

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

**January 5, 2005 5:00 pm**

**Martha's Vineyard Airport**

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

Present:

Airport Commissioners: Chair Jesse B. (Jack) Law, Vice Chair John Alley, Leslie Leland,  
William (Bill) Mill, Norman Perry\*

Airport Staff: Bill Weibrecht - Manager, Sean Flynn - Assistant Manager,

Dukes County: E. Winn Davis- County Manager

Others: Marni Lipke – Recorder; John Clarke – Fire and Ice;  
Fred Natush – MVTV

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

The meeting was called to order at 5:05PM.

1. Approval of Meeting Minutes:

- October 6, 2004

Mr. Bill Mill had one change which he had already discussed with Ms. Lipke who agreed that the word “pumpkin” would be explained or replaced; there were some brief remarks. **MR. JOHN ALLEY MOVED TO APPROVE THE OCTOBER 6, 2004 MINUTES AS AMENDED; MR. MILL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

- November 3, 2004

**MR. ALLEY MOVED TO APPROVE THE NOVEMBER 3, 2004 MINUTES; MR. MILL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

2. Election of Airport Commission Chairman

MR. MILL NOMINATED MR. JACK LAW AS CHAIR; MR. ALLEY SECONDED; THERE BEING NO OTHER NOMINATIONS THE VOTE WAS CALLED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.

3. Election of Airport Commission Vice Chairman

MR. MILL NOMINATED MR. ALLEY AS VICE CHAIR; MR. LESLIE LELAND SECONDED; THERE BEING NO OTHER NOMINATIONS THE VOTE WAS CALLED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.

4. Meeting Schedule Approval

Chair Law asked the Commissioners to review the meeting schedule (see documents on file); Airport Manager Mr. Bill Weibrecht described it as the usual first and third Wednesdays still at 5:00PM unless the Martha’s Vineyard Airport Commission (MVAC) deemed otherwise. **IT WAS THE CONSENSUS OF THE MVAC THAT THE SCHEDULE WAS SATISFACTORY.**

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5. Request For Sublet Approval – John Clarke of Fire and Ice, LLC.

- Request to approve a sublet for an allowable use, between Fire and Ice, LLC and Conover Restoration for space in building B unit #2 of Lot #26.

Chair Law called this item and gave the floor to Mr. Clarke. Mr. Clarke was looking for approval for a subtenant swap since he lost a tenant, Millennium Glass, in one of his bays, who was hardly there long enough to notice. The new subtenant was Garrett Conover an Edgartown contractor, very similar to everyone else was in that building.

- Assistant Airport Manager Mr. Sean Flynn reported the this was on the standard lease form that had already been approved by counsel, the same as Mr. Clarke had used in the past and he reported further that Management had no issues. Mr. Weibrecht added that the tenant was an allowable use.
- Mr. Leland asked about the need for storage space. Mr. Clarke requested clarification on whether he was asking about outside storage, inside storage or any storage in particular. Mr. Leland asked if it would involve any outside storage. Mr. Clarke replied it would not.

- Mr. Clarke was going to ask for permission to put in another screening fence for the original building that Fire and Ice built because there was a little outside storage there that he would like to screen, but the only real outside storage was what he had used in his own business and was on the end of that building and had been screened. Mr. Alley asked if that had been approved, to which Mr. Clarke replied that it had (see 11/3/03 p.4-5#3).

- The additional tenant would not need any outside storage; he was basically storing some work equipment, a Cadillac, and a couple other things but not a lot and no outside requirement.

- Also there was very little traffic as Fire and Ice took people that did not use much in the way of vehicles.

- Mr. Alley confirmed that Conover Restoration was not there yet but was waiting for approval and Mr. Clarke replied that yes, they were waiting. **MR. ALLEY MOVED TO APPROVE THE SUBLET BY FIRE AND ICE SPACE IN BUIDLING B UNIT #2 ON LOT #26 TO CONOVER RESTORATION; MR. MILL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.** Chair Law thanked Mr. Clarke and wished him a good night. Mr. Clarke thanked the Commissioners and wished them the same.

