

**MARTHA'S VINEYARD AIRPORT COMMISSION  
71 AIRPORT ROAD  
WEST TISBURY, MA 02575**

**MINUTES OF THE COMMISSION MEETING  
ARFF CONFERENCE ROOM  
OCTOBER 10, 2024, 2:00 P.M.**

**COMMISSION MEMBERS:**

Bob Rosenbaum	MVAC Chair
Don Ogilvie	MVAC Vice-Chair (via teleconference)
Richard Knabel	MVAC
Robert Zeltzer	MVAC
Jack Ensor	MVAC (via teleconference)
Geoffrey Wheeler	MVAC (via teleconference)
Kristen Zern	MVAC

**AIRPORT STAFF:**

Geoffrey Freeman	Airport Director
Denise Tawa	Airport Executive Assistant

**GUESTS:**

Matthew O'Brien	McFarland-Johnson (via teleconference)
Norm Werthwein	Public
Dona Flemme	Public

Minutes taken by Landon Leone of Minutes Solutions Inc. from a recording.

**1. CALL TO ORDER**

There being a quorum present, and the Commissioners having been given adequate and proper notice of the meeting, the meeting was called to order at 2:00 p.m.

**2. REVIEW AND APPROVAL OF PREVIOUS MINUTES**

**On a motion made by Richard Knabel, seconded by Robert Zeltzer, it was resolved to approve the minutes of the previous Board of Directors meeting held on September 12, 2024, as amended. Motion carried.**

**On a motion made by Geoffrey Wheeler, seconded by Robert Zeltzer, it was resolved to approve the minutes of the Executive Session held on July 2, 2024, as presented. Motion carried.**

**On a motion made by Geoffrey Wheeler, seconded by Robert Zeltzer, it was resolved to approve the minutes of the Executive Session held on August 8, 2024, as presented. Motion carried.**

**3. FINANCE SUBCOMMITTEE REPORT**

Richard Knabel of the Finance Subcommittee noted that they met recently and discussed the \$1 million EPA funding, and also to affirm that all details of the waste water treatment plant will be finalized by December, 2024.

It was noted that August was a very good month for the Airport financially, meaning that the Corporation will likely finish the fiscal year with a decently sized surplus. Richard Knabel also reviewed the Accounts Receivable with the Board as well as the monthly expenses.

#### **4. LAND USE SUBCOMMITTEE REPORT**

##### **4.1 Vineyard Tennis Center Change of Use Request**

**On a motion made by Jack Ensor, seconded by Kristen Zern, it was resolved to approve the request for change of use regarding the Vineyard Tennis Center. Motion carried.**

**On a motion made by Jack Ensor, seconded by Geoffrey Wheeler, it was resolved to rescind the change of ownership to resign the commercial lease. Motion carried.**

The Land Use Subcommittee did not have a meeting this month. However, the final version of the Vineyard Tennis Center change of use request was presented to the Board.

#### **5. OUTREACH SUBCOMMITTEE REPORT**

*ACTION – The Outreach Subcommittee will send a copy of the Fall, 2024, Outreach Subcommittee newsletter to the Board for review in advance of the upcoming release.*

Kristen Zern noted that the Fall, 2024, Outreach Subcommittee newsletter is ready to be released. The Board requested to review the newsletter in advance of the release.

#### **6. AIRPORT DIRECTOR'S REPORT**

##### **6.1 Acceptance of ARPA Grant Funds from CDC for Wastewater Treatment Plant Project**

**On a motion made by Bob Rosenbaum, seconded by Richard Knabel, it was resolved to accept:**

- **That the Martha's Vineyard Airport, acting through the Martha's Vineyard Airport Commission (MVAC), hereby accepts the award of a grant of \$100,000 of American Rescue Plan Act (ARPA) funds from the County of Dukes County (the County) to pay a portion of the costs of the MVAC wastewater treatment plant project (the Project);**
- **That such award represents an increase (to \$1,600,000) in the amount of a grant previously made to MVAC for the project and evidenced by a Grant Agreement between the County and the MVAC (the Grant Agreement);**
- **That the increase to such grant be evidenced by an amendment (or amendment and restatement) of the Grant Agreement in such form and on such terms not inconsistent with this vote as the Authorized Officer executing and delivering the same shall approve, such execution and delivery to be conclusive evidence of such approval; and**
- **That the MVAC Chair (the Authorized Officer) is authorized and directed to execute and deliver, in the name and on behalf of MVAC, such amendment and any other documents, representations, and certifications as are deemed necessary or convenient to affect the purposes of this vote.**

**Motion carried.**

Bob Rosenbaum noted that the total grant amount from the CDC for the wastewater treatment plant to bring the total grant amount to \$1.6 million and presented a motion to accept this grant.

Airport Director Geoffrey Freeman provided an update on the tower project, noting that the final location for the project has now been finalized. Site surveys will be ongoing over the next couple of months.

A recent security event required terminal evacuation for a brief period of time but did not overly interrupt daily airport activities. An investigation into this event by local law enforcement is ongoing.

**7. CHAIR'S REPORT**

The Chair Bob Rosenbaum took a moment to send well wishes to those in Florida due to Hurricane Milton hitting the coast. The Chair also reported on a meeting that took place to try and clarify the draft lease for any lease of a 20+ year term.

**8. PUBLIC COMMENTS**

There were no public comments at this meeting.

**9. NEXT MEETING**

The date of the next meeting is November 14, 2024, at 2:00 p.m.

**10. ADJOURNMENT**

It was agreed that there was no further business of the Commission to transact; it was agreed to close the Board meeting at 2:45 p.m.

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date