

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

**April 27, 2012 9:00AM**

**Martha's Vineyard Airport**

Notice of Such Meeting Having Been Posted as Required by Law.

Present: Airport Commissioners: Acting Chair Connie Teixeira, James Coyne,  
Ben Hall Jr., Denys Wortman,  
Airport Staff: Sean Flynn - Manager,  
Deborah Potter – Landside/Airport Business Park Administrator,  
John Coskie – Airside/Fixed Base Operator Administrator  
Airport Counsel – Marilyn Vukota  
Others: Flatbreads – Jay Gould, Attorney Howard Miller.  
By speaker phone – Attorney Richard L. Nihigian\*  
Marni Lipke – Recorder

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

The meeting was called to order at 9:14AM.

I. MINUTES                      Tab 1  
March 22, 2012

**MR. BEN HALL MOVED TO APPROVE THE MARCH 22, 2012 MINUTES AS CORRECTED FOR TYPOS; MR. JAMES COYNE AND MR. DENYS WORTMAN SECONDED; MOTION PASSED: 3 AYES, 0 NAYS, 1 ABSTENTIONS—MR. COYNE due to absence.**

- The Agenda order was changed to accommodate various attendees.

II. ONGOING BUSINESS:

- True North/Nectars/McWinery (Vote)                      (See documents on file.)                      Tab 3

A transfer of liquor license from Nectars/Vineyard Venues LLC and a new sublease request by True North to Flatbreads LLC, seemed to constitute a potential change of use and intent for reassignment of masterlease to Flatbreads LLC. Flatbreads would continue to operate as a family pizza restaurant with music and the occasional music event. The Mr. Coyne asked about Martha's Vineyard Airport Commission (MVAC) jurisdiction over changes of ownership, designed to:

- prevent problematic persons becoming Airport tenants through stock ownership, and
- assess collusion, financial viability, and use of premises.

Some of these issues were covered in the lease (see below: Tasks). In keeping with the Land-Use Subcommittee recommendation

**• MR. HALL MOVED TO APPROVE THE REQUEST BY TRUE NORTH FOR THE MODIFICATIONS AS PROPOSED WITH CONDITIONS AS FOLLOWS:**

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- **CONDITIONAL APPROVAL OF THE REQUEST TO VACATE THE SUBLEASE TO VINEYARD VENUE LLC AND ENTER INTO A NEW SUBLEASE WITH FLATBREADS UNDER THE SAME TERMS AND CONDITIONS IS APPROVED SUBJECT TO FLATBREADS RECEIPT OF APPROVAL FROM THE TOWN OF EDGARTOWN THE TRANSFER OF THE LIQUOR LICENSE FROM THE STATE, AND ANY OTHER GOVERNMENTAL AGENCY HAVING JURISDICTION;**
- **SUBJECT TO THE SUCCESSFUL COMPLETION OF THE ABOVE TRANSFERS, TRUE NORTH IS AUTHORIZED TO REDISTRIBUTE THEIR MEMBERSHIP TO 70% GOULD / 30% MEEHAN; ANY FUTURE CHANGE IN MEMBERSHIP OR DISTRIBUTION OF ASSETS WOULD STILL REQUIRE SEPARATE WRITTEN PERMISSION FROM THE MARTHA'S VINEYARD AIRPORT COMMISSION;**
- **CHANGE OF USE AS DESCRIBED WITHIN THE PROPOSAL (HOURS, SERVICE, MUSIC, ETC.) IS APPROVED (AND WILL BE REFLECTED ON THE FUTURE EXHIBIT A); HOWEVER, ANY SPECIAL EVENTS OR FUNCTIONS OUTSIDE OF THE NORMAL CONDUCT OF BUSINESS REQUIRES PRIOR COORDINATION WITH AIRPORT MANAGEMENT;**

**MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

Mr. Jay Gould and his attorney Mr. Howard Miller thanked the MVAC (see below: Tasks).

VI. EXECUTIVE SESSION

• MGL Ch.30A §21 (a) (3) - (To Discuss Strategy With Respect To Collective Bargaining Or Litigation If An Open Meeting May Have A Detrimental Effect On The Bargaining Or Litigating Position Of The Public Body And The Chair So Declares) (Lot 14LLC, Perfetuo, & Duchess)

• The AT&T/T-Mobil/Perfetuo case (see 11/8/11 Minutes p. 7) was resolved with a voluntary motion to dismiss (see documents on file).

