

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

**May 3, 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 - Manager,

Dukes County: E. Winn Davis\*- County Manager

Others: Gregory Carroll\* – Bruno's Rolloff

Richard Green\*, Don Ogilvie\* – James Rogers Hangar Association

Ted Stanley\* – Direct Flight, Inc.

Marni Lipke - Recorder

Press: Christine Rose\* - MVTV

The meeting was called to order at 5:42PM.

1. Minutes

1. April 4, 2006

**MR. FRANK GILDEA MOVED TO APPROVE THE APRIL 4, 2006 MINUTES AS AMENDED; MS. CONNIE TEIXEIRA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

2. April 19, 2006

**MR. JOHN ALLEY MOVED TO APPROVE THE APRIL 19, 2005 MINUTES; MR. JOHN COSKIE SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

On a request for minutes from Mr. Jim Kinsella of the Vineyard Gazette MR. ALLEY AND MR. PERRY CONCURRED IN RELEASING THE NOVEMBER 16, 2005 AND THE JANUARY 4-5, 2006 EXECUTIVE SESSION MINUTES.

2. EdMar Aviation – Permission to Operate Commercial Air Touring Service

Airport Manager Mr. Sean Flynn noted Mr. Shabazian's public service on Angel Flights and long experience as a commercial pilot. The recommendations were reviewed (see documents on file).

- There was a discussion on limiting low sightseeing flights and increased airplane noise over houses as well as on allowable flight paths. Mr. Shabazian would be required to work closely with the Airport on mitigating complaints.

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- Passengers would be staged in the General Aviation (GA) building.
- **MR. ALLEY MOVED TO AUTHORIZE ED/MAR TO OPERATE A COMMERCIAL AIR TOURING SERVICE WITH CONDITIONS AS RECOMMENDED AND SUBJECT TO A REVIEW IN SIX MONTHS; MR. GILDEA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

3. Assignment of Lease From Distinctive Structures LLC To James Rogers Hangar Owners Association LLC

Assignment of leases was common at the Airport; in this case the assignment was due to the death of the original owner. The hangars were probably the best regulated at the Airport and were used for aviation purposes only. Mr. Flynn had received subleases for all the tenants.

- The lease and payments would be from the James Rogers Hangars but the hangars were then owned by individuals within the James Rogers Hangars condominium association.
- **MR. ALLEY MOVED TO APPROVE THE ASSIGNMENT OF LEASE FROM DISTINCTIVE STRUCTURES LLC TO JAMES ROGERS HANGAR OWNERS ASSOCIATION LLC; MR. CRAIG SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

4. Airport Commission Permission to Alter Lease Hold

1. Don Olgivie – James Rogers Hangars Owners Association, LLC

Aviation use offices usually for preflight planning, and paperwork as well as for possible passengers staging were common in hangars. The requested offices had not been in the original plans and so were returned to the Martha's Vineyard Airport Commission (MVAC) for approval.

- **MR. FRED CONDON MOVED PERMISSION TO ALTER THE DON OGILVIE / JAMES ROGERS HANGARS PROPERTY AS RECOMMENDED; MS. TEIXEIRA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

2. Howard Josephs - James Rogers Hangars Owners Association, LLC

- **MR. FRED CONDON MOVED PERMISSION TO ALTER THE HOWARD JOSEPHS / JAMES ROGERS HANGARS PROPERTY AS RECOMMENDED; MR. COSKIE SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

3. Bruno's Lot 5 MVABP

Bruno's Rolloff requested improvements on the lot to facilitate trash removal – plans were available for review. The MVAC considered various previously noted conditions (see documents on file).

