

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

**April 5, 2006 5:30PM**

**Martha's Vineyard Airport**

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

Present: Airport Commissioners: Chair Norman Perry, Vice Chair John Alley, Fred Condon, John W. Coskie, James Craig, Francis E. Gildea, Connie Teixeira

Airport Staff: Sean Flynn - Airport Manager

Dukes County: E. Winn Davis- County Manager;

Joseph Solito. – Clerk of the Court

Others: Angela E. Grant – Vineyard Transit Authority

Bob Tonti – Vineyard Nursing Association

Tad Crawford – Vineyard Conservation Society

Daniel Flynn, Tony Teixeira – Citizen

Press: Christine Rose – MVTV,

Jim Kinsella - Vineyard Gazette,

Recorder: Marni Lipke

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

The meeting was called to order at 5:37PM.

Everyone was welcomed. The management and the Martha's Vineyard Airport Commission (MVAC) looked forward to serving and working together for the good of Airport.

1. Organization

- The members of the MVAC introduced themselves and were sworn in by Clerk of the Courts Joe Sollito.

- Organization was for one year terms with re-organization at the first meeting of each year.

- Election of Chair

**ACTING CHAIR JOHN ALLEY NOMINATED MR. NORMAN PERRY AS CHAIR;  
MS. CONNIE TEIXEIRA SECONDED; NOMINATION PASSED UNANIMOUSLY: 7  
AYES, 0 NAYS, 0 ABSTENIONS.**

- Election of Vice Chair

**CHAIR PERRY NOMINATED MR. ALLEY AS VICE CHAIR; MR. FRANK GILDEA  
SECONDED; NOMINATION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION - MR.  
ALLEY.**

Background documents and staff summaries with the recommendations of the Airport Manager Sean Flynn would be available before each meeting.

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2. Lease Renewal John F. Parker (Vineyard Decorators) (See documents on file.)

Mr. Flynn reported on the proposed renewal and was happy to answer any questions and/or pass them on to Mr. Parker (who could not attend the meeting). The Commissioners asked background questions on Airport leases in general.

- Federal Aviation Administration (FAA) regulations required the Airport to lease all land at fair market value. The lease set the square foot price for the first year and each year subsequent year of the lease it was raised according to the Boston Consumer Price Index (CPI). The fair market value was checked from time to time by appraisal and market comparisons.
- The current lease was a standard FAA approved 20 year lease with a 20 year option to renew. A 20 year lease was the minimum time required by banks when tenants went out to bond or borrow. Some of the older leases were non-standard but as they aged out for renewal they were being shifted to the standard lease.
- Some leases required that any improvements to a lot revert to the Airport at the end of the lease and some left improvement ownership to the tenant.
- The Airport garnered income from a total of 75 leases.
- This particular lease would combine a number of smaller lots into one larger one and roll some years of the original lease into the new one.
- **MR. ALLEY MOVED TO APPROVE THE JOHN F. PARKER LEASE RENEWAL AS RECOMMENDED; MR. FRED CONDON SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

3. Lease Renewal SAV (Martha's Vineyard Public Storage) (See documents on file.)

- Mr. Scott was out of town in Minnesota.
- The lease was renewed at a substantial rate rise as the original rent had been quite low.
- MV Public Storage was very low impact as it had no water, no sewer, little traffic, etc.
- **MR. ALLEY MOVED TO APPROVE THE SAV ASSOCIATES, LLC LEASE RENEWAL AS RECOMMENDED; MR. FRANK GILDEA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

4. VTA for VNA sublease Approval & Lot alteration Approval (See documents on file.)

- Mr. Bob Tonti spoke for the Visiting Nurse Association (VNA) and Ms. Angela Grant spoke for the Vineyard Transit Authority (VTA).
- In anticipation of demolition and re-construction of the Martha's Vineyard Hospital the VNA had to vacate their offices in late June,/ early July, 2006. The VTA had offered a sublease of part of their lot for three 12 ft by 60 ft. trailers to house temporary offices for the three to four years of Hospital construction.
- The VNA traffic would be about 38 people per diem, with little foot traffic.

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- Ms. Grant discussed the trailer locations, means of minimizing the impact to the lot, green space preservation, utilities, etc. The VNA would pay a bond to return the lot to its original condition.
- All parking had to be contained on the lot which would be a problem for July and August. Peak use times for the VTA, the Registry of Motor Vehicles (which shares the lot) and the VNA were described, and various solutions and alternatives discussed. It was suggested that traffic be directed by West Line Road. Mr. Flynn and Ms. Grant would meet to resolve the issue and draw up a plan.
- As the Business Park was zoned only for specific allowable uses Mr. Tonti and Ms. Grant had gone before the Edgartown Planning Board.
- **MR. CONDON MOVED TO APPROVE THE VINEYARD TRANSIT AUTHORITY THREE YEAR SUBLEASE TO THE VISITING NURSE ASSOCIATION SUBJECT TO THOSE CONDITIONS RECOMMENDED BY AIRPORT MANAGER SEAN FLYNN AND THAT IT WAS UNDERSTOOD THAT THE PARTIES WOULD APPEAR BEFORE THE MVAC IF THE SUBLEASE NEEDED TO BE EXTENDED BEYOND THE STATED TIME; MR. GILDEA SECONDED; MOTION PASSED 5 AYES, 0 NAYS, 2 ABSTENTIONS – MR. ALLEY AND MS. CONNIE TEIXEIRA** due to conflict of interest both being VTA Board members.

