

Commonwealth of Massachusetts
MARTHA'S VINEYARD AIRPORT COMMISSION
FINANCE AND BUDGET SUBCOMMITTEE MEETING
June 7, 2019 at 3:30 PM
MVAC Chambers

Notice of Such Meeting Having Been Posted as Required by Law

Present:

Subcommittee Members: Chair- Richard Knabel, Norm Werthwein, Peter Wharton, Geoffrey Wheeler

Airport Staff: Denise Tawa (recorder), Edward Christofono- Controller

Other: Ann Metcalf*- County Treasurer, Matt O'Brien- McFarland Johnson (telephone),

*Arrived late or departed early

I. CALL TO ORDER:

The Martha's Vineyard Airport Finance and Budget Subcommittee meeting was called to order at 3:36 PM.

II. MINUTES:

May 3, 2019 Finance Committee

WERTHWEIN made a Motion, WHARTON Seconded

APPROVED 3-0-1 WHEELER Abstained due to absence

III. REVIEW OF FINANCIAL REPORTS:

Cash flow came in better than forecasted ending with a \$40,477.60 deficit for April. PFAS expenses have been moved from operating to capital expenses. An operational budget per month will be used for next fiscal year, to show a monthly comparison. WERTHWEIN requested CHRISTOFONO to send the Finance Sub-Committee the revised FY19 budget that was presented to the County Commission. Cash flow exceeded what was anticipated for May and CHRISTOFONO still anticipates being on track with the forecast for closing out the fiscal year.

METCALF is submitting a new loan application for the MEPA/ NEPA project as it is not completed yet.

WERTHWEIN made a motion to recommend to the MVAC a rollover of the MEPA/NEPA FAN for \$260,658.81. WHARTON seconded 4-0-0 APPROVED

IV. AIRPORT BUSINESS PARK FINANCE REPORT

Accounts Receivable customers will start receiving a statement with their monthly invoice. A few outstanding balances were shown on tenant accounts and will be looked into further. NRG has been being invoice an incorrect amount and now has an outstanding balance that will not incur finance charges. WHARTON presented that Beach Road Music Festival (Aug 9-11) has requested to use parking LOT C for patrons to park for the festival. The festival has offered \$10k to the airport to rent the Lot for 3 days.

V. FY2020 BUDGET DISCUSSION

The committee is going to allow Cindi Martin, Airport Director, more time to revise the budget. June 26th is an unrealistic due date to have it ready for the county with the biggest factor being a change in administration.

VI. MCFARLAND JOHNSON UPDATE

O'Brien discussed the 2 grants that were submitted in May. The first grant was for the obstruction study, traffic study, and public outreach involvement. The grant was submitted with a supplemental line for MEPA/NEPA as secondary. FAA supports the obstruction study but at this time does not support the MEPA/NEPA line item. O'BRIEN will be meeting with FAA next week and will find out why it's not being supported. The MEPA/NEPA line item included the traffic study (\$88,400) as well as public outreach (\$57k). The data collection needs to happen this July in order to complete progressing the MEPA/NEPA and terminal building improvements. O'BRIEN is requesting that the MVAC authorize a data collection version for the traffic study (under \$25k). Public outreach was initially thought to be grant funded and will be brought to the full MVAC for further discussion.

The second grant is for the ARFF truck, O'BRIEN believes the FAA is approving but they are recommending that the airport submit a grant for the ARFF truck equipment. June 28th is the deadline to submit a grant with the estimated cost being approximately \$80k.

The well house project (construction admin & well de-commissioning) has been completed. The project was approved for \$50k but was completed under budget at \$35k. The PFAS project was also completed under budget at \$4.5k vs. \$14.2k. The sub-committee authorized GEOFFREY FREEMAN up to \$10k for the tree clearing project for obstructions.

O'Brien is asking for an amendment for the WWTF Phase 1-HVAC and Process Design Project. AECOM, the contractor for the project has installed a de-nitrification filter that was not in the permit for the scope of work for a cost of \$14.5k. O'BRIEN is asking for an amendment in the contract. Cancelling the contract with AECOM will leave a positive balance of \$53,788.05 for the project.

The WWTF Project with regards to funding (\$1m) and having a deadline of October 20, 2019 was discussed. The legislature has stated they will not entertain another bond approval until the county submits a home rule petition to separate the legislature from this process. METCALF has already started the process and should have an update on Monday. The project cannot be bid out until the funds are retained.

O'BRIEN and METCALF will look into different approaches to retain funding and will meet next Wednesday to discuss.

**VII. PROPOSED APPLICATION POLICY FOR PUBLIC CONFERENCE ROOM
USUAGE**

Setting up an application and fee policy for public conference room use was taking
under advisement.

VIII. EXECUTIVE SESSION

**An executive session is needed to discuss negotiations and wages for union
employees**

Tabeled

IX. CONFIRMATION OF NEXT MEETING DATE AND TIME:

July 9, 2019 3:30 PM

X. ADJOURNMENT: 5:11 PM