \$1.22. This change is within industry norms and is expected to bring in an added \$15,000 in yearly revenues. It is the first rise in 6 years. Discussion centered around procedure. Chairman Tim Carroll suggested that the members review the proposal and allow two weeks for public comment before voting on it at the next meeting. Mr. Marc Villa and Mr. Alley suggested the raise was small and the matter routine. **MR. ALLEY MOVED TO APPROVE THE NEW RAMP FEE SCHEDULE AS RECOMMENDED BY THE AIRPORT MANAGER; MS. SIBLEY SECONDED; MOTION PASSED WITH MR. ALLEY, MS. SIBLEY, MR. VILLA AYE; MR. FRANK DALY, MR. ROBERT SMITH ABSTAINING; MR. TIM CARROLL NAY.** Mr. Carroll felt the raise was too low.

5. Request to name the road to Administration Building and Hot Tin Roof

County Manager Carol Borer has requested that the road now leading to the Hot Tin Roof and the County Administration Building be named and a sign posted so that clear directions can be given to the public. Mr. Weibrecht reminded the Commission that this road was likely to become a major connection with the Business Park. **MR. ALLEY MOVED TO NAME THE ROAD NAVY ROAD; MR. DALY SECONDED; MOTION PASSED BY ACCLIMATION.**

6. ARFF Equipment Update -- Cmsr. Smith

Mr. Smith and Mr. Weibrecht reported on their meetings and research regarding rough spec.'s for the purchase of new Airport Rescue and Fire Fighter (ARFF) vehicles (see 7/19/00 Minutes p. 2 item 5.) JMAC approved both an index A and an index B vehicle. The next step will be to completely spec. through the vehicle needs and accessories so the Request For Proposal (RFP) can be put out for March, 2000. After a short bid period the award is expected in early spring for what may be a 10 month delivery cycle. The old truck may go out on loan to other localities and/or may be fitted with a brush cutter to spare the newer vehicles during off grounds incidents.

Mr. Flynn presented several financial reports generated from the new accounting system which he is building. The Year To Date Accounts Receivable is set up by the accrual system so that as soon as a bill is invoiced it is counted at income--whether it has been paid or not. To ascertain the exact financial standing of the Airport figures should be compared with the Aging Report. Allowing for the seasonal nature of the Airport, revenue is meeting or exceeding most estimates at the halfway point of Fiscal Year 2001. Parking fees in particular are expected to bring in substantial income. Mr. Daly,

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Mr. Smith and Mr. Kann met to plan more equitable restructuring of wastewater fee allocation to be based on actual use. Many increases are due to the more regular collection and enforcement of leases and fees. Mr. Flynn also presented a chart of tenants formulated to insure the timely and accurate invoicing of rents.

\*Mr. Alley and Mr. Leonard Jason left the meeting.

Mr. Flynn reported that in response to the Notice to Quit (see 11/15/00 Minutes p. 1) sent to Osprey Trades, Mgr. Weibrecht discussed both with Mr. Vogel and Dukes County Commissioner Robert Sawyer matters related to the use of the area south of the SSA lot, as well as the improvements claimed to have been made by Mr. Vogel to "A" Street. An official written response to the Notice must be received from Mr. Vogel before further action is taken. The matter is expected to be resolved next week. For the record Mr. Villa objected to Commissioner's Sawyer's participation in this matter.

Many tenants have paid already but Mr. Rotundo and the Aero Club need reminders. Mr. Villa suggested that management consider instituting interest charges on late payments. Mr. Weibrecht expects to do so as soon as all documentation is complete. A large number of minor arrears have appeared in the course of reviewing the accounts. The larger items are being pursued but in the interest of expediency some smaller items (pages of old \$5 ramp fees) may be difficult to collect. **MR. VILLA MOVED TO AUTHORIZE THE AIRPORT MANAGER AND ASSISTANT MANAGER TO SIGN OFF ON ANY WRITE-OFFS ON ACCOUNTS RECEIVABLE OF LESS THAN \$500, ANYTHING AT \$500 OR MORE MUST BE BROUGHT BEFORE THE MARTHA'S VINEYARD AIRPORT COMMISSION FOR APPROVAL; MS. SIBLEY SECONDED; PASSED UNANIMOUSLY.**

Mr. Flynn reported that he had requested information for reconciliation from the County Treasurer and had received a timely response including bank statements and deposit slips. Melanson Heath & Co are trying to contact Powers & Sullivan to meet and review the Airport / County status (see 11/9/00 Minutes p. 1 item 2.)

Chairman Carroll reported that the Public Advisory Team (see 11/9/00 p. 1 item 3) would meet on Tuesday December 12, 2000 at 4:30 in the Plane View. Many consultants will be on hand including representatives from MAC, FAA, DEP, etc. All Airport Commissioners are welcome as it is an opportunity to meet the funders and regulators of the Airport as well as PAT members.

The Commissioners briefly discussed the survey of rare species.

There was a discussion on whether the minutes should be curtailed to read Board actions only. The managers and some of the members expressed the importance of a record of MVAC intentions and objections related to the actions as well as Business Park reports. The minutes will therefore continue as is with some editing. Recorder Marni Lipke, informed the Board that as of January 1, 2001, she will raise her rates to \$25. per hour. It is her first rate rise in three years and she hopes the Board will except her continued services. Ms. Lipke will submit a formal letter so stating.

5. Adjournment

**MR. VILLA MOVED TO ADJOURN; MS. SIBLEY SECONDED; MOTION PASSED UNANIMOUSLY.**

The next meeting will be Wednesday, December 20, 2000. at 6:00pm.