6. Cottage City Distributors / Tom Fitzpatrick – Management Update

Mr. Fitzpatrick not being present Mr. Weibrecht reported that at the last meeting there were three items required of the tenant (see 12/1/04 Minutes p.27); the other two had been cleared and this was the third which showed that Mr. Fitzpatrick had entered into a contract with the sprinkler company to begin—or rather to complete—the installation of the fire sprinkler system (see documents on file). The MVAC gave him a time frame of 60 days from the last meeting to complete the work so this was his effort to show the Airport that he actually was progressing. Mr. Weibrecht therefore was just giving a status update that the contract was provided back—if he remembered correctly—on December 17. Chair Law noted that Mr. Fitzpatrick was coming along to which Mr. Flynn agreed.

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Mr. Alley asked if the junk had been picked up from the lot. Mr. Weibrecht said that it had been done and was, as he had previously stated, fairly minor. Mr. Alley responded that this was good. Since the sprinkler contract had been the main requirement, there were really no further actions required unless Mr. Fitzpatrick failed to meet the more comprehensive directions.

7. Discussion of New T-Hangar Development and Related Issues

Mr. Weibrecht pointed out the Draft Request For Proposal (RFP) package in front of the Commissioners (see documents on file) which was very similar to the one utilized last time for the same purpose. In the back of the packet was a plan. Mr. Weibrecht wanted to walk through some of the differences.

- In short the Airport had a need and desire for additional T-hangars. The Airport had discouraged those from trying to progress too fast while the environmental work associated with the Airport Master Plan was being done, since the Master Plan did include additional T-hangars. The Airport was now at that phase where no environmental permitting problems whatsoever were anticipated in association with the T-hangars. At the same time the need had continued to grow and the cost of steel—which would make any building more expensive—had continued to increase; so the Airport was again being driven by the demand and market. The need would increase as the Airport moved forward on the actual progression of its capital improvement projects in the future because some of the projects called for the currently existing hangars to be torn down to make space for additional ramp, so there would be some displacement. Mr. Weibrecht would now like to proceed to get the RFP out and actually solicit bids so the process of building the next T-hangar could be started.
- The Airport had space reserved for two additional hangars; Buildings A, B, C, D, E, and F were already constructed. The next two were shown in the Master Plan in this current location, and there was essentially no change in the plan, and the hangars would be built as projected.
- This would be Building H. The Airport was skipping over Building G for the following reasons.
  - One of the potential proposers for this facilities had done some legwork out in front of the RFP to see if an extra bay could be put on the structure. That proposer was Mr. Jimmy Rogers who was well known here in the field as an airplane and power plant mechanic. He would like to continue to do more such work but space was currently an issue for him since he now operated out of Duchess Hangar. He was a licensed airplane and power plant mechanic and was doing some amount of work but the problem came down to storage and to dedicated space that was appropriately heated and lit. (Duchess was old and not in the greatest repair and so was not conducive to this kind of labor—besides being an extremely large building which made it hard to keep at a working temperature during the off-season.) Mr. Mill asked if Mr. Rogers was going to work in the T-hangar. Mr. Weibrecht pointed out that the proposed T-Hangar had an odd notch making it more L-shaped which allowed him to lay it out with a double access to a single bay with two different doors. Management worked with him to see if it would fit and had some additional surveying done in that area to make sure that what was planned would actually fit and this plan had just recently come back.

