

Town of Nantucket  
**NANTUCKET MEMORIAL AIRPORT**  
14 Airport Road  
Nantucket Island, Massachusetts 02554

Noah Karberg, Airport Manager  
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*Commissioners*  
Arthur D. Gasbarro, Chairman  
Andrea N. Planzer, Vice Chair  
Anthony G. Bouscaren  
Jeanette D. Topham  
Philip Marks III

**AIRPORT COMMISSION MEETING**  
**October 10, 2023**

The meeting was called to order at 5:00 pm by Chairman Arthur Gasbarro with the following Commissioners present: Andrea Planzer, Anthony Bouscaren (attended the meeting at 5:25pm.), Jeanette Topham and Philip Marks III.

This meeting was conducted remotely by video conference via Zoom app and posted after the meeting on the Town of Nantucket YouTube Channel.

Airport employees present were Noah Karberg, Airport Manager, Preston Harimon, Assistant Airport Manager, Boyana Stoykova-Nelson, Office Manager, and Vilina R. Ilieva, Administrative Assistant.

Also present: Philip Cox, CHA Companies, Rich Lasdin McFarland-Johnson.

Mr. Gasbarro read the Town's virtual meeting statement.

Mr. Gasbarro announced the meeting was being audio and video recorded.

Mr. Gasbarro asked for comments on the Agenda; hearing none, the Agenda was adopted.

Mr. Gasbarro asked for comments and concerns on the 09/14/23, and 09/19/23 Draft minutes; hearing none, the Draft Minutes were adopted by unanimous consent.

Ms. Topham – Aye  
Ms. Planzer - Aye  
Mr. Marks - Aye  
Mr. Gasbarro - Aye

Ms. Topham made a **Motion** to ratify the 09/27/23 Warrants **Second** by Ms. Planzer and **Passed** by the following roll call vote:

Ms. Topham – Aye  
Ms. Planzer - Aye  
Mr. Marks - Aye  
Mr. Gasbarro - Aye

**Public Comment:**

None.

**Pending Leases/Contracts** Mr. Karberg presented Exhibit 1 for approval of the following contracts, leases, contract amendments.

- **Allegion Access Technologies LLC** – Contract for Automatic Doors Service Repair and Maintenance - \$86,212.50
- **The Dobbert Companies** – Contract to Install Isolation Valves on Chiller 3 and chiller 4 including new pipe section - \$35,000.
- **Industrial Product Service, LLC** – Contract for ARFF Equipment - \$119,267.00
- **Oshkosh Airport Products, Inc.** – Contract for ARFF Vehicle - \$936,210.00

Ms. Planzer made a **Motion** to approve the leases, contracts and contract amendments as set forth in Exhibit one (1). **Second** by Ms. Topham and **Passed** by the following roll call vote:

Ms. Planzer - Aye  
Ms. Topham - Aye  
Mr. Marks – Aye  
Mr. Gasbarro – Aye

- **Robert B. Ours** – Contract to Construct, Mark, Light and Sign South Apron Expansion Phase 1 - \$ 39,374,649.83

Mr. Lasdin presented Robert B. Ours Contract to the Commissioners. This Contract is for South Apron Reconstruction, and it's been finalized with the alignment of the project, which included installing Noise Monitors, Security Cameras, Emissions Testing, Equipment, and other things that were added to the project. The Federal Government ended up funding approximately \$33 Million for this Project. There is series of community initiatives that were not FAA fundable and made the local share different from the 5% traditional share. A Notice of Award will be given to Robert B. Ours. Based on the Contract Robert B. Ours has a hundred and fifty days (150) of actual construction. At this time, they are not doing any construction, which means that they cannot do any Contract work. They can only procure equipment. Mr. Lasdin said if the Contract it's being approved for signature on this meeting from the Commissioners, the Contractor will be allowed to start spending money to buy their materials. The project has been structured with the Airport and on the safety, point will be separated with temporary fence.

Ms. Topham asked Mr. Lasdin if the berm around the Surfside area would be involved in this project. Mr. Lasdin answered that he and Mr. Karberg did have a meeting with Surfside homeowners to discuss that. The explanation for this is that the berm serves two functions: one is to create a noise barrier for the communities, and the second is that it is a

place for the PFAS-contaminated soil, and the Airport doesn't have any other place to put it. Mr. Lasdin explained to the homeowner's association that the berm is lined on the bottom and covered on the top to encapsulate the soil. The Federal government and the State are looking to potentially lower the contamination standards of the dirt in the future. The Airport is planning to put all the dirt associated with this project into the berm.

