

**Commonwealth of Massachusetts**  
**MARTHA'S VINEYARD AIRPORT COMMISSION**  
**FINANCE AND BUDGET SUBCOMMITTEE MEETING**  
**March 12, 2019 at 3:30 PM**  
**MVAC Chambers**

Notice of Such Meeting Having Been Posted as Required by Law

Present:

Subcommittee Members: Chair- Bob Rosenbaum, Don Ogilvie, Geoffrey Wheeler, Norm Werthwein, Peter Wharton

Airport Staff: Ann Richart\*- Airport Director, Geoffrey Freeman- Airport Assistant Manager, Joan Shemit- Business Manager, Denise Tawa (recorder)

Other: Ann Metcalf- County Treasurer, Kristen Zern- MVAC (Member of the public), Richard Knabel- MVAC (Member of the public), Matt O'Brien- McFarland Johnson

\*Arrives late or departs early

**I. CALL TO ORDER:**

The Martha's Vineyard Airport Finance and Budget Subcommittee meeting was called to order at 3:31 PM.

**II. MINUTES:**

**February 5, 2019 Finance Committee**

WERTHWEIN made a Motion, Ogilvie Seconded

**3:30 PM. APPROVED 5-0-0**

**III. FINANCIAL REPORTS REVIEW:**

WERTHWEIN gave the committee an overview of the financial reports. The results for Q1 and Q2 are showing a \$187,838.50 deficit in operating. With including the first month for Q3 the deficit actual is \$170,863.32. Referring back to prior years the forecast for April- June as a comparable looks reasonable. He added in the forecast approximately \$100,000 to Tetra Tech. February accounts receivable results are not in yet. Cash flow forecast from March – June is showing a shortfall especially for late April to early June. A Revenue Anticipation Note for \$300,000 was discussed to help through the remainder of the fiscal year.

**Werthwein made a Motion to Recommend to MVAC that we borrow a Revenue Anticipation Note for up to \$300,000 for up to one year. Ogilvie Seconded 5-0-0 APPROVED**

**IV. REVIEW WORK ORDERS WITH MCFARLAND JOHNSON:**

Matt O'Brien presented the sub-committee with future projects that have surfaced and he would like some direction to move forward or hold off to a later date.

A. **Business Park Mitigation-** Lot #34 and #38. The mitigation fee for both of these lots is \$80,000. McFarland consultant fee is \$70,000 which includes them permitting, appraisal, release request, MEPA review, Admin task, etc. Committee discussed that we need to move forward with this as both properties are in

engaged in leases. O'BRIEN is going to reach out to The FAA and National Heritage to ask for an extension into FY20 due to some financial challenges.

- B. Construction Administration for Well House Haz Mat Abatement- (work order 14C)** The construction contractor cost is \$84,000 and McFarland Johnson fee is \$50,000. The Construction Contractor is sending an estimate for them to demo the building due to hazardous materials. When Matt receives the quote he will forward it on to ROSENBAUM.
- C. Testing and Management of PFAS Contamination in Soils-** Since known disbursements of AFFF on a section of runway and with the runway construction MASS Dep wants to have the soils tested before moving it to another location. The testing and retaining McFarland would approximately be \$14,000.

**WHARTON made a Motion to Recommend to the MVAC of work order of \$14,000 to McFarland Johnson for the testing of the soil from the runway due to PFAS. WHEELER Seconded. 5-0-0 APPROVED**

- D. Obstruction Runway Study-** FAA has concerns that there is obstruction in our approach due to conflicting data. Request of a further obstruction to the FAA. This is AIP eligible (95% FAA, 5% MADOT, 5% MVY)

**WERTHWEIN Made a Motion to Recommend MVAC for McFarland John to begin scoping for an obstruction study with project not to exceed the amount of \$285,000. ROSENBAUM Seconded 5-0-0 APPROVED**

- E. Traffic Study-** Associated with MEPA/ NEPA is the 5 year CIP project. Part of the ENF permit is to have a traffic study performed in the peak traffic season. This will be broken down into 2 parts. 1) Data Collection will be collected this summer 2) Analysis Review (January). O'BRIEN will scope it out and present a schedule. If the study is not done it will hold up all projects as MEPA will not give us a permit. The project cost will range between \$50k-\$100k.

- V. Update on WWTF Upgrade Projects Financing-** Under estimated for the project by \$1 million. The original loan request to the legislatures for \$2.5 Million. After a more in-depth review of construction a request for an additional \$1 million is needed.

**WERTHWEIN Made a Motion to Recommend to MVAC to borrow an additional \$1 million for the WWTF project. OGILIVE Seconded 4-0-1 WHARTON abstained**

**VI. Items Not Anticipated**

**Upgrade to The ARFF Truck-** Addition of an AFFF monitor that would be incorporated into truck. FAA approves the monitor system but doesn't fund it.

**WHARTON Made a Motion to recommend to MVAC for \$30,000 to Oshkosh for the addition of the AFFF monitor in the new Fire Truck. WHEELER Secoded 5-0-0 APPROVED**

**CONFIRMATION OF NEXT MEETING DATE AND TIME:**

April 5, 2019 3:30 PM

**ADJOURNMENT: 5:43 PM**