

CAPE COD GATEWAY AIRPORT COMMISSION
Tuesday, November 19, 2024
Meeting to be held in the Airport Conference Room at 4:00 PM

- This meeting will be replayed via Xfinity Channel 8 or high-definition Channel 1072. It may also be accessed via the Government Access Channel live video on demand archives on the Town of Barnstable's website:
<https://streaming85.townofbarnstable.us/CablecastPublicSite/?channel=1>
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PUBLIC SESSION AGENDA

1. Call to Order

- a. This meeting of the Cape Cod Gateway Commission meeting is being recorded and broadcast on the Town of Barnstable's Government Access Channel. In accordance with Massachusetts General Laws Chapter 30A, Section 20, I must inquire whether anyone else is recording this meeting and, if so, to please make their presence known.

2. Roll Call

3. Pledge of Allegiance

4. Minutes of the previous meetings:
October 15, 2024

5. Public Comment

6. Commissioners Response to Public Comment

7. Report from Sub-Committees

- **Finance** (*Commissioners Weill, Bailey, Guidod*)
- **Infrastructure & Marketing** (*Commissioners DiGeorge, Bierwirth, vacant*)

8. OLD BUSINESS

None

9. NEW BUSINESS

COM1124-1 – Approval of Contract Amendment Number Two by and between Cape Cod Gateway Airport and HYANNIS AIR SERVICE, INC., dba CAPE AIR and NANTUCKET AIR. MOTION to approve the Contract Amendment Number Two by and Between Cape Cod Gateway Airport and HYANNIS AIR SERVICE, INC., dba CAPE AIR and NANTUCKET AIR effective November 1, 2024, for an additional 73 sq ft of office space on a month-to-month basis for a new total monthly cost of \$4,584.46. SPONSOR: Finance Subcommittee (May be acted upon)

COM1124-2 – Review and Approval of Contract Amendment Number Nine by and between Cape Cod Gateway Airport and Horsley Witten Group in the amount of \$79,950 for additional PFAS Monitoring Well Installation and Environmental Consulting Services. MOTION to approve the Contract Amendment Number Nine by and Between Cape Cod Gateway Airport and Horsley Witten Group in the amount of \$79,950 for additional PFAS

Monitoring Well Installation and Environmental Consulting Services. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM1124-3 – Acceptance of the resignation and retirement from public service of the Cape Cod Gateway Airport Manager, Katie Servis, effective May 8, 2025, and discussions of next steps regarding her successor.

MOTION to accept the resignation and retirement of the Cape Cod Gateway Airport Manager, Katie Servis, effective May 8, 2025. **SPONSOR:** Airport Commission (**May be acted upon**)

10. Reports of Special Committees:

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments

Updates:

- Hyannis Hangar LLC – up for sale
- Monthly Financial Review – to be provided during the meeting
- Strategic Planning Completed
 - Subcommittee to continue Development Update – Mark Guiod (Chair), Norm Weill
 - Meeting occurred on the following dates held on the 1st floor of the terminal, Gate 1 location.
 - Session 1: Training on the MVP Strategic Planning Model (Aug 26th)
 - Session 2: Development of statements of Mission, Vision, and Philosophy (Sept 9th)
 - Session 3: Development of Goals and Objectives (Sep 16th)
 - Session 4: Final review of the Airport MVP Strategic Plan (Sep 30th)
 - Next Steps: Objective and Task Development
- Airline Updates
 - American Airlines – expanded service to PHL and ORD!
 - JetBlue – working on modified lease for terminal – 2025 will be their 12th season!
 - Cape Air – more robust winter schedule – included JFK through February
 - Breeze – in discussions
- Electric Aviation Update – None
 - BETA
 - Archer – upcoming meeting
 - Smart Grid Program – KS to supply update
 - EV Make Ready Charging Stations – KS to supply update
 - CIP FY2025 Charging Stations
- WS Development Update – None
 - Take a drive by, it is looking different every day
 - Whole Foods opening changed the fabric of the place
- Projects Update/Status
 - Tower HVAC Project & OPM Selection
 - Project update by Matt Elia/Chris Bostwick
 - ARFF/Maintenance Facility Floor Drain Improvements Project
 - Project update by Matt Elia/Chris Bostwick
 - Flight Departure Procedure Analysis
 - Project update by Katie Servis

- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - Final Environmental impact Report (FEIR) for the Cape Cod Gateway Airport's Master Plan projects has been formally submitted to the MEPA office.
 - The FEIR was noticed in the MEPA Environmental Monitor to be published on October 9, 2024.
 - Public Comments were due by November 8, 2024, we received 9 comments.
 - We anticipate that the Certificate will be issued on November 15, 2024.
- PFOS/Public Involvement Plan & Update
 - Overview of public informational meeting that was held on November 12, 2024 5-7 Town Hall
- Upcoming Events:
 - Career Fair Wrap – 628 students, 30 exhibitors and a great day!
 - March 2025 – A Night in the Terminal – Scout Sleepover

10. Announcements – Commissioner's Comments

11. Matters not reasonably anticipated by the Chair

12. Adjournment – Next Meeting, December 17, 2024

Please Note: The list of matters, are those reasonably anticipated by the Commission 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 Council may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THE MEETING REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITH PROPER POSTING.

For your information the section of the M.G.L. that pertains to postings of meetings is as follows: Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.