• **MR. JAMES COYNE MOVED TO GO INTO EXECUTIVE SESSION 9:30AM, TO RETURN TO OPEN SESSION, UNDER MASS. GENERAL LAW CHAPTER 39 SECTION 23 NO. (3), -- I.E. FOR THE PURPOSE OF DISCUSSING STRATEGY WITH RESPECT TO POTENTIAL LITIGATION AND COLLECTIVE BARGAINING NEGOTIATIONS; AND TO INVITE AIRPORT MANAGER SEAN FLYNN, AIRPORT LANDSIDE/SECURITY ADMINISTRATOR DEBORAH POTTER, AIRPORT AVIATION SIDE/FBO ADMINISTRATOR JOHN COSKIE, AIRPORT COUNSEL MARILYN VUKOTA, AIRPORT COUNSEL RICHARD NIHIGIAN AND RECORDER MARNI LIPKE TO BE PRESENT THROUGHOUT; MR. BEN HALL SECONDED; MOTION PASSED UNANIMOUSLY: MR. DENYS WORTMAN—AYE, MR. COYNE—AYE, MR. HALL—AYE, MS. CONNIE TEIXEIRA—AYE.**

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\* Richard L. Nihigian entered the meeting by speaker-phone at 9:38AM and left the meeting at 10:32AM.

**• MR. COYNE MOVED TO RETURN TO REGULAR SESSION AT 11:11AM: MR. HALL SECONDED; MOTION PASSED UNANIMOUSLY: MR. COYNE—AYE, MR. HALL—AYE, MS. TEIXEIRA—AYE, MR. WORTMAN—AYE.**

II. ONGOING BUSINESS:

• PCE in Wells at Coffins Field (See documents on file.) Tab 2

Retesting to different depths with new technology seemed to indicate good results with only a minor plume remaining. A draft proposal would be submitted at the next meeting.

• Motorcross Proposal

Motorcross had just opened to no complaints and was popular with both kids and adults. The ongoing item would be removed from the agenda and reappear only if status changed.

• RFQ for ARFF SRE Building / OPM – was still in process.

• Administrative Policies: Procurement, Travel, Computer Use, Phone – were still in process.

• Solar PV/Renewable Energy / 2<sup>nd</sup> Generator Area / Propane Tank Area

This issue would be dealt with in the Master Plan Update and so would be removed as an ongoing agenda item (see below: Tasks). The MVAC noted that this would delay solar development by several years.

III. NEW BUSINESS: (See documents on file for all.)

• Authorization for Chair/Vice Chair/Manager to Execute Documents (Vote) Tab 4

• Airport Manager Mr. Sean Flynn and Landside Administrator Ms. Deborah Potter had taken procurement trainings and were extremely careful in ensuring proper procedure was followed.

**• MR. HALL MOVED TO CONTINUE PAST PRACTICE AND AUTHORIZE, - MR. JOHN ALLEY, CHAIR OF THE MARTHA'S VINEYARD AIRPORT COMMISSION, OR IF THE CHAIR IS UNAVAILABLE, MS. CONSTANCE TEIXEIRA, VICE CHAIR OF THE MARTHA'S VINEYARD AIRPORT COMMISSION, TO ENDORSE ON BEHALF OF THE COMMISSION, ALL WRITTEN OR NECESSARY INSTRUMENTS INCLUDING BUT NOT LIMITED TO: GRANT APPLICATIONS, GRANT ASSURANCES, GRANT MORTGAGES, CONTRACTS, AGREEMENTS, CORRESPONDENCE, AND OTHER INSTRUMENTS THAT HAVE BEEN DISCUSSED AND APPROVED BY THE MARTHA'S VINEYARD AIRPORT COMMISSION AS MAY FROM TIME TO TIME REQUIRE ENDORSEMENT ON BEHALF OF THE AIRPORT;**

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**- AND TO AUTHORIZE MR. SEAN FLYNN, AIRPORT MANAGER OR IF THE AIRPORT MANAGER IS UNAVAILABLE TO AUTHORIZE MS. DEBORAH POTTER, LANDSIDE AND SECURITY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY INSTRUMENTS REQUIRED BY THE POSITION INCLUDING BUT NOT LIMITED TO: PAYROLLS, WARRANTS, CONTRACTS AND REIMBURSEMENT REQUESTS;**

**MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

**• Edmar Sighting Operation (Vote) Tab 5**

Mr. Shabazian was a flight instructor and tenant in two hangars, who now proposed a sight seeing operation. This was a courtesy request as technically MVAC permission was not required. In accordance with the Airport Management recommendation

**• MR. COYNE MOVED TO APPROVE THE REQUEST FOR OPERATION UNDER PART 91.147 AS PROPOSED WITH THE FOLLOWING CONDITIONS:**

**- EDMAR PROVIDES THE AIRPORT WITH A COPY OF ITS LETTER OF AUTHORIZATION FROM THE FEDERAL AVIATION ADMINISTRATION;**  
**- EDMAR REMAINS IN COMPLIANCE WITH ALL PROVISION OF THE LETTER OF**

**AUTHORIZATION,**

**- ON A MONTHLY BASIS, EDMAR WILL PROVIDE THE AIRPORT WITH A DETAILED LIST OF FLIGHT OPERATION AND PASSENGERS CARRIED,**  
**- PARTICIPATION IN ECONOMIC IMPACT STUDIES THAT MAY BE CONDUCTED BY ANY LOCAL, STATE OR FEDERAL; THIS MAY REQUIRE FINANCIAL DISCLOSURE AND/OR PROJECTIONS;**  
**- THE APPROVAL SHALL BE VALID FOR A PERIOD OF 24 MONTHS;**

**MR. WORTMAN SECONDED; MOTION PASSED: 3 AYES, 0 NAYS, 1 ABSTENTION**

**—MR. HALL** due to conflict of interest as his brother was a sightseeing competitor.

**• Healthcare Insurance Mitigation Plan Under MGL32B (Vote) Tab 6**

After abbreviated negotiations (see 3/22/12 Minutes p. 5-6) both sides assented to this proposal which had now been voted by the Union. The proposal applied to non-union as well as union personnel and would run for two years. It was a strong signal to employees that Management and the MVAC wished to ease the burden of healthcare costs, and could well become a permanent negotiating item. The agreement terms were briefly reviewed (see documents on file).

**• MR. HALL MOVED TO ENDORSE AND APPROVE THE MEMORANDUM OF AGREEMENT ON HEALTH INSURANCE BENEFITS BETWEEN THE MARTHA'S VINEYARD AIRPORT COMMISSION AND THE TEAMSTERS UNION LOCAL NO. 59 THROUGH THE PUBLIC EMPLOYEE COMMITTEE; MR. COYNE SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

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• Rates and Charges/PFC Consultant Discussion (Vote) Tab 7

The bankruptcy of Pinnacle Airlines (along with the advent of Delta, and US Air) had triggered the need for a comprehensive review of Airport Rates and Charges. Previously the Airport had ongoing agreements and emplanement fees but this study would assess expenses, survey comparable airports, and recommend:

- rates for all categories and sub-categories of airplanes
  - Passenger Facility Charges (PFC), and
  - rental car rates.
- Rates were differentiated between signatories and non-signatories but were not adjusted seasonally. The consultant worked with Jacobs Engineering.

**• MR. HALL MOVED TO APPROVE AND AUTHORIZE THE AIRPORT MANAGEMENT TO NEGOTIATE AND CONTRACT WITH LEIGH FISHER TO PROVIDE RATES AND CHARGES/PFC DISCUSSION AND IMPLEMENTATION SERVICES TO THE AIRPORT IN AN AMOUNT NOT TO EXCEED \$50,000 (FIFTY THOUSAND DOLLARS); MR. COYNE SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• Authorization to Dispose of Lot 38 (Vote) Tab 8

The lot had been appraised (see documents on file) by Clancy Appraisal Co. of Falmouth, MA. In keeping with Land Use Subcommittee recommendation

**• MR. COYNE MOVED THAT THE MARTHA'S VINEYARD AIRPORT COMMISSION:**

- DECLARE LOT 38 OF THE MARTHA'S VINEYARD AIRPORT BUSINESS PARK SURPLUS PROPERTY FOR THE PURPOSE OF ISSUING A REQUEST FOR PROPOSAL (RFP) FOR ITS DISPOSITION BY LEASE ON A SCHEDULE CONSISTENT WITH PRIOR RFP'S;**
- RESTRICT THE USE OF LOT 38 TO NO MORE THAN TWO (2) TENANTS (MASTER LEASEHOLDER ONLY OR MASTER LEASEHOLDER AND ONE APPROVED SUBTENANT);**
- ESTABLISH THE MINIMUM BID VALUE OF \$1.50 PER SQUARE FOOT (ANNUAL RENT OF \$28,097) IN CONSIDERATION OF THE APRIL 4, 2012 COMMERCIAL APPRAISAL OF THE PROPERTY;**