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- Another of the issues was the proximity to the Tennis Center. It had always been a bone of contention with the Tennis Center's operator that the aviation building should not get that close to the Tennis Center. Management had made it very clear that aviation was the primary activity at the Airport and that this space had always been reserved for that purpose. That being said, the other reason why the H slot was chosen was that it would help with some of the Vineyard Tennis Center's concerns since just by chance the way the notch was designed it would block some of the additional sound that could be in that neck of the woods. Even though the activity was not very frequent, when the airplane ran, it ran for days, it ran for hours. Mr. Alley added also that there was the noise of the tennis balls which brought a small laugh. Mr. Weibrecht added that there was vehicle traffic in that area which was a commercial setting. Over time the access to all the T-hangars would be from that area, hopefully this would happen sometime next year as Mass Aeronautics Commission (MAC) money became available. Consequently he thought the project lent itself naturally to the area.

-The parcel outlined for the Tennis Center reflected the actual parcel leased and showed the T-hangar would come within 20 ft. of the property boundary—as was the practice in the Business Park. Originally there was a potential for an additional parcel behind the Tennis Center which was never exercised and had now expired. At Mr. Mill's request Mr. Weibrecht identified the parking space as being to the North. The fence had been aligned to accommodate this so that eventually the fence would be meshed back into this building, which might also be a straight T-hangar if someone else were to win the proposal.

- The advantage of having Mr. Rogers having a place to work at the Airport—be it in his own proposed building or someone else who might do the building but entertained this idea—was that the Airport picked up a mechanic on a more full time basis. Mr. Rogers was also a carpenter and the more he worked on the field the more likely he was to make a living here and the better off it would be for the Airport and the Airport's customers. Mr. Rogers has been helpful to the Airport with its equipment, fire trucks, tugs, raw power units, etc.—and most recently and most importantly with the snow blower. Mr. Rogers worked on all different types of aircraft both small and large with a base of customers here; so, yes, the Airport wanted him to have a spot—although Mr. Weibrecht was not advocating that the Airport would bequeath him the land. Mr. Weibrecht did, however, emphasize that on Nantucket the airport actually came out of pocket and paid to have a mechanic available on site during the summer months because it had become such an issue. Therefore it was healthy and smart that the MV Airport foster anything it could to increase of those services.

- Mr. Leland asked what square footage Mr. Rogers was proposing. Mr. Weibrecht replied that the Airport was actually setting boundaries and looking at about 40,000 sq. ft. plus or minus.

- Mr. Leland asked about the price per sq. ft. Mr. Weibrecht was currently going back to validate the Airport's pricing. The last one went out at a set minimum of 29¢ and a proposal was received and accepted at 33¢. The price was now Consumer Price Indexed (CPI) at 34 3/4¢.

Mr. Weibrecht was surveying other Massachusetts airports to see if the MV Airport was in the ballpark but he would imagine that he would recommend to the MVAC that it would probably be 38¢, 39¢, or 40¢ minimum—most likely at 40¢. Hyannis had had recent activity, as had New Bedford although they were in a different category. Mr. Weibrecht was still waiting for a bunch of others but had gotten

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four or five rates from smaller airports which were at about a third of the MV Airport rate for aviation properties. The rates were clarified for Ms. Lipke.

- Mr. Weibrecht then brought up another topic. At different times in the past two years, some of the Commissioners, especially Commissioner T. J. Hegarty had expressed a concern that the Airport should be the one developing the private hangar property there, so Mr. Weibrecht brought it to the MVAC now before the process went too far.

- Mr. Mill thought the Airport would not want to get involved in maintenance expenses over the 20 year life of a hangar. Mr. Weibrecht agreed and went on to state that he had three primary concerns of which this was the ongoing one. Second, the project would tie up Airport capital which could be put towards match money for other things, or would have to be borrowed. Third, in terms of construction and also of maintenance the Airport as a public entity was tied to the prevailing wage so that it could not build or maintain the facility for the same money that a private individual could. In other words it was not as simple as it looked and therefore Mr. Weibrecht did not recommend this course. If however the MVAC felt differently, now was the time to discuss it and get it out.