Mr. Marks made a **Motion** to approve the contract with Robert B. Ours as set forth in Exhibit one (1). **Second** by Ms. Topham and **Passed** by the following roll call vote:

Ms. Topham - Aye  
Ms. Planzer - Aye  
Mr. Marks – Aye  
Mr. Gasbarro – Aye

### **101023-01 Annual Town Meeting (ATM) and Special Town Meeting (STM) Articles Review**

Mr. Karberg presented the Airport's ATM 2025 Capital request to the Capital Committee on September 28<sup>th</sup>. And the STM supplemental Town Meeting, which is coming up in November. As a result of those two meetings, Mr. Karberg would like to take the following actions related to the Special Town Meeting and Annual town Meetings warrants.

- STM on November 7<sup>th</sup>. The Airport will have two Articles.
- Article 5, which is zoning change, and Mr. Karberg will recuse himself from potential conflicts of interest. Preston Harimon will be present to answer any questions at the meeting.
- Article 13, which is the Airport Supplemental Request for Phase I Employee Housing. The Airport received previously a borrowing authorization of \$3.9 Millions for construction, also previously received bid which was higher than expected, and pushed back the opening bid dates but didn't receive a better bid price. The Airport would like to adjust the Employee Housing Article, current Phase II, for the Annual Town Meeting. Mr. Karberg would like to ask about two things regarding this article. The first is to adjust the current Phase II housing appropriation to remove the construction funds for this Phase, and instead of requesting only the supplemental fund for Phase I and Design funds only for Phase II, Mr. Karberg was looking for the Commission's consent on this approach.

#### **Commissioner Comment:**

Hearing None

#### **Pending Matters**

- a. **071420-03 Per-and Polyfluoroalkyl Substances (PFAS) Investigation**
  - b. **050923-01 Crew Quarters Project**
  - c. **062023-06 South Apron Expansion Project**
- a. **071420-03 Per-and Polyfluoroalkyl Substances (PFAS) Investigation**

Mr. Karberg gave an update that 550 samples have been taken from 80 private wells, and Fall sampling has been completed. The next update will be in December or January. The full presentation can be found in the Agenda Packet, or via the website, [www.ack-pfas.com](http://www.ack-pfas.com). Mr. Karberg presented at the Capital Committee Meeting on September 28<sup>th</sup>. a \$4 million appropriation request. The Committee asked Mr. Karberg if the borrowing request could be broken down into multiple years. Mr. Karberg will answer via written response.

**b. 050923-01 Crew Quarters Project**

Mr. Karberg gave an update earlier, the Airport received one bid, which was reviewed and determined. The project will be repacked and will include the General Contractor performing all the site work.

**c. 062023-06 Sout Apron Expansion Project**

The Airport will work with the Consultants to establish work hours and develop a project schedule.

**Commissioners' Comments.**

**Hearing None.**

**101023-02 FY25 Draft Operating Budget**

The Airport is preparing the Operating Budget to present a preliminary draft to the Town Administration in early November. Mr. Karberg will keep this as an Agenda item until the final budget is approved by the Airport Commission. The document will have a few summery items, including:

- \$12.8 Million in Revenue
- \$13.2 Million in Expenses
- \$400,000 Transfer from the Passenger Facility Charge (PFC) Fund
- Two (2) New positions will be explored in the future.

**Commissioner Comment:**

None

**Manager's Report-** Mr. Karberg reported on:

**Project Updates – AIP**

- ➔ **Taxiway Golf (TW G).** – The Project has been restarted. The airport is accommodating the alternate tug operation with JetBlue across the ramp. Erosion control is installed, and the site survey and reclamation of existing pavement are completed. The Airport will have a final meeting with the FAA to discuss the details of copper cable and fiber optic cable that support the Runway Visual Range and the Airport Surveillance Radar.
- ➔ **Master Plan** – The Airport is working to update the Master Plan Website. The staff is reviewing the Inventory and Facility requirements chapters.
- ➔ **Geometry Project** – The next stakeholders meeting will be scheduled soon.

- **Southwest Ramp Expansion.** – Previously discussed, contract was approved by the Commission.
- **Terminal Optimization** – No update.
- **ARFF Truck – index change** – The Grant was ratified earlier on the Agenda.
- **Capital Improvement Plan (CIP) Meeting** – The meeting was scheduled with the FAA and MassDOT for the end of October. There are no changes to the capital list.

### **Project Updates – Non-AIP**

- **Hangar Development** – No Update.
- **General Aviation Hangars** – No update from the previous meeting.
- **ROW** – The Airport is in the process of closing the Task Order and delivering the final items.
- **Fence Relocation** – The Airport work to finalize and discuss the work with tenants on Bunker Road.