5. Assistant Airport Manager Selection (See documents on file.)

- A large number of applications were received and narrowed down to six by a subcommittee of Mr. Alley, Mr. Perry and Mr. Flynn. The Subcommittee reviewed the applications, and considered the quality of the experience listed in the resumes, and whether the candidate met the job criteria. The six choices were fairly clear and not much discussion was necessary.
- The Subcommittee was looking for continuity and hoped the process could be expedited so the Assistant Manager could start work before the annual FAA inspection on May 16 – 17, 2006.
- The MVAC discussed subcommittee protocol and quorums, an open public process, and candidate confidentiality.
- **IT WAS THE CONSENSUS OF THE BOARD THAT A SUBCOMMITTEE OF MR. ALLEY, MR. JAMES CRAIG, MR. PERRY AND MR. FLYNN INTERVIEW THE SIX CANDIDATES AND RECOMMEND THREE FINALISTS TO BE INTERVIEWED BY THE FULL MVAC.**

6. Old Business

- In preparation for discussion and possible action at the April 19<sup>th</sup> meeting a substantial amount of background material would be sent to the Airport Commissioners on a series of issues between the Airport and the Dukes County Commission.
- Mr. Condon suggested Mr. Flynn give a presentation to the newly constituted MVAC on the Airport: what he loved, what he hated, what worked, what didn't etc. The MVAC had already taken a tour of the grounds.

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7. New Business

- Mr. Jim Kinsella of the Vineyard Gazette asked when the January 4-5, 2006 Executive Session Minutes would be released. No quorum was now present to approve and release the minutes and counsel and/or Mass. State officials would be consulted as to proper protocol. It was thought that the Chair had the right to release executive session minutes as long as it did not involve information on matters that had not yet been settled.
- Mr. Kinsella asked how many sets of minutes were outstanding and if information was withheld from the MVAC that would have impacted on the choice of Airport Manager. Chair Perry noted he had only been Chair for a number of minutes and would gather the information and respond to Mr. Kinsella as soon as he could.
- Normally each MVAC meeting included an Airport Manager's Update.
- The Airport conducted an emergency planning session with a table top exercise followed by a simulated mock plane crash. All Emergency Medical Technicians (EMT), police, fire and staff discussed their actions and conducted a post mortem. The exercise showed off the team work and professionalism of the participants.
- A full scale exercise such as this was conducted every three years and the table top exercise alone was conducted each of the intervening 2 years. Mr. Perry commended Mr. Flynn for his leadership.
  
- The MVAC agreed to meet at 5:30PM on the first and third Wednesdays of each month. Meetings would be canceled by the Chair and the Commissioners notified if there were no pressing agenda items.
- The MVAC considered setting up subcommittees with clearly defined parameters on such things as: Personnel, Land use, Noise abatement, public relations, rules & regulations, and budget.
- The importance of hiring an Assistant Airport Manager as soon as possible was again emphasized.
- Mr. Craig raised the issues of Airport tenants as non-voting members of the MVAC.
  - There used to be a tenants association which had recently been revived (see 1/5/05 Minutes p.8-10). It was important that this association be independent and driven by the tenants themselves with semi-annual meeting with the MVAC and Management.
  - Individual tenant issues should be brought to Airport Management.
  - The Business Park which was overseen by the Assistant Manager generated a third of the Airport's revenue and it was important to maintain good relations with the constituents.
  - Mr. Flynn explained that the Airport looked on everyone as a customer from the airline companies to a lost bicyclist.
  
- Mr. Tad Crawford spoke briefly on a letter from the Vineyard Conservation Society (VCS) referring to a meeting with the former Airport Manager Mr. Bill Weibrecht and then Assistant Manager Mr. Flynn about one year ago. The letter outlined the concerns of the VCS for land use, land protection, preservation of the character of the Island and the impact of growth. The VCS would be happy to work with the MVAC and its subcommittee and wished to maintain a constructive dialog. (See documents on file).

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8. Executive Session (if required)

**MR. JOHN ALLEY MOVED TO GO INTO EXECUTIVE SESSION AT 6:48PM NOT TO RETURN TO PUBLIC SESSION UNDER MASS. GENERAL LAW CHAPTER 39 SECTION 23 NO. (4), I.E. TO DISCUSS SECURITY MATTERS AND TO INVITE MR. SEAN FLYNN, MR. WINN DAVIS AND MS. MARNI LIPKE TO BE PRESENT; MR. CRAIG SECONDED; MOTION PASSED UNANIMOUSLY: MR. JOHN COSKIE AYE, MR. FRANK GILDEA AYE, MR. FRED CONDON AYE, MR. JAMES CRAIG AYE, MR. JOHN ALLEY AYE, MR. NORMAN PERRY AYE.**

9. Adjournment

**MR. ALLEY MOVED TO ADJOURN AT 7:50PM; MR. CRAIG SECONDED; MOTION PASSED UNANIMOUSLY: MR. COSKIE AYE, MR. GILDEA AYE, MR. CONDON AYE, MR. CRAIG AYE, MR. ALLEY AYE, MR. PERRY AYE.**

**Documents on file:**

Agenda 4/5/06

Sign-in Sheet 4/5/06

MV Airport Staff Summary re: John F. Parker Lease Renewal (3 p.) 4/3/06

MV Airport Staff Summary re: Lease Renewal SAV Associates, LLC (2 p.) 4/3/06

MV Airport Staff Summary re: VTA for VNA Sublease Approval & Lot Alteration Approval 4/3/06

    VTA / Ms. Grant letter 3/8/06

    VTA Site plan

MV Airport Staff Summary re: Assistant Airport Manger Search 4/3/06

Vineyard Conservation Society letter (2 p.) 4/3/06

Vineyard Conservation Society EPAC Informational Meeting Notes (7 p.) 4/13/05