



**BARNSTABLE MUNICIPAL AIRPORT  
BOARDMAN-POLANDO FIELD**  
480 BARNSTABLE ROAD, 2ND FLOOR  
HYANNIS, MA 02601  
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## BARNSTABLE MUNICIPAL AIRPORT COMMISSION

Tuesday, August 18, 2020

Meeting to be held On-line at 4:00 PM - Via link below:

Join Zoom Meeting

<https://us02web.zoom.us/j/83075360597>

Meeting ID: 830 7536 0597

One tap mobile

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Meeting ID: 830 7536 0597

Find your local number: <https://us02web.zoom.us/u/keDGyyBpY>

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:  
June 16, 2020  
July 21, 2020
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
  - Finance (*Commissioners Weill, Flores, Bailey*)
  - Infrastructure & Marketing (*Commissioners Young, Lesinski, Bierwirth*)

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### AGENDA

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#### 8. Old Business COM0720-01 Airport Branding Presentation

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Barnstable Municipal Airport Commission  
John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner;  
Wendy Bierwirth, Commissioner; John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner

**COM0720-02 – Approval of the Fuel Contract by and between Barnstable Municipal Airport and World Fuel Services for Fuel Supply and Fuel Vehicle Rental.**

**COM0720-05 – Approval of Fuel Pricing Agreement by and between Barnstable Municipal Airport and NetJets Services, Inc., for a guaranteed 200,001 gallons annually.**

**COM0720-06 – Approval of the Contract by and between Barnstable Municipal Airport and Southern Airways Express.**

**9. New Business**

**COM0820-01 – Approval of Bid Acceptance, Award Recommendation and Contract for the 3-year on-call ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES for Barnstable Municipal Airport.**

**COM0820-02 – Approval of a Temporary Waiver to Allow Freight in the Terminal Building**

**COM0820-03 – Approval of Memorandum of Understanding by and Between Barnstable Municipal Airport Commission and the Town of Barnstable for Sidewalk Installation on Airport Owned Property at 0 Independence Way**

**10. Report of Special Committees**

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments
- Airport Manager’s Report

**Updates:**

- Commission By-Laws – presently under review by Anderson & Kreiger. This item will be added to a future Commission meeting.
- New Finance Reporting
- Wash Rack – no proposals received on August 3, 2020
- Airport Tree Clearing Project Update
- ARFF/SRE Roof Replacement Update
  - Awaiting FAA Grant Award
- Airport Marketing
  - Business Plan FY2021 – Infrastructure July/August Meeting
- Airport Master Plan Update
  - Inventory Chapter Review-Completed
  - Forecast Chapter – Completed
  - Environmental Chapter – Completed
  - Interim Report - Completed
  - Planning Advisory Group (PAG) Development - meeting June 9 2020 (virtual) 1-3
  - Public Meetings
- Airport Tenant Construction Policy & Green Technologies Implementation – June 2020 Infrastructure meeting/June Full Commission Meeting
  - Discussion of the Guidelines for Construction, Alteration and Improvements at the Barnstable Municipal Airport Policy (this includes Green Technologies) – see attached – working with Infrastructure and tenants to complete by July meetings.
- FY2022 CIP – Planning underway (September meetings with FAA and MassDOT for FY2022)
- FY2022 Budget – Planning underway
- Airport Rates & Charges Update (2021 review post-COVID19)
  - Suggest waiting until the Fall 2020 to revisit
- PFOS/Public Involvement Plan & Update/Mitigation
  - Bid opening for project June 12
  - Additional Funding July 16
  - Kickoff August 4
  - Project completion September 30/October 30
- Airport Events – None
- Do not forget:

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Barnstable Municipal Airport Commission

John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner; Wendy Bierwirth, Commissioner; John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner

- 90th Anniversary for Boardman/Polando Flight (date?)

**11. Announcements** – Commissioner’s Comments

**12.** Matters not reasonably anticipated by the Chair

**13. Adjournment** – Next Meeting, September 15, 2020

Please Note: The list of matters, are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

**AGENDA ITEMS**

**COM0720-01 Airport Branding Presentation**

**COM0720-02 – Approval of the Fuel Contract by and between Barnstable Municipal Airport and World Fuel Services for Fuel Supply and Fuel Vehicle Rental.**

**MOTION** to approve the Contract by and between Barnstable Municipal Airport and World Fuel Services for JetA Fuel Supply and Fuel Vehicle Rentals. **SPONSOR: Management (May be acted upon)**

**COM0720-05 – Approval of Fuel Pricing Agreement by and between Barnstable Municipal Airport and NetJets Services, Inc., for a guaranteed 200,001 gallons annually.**

**MOTION** to approve the annual Fuel Pricing Agreement by and between Barnstable Municipal Airport and NetJets Services, Inc. for a guaranteed 200,001 gallons. **SPONSOR: Management (May be acted upon)**

**COM0720-06 – Approval of the Contract by and between Barnstable Municipal Airport and Southern Airways Express.**

**MOTION** to approve the Contract by and Between Barnstable Municipal Airport and Southern Airways Express for the Lease of Space in the Airport Terminal to provide passenger services. **SPONSOR: Management (May be acted upon)**

**COM0820-01 – Approval of Bid Acceptance, Award Recommendation and Contract for the 3-year on-call ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES for Barnstable Municipal Airport.**

**MOTION** to approve the Bid Acceptance, Award Recommendation and Contract for the 3-year on-call ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES for Barnstable Municipal Airport. **SPONSOR: Management (May be acted upon)**

**COM0820-02 – Approval of a Temporary Waiver to Allow Freight in the Terminal Building**

**MOTION** to approve the temporary waiver to allow freight service through the terminal building to accommodate customers. **SPONSOR: Management (May be acted upon)**

**COM0820-03 – Approval of Memorandum of Understanding by and Between Barnstable Municipal Airport Commission and the Town of Barnstable for Sidewalk Installation on Airport Owned Property at 0 Independence Drive**

**MOTION** to approve the Memorandum of Understanding by and Between Barnstable Municipal Airport Commission and the Town of Barnstable for sidewalk installation on Airport owned property located at 0 Independence Drive, Hyannis, MA. **SPONSOR: Management (May be acted upon)**

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