



BARNSTABLE MUNICIPAL AIRPORT
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R.W. "Bud" Breault, Jr., Airport Manager
Katie R. Servis, Assistant Airport Manager

Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Timothy R. Luzietti,
Vice Chairman

Robert L. O'Brien,
Clerk

Mary F. Smith,
Commissioner

Stephen P. Cobb,
Commissioner

Elizabeth Young,
Commissioner

James DellaMorte,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, July 19, 2016

Commissioners Present:

John T. Griffin, Jr., Chairman, Timothy R. Luzietti, Vice Chairman, Robert L. O'Brien, Clerk, Mary F. Smith, and Stephen P. Cobb. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners not Present:

Elizabeth Young, and James DellaMorte

Yarmouth Representative:

William Morasco

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, and Christina Lounsbury, Noise Abatement/Security Coordinator

Public Members:

Judith Goetz, Regan Communication

~~Christina Lounsbury, BMA Noise/Security Coordinator~~

Call To Order:

Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:02 p.m. Attendance roll call was taken ~~followed by the~~ and Pledge of Allegiance.

Minutes of the previous meetings:

- Commissioner Luzietti moved to approve the April 19, 2016 Airport Commission Meetings. These were seconded and unanimously approved.
- Commissioner Smith moved to approve the May 17, 2016 Airport Commission Meetings. These were seconded and unanimously approved.
- Commissioner Cobb moved to approve the June 21, 2016 Airport Commission Meetings. These were seconded and unanimously approved.

Public Comment:

None

Commissioners Response to Public Comment:

None

Finance Subcommittee (Commissioners Dunning, O'Brien, Luzietti)

The Finance subcommittee met on July 6, 2016. There was also a special meeting on June 21, 2016. The following was discussed:

- Review of Financial spreadsheets.

- Possible withdrawal from the Cape Cod Commission DRI was tabled.
- 10 year terminal lease with Island Shuttle was tabled.
- Airport fee structure.
- Business software update.
- Solar Funding – net \$413,000 and this is over the guaranteed annual output to date.
- JetBlue started full time on June 16th.
- Staff will be working with Nantucket Airport on joint SCASD grant.
- August 16th at 3:00 pm the Commission will hold an Open Meeting Law Workshop.

Infrastructure & Marketing Subcommittee (Commissioners Griffin, Smith, Cobb)

The Infrastructure & Marketing subcommittee met on July 6, 2016. The following was discussed:

- Possible withdrawal from the Cape Cod Commission DRI was tabled.
- Presentation by SPRUNG on temporary high tension fabric structures.
- The removal of the underground fuel farm tank is tentatively scheduled to be removed July 18, 2016.
- Updates on all ongoing projects were reported.
- There has been interest in the former Budget Wash Rack for lease.

Old Business:

BMA0616-04 – Approval of new 10 year (5+5) Terminal Lease agreement with Island Shuttle, Inc.

MOTION to approve the new 10 year (5 year with one 5 year option to renew) Terminal Space Lease Agreement between the Barnstable Municipal Airport and Island Shuttle, Inc. for the purpose of conducting commuter air service in conjunction with the Air Service Incentive Program 2 effective June 21, 2016. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was tabled. This would be year round shuttle service between Hyannis and Nantucket to include cargo service.

New Business:

BMA0716-01 – Approval of a three year lease with Magic Touch Auto Detailing in the amount of \$9,600 annually for the property located at 503 Barnstable Road in “as is” condition

MOTION to approve the new three year lease with Magic Touch Auto Detailing for the property located at 503 Barnstable Road in the amount of \$9,600 annually. This property is being leased in “as is” condition and any and all repairs and improvements are the responsibility of the lessee. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- Manager Breault requested that this item be subject to receiving a Town of Barnstable Business Certificate and Regulatory Department approval for grandfathered usage.
- This agenda item was moved and read by Commissioner Luzietti with the included language “also subject to receiving the Town of Barnstable Business Certificate approval and the Regulatory Department approval”. This was seconded.
- Manager Breault stated the building needs a lot of work so he is not sure how long before the business would be up and running.
- The gate belongs to the lessee, there would be no additional curb cuts needed.
- There was a brief discussion of the additional traffic created by the BJ’s Gas Station traffic pattern.
- This agenda item was unanimously approved by verbal vote to include the additional language.

BMA0716-02 – Approval of renewal of the annual contract with Pierce-Cote Advertising Inc. for Public Relations Services in the amount of \$10,000

MOTION to approve the renewal of the FY2017 annual contract with Pierce-Cote Advertising Inc. for public relations services. Compensation is limited to a not to exceed amount of \$10,000 annually. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Cobb and seconded.
- This item is already in the budget and is a simple renewal of contract.
- This agenda item was unanimously approved by verbal vote.