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- There was a discussion about how to contain any contaminants that might result from cleaning, sanding, and painting dumpsters. A specific area with drainage to a grease trap would be designated for such activity.
  - There was a discussion on pavement or gravel as the better surface.
  - Mr. Flynn briefly reviewed the process of awarding lots, noting that as a leaser of public land it was subject to Mass. General Law (MGL) 30B and proposals were evaluated not just by highest bid but also what was in the best interest of the Airport and Business Park. The last three unoccupied lots should be put out to bid soon.
  - Rodent control would be a good housekeeping practice for all lots in the Business Park.
  - The 7,600 sq. ft. building would be used for baling and storing recycled goods such as paper and cardboard. During the year there might be one trash container outside but in the high season of July and August it might be as many as 10 to 12.
  - A lighting plan had not yet been seen and the new assistant manager would be asked to perform a comprehensive lighting review of the Business Park.
  - **MR. GILDEA MOVED TO APPROVE THE ALTERATIONS TO LOT 5 BRUNO'S ROLLOFF WITH THE FOLLOWING CONDITIONS**
    - **THAT BRUNO'S WILL WORK WITH AIRPORT MANAGEMENT ON OIL/WATER MITIGATION,**
    - **REGULAR RODENT CONTROL AND/OR CHECKS BE INSTITUTED FOR THE LIFE OF THE LEASE,**
    - **ACCESS TO THE LOT BE LIMITED AND THE NATURAL VEGETATION BUFFER ON THE REMAINING THREE SIDES WILL NOT BE CLEARED OF ANY EXISTING VEGETATION.**
    - **BRUNO'S ROLLOFF WILL ABIDE BY ALL BUSINESS PARK RULES AND REGULATIONS INCLUDING NO OVERNIGHT STORAGE OF MATERIALS IN ANY TRUCKS OR CONTAINERS PARKED OR STORED OUTSIDE THE BUILDING;**
- MR. ALLEY SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

5. Airport Commission Permission to continue to sublease From SAV To FedEx Ground

- A one year SAV sublease to FedEx Ground involved parking a sorting trailer on the property (see documents on file and 4/6/05 Minutes p.2-3 #4) . Mr. Flynn noted, to the testament of Al Scott, that the sublease had had virtually no impact to the Business Park.
- Mr. Condon raised the subject of the Airport taking a percentage of subleasing profits in future leases. This was the practice on the aviation side but not in the Business Park and might make lots less desirable to bidders. The alteration in the lease would require Federal Aviation Administration (FAA) approval.
- If a joint use freight facility were to be constructed as planned the subtenant would be welcomed as a tenant or could continue as is.

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**• MR. CRAIG MOVED APPROVAL OF THE EXTENSION OF THE SUBLEASE FROM SAV TO FEDEX GROUND WITH THE RECOMMENDATIONS OF AIRPORT MANAGEMENT; MS. TEIXEIRA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

6. Old Business

3. Airport Budget

The current draft (see documents on file) was sent to and approved by the County. In the future it would be put together by a subcommittee (see below) Mr. Flynn would be happy to sit individually with the Commissioners on any specific questions. The budget should be approved before the end of the Fiscal Year on June 30<sup>th</sup>. Any adjustments would be taken care of in supplemental budgets.

• Mr. Flynn briefly outlined the water and wastewater budgets; wastewater was operating at a deficit covered from the Airport general fund and water was breaking even. Peak flows and seasonal use were noted. Originally the Business Park could not be developed without this infrastructure.

4. Subcommittees

Subcommittees were established to reduce the workload of the full MVAC and also to represent the MVAC to other groups and agencies.

• The MVAC discussed long range strategic planning, possibly for the fall of 2006. Members were urged to read the Airport Master Plan which included comprehensive studies, public and agency input, MVAC decisions and planning on growth, traffic, trends, land use, etc. This plan was updated every 5 to 7 years and had taken four years to complete.

• (Mr. Flynn reported that new regulations would require the Airport to shift a runway 300 ft.)

**• MR. CRAIG MOVED TO ESTABLISH STANDING COMMITTEES OF TWO (2) MVAC MEMBERS AND A REPRESENTATIVE FROM MANAGEMENT WITH THE MVAC CHAIR EX-OFFICIO ON ALL COMMITTEES,**

**- FINANCE AND CAPITAL PLANNING,**

**- LAND USE,**

**- PERSONNEL,**

**- PUBLIC RELATIONS,**

**MR. ALLEY SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

• CHAIR PERRY APPOINTED COMMITTEE MEMBERS:

- FINANCE AND CAPITAL PLANNING – MR. GILDEA, MR. CONDON

- LAND USE – MS. TEIXEIRA, MR. COSKIE

- PERSONNEL – MS. TEIXEIRA, MR. CRAIG

- PUBLIC RELATIONS – MR. ALLEY, MR. COSKIE.

