



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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Quincy "Doc" Mosby, Airport Manager  
Frank Sanchez, Asst. Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT FINANCE SUBCOMMITTEE MINUTES**  
**Tuesday, October 9, 2007**

**Barnstable Municipal  
Airport Commission:**

**Arthur F. Kimber,**  
Chairman

**John T. Griffin, Jr.,**  
Vice Chairman

**Robert L. O'Brien,**  
Clerk

**Michael A. Dunning,**  
Commissioner

**Donald Megathlin,**  
Commissioner

**Daniel W. Santos, PE**  
Commissioner

**Ronald Persuitte,**  
Commissioner

**Commissioners Present:**

Donald Megathlin – Chairman  
Michael Dunning

Ronald Persuitte, Absent

**Airport Staff:**

Doc Mosby, Airport Manager  
Diane Sweeney, Admin. Finance Manager

**Attendance Noted:** Town Council Liaison Hank Farnham

**Public Members:**

As listed on sign-in sheet

**Agenda of the Day:**

- Meeting was called to order at 8:33 A.M. Roll call taken.
- Minutes of the September, 2007 unanimously approved

**OLD BUSINESS**

**F10/07-1:** Review and discuss travel expense matter.

Travel expense reimbursement policy now stands at \$35.00 per day; i.e., \$7.00 breakfast, \$8.00 lunch and \$20.00 dinner. The Finance Subcommittee hereby makes a recommendation to the Full Commission to leave the current travel expenses at \$35.00 per day with the proviso that said reimbursement policy may be reviewed again in the future.

**NEW BUSINESS**

**F10/07-2:** Monthly financial statements for August, jet fuel spreadsheet and enplanements for August.

Financials were not reviewed. An up to date Revenue spreadsheet was not done because the Town of Barnstable's treasury/finance departments are closing the fiscal year 2007. Jet fuel spreadsheet was reviewed; will submit a subtly revised sheet. Copy of Budget 2009 Budget Calendar has been requested.

**F10/07-3:** Reauthorization of AIP: No report

**F10/07-4:** Finance subcommittee priorities as it relates to new terminal; i.e., PFCs, parking, etc.

- (a.) PFCs: Plan to include on Full Commission agenda in December. Doc will attempt to have a representative from FAA to attend for discussion.
- (b.) Parking: EarthTech include parking in the design plans. Airport should review overall parking plan for financial impact.
- (c.) Building construction: To be determined once construction manager is hired.
- (d.) Project manager: an Amendment needs to come before the Commission regarding the OPM (Operating Project Manager) Contract.
- (e.) RESOLVE from the Barnstable Town Council is complete – review with Full Commission or by a special ad hoc subcommittee. (attached hereto).

**ADJOURN:** There being no other business, it was voted and moved to adjourn at 9:12 A.M.

**DRAFT**

DONALD E. MEGATHLIN, CHAIRMAN