Noise Report:

- Ms. Lounsbury reported on the noise reports for April through June 2016.

- April there was one complaint made by one complainant in Hyannis.
- May there were no complaints.
- June there were three complaints by three complainants. Two from Yarmouth and one from Centerville.
- There was also a call over the weekend from someone in Hyannis Park. The complaint was for early morning flights in May and June. Ms. Lounsbury stated that the noise curfew is voluntary from 10:00 pm to 6:00 am. We are a public use airport and are required to be open 24/7 to receive traffic and allow departures. Ms Lounsbury does continue to work with the tenants and chief pilots to keep early morning flights to a minimum.

Commissioner Smith stated she has a coworker that complains about run-ups. Ms. Lounsbury responded that there are procedures in place. During the quiet hours when the tower is closed, it is limited to no more than two planes at one time and no more than ½ hour at one time. Unfortunately, they are working on aircraft when they are not being flown, and then being run-up in the middle of the night. The run-ups are for safety reasons. This seems to bother people more during the months when their windows are open, or during the dead of winter when it is really, really quiet. There was a discussion of different flights and the necessity of unusual flight times.

Ms. Lounsbury stated that the annual TSA Comprehensive Inspection is currently being held. This is compliance testing of the Airport Authority and its tenants.

Commissioner O'Brien joined the meeting at 4:29 PM.

There was a brief discussion of current cargo screening.

A meeting has been scheduled on August 23, 2016 on Nantucket to discuss the co-writing of a SCASD Grant application for Barnstable, Nantucket and Martha's Vineyard.

Yarmouth Representative Comments:

The following lists Mr. Marasco's questions and corresponding answers:

- Mr. Marasco commented that the noise complaints are probably down because Island Airlines is not flying. Island Shuttle will be briefed on noise issues (as well as any other airlines).
- Run-ups are done in the pit, not on the ramp or in the hangars. He asked if there was a way to increase sound proofing around the pit. It is already soundproofed with a large berm and a row of trees.
- He asked if it were possible to contact newspaper vendors on Nantucket to see if they could be delivered later. The vendors were contacted previously. The aircraft is taken out of service to remove seats for the newspapers. Once the aircraft arrives it still needs to be unloaded and newspapers processed for home/business deliveries. Many people that deliver have a different job later in the day and many customers want their paper prior to going to work.
- He commented on a Yarmouth Selectmen's concern about the wells and requested the monitoring data. Manager Breault stated all of the wells are being monitored and the information is being supplied to the DEP. He will get the test results to Mr. Marasco.
- Concern over the Traffic issues at the rotary, Mr. Marasco asked if the proposal of a road off of Exit 7 in Yarmouth that could directly access the airport was still a possibility. Manager Breault stated this was an old project that essentially went away as the funds were reallocated to other projects. There is direct access prior to the rotary on Rte. 28. The State would not allow extra signage at the exits. The original plan for the rotary would not allow any egress/entrance on the rotary, but now the access road egress to the rotary has become heavily traveled due to the new gas station on Hinckley Road.

Airport Manager's Report:

Manager Breault reported on the following:

- JetBlue stats have been very good with 85% to 97% enplanement capacity every day.
- The FAA Reauthorization Bill was approved and signed last week. He has reached out to Congressman Keating regarding contract towers and possible tour.
- Assistant Manager Servis will be returning from vacation this week.
- Rectrix has a new paint scheme for their airlines and the unofficial information is that they will be starting service mid-August as "Rectrix Shuttle".
- The new CVS drive thru at the Rotary, as modified, has received a determination of no air navigation hazard from the FAA. They are required to install a red light on their roof.

- Staff is working on updating the Minimum Standards to include additional fees and a change in fee structure.
- President Obama will be vacationing on Martha's Vineyard next month, the exact dates are not certain yet. We are standing by to see if the airport will be a gateway airport for screening. The TFR has not been issued.
- Staff will meet with the new on call architects, Fennick and McCredie, to discuss potential projects at the Airport.
- Taxiway C project is complete and the final FAA inspection will be held July 29, 2016.
- The Fuel Farm floating suction arm has been fixed and is working again; however there are some continual problems, so the removal of the old tank has been postponed.
- Runway 15-33 project funding grants have been received in the amount of \$6.1 million and \$88 thousand to cover the entire project.
- Staff is researching getting an interactive TV that will be on wheels to use throughout the offices and conference rooms.
- The Open Meeting Law Workshop will be Tuesday, August 16th at 3:00 pm.
- He asked the Commission to consider having another Commissioner's retreat to discuss marketing, public relations, and strategic objectives.

Chairman Griffin stated that it was unfortunate that due to circumstances beyond their control both of the new commissioners were unable to attend today's meeting.

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 4:49 p.m.

The next meeting will be held on August 16, 2016.

ROBERT L. O'BRIEN, CLERK