



BARNSTABLE MUNICIPAL AIRPORT

BOARDMAN-POLANDO FIELD
480 BARNSTABLE ROAD, 2ND FLOOR
HYANNIS, MA 02601
www.town.barnstable.ma.us



Office: 508-775-2020
Fax: 508-775-0453

R.W. "Bud" Breault, Jr., Airport Manager
Frank Sanchez, Jr., Assistant Airport Manager

BARNSTABLE MUNICIPAL AIRPORT COMMISSION FINANCE SUBCOMMITTEE MEETING MINUTES Wednesday, August 7th, 2013 Airport Conference Room 8:30 a.m.

Barnstable Municipal
Airport Commission:

Ronald Persuitte,
Chairman

John T. Griffin, Jr.,
Vice Chairman

Robert L. O'Brien,
Commissioner, Clerk

Donald E. Megathlin,
Commissioner

Michael A. Dunning,
Commissioner

Timothy R. Luziatti,
Commissioner

Mary F. Smith,
Commissioner

Commissioners Present: (Roll Call)

Michael Dunning, Co-Chairman
Timothy R. Luziatti, Commissioner

Absent:

Robert L. O'Brien, Co-Chairman

Airport Staff:

R.W. (Bud) Breault, Jr., Airport Manager
Frank Sanchez, Jr., Assist Airport Manager
Mary McDonald, Principal Financial Admin. Assistant

Public Members:

June Daley, Town Councillor
Ronald Persuitte, BMA Commissioner

Meeting was called to order at 8:45 a.m. Roll call was taken.

Minutes of the July 10th, 2013 Finance Subcommittee meeting were unanimously approved, and signed

Discussion of Month to Month Snap-Shot Comparison Financial Sheet.

NEW BUSINESS:

Fo8-01 Teamsters Union Arbitration Agreement:

Barnstable Municipal Airport Management met on July 15th, 2013 with Local 59 Union Representatives to discuss union wage re-opener. This was a result of other town departments receiving a larger cola % increase than the Airport employees. Agreement was met to increase Barnstable Municipality employee's Security Stipend \$ 300.00. This will be retroactive through FY13. This will increase the stipend from \$ 500.00 to \$ 800.00 yearly.

Action: None

OLD BUSINESS:

F12/01 TSA/GSA Renewal of Terminal Lease Spaces Update:

Manager Breault updated the subcommittee; the lease agreement previously sent to the GSA did not include square footage. Manager Breault added language and resent lease agreement for signatures. GSA/TSA will also be responsible for the 10 month arrearage that has incurred in the negotiation stage.

Action: None

FY05-01 Access & Excel Software Update:

Information Systems will be attending scheduled meeting on August 8th, 2013 @ 9:00 am, attendees include Airport Management, Airport Staff and Town of Barnstable, Finance Staff to discuss meeting our need for current financial reports.

Action None

PENDING BUSINESS:

Fuel Contract Update:

On August 6th, 2013, Manager Breault had telephone conference call with Net Jets, to discuss meeting goal on Jet Fuel Contract. At present time Net Jet will need to purchase 95,000 gallons of jet fuel in the month of August to meeting the goal of 300,000.00 gallons. The contract outlines, every gallon short of their contracted amount, and they will need to pay the Barnstable Airport \$ 1.10 per gallon to make up difference.

Action: None

Pain D'Avignon Lease Update:

Manager Breault is in process of updating lease.

Lease needs to include language stating Business District and Highway District.

Action: None

Mad Platter Contract Modification Proposal:

Airport Management met with Owner, Ralph Binder, Attorney Bob Lawton, Bud Breault, Chairman, Ron Pursuitte's and Commissioner, Tim Luzietti to discuss modification in lease.

Discussion included:

- Rent reduction to \$ 200.00 monthly for July 2013, August 2013 & September 2013.
- Reduce January 2013-June 2013 arrearage of \$ 9,600.00 to \$4,800.00.
- Advertising outside the Airport.
- Requested owner Ralph Binder get quotes on mobile food cart.
- Update our website to include advertising for the Mad Platter.
- Mad Platter's beer and wine license is on hold at the present time.

Action: Revisit agenda item in October 2013.

Hoyle Tanner Associates Scope Fee Negotiations Update:

- On August 5th, 2013 had preliminary Scope Fee Meeting.
- Hoyle Tanner will report back in 2 weeks with more information.

Action: None

Esco Contract -EMAS Update:

Barnstable Municipal Airport Attorney, Bruce Gilmore reviewed contract. He made recommendation to revise the contract.

Action: None

Adjournment: Voted and moved to adjourn at 9:24 a.m



Robert L. O'Brien, Co- Chairman



Michael A. Dunning, Co-Chairman