### **RFP/Bid Status:**

- **RFQ for Terminal Optimization Project** – The Airport had a scoping meeting with FAA and MassDOT and is waiting to receive the fee proposal.
- **RFP for 77 and 79 Bunker Road** - The Airport received one proposal for each lot from the existing tenants: Island Barge and Toscana Corporation. The proposals are under review.
- **RFP for Impound Lot** – The Airport received one proposal and the evaluation is completed. The proposal was sent to legal for review.
- **RFP for Modular Building Contractor** – The Airport received one proposal. The proposal was discussed previously at the meeting.

### **Operations Update**

- Capital Improvement Plan (CIP) – Discussed previously.
- The FAA Inspection follow up – Discussed previously.
- Fuel Supply – The Airport reviewed and submitted the 2024 Fuel reservation through World Fuel Services to the Steam Ship. The Airport asked for more reservations in late July and early August.
- General Fall Operations – The General aviation activity was down due to bad weather.
- Junk Pile Update – The Airport will work with existing tenant Bamber Trucking to remove the pile.
- Noise Policy Comments – The letter was submitted and reviewed last month. Some other Airports took the same opportunity. AAAE also submitted a strong letter to some of the Nantucket Airport seasonal points.
- TAC Meeting – This section of the Division of Fish and Wildlife is about to be scheduled for late Fall.

- Massachusetts Association of Airport Managers (MAMA) – Mr. Karberg would like to send Cameron Woods (Environmental Coordinator) to the upcoming conference.
- Wildland Firefighter Event: The Airport and Nantucket Fire Department attended touch a truck event.
- Nantucket Boys and Girls Club Youth Event – The Airport will participate in the event on October 17<sup>th</sup>. That will include doing the paper plane challenge, the phonetic alphabet presentation, and also bringing the ARFF vehicle there.
- Turo and Medalion issue – Mr. Karberg attended the Select Board Meeting on September 26<sup>th</sup> regarding Turo and the Town Medalion Bylaw. Mr. Karberg was allowed by the Select Board to speak and present the Airport items. The Town of Nantucket does have Bylaw issuance of rental car medallions, and the cap for that is 700. This is still a developing issue and Mr. Karberg will continue to report on it.

**Statistics** – Mr. Karberg reviewed the August 2023 Statistics:

- For August, total Ops are down nearly 7% and YTD down 9.7%
- SW Ramp operations were down 4% in August.
- Enplanements were up 3% in August and up 3% YTD.

Boston Market in August up 8%:

- Cape Air down 6%.
- Jet Blue up 32%.

Charlotte in August – American up 9%.

DCA in August up 9%

- JetBlue down up 7%
- American up 11%
- EWB Cape Air down 40% August
- EWR United up 12% in August
- HPN JetBlue down 44%
- Cape Air HYA down 47%

JFK in August down 16%

- Delta down 34%
- JetBlue up 2%

LGA in August up 18%

- Delta up 9%, JetBlue up 28%
- PHL up 13%
- ORD down 43%
- Jet A Gal sold up 1% in August and down 15% in September, YTD down 4%
- 100 LL down 13% in August, up 12% in September. YTD down 4%.
- Freight down 8% in August, down 2% YTD.
- UPS and USPS up significantly, Cape Air Freight and FedEx down.
- Noise Complains – 27 in August.

**Personnel Report-** Mr. Karberg does not have any items for the personal report.

**Commissioners' Comments.**

**Hearing None.**

**Public Comments**

**Hearing None.**

Having no further business for Open Session, Mr. Marks made a **Motion** to go into Executive Session, under G.L. Chapter 30A, Section 21A, not to return to Open Session, to review Executive Session Minutes as enumerated on the Agenda; Clause 3: To Discuss Strategy with Respect to the Litigation Regarding Walsh, where the Chair has Determined that an open session may have Detrimental Effect on the Litigating Position of the Airport Commission.

Clause 3: To Discuss Strategy with Respect to Pursuing Legal Claims against Manufacturer of Polyfluoroalkyl Substances (PFAS) and other potential sources of PFAS, where the Chair has Determined that an Open Meeting May have a Detrimental Effect on the Litigating Position of the Airport Commission

**Second** Ms. Topham and **Passed** unanimously, by the following roll-call vote:

Ms. Planzer - Aye

Ms. Topham - Aye

Mr. Bouscaren - Aye

Mr. Marks - Aye

Mr. Gasbarro - Aye

The meeting adjourned at 5:38 pm.

Respectfully submitted,

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Vilina R. Ilieva, Recorder

**Master List of Documents Used:**

10/10/23 Agenda including Exhibit 1

09/14/23 and 09/19/23 Draft Minutes

09/27/23 Warrant Approvals

Allegion Access Technologies LLC Contract

The Dobbert Companies Contract

Robert B. Ours, Inc Contract

Industrial Product Service, LLC Contract

Oshkosh Airport Products, Inc Contract

Warrant for November 7 Special Town Meeting

PFAS Investigation Status

August 2023 Monthly Statistics Presentation

Commission Meeting Calendar