



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, August 16, 2016

Commissioners Present:

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

Commissioners not Present:

Elizabeth Young

Yarmouth Representative:

Not present

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Katie R. Servis, Assistant Airport Manager, and Suzanne Kennedy, Executive Assistant to the Airport Manager

Public Members:

Judith Goetz, Regan Communication, Philip Geraci, Rectrix, and Stephen Flecchia, Jacobs Engineering

~~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 Pledge of Allegiance. Chairman Griffin requested a moment of silence in recognition of the loss of Chip Bishop.

Minutes of the previous meetings:

- Commissioner O'Brien moved to approve the July 19, 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 August 3, 2016. The following was discussed:

- Review of Financial spreadsheets.
- Conference call with Mercury Fuel is scheduled to discuss Jet Fuel Discount Program.
- Enplane and Deplane numbers continue to decline.
- Review of FAA Grant to rehabilitate Runway 15-33 and additional tasks under project AIP 3-25-0025-63.

- Possible withdrawal of DA application with the Cape Cod Commission
- Review the 10 year terminal lease agreement with Island Shuttle – their opening has been delayed and they are anticipating beginning freight service by mid-August.
- Airport fee structure.
- Business software update – a module will be added to the existing MUNIS software.
- Solar Funding – the GAO (Guaranteed Annual output) has been surpassed.
- Staff will be meeting in August with Nantucket Airport and Martha’s Vineyard Airport to discuss submitting a joint SCASD grant.

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

The Infrastructure & Marketing subcommittee met on August 3, 2016. The following was discussed:

- Possible withdrawal from the Cape Cod Commission DRI was tabled.
- Discussion of #280 and #290 Iyannough Road and the possible use and restraints.
- Discussion of #258 Iyannough Road. They have offered to sell the property to the Airport at 50% of the assessed value. Most of the property is not developable. An environmental study would have to be done.
- Manager Breault will obtain zoning regulations for all Airport owned vacant properties and obtain airspace review.
- Centerville Pie’s operating hours during any JetBlue delays.
- Manager Breault met with the on-call architect to review future terminal projects.
- The proposed sports complex and possible height and lighting issues.
- Updates on all ongoing projects were reported.
- A commissioner’s workshop was proposed for the near future.

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:

BMA0816-01 – Approval of Federal Grant for AIP Project #64 to Replace Runway 15-33 VASI with PAPI in the amount of \$88,465.00

MOTION to approve the FAA grant offer for AIP Project #64 for FAA Design and Construction support to Relocate and Replace existing VASI with PAPI on Runway 33 in the amount of \$88,465.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner O’Brien, and seconded.
- Manager Breault requested to discuss agenda items -01 and -02 at the same time.
- Agenda item -01, the Airport received a grant for \$88,465.00 which is the FAA portion of the reimbursable agreement with the FAA. We sent the FAA the funds in advance to allow for the VASI (Visual Approach Scope Indicator) to be replaced with the PAPI (Precision Approach Path indicator).
- This is part of the total project. The additional project is under the agenda item -02 for the FAA grant in the amount of \$6,533,100.00 which includes discretionary funds from the Airports Division of New England to cover the cost of add alternates #1 and #2.
- Total project cost is \$7,297,090.00 and the airport will be able to complete the entire project as bid.
- As part of deliberations the Manager requested that the Commission approve to allow the Chairman to sign these FAA Grant applications in the future to allow the process to proceed quickly.
- Manager Breault received notification from the FAA of additional funds being released that were not utilized by the Provincetown Airport. The FAA will be able to amend the grant offer for this project and add additional funds to cover Fiber Optic Cable Installation for the lighting control vault, 16 additional runway taxiway D lights, additional P-608 to increase the lifespan of taxiways and runways to apply to the entire terminal ramp, and replace the segmented circle around the windsock. Also funding would be available to replace two heavy duty pick-up trucks.
- This agenda item was unanimously approved by verbal vote.

