

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

July 2, 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, Airport Properties Manager (recorder); Edward Christofono, Financial Controller; Cindi Martin, Airport Director

Public Signed in: Kristin Zern (MVAC)

Via Phone/Videoconferencing: NONE

I CALL TO ORDER by Chair Peter Wharton – 17:22hrs.

II MINUTES:

APPROVE THE MINUTES FROM THE JUNE 6, 2019 LAND USE SUBCOMMITTEE MEETING – Motion by Mr. Ogilvie, 2nd by Mr. Wheeler to approve minutes. Unanimously approved 3-0-0.

III OLD BUSINESS

a. **Tenant Aging Report** – Mr. Christofono presented the monthly report indicating that the outstanding balance of the TOP 5+, 74K, is up slightly from June. Mr. Brennan reported that invoice error ~24K to NRG was finalized and payment is in progress.

b. **Recommend Approval of MVAC of Car Rental RFP** – Ms. Martin and Mr. Brennan presented an overview of the changes proposed in the Car Rental RFP, which brings our program more in line with similar airports and include introducing charges for Office and Counter space, Ready Return Temporary Parking Spaces, Preferential Ready Space Parking Lot, and Seasonal Overflow Parking in Lot C. Financials reviewed.

Motion by Mr. Wheeler to approve RFP as presented by Staff, 2nd by Mr. Ogilvie, and unanimously approved to forward to MVAC for final approval. 3-0-0

IV. NEW BUSINESS

a. Airport Properties Manager Report

Lease Renewals – There are 7 ready-to-go, 6 waiting for 3 RFP's, and there will be 12 in 2020. Mr. Wharton led discussion regarding lease increase issues, requested modelling from Controller, and suggested executive session in August to discuss.

Southeast Hangar A – Mr. Brennan presented an update on the property. Staff working with MVC to clarify stages of development process. Committee presented concerns that location "A" may not be the best way to utilize existing space due to seasonal corporate jet parking. Discussed use of a Lease agreement VS an Option agreement which prospective tenant had requested.

Lot 39/40 – Current tenant, Garden Beautifiers Landscaping, LLC has made little progress in clearing the property. This month-to-month Tenant received Attorney Letter last week during face-to-face meeting. Tenant requested extension through July 17th to vacate property, which we approved.

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Public Art Concept – MV Museum inquired as to storage of outdoor art piece they are unable to accept yet. Mr. Brennan introduced possibility of relationship/partnership with MVM to host outdoor art and possibly indoor pieces. LUC questioned insurance, fees, expenses anticipated. Initial discussions with MVM clarified that MVAC had no budget. MVM still interested in further exploration of this concept.

BP14 – Mr. Brennan provided an overview of the issues contained in a three-page letter sent to tenant regarding lease violations which continue to hold up Assumption of Lease.

Beach Road Weekend Parking Agreement – Progress being made, draft Use Agreement being edited.

BP34/38 Release Update – Ms. Martin provided an update on timing and fees.

IV. ITEMS NOT REASONABLY ANTICIPATED BY CHAIR

- a. Request of Bunbun LLC, Mr. Jim Eddy on behalf of Mr. Nicholas Catt to be exempt from 3% Lease Assignment Fee.** Mr. Catt had not paid said fee and this morning passed invoice to Mr. Eddy, who immediately called. Ms. Martin and Mr. Brennan recommended one-time exemption from fee due to conditions outlined in Staff Briefing. Mr. Wheeler motioned to propose to the MVAC to exempt Mr. Catt and hence Mr. Eddy from this fee. Seconded by Mr. Wharton. **Approved 2-0-1 Abstention – Mr. Ogilvie**

~6:58 - Mr. Ovilvie excused himself to attend to a prior commitment.

Mr. Wharton then opened the meeting for public comment.

Ms. Zern:

1. Asked if staff considered a kiosk-based system for a 5th car rental vendor? Staff would consider after 4th counter space leased and successful.
2. Asked if staff considered that during a recession commercial leases may decline. Staff indicated that this was possible.
3. Requested that staff consider appearance to community when presenting FMV issue.
4. Asked if there was a Master Plan for the Airport Business Park. Ms. Martin referred Ms. Zern to the Airport Master Plan discussed at each MVAC meeting.
5. Asked if there should be a store in the terminal and suggested “Made MV”. Mr. Brennan asked Ms. Zern to have any businesses interested in leasing space call him as soon as possible.
6. Suggested that the Restaurant RFP should contain pop-ups.

VI. ADJOURNMENT

**MR. WHEELER MOVED TO ADJOURN AT 19:02hrs; MR. WHARTON SECONDED;
MOTION UNANIMOUSLY APPROVED 2-0-0.**

Next meeting – tentatively scheduled for 5:00PM, Thursday, August 1, 2019