**MR. HALL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• FAA Leases/Authorization for MOA (Vote)

Tab 9

In keeping with current practice the Federal Aviation Administration (FAA) had requested consideration of a Memorandum of Agreement (MOA) incorporating all its leases at the Airport (Tower, Glideslope, Localizer, etc). Some appropriate modifications were being negotiated. In keeping with Land Use Subcommittee recommendation

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- **MR. COYNE MOVED THAT THE MARTHA'S VINEYARD AIRPORT COMMISSION AUTHORIZE:**
  - **THE CHAIR TO EXECUTE THE UNDERLYING LAND LEASE FOR THE GLIDESLOPE AND LOCALIZER;**
  - **AIRPORT MANAGEMENT TO REVIEW AND MODIFY THE MEMORANDUM OF UNDERSTANDING PROPOSED BY THE FEDERAL AVIATION ADMINISTRATION (FAA), MODIFYING AS NEEDED, TO INCORPORATE ALL THE UNDERLYING FAA LAND LEASES INTO A SINGLE AGREEMENT AND**
  - **THE CHAIR TO EXECUTE THE DOCUMENT WHEN, AND IF THE DOCUMENT IS AVAILABLE;**
- MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• Fire and Ice Sublease Request (Vote) Tab 10

Fire and Ice continued to be good master leaseholders with little or no problems, and the subtenant was a subtenant elsewhere in the Business Park. In keeping with Land Use Subcommittee recommendation

- **MR. COYNE MOVED TO APPROVE THE REQUEST BY JOHN CLARKE OF FIRE & ICE LLC TO SUBLEASE AN ADDITIONAL AREA OF BUILDING 'A' TO FOAM INSULATION TECHNOLOGY (FIT) WITH CONDITIONS AS FOLLOWS:**
  - **THE SUBLEASE IS IN A FORMAT APPROVED BY AIRPORT COUNSEL AND AIRPORT MANAGEMENT,**
  - **THE SUBLEASE, WHEN APPROVED, WILL BE EXECUTED WITHIN 90 DAYS OF APPROVAL,**
- MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• Lot 6 Cottage City Door Sign Request (Vote) Tab 11

In keeping with Land Use Subcommittee recommendation

- **MR. HALL MOVED TO APPROVE THE DOOR SIGN AS SUBMITTED BY MR. CATT OF COTTAGE CITY DISTRIBUTORS (LOT 6) WITH CONDITIONS AS FOLLOWS:**
  - **COTTAGE CITY LLC MUST OBTAIN ANY NECESSARY APPROVALS OR BUILDING PERMITS FROM THE TOWN OF EDGARTOWN, IF APPLICABLE, PRIOR TO INSTALLING THE SIGN (COPIES TO BE PROVIDED TO THE AIRPORT).**
- MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

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• Pinnacle Airlines (Vote)

Tab 12

As noted above Pinnacle Airlines (previously Colgan Air) had filed for Chapter 11 Bankruptcy leaving the Airport about \$17,000 (four months) short in lease payments and emplanement fees. Legal costs would be minimal, and the lease would not be renewed. In keeping with Land Use Subcommittee recommendation

• **MR. COYNE MOVED TO AUTHORIZE AIRPORT MANAGEMENT TO HAVE THE AIRPORT ATTORNEY FILE A CLAIM FOR THE OUTSTANDING BALANCE AS NOTED ABOVE AND AUTHORIZE ANY REQUIRED EXPENSES ASSOCIATED WITH SUCH ACTION; MR. HALL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• Lot 34 Roof Contingency Plan (Vote)

Tab 13

In order to accommodate a roof solar (photovoltaic) array Mr. Catt had requested a waiver from the Zoning Board of Appeals (ZBA) on current roof pitch standards. He was also submitting an alternate design to the MVAC in case the waiver was denied. In keeping with Land Use Subcommittee recommendation