- Mr. Leland pointed out that most leases were 20 years with a 20 year option to renew which was long but reasonable; because of if that kind of money was being invested then the extra 20 years rent was needed. Mr. Weibrecht agreed that it was 20 plus 20 and noted that the last 20 years was the most active in the maintenance area. Once the Airport was in the business, it was stuck with it, and further if the facility then became a burden the Airport would incur further cost in disposing of it.

- Mr. Weibrecht did not think it was smart for the MV Airport at this point. There were some airports that did this and were successful, primarily in other states. To date the airports in Massachusetts which owned hangars, that Mr. Weibrecht was aware of—although there might be something new he hadn't heard of—were usually a matter of an airport inheriting the building either because of a lease default or because of a turn-back clause—where whatever the lot improvement had been, it was turned back to the Airport and rented out as an entire entity both land and property.

- Mr. Weibrecht will clean up the rate and provide more information although he repeated that he expected it to be in the 38-40¢ range.

- Mr. Alley stated that as long as the rent was fair market value it was to the Airport's advantage to have a private developer put up a facility and pay the Airport. **IT WAS THE CONSENSUS OF THE MVAC THAT HANGARS BE DEVELOPED BY PRIVATE ENTITIES (I.E. NOT BY THE AIRPORT).**

- Mr. Leland noted that when he used T-hangars there was a strip set aside for parking and assumed that there would be some area to accommodate parking. Mr. Weibrecht assented that it would be in the final plan as it was worked out, especially as the back corner was developed. Whoever built the building would have to clear 20 ft. around the building which was generally where most vehicles parked. For the larger developments there were five or six permanent parking spaces. One of the things that had changed in the interim was that the Airport had a parking lot in the back associated with the hangars where space was available as long as Management knew to whom the vehicles belonged. Mr. Weibrecht anticipated that the Airport would do this as the development came around that back gate as

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well. There was a general voice on parking and Mr. Flynn explained that an area had been wrapped with fence for additional parking and that further most people parked for short periods beside the taxi lane without obstructing it. For those going for a longer period of time they took the plane out of the hangar and parked the car inside—which Management did not object to on a temporary basis. Mr. Leland agreed that he was aware of that: pull the plane out, put the car in.

- Mr. Weibrecht thought he had covered all the issues that he wanted to put out for the MVAC to think about and would give them time to think about it and vote it at the next meeting—or this one if they so desired. Chair Law asked if anyone had any problems with the topic and there was a general voice that there were none. Mr. Leland confirmed that this was Mr. Jimmy Rogers and stated he had no problem and had been through this process before and understood it well.

**MR. ALLEY MOVED TO AUTHORIZE THE RELEASE OF THE RFP FOR AVIATION USE PARCEL NESTED T-HANGAR “H”; MR. MILL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.** Ms. Lipke clarified the motion and the previous discussion. It was noted that anyone could bid on and be awarded this parcel including Mr. Rogers. Mr. Weibrecht addressed clarification of the rate. **MR. ALLEY MOVED TO AMEND THE MOTION TO STATE THE PARCEL BE LEASED AT A MINIMUM RATE OF NO LESS THAN 38¢ PER SQUARE FOOT FAIR MARKET VALUE AS DETERMINED BY THE AIRPORT MANAGER; MR. MILL SECONDED; AMENDMENT PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

#### 8. Airport Manager’s Update

Mr. Weibrecht reported that the Airport was still waiting for the actual Secretary’s Certificate. Management now knew that it had been mailed (this time the Office did not allow an opportunity to for the Airport to come over, make copies and distribute them). The good news was that it was known to be en route and should arrive any day depending on the U. S. Mail and the weather.

In the meantime Management had been working with the Natural Heritage Endangered Species Program office to get the actual conservation permit which would eventually need to be issued. The Airport had submitted a Draft Wildlife Management Plan for the entire property which was essentially a requirement of the Certificate.