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9. Executive Session (if required)

**MR. ALLEY MOVED TO ENTER EXECUTIVE SESSION AT 6:52PM TO RETURN TO OPEN SESSION UNDER MASS. GENERAL LAW CHAPTER 39 SECTION 23 NO. (4), I.E. TO DISCUSS SECURITY MATTERS AND NO. (3) FOR THE PURPOSE OF DISCUSSING LEASE VALUE WITH RESPECT TO PUBLIC LAND; AND TO INVITE MR. SEAN FLYNN, MR. WINN DAVIS AND MS. MARNI LIPKE TO BE PRESENT; MR. CRAIG SECONDED; MOTION PASSED UNANIMOUSLY: MR. FRANK GILDEA AYE, MR. JAMES CRAIG AYE, MR. JOHN COSKIE AYE, MR. JOHN ALLEY AYE, MS. CONNIE TEIXEIRA AYE, MR. FRED CONDON AYE, MR. NORMAN PERRY AYE.**

\* Mr. Davis recused himself during the session and left the meeting; his executive assistance was a finalist for the Assistant Airport Manager job.

**MR. ALLEY MOVED TO RETURN TO PUBLIC SESSION AT 7:41PM; MR. GILDEA SECONDED; MOTION PASSED UNANIMOUSLY: MR. GILDEA AYE, MR. CRAIG AYE, MR. COSKIE AYE, MR. ALLEY AYE, MS. TEIXEIRA AYE, MR. CONDON AYE, MR. PERRY AYE.**

6. Old Business

1. Assistant Airport Managers Search

The Subcommittee had interviewed the six candidates by phone. One withdrew during the interview and another withdrew during the course of the week. Three finalist candidates would be interviewed by the MVAC this Saturday, May 6<sup>th</sup> at 3:00PM: Ryan Collins, Oulton Hues and Deborah Potter. All three had houses on the Island. The importance of smooth management relations was emphasized by the smallness of the Airport staff. The MVAC discussed the resumes, experience and interviews of the candidates. The Subcommittee evaluations were consistent despite independent consideration. One of the candidates stood out as most experienced and with the highest skill set. There was a question as to whether the final interviews were necessary.

- IT WAS THE CONSENSUS OF THE MVAC THAT THOSE PRESENT SATURDAY BE AUTHORIZED TO VOTE TO HIRE IF A CLEAR DECISION WAS REACHED.
- Commissioners should send any questions for the candidates to Mr. Flynn.

10. Adjournment

**MR. CRAIG MOVED TO ADJOURN AT 7:58PM; MS. TEIXEIRA SECONDED; MOTION PASSED UNANIMOUSLY.**

**Continued >**

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**Documents on file:**

Agenda 5/3/06

Sign-in Sheet 5/3/06

MV Airport Staff Summary re: EdMar Aviation - Permission to Operate Commercial Air Touring

Service 4/30/06

EdMar Aviation letter re: Air touring commercial operation 4/21/06

MV Airport Staff Summary re: Assignment of Lease From Distinctive Structures LLC To James Rogers Hangar Owners Association LLC 4/30/06

Assignment of Lease

MV Airport Staff Summary re: Permission to Alter Property (2 p.) 4/30/06

Howard Josephs letter re: construction of office area 2/27/06

Don Ogilvie letter re: construction of 2<sup>nd</sup> floor office 2/24/06

MV Airport Staff Summary re: Permission to Alter Property, Bruno's Rolloff (2 p.) 4/30/06

T.J. Hegarty email re Lot reward follow up 5/19/05

MV Airport Staff Summary re: SAV Sublet Extension / Approval 4/30/06

MV Airport letter re: sublet restrictions 4/7/06