



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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R.W. "Bud" Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assistant Airport Manager

**Barnstable Municipal  
Airport Commission:**

Ronald Persuitte,  
Chairman

John T. Griffin, Jr.,  
Vice Chairman

Robert L. O'Brien,  
Commissioner, Clerk

Michael A. Dunning,  
Commissioner

Timothy R. Luziatti,  
Commissioner

Mary F. Smith,  
Commissioner

Stephen P Cobb,  
Commissioner

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**FINANCE SUBCOMMITTEE MEETING MINUTES**

**Wednesday, August 6<sup>th</sup>, 2014**  
**Airport Conference Room 8:30 a.m.**

**Commissioners Present: (Roll Call)**

Michael A. Dunning, Co Chairman  
Robert L. O'Brien, Co Chairman  
Timothy R. Luziatti, Commissioner

Also, in attendance, Chairman, Ronald Persuitte; Commissioner, Mary Smith, and Commissioner, John Griffin.

**Airport Staff:**

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

**Public Members:**

None

Meeting was called to order at 8:23 a.m. Roll call was taken.

***Minutes of the July 2<sup>nd</sup>, 2014 Subcommittee meeting were unanimously approved, and signed.***

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

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

- Jet Blue passengers will add to the airport's number of enplanement and deplanements, which helps with Airport Improvement Project Funding (AIP).

**NEW BUSINESS**

**F0714-01 Review & Approve Mass Dot Grant Assurance Barnstable Municipal Airport Replace Mandatory Guidance Signs.**

- Commissioner, Luziatti made motion to approve and move to August Full Commission meeting for approval. Commissioner, Dunning Yes Commissioner, O'Brien Yes

***Action: Move to August Full Commission Meeting.***

**F0714-02 Review & Approve Mass Dot Grant Assurance Barnstable Municipal Airport Purchase Snow Removal Equipment (Front End Loader & Truck with Plow).**

- Commissioner, Luziatti made motion to approve and move to August Full Commission meeting for approval.

Commissioner, Dunning Yes      Commissioner, O'Brien Yes

**Action: Move to August Full Commission Meeting.**

**F0714-03 Fuel Farm Debt Projections.**

- Handouts of proposed Fuel Farm Bonds with 5 year, 10 year and 20 years with Level Debt or Equal Debt terms.

**Action: None**

**F0714-04 Jacob's Engineering Group, Inc. Snow Removal Equipment Purchase Contract**

- Commissioner, Luziatti made motion to approve and move to August Full Commission meeting for approval.

Commissioner, Dunning Yes      Commissioner, O'Brien Yes

**Action: Move to August Full Commission Meeting.**

**OLD BUSINESS**

**F0614-03 Review & Approve Mass Dot Grant Assurance Barnstable Municipal Airport Rehabilitate East Ramp- Phase II**

- Commissioner, Luziatti made motion to approve and move to full commission for approval.

Commissioner, Dunning Yes      Commissioner, O'Brien Yes

**Action: Moved to August Full Commission Meeting.**

**Pending Business:**

**Business Work Software Update**

- Meeting has been scheduled for August 14<sup>th</sup>, 2014 @ 10:00 with Mark Milnes, Director of Finance and Lawrie Peirson, IT Assistant Manager to discuss Business Works conversion.

**Update Steam Ship Authority Parking Lot.**

- Steam Ship Authority 2<sup>nd</sup> five year option has ended, discussed possible uses of land.
- Leave as parking lot and adjust rent to reflect a fair market value.
- AMA may be interested in using parking lot or building a warehouse.

**Update FBO Feasibility Study**

- Commissioners were given handout of Executive Summary page 1 & 2 and Introduction and Overview page 3 & 4 of Hoyle Tanner & Associates FBO Feasibility Study for review.

**Additional Business:**

- Discussed re-evaluating Barnstable Municipal Airport Rates and Fees.

**Action: Bring current rate and fee schedule sheet to September 2014 Finance meeting.**

**Adjournment: Voted and moved to adjourn at 9:44 a.m.**

  
Robert L. O'Brien, Co-Chairman

  
Michael A. Dunning, Co-Chairman