In addition a permit was required to take anything on the rare or endangered list; including mitigation, monitoring plans, and actual transplanting – i.e. the mechanics of how a plant A would be moved to a space B. Mr. Weibrecht reminded the Commissioners to keep in mind that this related to relatively small areas, small clumps of grasses, etc. And further that the Airport planned to make improvements such as taking down the red pines to make land available for grass species. Management had been working on the permit and anticipated it would be available within the next 30 days marking good progression in this area. The Federal component of the process the Environmental Assessment awaited the Mass. State Certificate and once this was seen the Assessment could be issued and Mr. Weibrecht felt the Airport would be in good shape.

- This would allow the Airport to move forward on several property issues including the Tennis Center parking area that had been discussed (see 11/5/03 Minutes p.23).

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- A response could also be obtained on the release of the property for use by the jail.
- In addition the property issues in respect to the County Administration building and Communication Center could be cleared up.

- The Airport had recently started work on this again. Historically there had been a meeting in –Mr. Weibrecht guessed—June in regards to trying to determine what the actual rates to set for the County use of the properties. These rates still needed to be approved by the Federal Aviation Administration (FAA) and this issue needed to be cleared up.

- County Manager Winn Davis asked if Palmer and Dodge had finished their work. Mr. Weibrecht responded that the draft of the memo was finished and the Airport needed to provide them with a number to put it into one package. Management had started this about two weeks ago and were expecting to do this in very short order over the next week or so, so that this discussion could proceed at the Airport and then with the FAA.

- In other words the process was at the cusp where the Airport was getting all the pieces of the puzzle to put together.

- This would also present a final resolution to the \$108,000 issue (see 3/7/01 Minutes p. 5#5 and 6/20/01 Minutes p.2) and it was hoped, to a myriad of others.

Due to a blizzard the Airport was closed for an extended period of time from 8:00 Sunday night until 7:00 Tuesday morning. Mr. Mill asked if the Airport got to use the new de-icer. Mr. Weibrecht replied that yes, the Airport actually did about 300 gallons on four or five aircraft —some of which aircraft would probably be still parked out on the ramp or at least would have through the end of that week, but for the de-icer. The Airport was also starting to see operational changes with the regular users who used to come in, drop off people and scoot home. This week there were two airplanes at the Airport which would never have stayed if de-icing were not available. The Airport did five or six operations today of that category and there were two or three who called yesterday to say they would have changed or canceled the trip if the Airport did not have de-icing. Management sent out a blast of emails last week as the weather hit the area. People were starting to think about these issues and there was a fairly good response to the mailing from people who had missed previous notification. The machine functioned very well.

- Ms. Lipke clarified the times the Airport was closed.

- Mr. Weibrecht explained that most of the time was due to the loss of the Airport's high volume snow blower which was probably one of the most ancient pieces of snow removal equipment the Airport had and one of the more critical ones. When there was a heavy wet snow with high wind blowing such as had been the case with this storm, it was not possible to just plow it over to the side of the road, it had to be blown up and away by a snow blower; so when this piece of equipment died the staff lost 8 or 9 hours.

- Mr. Mill asked if it was back in operation now and Mr. Weibrecht replied that it would be tomorrow when the parts arrived—it was a clutch problem. In the meantime Management had contacted MassPort to see if they were discharging any equipment this year.