• **MR. WORTMAN MOVED TO APPROVE THE ALTERNATE ROOF PLAN REQUESTED BY MR. NICK CATT OF LOT 34 WITH CONDITIONS AS FOLLOWS:**  
- **MVYABP LOT 34 LLC MUST STILL COMPLY WITH THE CONDITIONS IMPOSED BY THE MARTHA'S VINEYARD AIRPORT COMMISSION AT THEIR VARIOUS MEETINGS REGARDING THE PROPOSED BUILDING ON THE PREMISES;**  
**MR. HALL SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

V. AIRPORT MANAGEMENT UPDATE

• Administrator for Airside and FBO

- The Airport was in good shape for next week's annual FAA inspection. The FAA had already noted the condition of the current Airport Rescue and Fire Fighter (ARFF) building; Mr. Coyne commended Management for being ahead of the ball so often.
- Seasonal hiring was moving forward and had one other position to fill.
- Airport Management would meet with construction management over the seeding for the grassy transient tiedown area which did not meet standards.
- The fuel farm avgas tank was scheduled for cleaning, which would require staff to enter the tanks in protective gear. Year-to-date jet fuel and avgas gallon sales were both up this year to 2008 levels. Landing and Ramp fees were up but not quite as high.
- Four employees were involved in a live burn for their ARFF training.
- The Airport had purchased two new battery powered golf carts for general aviation transportation as well as a new sanding vehicle (Ops 2, F450 dump truck with sander. The MVAC asked about electric car plugs as a revenue source and/or with solar development.

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• Administrator of Landside and Security

• Management was looking to rehire two interns for the summer season, one of which was their technologist and Mr. Flynn's son (see 12/16/10 Minutes p. 4-5). Ms. Potter who would supervise the intern highly praised his skill. Mr. Flynn would file an ethics disclosure statement.

- The Airport was negotiating with the Martha's Vineyard Transit Authority to share a more permanent Information Technology (IT) specialist. At then end of the Update

• **MR. HALL MOVED TO APPROVE THE REHIRING OF INTERN JAMES FLYNN AND THAT THE MARTHA'S VINEYARD AIRPORT COMMISSION ACKNOWLEDGED THAT THEY HAD REVIEWED THE MATTER AND DETERMINED THAT THE FINANCIAL INTEREST WAS NOT SO SUBSTANTIAL AS TO BE DEEMED LIKELY TO AFFECT THE INTEGRITY OF THE SERVICES THE AIRPORT MAY EXPECT FROM MR. SEAN C. FLYNN AS AIRPORT MANAGER; MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY: 4 AYES, 0 NAYS, 0 ABSTENTIONS.**

• Hopefully the Girl Scouts would be back to improve the grounds (see 6/19/09 Minutes p. 6 #11).

• Information from a Court restraining order request led to the execution of a search warrant on two storage units at the Airport where bomb-making materials were found and destroyed. A Massachusetts arrest warrant was issued. The incident highlighted security issues with storage units.

• Mr. Hall related a request by Cars Unlimited and the Mobile Station for better signage at that first intersection of the Business Park. Management would consider the issue – which was complicated by traffic implications and competition for sign space.

VII. ADJOURNMENT

**MR. COYNE MOVED TO ADJOURN AT 12:08PM; MR. WORTMAN SECONDED; MOTION PASSED UNANIMOUSLY.**

**Appendix A: Tasks**

• Ms. Potter/Land Use Subcommittee – consider MVAC jurisdiction over tenant ownership issues.

• Ms. Potter - inform Edgartown re: MVAC approval of Flatbreads request.

• Mr. Flynn – contact Edgartown ZBA re: solar array application possibly in flight path.

• Ms. Potter/Mr. Flynn – consider better signage at first Business Park intersection.

• Mr. Flynn – file ethics disclosure statement.

• Ms. Potter – contact Girl Scouts re: possible grounds improvement.

From previous meetings or ongoing

• Sean - Ask MVTV re: standing order and bill for CD/DVD of MVAC meetings.

• Inform Commissioners when background information is available at the Airport.

- It is the responsibility of the Commissioners to view background information once it has been made available.

