



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
 480 BARNSTABLE ROAD, 2ND FLOOR  
 HYANNIS, MA 02601  
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R.W. "Bud" Breault, Jr., Airport Manager  
 Katie R. Servis, 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. Luzietti,  
 Commissioner

Mary F. Smith,  
 Commissioner

Stephen P Cobb,  
 Commissioner

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**FINANCE SUBCOMMITTEE MEETING MINUTES**  
**Wednesday, December 2<sup>nd</sup>, 2015**  
**Airport Conference Room 8:30 a.m.**

**Commissioners Present: (Roll Call)**

Robert L. O'Brien, Co-Chairman  
 Michael A. Dunning, Co-Chairman

**Commissioner Not Present:**

Timothy R. Luzietti, Commissioner

Also, in attendance, Commissioner Ronald Persuitte, Commissioner John Griffin, Commissioner Mary Smith and Commissioner Stephen Cobb.

**Airport Staff:**

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

**Public Members:**

Daniel Fortnam, Air Service Consultant

Meeting was called to order at 8:35 a.m. Roll call was taken.

*Minutes of the November 4<sup>th</sup>, 2015 Finance Subcommittee meeting were unanimously approved, and signed.*

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

**New Business:**

**F12-01 Horsley Witten Group Agreement Fuel Farm/Hangar II Drainage in the amount \$ 14,631.73.**

- Manager Breault discussed Cape Air contributing to the project. To date we have not received a response.

**Action: *Approved and Recommended to the Full Commission***

**Old Business:**

**F1115-08 Cape Air Carport Solar Plan.**

- Manager Breault met with Jim Wolf, Sustainability Initiative Director to discuss status of Carport Solar Plan.
- The plan would require 5 year lease extension.
- Commissioner Persuitte, stated we should not settle on a dollar amount until we can research what is an actual proposed percentage split we should receive. Is there an Industry standard?
- Commissioner O'Brien asked how this would affect our Net Metering Cap. Manager Breault responded, it would not affect our Net Metering Cap, however it will Cape Air's.

**Action: Tabled until further research**

**Additional Discussion:**

- In the spring of 2016 there will be a new boat service added, called Sea Streak Ferries- New Bedford. They will be running two boats at low rates.

**Action: Table until January 2016 meeting.**

**Updates:**

- Airport Fee Structure Review Status Update
  - Discussed our fees be restructured to be based on cost of living yearly increase.
- Business Software Update
  - Town of Barnstable, IT Department installed a demo version on November 2<sup>nd</sup>, 2015 for administrative staff to review. If the demo meets our needs, it will be installed in the spring of 2016. Will be 100% funded by Airport.
- Net Jets & Island Airlines Fuel Agreement Update
  - No Update.
- Solar Funding Update
  - No Update.
- Jet Blue Update
  - Start date of May 12<sup>th</sup>, 2016. No notification of end date for 2016.
- Northeast Region Airports Ranked by Passengers.
  - We are ranked 9<sup>th</sup> largest Airport in New England, 3<sup>rd</sup> in Massachusetts.
- Air Service Development Marketing Update
  - January 11<sup>th</sup>, 2015 Air Service Summit is scheduled.

**Adjournment: Voted and moved to adjourn at 9:16 a.m.**



**Robert L. O'Brien, Co- Chairman**



**Michael A. Dunning, Co-Chairman**