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- This was one of those things the Airport would have to address from Capital Means very shortly. Management had known for a while but it was one of those items that sometimes the Airport used a lot and sometimes did not use very much.
- Chair Law asked how much it might cost and Mr. Weibrecht responded that \$140-150,000 would cover a blower that was the right size but the least capable. Mr. Flynn stated that about \$240,000 would replace the exact one the Airport now had. Mr. Weibrecht added that the equipment went upwards of \$300-400,000 for a self contained unit and explained that the Airport's model was mounted on the front end of a front-end-loader that actually carried it around so that it was sort of a self-contained unit. This was the third year in a row that the unit had a clutch problem.
- Chair Law concluded that something had to be done. Mr. Weibrecht concurred and noted that the equipment was eligible for portional grant funding. Management would finish a grant application so that it would be ready if the Airport got a project that could be quickly enacted. Chair Law asked if the Airport could look forward to having a new one next winter. Mr. Weibrecht did not necessarily think so. Chair Law asked if the blower wasn't completely finished.
- Mr. Weibrecht reminded the MVAC that the Airport had just bought a maintenance tractor three years ago with a snow blower attachment which had bailed out the Airport, but it just could not handle this storm. Mr. Flynn explained that when the staff made the decision to put the blower in a wind row that might be 3 1/2 – 4 ft. tall by 8-10 ft. wide but the only thing that would have moved it was the larger snow blower.
- Mr. Weibrecht informed the MVAC FYI that the MV Airport was not the only one closed since both Hyannis and Nantucket were closed for just as long. Mr. Mill added that Logan was down to one runway which Mr. Weibrecht expanded was for all of Monday or at least until mid-afternoon, although for them, in Boston, it was a different storm.
- Mr. Flynn noted that MV Airport did stay open enough for two helicopter med-evacs during Sunday night and into Monday morning.

At Chair Law's encouragement Mr. Weibrecht described the Airport's hosting of the Tenants Meeting Monday night to talk about issues. It was open to all but most heavily attended by Business Park tenants.

- This would become a quarterly event.
- The meeting had generated a sub-group on car rental issues that would meet tomorrow; other individual groups would meet separately.
- The Tenants Meeting was a success. The Airport wanted to let the tenants know that the MVAC was concerned about the cleanliness of the lots, storage, property uses, etc. in order that it could be dealt with it in a pro-active, here-it-comes, don't-get-caught basis, so everyone would have a plan.
- About 10 to 15 issues were discussed, some of which had been heard from tenants individually but were now clear on consensus.
- Probably the most important thing that grew out of the meeting was that a tenant's organization would be re-formed (years ago the tenants had their own organization). This would be an asset, making it possible to negotiate on what would work best on different issues so that problems could be seen and

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dealt with before becoming too large. Mr. Weibrecht felt it had been a very productive and cordial meeting. Chair Law agreed that it had been good and everyone had been happy and that water was a big subject. Mr. Weibrecht confirmed that water had been a big subject. Water had been billed out and the water rates being high, sticker shock had been a big issue and would continue to be a big issue. He reminded the MVAC that Oak Bluffs had charged the Airport very high rates. The revenues were being collected but the bills were putting a face to the issue that the Airport had expensive water.

- The positive side was that tenants were trying to address their issues such as metering irrigation so that they would not be charged for every drop of wastewater. Water use conservation would also be tailored by the individual tenants. The rates were what they were and whatever the tenants used was billed so they would find a way to reduce their usage and cut down on their bills. It was probable the Airport would be seeing a whole host of letters regarding the rates which the MVAC would have to deal with.

- Mr. Leland asked at which end the water was metered, coming in to tenants or going out to the treatment plant. Mr. Weibrecht explained that water was measured on a gross basis at the main pipe that fed into the Airport and then there were meters for each tenant which Airport Water / Wastewater Operator Mr. Michael Eldridge read monthly. Tenants were billed quarterly. The rate structure the Airport established had different tiers but essentially the Airport was at the highest tier coming out of the gate. Essentially there were some small other uses and overhead charges as far as future capital improvements.

-Mr. Leland could see there might be a difference as to what came in and what went out. Mr. Flynn explained that the wastewater regulations stated that if the tenant wanted to connect their outside usage (such as irrigation) to a separate meter the Airport would subtract that from the amount of the water meter so the Airport would not charge that as wastewater. Some people had taken advantage of that and some people that should have, had not. Mr. Weibrecht expanded that Management had told this to tenants for a long time and particularly during the approval process, so that if the tenants did not spend the \$200 for the other meter it was their own problem.

