

**Commonwealth Of Massachusetts**  
**MARTHA'S VINEYARD AIRPORT COMMISSION**  
**LAND USE SUBCOMMITTEE MINUTES**

**May 3, 2019, 5:00PM**

**MVAC Chambers**

Notice of Such Meeting Having Been Posted as Required by Law

**Present:**

**Subcommittee:** Chair – Peter Wharton, Don Ogilvie, Geoffrey Wheeler

**Airport Staff:** Kevin Brennan, Property Manager (recorder).

**Public Signed in:** Kristin Zern (MVAC); Richard Knabel (MVAC), Cindi Martin

**Via Phone/Videoconferencing:** Matthew O'Brien (McFarland Johnson)

- I. **CALL TO ORDER by Chair Peter Wharton – 17:01hrs.**
  
- II. **MINUTES: APPROVE THE MINUTES FROM THE APRIL 4, 2019 LAND USE SUBCOMMITTEE MEETING –** Minutes had not been distributed. Carry over to June meeting.
  
- III. **OLD BUSINESS**
  - a. **Well House Hazardous Material Project Update –** Matt O'Brien provided update indicating that Island Water will decommission the well. Demolition permits are in process for scheduled demo. Expects to meet May 30 target to complete project, including 3<sup>rd</sup> party inspection required before final payment is issued. Matt will clarify if MassDEP review of paperwork needed or not. As a result, all BP39 and BP 40 turn "yellow". Land Development Project remains on hold until completion.
  - b. **Massachusetts Environment Policy Act (MEPA)/National (NEPA) Project Update –** Surface Transportation Study needed. 2 intersections and Parking Lot. Scope and fees were submitted to the FAA. Grant application was submitted to FAA 5/1/2019. Study to be done in June, cannot reflect peak periods of July and August. Budget: 12K to date, 12K when done. Motion by approve and proceed to MVAC by Mr. Ogilvie, 2<sup>nd</sup> by Wharton and unanimously approved 2-0-0.  
Mr. Wheeler arrived from a prior commitment.
  - c. **Water System Update –** Matt O'Brien relayed that Ms. Richart had called him with Mr. Rosenbaum's request that MJ start to work on the water supply contract/ options. On behalf of MF, Matt asked if they should proceed to design a plan for this. After discussing some pros and cons of the request, motion made by Mr. Ogilvie, 2<sup>nd</sup> by Mr. Wheeler that MF NOT proceed with work on this project until further notice. Unanimously approved 3-0-0.  
At this time, Mr. O'Brien was excused from the meeting, via teleconferencing.
  - d. **Business Park RFP Update –** As the result of the departure of Ms. Richart, Mr. Brennan asked that this item be held over until the next meeting when a fully vetted RFP would be presented.

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- e. **Tenant Aging Report** – Mr. Brennan presented the monthly report indicating that the outstanding balance of the TOP5+ (8) had been reduced by 8% over the last 30 days. 3 tenants with Long-term debt had made full payments totally over \$63,000. One tenant was added to the list.
- f. **Recommend Approval of MVAC of Restaurant RFP** – As the result of the departure of Ms. Richart and some recently suggested modifications to the DRAFT RFP, Mr. Brennan asked that this item be held over until the next meeting when a fully vetted RFP would be presented.
- g. **Review Lease Renewal Process** – Mr. Brennan had requested to attend the next Tenant Association meeting to obtain feedback on draft process. None has been scheduled. Ms. Grant circulated the Process to members and reports that she has “*a few comments but nothing that could be policy ready*”.

**IV. NEW BUSINESS**

- a. **Request by Trustees of John W. Folino, Jr. Marital Trust (MV LOT 14, LLC) to approve Assignment of lease to Jacqueline Duckworth and Mark Duff, former employees of Mr. Folino.** Motion by Mr. Wheeler to approve, 2<sup>nd</sup> by Mr. Olgivie, Unanimously approved 3-0-0. **Move to MVAC.**
- b. **Request of Crown Castle’s (FP36/Cell Tower #1) sublease Spring PCS to modify equipment /add equipment to tower.** Motion by Mr. Wheeler to approve, 2<sup>nd</sup> by Mr. Olgivie, Unanimously approved 3-0-0. **Move to MVAC.**
- c. **Approve Default Letter to Mr. Nicholas Catt and Mr. Geoffrey Smith (BP34) unpaid \$46,321.16 and discuss on next steps per lease.** MVAC received earlier this afternoon full payment from Mr. Eddy, who intends to partner with Mr. Catt to develop this property. No further action required.
- d. **Recommend approval of Car Rental RFP** - As the result of the departure of Ms. Richart and some recently suggested modifications to the RFP, Mr. Brennan asked to hold this item be held over until the next meeting when a fully vetted RFP would be presented.
- e. **Request of Mr. Nicholas Catt (BP34) and Mr. James Eddy to approve preliminary proposal for warehouse on premises.** Mr. Wheeler stated that this request could not be considered without more complete information, in particular, firm clarity around the partnership of the proposers.

**V. ITEMS NOT RESONABLY ANTICIPATED BY CHAIR**

None were presented

**VI. ADJOURNMENT**

**MR. OLGILVIE MOVED TO ADJOURN AT 17:43hrs; MR. WHEELER SECONDED;  
MOTION UNANIMOUSLY APPROVED 3-0-0.**

**Next meeting–tentatively scheduled for 5:00PM, Thursday, June 6, 2019**