



**MARTHA'S VINEYARD AIRPORT COMMISSION**  
**Finance Subcommittee**  
**MEETING MINUTES**  
**October 7, 2022**

**Committee Members Present:** Richard Knabel, Norm Werthwein, Bob Zeltzer

**Absent:** Geoff Wheeler

**Airport Management / Staff Present:** Ann Metcalf, Geoff Freeman

**Commissioners:** None

**Public Present:** Ron Myrick - Tetra Tech  
Matt O' Brien - McFarland Johnson

**Call to Order:** Mr. Knabel called the meeting to order on October 7, 2022 at 10:02 am

**Minutes:** Mr. Knabel called for a motion to approve the minutes from 9/6/2022 with one spelling correction.

**Motion:** Mr. Werthwein

**Second:** Mr. Zeltzer

**Vote:** 3-0-0

Mr. Knabel called for a motion to approve the minutes from 9/6/2022

**Motion:** Mr. Werthwein

**Second:** Mr. Zeltzer

**Vote:** 3-0-0

**Geo Tech and and Survey Work for the Taxi Lane Construction.**

Chairman Knabel began the discussion regarding Geo Tech and and survey work for the Taxi Lane Construction. Mr. Wethwein asked for clarification on the funding and grant process. Mr. Werthwein also confirmed that this was a project on our masterplan.

**Motion:** To recommend the GEO Tech and survey work for the Taxi Lane Construction with an upfront cost of \$315,000 to the full commission.

**Motion:** Mr. Werthwein

**Second:** Mr. Zeltzer

**Vote:** 3-0-0

This notice is posted in accordance with G.L. c. 30A, §20(c) & 940 CMR 29.03(3) and amendments thereto

Geoff Freeman  
Airport Director  
Executive Officer  
Martha's Vineyard Airport Commission

### **Tetra Tech PFAS Pilot Project**

Ron Myrick of Tetra Tech made a presentation of the Tetra Tech PFAS Pilot project to the committee. He answered committee members questions regarding the longevity, well and carbon curtain placement.

**Motion:** To recommend the Tetra Tech PFAS Pilot project ruction with a cost of \$272,500 to the full commission.

**Motion:** Mr. Werthwein

**Second:** Mr. Zelter

**Vote:** 3-0-0

### **Review of Financial Reports**

Ms. Metcalf presented the Income Statement, Cash Flow, FBO sales and A/R Aging reports. **There was** discussion regarding our current invoicing system and that the airport should explore other software solutions that would track our property leases. Continued focus should be on cleaning up the outstanding accounts receivable.

### **Review of Allocation of Overhead**

Ms. Metcalf presented the final FY 22 Allocation of overhead. No action needed.

**Chairs Report:** No formal report

**Director's Report:** No formal report.

Mr. Knabel announced the next regularly scheduled Finance Committee meeting: 10am, Friday, November 4 2022.

**Adjourn :** Mr. Knabel adjourned the meeting at 11:18 am.

**Motion:** Mr. Werthwein

**Second:** Mr. Zelter

**Vote:** 3-0-0