BMA0816-02 – Approval of Federal Grant for AIP Project #63 to Rehab Runway 15-33, Re-align Taxiway B, Re-align Taxiway C, and Replace Emergency Generator in the amount of \$6,533,100.00

MOTION to approve the FAA grant offer for AIP #63 to Rehabilitate, light and mark Runway 15-33, Replace Runway 33 VASI with PAPI, Re-align a portion of Taxiway B, Re-align a portion of Taxiway C, and replace emergency back-up generator in the Airfield Lighting Vault in the amount of \$6,533,100.00.

SPONSOR: Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner DellaMorte and seconded.
- There was no discussion.
- This agenda item was unanimously approved by verbal vote.

Manager Breault moved to approve the Chairman of the Barnstable Municipal Airport Commission to sign these two AIP grant offers in the amount of \$6,533,100.00 and \$88,465.00 and to sign any future grant offers that may occur.

This was seconded and unanimously approved by verbal vote.

Air Service Development Update:

- The Manager and assistant Manager will be meeting next week with the managers from Nantucket and Martha's Vineyard airports to discuss co-writing a SCASD grant.

Yarmouth Representative Comments:

Not present

Airport Manager's Report:

Manager Breault reported on the following:

- Staff has concerns about the proposed sports complex off of Kidd's Hill Road. Manager Breault has contacted the attorney, but has not received a return call. This is currently before the Cape Cod Commission for review. He wants to make sure that both the MassDOT and FAA Airspace review requests have been filed and that there are no issues with the height, the glare, and the lighting for aircraft arrival and departures. He has contacted the Growth Management Department to make sure this has been completed.
- Village at Barnstable, retirement and elderly housing development on Independence Ave., was first addressed 2009-2011. The Airport submitted a long letter voicing concerns at that time. Staff just found out today that they are scheduled for a preliminary site plan review this afternoon. Management is concerned about this project as it is not a compatible land use with an airport. We are concerned about noise and concerned about height.
- Over the past two years the Airport has received over a million dollars in additional discretionary funds from the FAA that were originally authorized for Provincetown Airport.
- The Town of Barnstable is working on Phase III of Solar Development. The Airport is looking at solar car ports, 14' to 15' tall, for the main parking lot. The overflow lot is not being considered as this may be a good area for another aircraft ramp, and the large lot leased to the Steamship Authority only has 8 years left on the lease and should not be tied up with solar car ports if we want to develop it in the future. Staff will contact Republic Parking Systems to discuss. This should not affect the number of spaces.
- The Wings of Freedom tour will be here September 12-14, 2016. All four aircraft will be on display. Staff will work with Judith Goetz for public relations and the CCIAEA and the Veterans will be working together for another art project with the schools.
- JetBlue will be on a reduced schedule next month.
- Rectrix Shuttle had one of their new planes on the tarmac that the staff toured. They are in the process of completing their FAA validation of the aircraft. Phil Geraci, Rectrix Shuttle, stated they will start with a preliminary schedule for a soft opening with an announcement for full service sometime mid-September. They will hold a ribbon-cutting service when they announce their grand opening.
- Asked the Commission members to consider a possible retreat for strategic planning.
- The new de-icing program will be up and operating no later than October 1, 2016.
- The phasing for project Runway 15-33 may be delayed. A meeting is scheduled with Lawrence Lynch to discuss.

- The Airport is working to negotiate a settlement for the unpaid Island Airlines PFCs and attorney's fees. Information on a potential settlement will be discussed at a future meeting.
- There will be a meeting later this week to discuss PFOSs and PFOAs from ARFF foam and what the results were from some of the test wells. Staff will report back on that information.

Phil Geraci asked about the type of de-icing fluid that the airport will be using. Only Type 1 will be used at the Airport.

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 4:44 p.m.

The next meeting will be held on September 20, 2016.

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ROBERT L. O'BRIEN, CLERK