



FINANCE SUBCOMMITTEE MEETING MINUTES
Tuesday, November 2nd, 2021
Airport Conference Room 8:30 a.m.
Via Zoom Virtual Meeting

Call Meeting to Order:

8:34 a.m.

Commissioner's Present: (Roll Call)

Norman E. Weill, Commissioner
Bradley J. Bailey, Commissioner
John G. Flores, Commissioner

Airport Staff:

Katie R. Servis, Airport Manager
Matthew T. Elia, Assistant Airport Manager
Mary McDonald, Financial Analyst

Public Members:

None

Minutes of the September 7th, 2021 Finance Subcommittee meeting were tabled to be voted on next month.

NEW BUSINESS

F1121-01 Review and Approve a Contract By and Between Airport Solutions Group and Cape Cod Gateway Airport in the Amount of \$616,100 for Professional Engineering Services for Runway 24 Engineered Materials Arresting System (EMAS) System Replacement Project

- Airport Management has been working with Airport Solutions Group (ASG) on the development of a Scope of Work to replace the Airport's aging Engineered Materials Arresting System (EMAS) System located at the approach end of Runway 06.
- The project will be funded by the Federal Aviation Administration 90%, MassDOT Aeronautics Division 5% and Locally/Airport 5%.
- The project has been approved in the FY2022 Capital Improvement Project by the Airport Commission and the Town of Barnstable Town Council Appropriation Order #2021-087 for \$7,500,000 and was approved on 4/1/2021
- An Independent Fee Estimate was completed with the recommendation to the Federal Aviation Administration that Airport Solutions Group fees be accepted. They were 13% below the Independent Fee Estimate estimates.
- Manager Servis stated an Engineered Materials Arresting System (EMAS) uses a specially installed surface, similar to crushable concrete, which quickly stops aircraft that move onto it. Data on aircraft overruns over a 12-year period, indicate that approximately 90% of all overruns occur at exit speeds of 70 knots or less and most come to rest between the extended runway edges within 1,000 feet of the runway end. Therefore, the Federal Aviation Administration developed Runway Safety Area dimensions and specifications for land beyond the paved runway length to accommodate potential overruns. This is similar in thought to breakdown lanes installed on highways. The standard Runway Safety Area is 1,000 feet by 500 feet wide and if the area cannot be met, EMAS can be installed as an equivalent level of safety.



Our Airport cannot meet the standard length 1,000 feet and width 500 feet, surface requirement due to the close proximity of Route 28. However, we do meet the requirement using an equivalent level of safety, EMAS.

- Our EMAS is first EMAS installed in New England in 2003 and primarily consists of light weight cellular concrete blocks. A composite material lid and new concrete blocks were added in 2013. In 2017 our Airport Maintenance Department installed a new wider seam tape to replace tape eaten by seagulls. Maintenance on the EMAS continues to this day; however the Airport has seen increasing and continued deterioration over the past five years.
- Commissioner Weill commented that he was surprised the cost was so high. Manager Servis stated there is only one company in the US who replaces the systems.
- A motion was made by Commissioner Flores and seconded by Commissioner Bailey to approve and move the item to the Full Commission meeting by a roll call vote:
Commissioner Weil Yes Commissioner Flores yes Commissioner Bailey Yes

Action: The agenda item was moved to the *November 16th, 2021* Full Commission meeting for approval.

This Agenda Taken out of order:

- Airport Finances Update
 - Manager Servis reviewed FY22 Oct 26 Budget Summary Power Point presentation.
 - Our Jet Fuel sales are trending upward and we may need to go back to the Town Council for Jet Fuel Appropriation.
 - Commissioner Flores stated we are an enterprise account, we should be able to increase without Town Council
 - Commissioner Weill stated we have made 80% of our jet fuel revenue, so we should be able to increase without an Appropriation.
 - Manager Servis stated she will bring their questions to Mark Milne; Director of the Town of Barnstable Finance Department for next month's meeting.
 - Top 6 revenue were discuss..
 - Rental Car concessions have nearly met their minimum guaranteed revenue of \$ 350,000.00.
 - Jet Fuel and Operations/ Budget conclusion. Slide.
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- CARES Act Projects Update
 - Replacement of T-Hangar CARES1 January/February 2022 time frame for Bid to go out.
 - Fleet Hangar Door Replacement CARES2 January/February 2022 time frame for Bid to go out.
 - Mary Dunn Way Extension CARES3 January/February 2022 time frame for Bid to go out.
 - FBO Renovation CARES4 March/April 2022 time frame for Bid to go out.

EXECUTIVE SESSION:



Chairman Weill moved to go into Executive Session pursuant to M.G.L. c. 30A, § 21(a)(6) to discuss strategy with respect to the lease of real property to Hyannis Hangar LLC as a discussion in open session may have a detrimental effect on the negotiating position of the public body, the Airport Commission.

Executive Session pursuant to M.G.L. c. 30A, § 21(a)(6) to discuss strategy with respect to the lease of real property to GRIFFIN REALTY TRUST, LLC as a discussion in open session may have a detrimental effect on the negotiating position of the public body, the Airport Commission.

Motion was seconded by Commissioner Flores at 8:55 a.m. and a roll call vote was taken to go into executive session at 8:56 AM. and meeting will not to reconvene in regular session

Commissioner Weill yes Commissioner Flores yes Commissioner Bailey yes

Meeting Adjourned at 8:56 am

The next Finance Subcommittee Meeting is scheduled Tuesday, December 7th, 2021 @ 8:30 a.m.



Norman E. Weill, Chairman