- Chair Law reported that the tenants were glad Management had called the meeting. Mr. Mill was glad the tenants were going to get an organization together since this could ultimately solve a lot of the he-said-she-said type of complaints. Mr. Weibrecht agreed and added it had aired other issues, the traffic, the parking, the signage, the post office boxes, etc. Mr. Alley put in that the old tenants organization always met at the Hot Tin Roof at 5:00.

- Mr. Weibrecht informed the MVAC that Management had offered to help the tenants by providing an email list, etc. so that such work did not have to be done by some tenant. The Airport wanted to encourage the tenants to have an organization and to help them with the logistics or organizing it, if possible, but Management did not want to be perceived as being too close to the organization. The tenant organization would meet next and the Airport/Business Park tenant meeting would be quarterly as stated. Management could meet as often as necessary with representatives of the tenant organization. **THERE WAS A GENERAL CONSENSUS OF MVAC APPROVAL.** Chair Law asked if there was anything else and Mr. Weibrecht replied that was all except for one issue he would report on in executive session.

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9. New Business / Old Business

Mr. Davis reported that the County was in the final beta testing stage of the website (see 11/3/04 Minutes p. 30-31). The County meeting calendar was posted with agendas (as Mr. Davis had shown Mr. Alley the other day). The Steamship Authority was now also sending their meeting postings and agendas because some people and agencies subscribed to the calendar. Mr. Davis suggested that Management send the Airport agendas to the County as soon as they were ready to put on the website and into anybody's mailbox who requested it. Management agreed. Mr. Weibrecht asked if it was active and public yet but determined it was still in the testing phase. It was clarified that agendas and posting be sent to Mr. Kinal. Mr. Davis also recommended that cancellations be posted on the site for immediate distribution to all interested parties.

Chair Law asked if there was any other business or comments before going into executive session, there being none he moved on to the next item.

10. Executive Session

**MR. LAW MOVED TO ENTER EXECUTIVE SESSION AT 5:39PM (NOT TO RETURN TO REGULAR SESSION) UNDER MASS. GENERAL LAW CHAPTER 39 SECTION 23 NO. (3), - I.E. FOR THE PURPOSE OF DISCUSSING STRATEGY WITH RESPECT TO LITIGATION; AND TO INVITE AIRPORT MANAGER MR. BILL WEIBRECHT, ASSISTANT MANAGER MR. SEAN FLYNN, AND RECORDER MS. MARNI LIPKE TO BE PRESENT AS APPROPRIATE; MOTION SECONDED; MOTION PASSED UNANIMOUSLY: MR. MILL AYE, MR. ALLEY AYE, MR. LELAND AYE, MR. LAW AYE.**

\*There was a break and Mr. Davis left the meeting. Mr. Norman Perry entered the meeting at 6:05PM.

11. Adjournment

**MR. LELAND MOVED TO ADJOURN AT 7:20PM; MR. MILL SECONDED; MOTION PASSED UNANIMOUSLY: MR. MILL AYE, MR. ALLEY AYE, MR. LELAND AYE, MR. PERRY AYE, MR. LAW AYE.**

**Documents on file:**

Agenda 1/5/05

MVAC Notice of Meeting posting

Fire and Ice letter to Mr. Weibrecht 10/20/04

FSS Automatic Sprinkler Corp. letter to Mr. Fitzpatrick 12/17/04

Vineyard Gazette article BFI Move Merits Tisbury Review 12/17/04

MAC / Aircraft Owners and Pilots Assoc. (AOPA) letter

AOPA letter to Mr. Weibrecht 12/04

MV Airport Tenant Application Procedures (RFP) for nested T Hangar "H" 1/10/05

RFP for the disposition of MV Airport surplus aviation property 1/05

Additional Requirements 1/05

Schedule 1/05

Intent to Lease 1/05

Certificate of Non-Collusion 1/05

Agreement for the Reimbursement of Common Development Costs 1/05

Sample Evaluation Worksheet 1/05

Map