

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

**July 13, 2023, 2:00PM  
Martha's Vineyard Airport Commission Conference Room  
and by Zoom Conference**

PRESENT:     **Commissioners:** Bob Rosenbaum (Chair), Richard Knabel, Jack Ensor, Don Ogilvie, Kristin Zern, Bob Zeltzer  
                  **Staff:** Geoffrey Freeman, Denise Tawa, Joan Shemit, Christina Colarusso  
                  **Other:** Eunki Seonwoo, Juliet Mulinare (Recorder)

I. CALL TO ORDER

Mr. Rosenbaum called the meeting to order at 2:00pm.

II. APPROVAL OF MEETING MINUTES

The Commission reviewed the draft minutes of the 6/6/23 & 6/8/23 meetings.  
*Motion placed on the floor by Mr. Knabel to approve the 6/6/23 and 6/8/23 draft minutes. Mr. Ogilvie seconds the motion, no further discussion, vote taken and approved (5-0-1).* Ms. Zern abstains.

The Commission reviewed the draft executive session minutes of the 6/8/23 meeting.  
*Motion placed on the floor by Mr. Ogilvie to approve the 6/8/23 draft executive session minutes. Mr. Ensor seconds the motion, no further discussion, vote taken and approved unanimously (6-0-0).*

III. FINANCE SUBCOMMITTEE REPORT

Mr. Knabel reported a healthy operating surplus and Accounts Receivable is as low as it's ever been (~\$20k). The Commission discussed the use of grant funds for the Wastewater Facility project; the County funds must be spent first.

Mr. Knabel stated that the Finance Committee discussed the issues with the County Treasurer and the problems with payroll. They agreed that it would be simpler if a payroll service was utilized for Airport personnel considering the Airport employs 37 people, while the County only has seven employees. Mr. Knabel also recognized the substantial role Ms. Metcalf has taken on to get these issues resolved.

IV. LAND USE SUBCOMMITTEE REPORT

No Report.

V. OUTREACH SUBCOMMITTEE REPORT

There was no meeting but Ms. Zern reported that she was finally able to get in touch with Sam Hart from MVRHS. They met to discuss improving communication and how to get more students interested in and involved with aviation. Mr. Hart wants to bring students up to the Airport to tour the tower. They also discussed the lack of training courses available to students and how collaboration with other airports could expand the availability of those courses.

## VI. PERSONNEL SUBCOMMITTEE REPORT

- Approval for Airport Director's Annual Review  
The Commission reviewed the Director's annual review and noted that almost all of last year's listed goals have been accomplished. Mr. Freeman is doing an excellent job. The Personnel Committee recommended a 5.5% salary increase (this does not include a COLA).  
*Motion placed on the floor by Mr. Ogilvie to increase the Airport Director's salary by 5.5%. Ms. Zern seconds the motion, no further discussion, vote taken and passed unanimously (6-0-0).*

## VII. MVY DIRECTOR'S REPORT

- Approval of Grant Assurance for Part 150 Noise Study Project  
Mr. Freeman informed the Committee that the monitoring for the Noise Study started this week; there will be two weeks of monitoring and then a formal report will be prepared to be presented to the FAA. There will also be an information session to update the community. This is a grant-funded study and MassDOT needs to renew the grant every fiscal year. The action item is for the Commission to approve the rollover of the grant funding, which the County has already approved.  
*Motion placed on the floor by Mr. Knabel to approve the rollover of the grant funding for the Noise Study project. Ms. Zern seconds the motion, no further discussion, vote taken and approved unanimously (6-0-0).*

Mr. Freeman reported that the Airport was awarded a federal grant for the terminal relocation feasibility study, in the amount of \$450,081. This is a mandatory study that is needed to conduct any renovations. The study will also evaluate the different areas of the terminal for safety and functionality. Mr. Freeman stated that the building is now 20+ years old and many of the mechanicals are reaching the end of their useful life, or already failing. The study will look at the infrastructure needs, as well as power supply needs and will incorporate clean energy initiatives. The study will be completed by McFarland Johnson and will put the airport in a position to receive additional funding.

Mr. Freeman gave the Commission an update on the tower relocation project. This project is solely an FAA improvement project; they will do pretty much everything when it comes to determining the location, design and construction. MVY will have some responsibilities and some costs associated with the work.

Mr. Freeman reported on the June statistics, stating it was an interesting month: passengers were up about 4% but overall operations were down 19%. Mr. Freeman attributed this to the weather and said it affected airports all over New England.

The Commission discussed the traffic concerns for Airport Road and Edgartown – West Tisbury Road. Mr. Freeman said police details have been requested for 12pm – 4pm every day until the end of the summer, however, since they are details, there is no guarantee all the requested times will be filled. The Commission agreed that traffic on Edgartown – WT Rd is noticeably worse this year, even when Airport Road is not backed up.

## VIII. CHAIR'S REPORT

Mr. Rosenbaum informed the Commission that Airport Mobil's lawyer said he will be appealing to the MA Supreme Judicial Court. Mr. Rosenbaum will provide updates as they become available.

## IX. ITEMS NOT REASONABLE ANTICIPATED BY CHAIR

None.

X. PUBLIC COMMENT

None.

XI. ANNOUNCE NEXT MEETINGS

MVAC: August 10, 2023 at 2:00pm  
Outreach: August 3, 2023 at 2:00pm  
Land Use: August 3, 2023 at 3:00pm  
Finance: August 4, 2023 at 10:00am

XII. ADJOURN

*At 2:45pm a motion to adjourn the meeting was made by Mr. Ogilvie and seconded by Mr. Zeltzer. No further discussion, vote taken and passed unanimously (6-0-0).*

Minutes submitted by Juliet Mulinare.

Minutes approved: 8/10/2023