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**Appendix B: Documents on file:**

- Agenda 4/27/12
- Sign-in Sheet 4/27/12
- Myrick/Tetrattech letter re: Proposal for Environmental consulting Services Response to Notice of Audit Findings and Notice of Noncompliance Martha's Vineyard Airport – RTN 4-12087 West Tisbury Massachusetts (7 p.) 3/13/12
- Crafton/Mass DEP letter re: West Tisbury Release Tracking Number 4-12087 (3 p.) 3/1/12
- Notice of Audit Findings Notice of Noncompliance NON-SE-11-3E-036 RTN 4-12087 (2 p. + map)
- MV Airport Staff Summary re: True North /Vineyard Venue Member Modification (2 p.) 4/27/12
- Request to Approve Sublease from True North LLC to Flatbread 4/25/12
- Miller/Cini Miller Law re: Enclosed Notice of Transfer of Liquor License 4/16/12
- Town of Edgartown Notice of Public Hearing 4/16/12
- Miller/Cini Miller Law letter re: Lease of True North Holdings, LLC (2 p.) 4/9/12
- Potter/MVY letter re: Sublease Submission (2 p.) 4/4/12
- Miller/Cini Miller Law letter re: Proposed Sublease of True North Holdings, LLC 4/4/12
- Potter/MVY letter re: Enclosed True North/Vineyard Venue Documents (2 p.) 4/3/12
- Potter/MVY letter re: Special MVAC Meeting to Vote Request for Assignment of Lease 7/1/10
- Massachusetts Secretary Corporations Div. Certificate True North Holdings (2 p.) 6/7/10
- Massachusetts Secretary Corporations Div. Certificate Flatbreads Martha's Vineyard, Inc. (2 p.) 6/15/10
- Massachusetts Secretary Corporations Div. Certificate Vineyard Venue LLC (2 p.) 5/7/09
- MV Airport Staff Summary re: Authorization for Chair/Vice Chair/Manager to Sign 4/27/12
- Insert Meeting Information
- June 19, 2008 Dukes County Commissioners Minutes Excerpt
- MV Airport Staff Summary re: EdMar Aviation (Mike Shabazian) – Request for Sightseeing Flights at MV Airport (2 p.) 4/26/12
- Shabazian/EdMar Aviation letter re: Request to Commence Operations (2 p.) 4/2/12
- Memo of Agreement Between MVAC and Teamsters Union, Local No. 59 (2 p.)
- MV Airport Staff Summary re: Authorization to Contract Rates and Charges and PFC Implementation Services 4/27/12
- MV Airport Staff Summary re: Release of Lot 38 for RFP 4/27/12
- Consulting Assignment Market Rent Analysis of Two Vacant Commercial Lots Located at 3 & 10 East Line Road Edgartown, Mass. (3 p.) 3/30/12
- MV Airport Staff Summary re: FAA Glideslope and Localizer Lease 4/23/12
- Simson/FAA letter re: Lease Renewal No. DTFAEN-13-L-00041, Glide Slope R/24, MVY 3/23/12
- Simson/FAA letter re: Lease Renewal No. DTFAEN-13-L-00041, Glide Slope R/24, MVY 3/19/12

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**Appendix B: Documents on file (cont.):**

- MV Airport Staff Summary re: Fire and Ice Sublease Renewal 4/27/12
- Clarke/Fire & Ice letter re: Foam Insulation Technology Lease Agreement 4/12/12
- MV Airport Staff Summary re: Lot 6 Cottage City Door Sign Request 4/27/12
- Catt/Cottage City Distributors letter re: Cottage City Lobby Sign Request 4/13/11
- Cottage City Distributors Lobby Sign (2 p.)
- MV Airport Staff Summary re: Pinnacle Bankruptcy 4/27/12
- U.S. Bankruptcy Court Southern District of New York Notice of Ch. 11 4/6/12
- MVY Customer Open Balance Colgan Air 4/23/12
- MVY Customer Open Balance Colgan Air 4/24/12
- MV Airport Staff Summary re: Lot 34 Alternate Roof Design 4/27/12
- Edgartown Zoning Board of Appeals Notice of Public Hearing 4/11/12
- Catt/MVYABP Lot 34, LLC letter re: Roof Design Review Request 4/13/11
  - Lot 34 East Line Rd. First Floor/Site Plan 4/4/12
  - Lot 34 East Line Rd. Exterior Elevations 4/4/12
- MV Airport Staff Summary re: True North /Vineyard Venue Member Modification (2 p.) 4/27/12
- Massachusetts Superior Court Department Civil Action No. DUCV 2011-00055-A Notice of Voluntary Dismissal (6 p.) 2/13/12
- Massachusetts County of Dukes County Civil Docket # DUCV 2009-00056 Summary Judgment M.R.C.P. 56 (31 p.) 4/11/12