

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

**MINUTES OF THE COMMISSION MEETING  
ARFF CONFERENCE ROOM  
NOVEMBER 14, 2024, 2:00 P.M.**

**COMMISSION MEMBERS:**

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

**AIRPORT STAFF:**

Geoffrey Freeman	Airport Director
Denise Tawa	Airport Executive Assistant
Jesse Olsen	Airport Compliance
Joan Shemit	Airport Business Manager (via teleconference)

**GUESTS:**

Matthew O'Brien	McFarland-Johnson (via teleconference)
Luke Lefeber	Vineyard Power
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 Kristin Zern, it was resolved to approve the minutes of the previous Commission meeting held on October 10, 2024, as amended. Motion carried.**

**3. FINANCE SUBCOMMITTEE REPORT**

**3.1 Proposal of Ongoing Fuel Farm Monitoring with Tetra Tech**

**On a motion made by Richard Knabel, seconded by Kirstin Zern, it was resolved to approve the proposal of ongoing fuel farm monitoring with Tetra Tech at a cost of \$73,900 plus tax. Motion carried.**

Richard Knabel presented the proposal from Tetra Tech for the ongoing fuel farm monitoring to the rest of the Commission. It was noted that the cost of the proposal has been reduced to \$73,900 plus tax.

**3.2 Authorization of \$500,000 for McFarland Johnson to Begin Design of Terminal Renovation and Enhancements Under the Bill-ATP Grant**

**On a motion made by Richard Knabel, seconded by Geoffrey Wheeler, it was resolved to approve the authorization of \$500,000 for McFarland Johnson to begin design of terminal renovation and enhancements under the Bill-ATP grant. Motion carried.**

Richard Knabel of the Finance Subcommittee noted that the Subcommittee recommends the approval of the authorization of \$500,000 for McFarland Johnson to begin design of the terminal renovation and enhancement under the Bill-ATP grant.

**4. LAND USE SUBCOMMITTEE REPORT**

The land use subcommittee report was not discussed.

**5. OUTREACH SUBCOMMITTEE REPORT**

Kristen Zern noted that the Outreach Subcommittee did not meet since the last Commission meeting and therefore there is no report to submit to the greater Board.

**6. AIRPORT DIRECTOR'S REPORT**

**6.1 One-Year Extension for McFarland Johnson Consultant Services**

**On a motion made by Richard Knabel, seconded by Kirstin Zern, it was resolved to approve the one-year extension for McFarland Johnson Consultant services. Motion carried.**

The Airport Director presented the one-year extension for McFarland Johnson consultant services.

**6.2 Acceptance of Vineyard Power Grant for Battery Storage in Connection with MVY-CVEC Solar Panels Project**

**On a motion made by Kirstin Zern, seconded by Geoffrey Wheeler, it was resolved to approve the acceptance of Vineyard Power grant for battery storage in connection with the MVY-CVEC solar panels project. Three ayes and three members abstained. Motion carried.**

*ACTION – The Commission will further review the Vineyard Power proposal for a grant for the battery storage in connection with the MVY-CVEC solar panels project.*

Luke Lefeber from Vineyard Power reviewed the Vineyard Power grant for battery storage in connection with the MVY-CVEC solar project that MVAC is undertaking. It was noted that having solar panels will lead to savings for the airport, in terms of electrical use over the long run.

Luke Lefeber further clarified that accepting this grant now does not commit the Corporation to the solar panel project, it simply guarantees that the grant money for the project is accessible should the airport proceed with the proposed project.

The Commission requested a delay in approval for a month or two to further review the proposal.

7. **CHAIR'S REPORT**

*ACTION – The Commission will send the Chair any comments, suggestions, and additions to a job advertisement for MVAC.*

The Chair Bob Rosenbaum facilitated a brief discussion on a possible job advertisement for the Martha's Vineyard Airport Commission in the near future in an attempt to draw interest in the Commission to new individuals.

8. **PUBLIC COMMENTS**

There were no public comments.

9. **NEXT MEETING**

The date of the next meeting is December 12, 2024, at 2:00 p.m.

10. **ADJOURNMENT**

It was agreed that there was no further business to transact; the meeting was closed at 3:17 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.

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Commissioner

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Commissioner

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Date

\_\_\_\_\_  
Date