



BARNSTABLE MUNICIPAL AIRPORT

BOARDMAN-POLANDO FIELD
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HYANNIS, MA 02601

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R.W. "Bud" Breault, Jr., Airport Manager

Katie R. Servis, Assistant Airport Manager

BARNSTABLE MUNICIPAL AIRPORT COMMISSION FINANCE SUBCOMMITTEE MEETING MINUTES

Wednesday, April 5th, 2017

Airport Conference Room 8:30 a.m

Barnstable Municipal Airport Commission:

John T. Griffin Jr.,
Chairman

Timothy R. Luziatti,
Vice Chairman

Robert L. O'Brien,
Commissioner, Clerk

Mary F. Smith,
Commissioner

Stephen P. Cobb,
Commissioner

Elizabeth Young,
Commissioner

James DellaMorte,
Commissioner

Commissioners Present: (Roll Call)

James DellaMorte, Commissioner
Stephen P. Cobb, Commissioner

Commissioners Absent:

Timothy R. Luziatti, Co-Chairman
Robert L. O'Brien, Co-Chairman

Airport Staff:

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

Public Members:

Joe Solomon, Avis Budget Group and John Paton, Cape Cod Auto Transporters, Inc.

Meeting was called to order at 8:40 a.m. Roll call was taken.

Minutes of the March 1st, 2017 Finance Subcommittee meeting were unanimously approved, and signed.

Airport Manager, Breault requested agenda items 0417-01 Cape Cod Auto Transporters, Inc & Budget Truck Rental – 3 Year Lease for former Budget Wash Rack Facility be taken out of order.

0417-01 Cape Cod Auto Transporters, Inc & Budget Truck Rental – 3 Year Lease for former Budget Wash Rack Facility.

- Lease shall be in the sum of \$ 35,000.00 for the 3 year term.
- 10% Concession paid to Airport
- Will be no Concession for truck rentals
- Joe Solomon stated there would be an Independent Operating Agreement between Budget Rental & Cape Cod Auto Transporters, Inc.
- All business from the location Budget is closing that is located on Rte 132, Hyannis will be forwarded to Airport Budget Counter.
- Cape Cod Cape Cod Auto Transporters, Inc will be doing improvements to the facility with Budget's assistance.
- They would like to take down fence between Avis and Budget to allow for more truck staging.
- A motion was made by Commissioner Cobb and seconded by Commissioner DellaMorte to approve and move item to the April 18th, 2017 Full Commission Meeting.

Action: Agenda items moved to Full Commission for approval.

YTD financial statements:

Month to Month Snap-Shot Comparison Financial Sheet.

- Solar revenue price point is down but production is the same.
 - Discussed possibility of G&S Solar doing a diagnostics on solar panels.
- Net Jets sales are down by 9,000 gallons from last year at this time.
- Jet Fuel sales are down by 145,000 gallons
- Republic Parking revenue is down.
 - Discussed Pain D'Avignon Restaurant is in need of additional parking and the possibility of them negotiating to use a portion of Republic Parking lot.
- Car Rental Concessions are down 11%.
- Enplanements and Deplanements numbers are down.
- FAA Operations numbers are up.

OLD BUSINESS:

F0217-03 Review & Approve FY18 Operating Budget

- Manager Breault noted a one time transfer from reserves of \$ 147,000.00 to "catch up" OPCAP backlog for FY2018; and \$ 223,505.16 reduction in expenses to balance budget for FY18.
- Expense reductions noted are:
 - Austerity Measures 5% to 10% on non contracted/mandatory payments \$ 71,810.00.
 - Workers comp payment reduction \$ 18,000.00
 - Eliminate COLA increases \$ 28,354.00
 - Reduced Overtime \$ 11,000.00
 - Eliminate consideration for potential charter service revenue \$ 84,000.00
 - Reduce LEO hours to 13 hours/days \$ 49,945.00
- Budget Narrative includes the following items:
 - FY2018 Budget for the airport Enterprise Fund.
 - Summary of Significant Budget Changes
 - Various Charts and Graphs
 - Summary and write up from the Decision Packages.

Action: Agenda items moved to Full Commission for approval.

UPDATES:

- Jet Blue Update.
 - None
- Air Service Development Marketing Update.
 - None
- Island Shuttle Update.
 - Manager Breault stated Lease is pending.
- Development Agreement Update.
 - None
- Air Freight / Cargo Options.
 - None
- Remote Participation.
 - None
- Sheriff's Sale of 316 Iynnaough Road.
 - April 11th, 2017 Sale is scheduled

Adjournment: Voted and moved to adjourn at 9:35a.m.

Robert L. O'Brien, Co- Chairman



Timothy R. Luzietti, Co-Chairman

