



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
480 BARNSTABLE ROAD, 2ND FLOOR  
HYANNIS, MA 02601  
[www.town.barnstable.ma.us](http://www.town.barnstable.ma.us)



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

R.W. "Bud" Breault, Jr., Airport Manager  
Katie R. Servis, Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING**  
Wednesday, May 4, 2016  
Airport Conference Center 9:00 AM

Barnstable Municipal  
Airport Commission:

Ronald Persuitt,  
Chairman

John T. Griffin, Jr.,  
Vice Chairman

Robert L. O'Brien,  
Clerk

Michael A. Dunning,  
Commissioner

Timothy R. Luzietti,  
Commissioner

Mary F. Smith,  
Commissioner

Stephen P. Cobb,  
Commissioner

**Call to Order**

9:30 a.m.

**Commissioners Present:**

Commissioner John T. Griffin, Jr., Commissioner Mary F. Smith, and Commissioner Stephen P. Cobb

**Commissioners Not Present:**

None

**Airport Staff Present:**

Airport Manager, Roland Breault, Jr., Assistant Airport Manager, Katie Servis, and Executive Assistant to the Airport Manager, Suzanne Kennedy

**Public Members Present:**

None

**Agenda of the Day:**

The minutes of the April 6, 2016 Infrastructure & Marketing meeting were approved and signed.

**Unfinished Business:**

**IN0416-02 – Discussion Regarding Possible Withdrawal of Application for Development Agreement with the Cape Cod Commission**

- Management held a staff meeting and met with the Airport counsel to discuss this item.
- It was suggested that the Airport retain Attorney Michael Ford, as he has a better rapport with the Cape Cod Commission. He has not responded.
- A DRI Modification would be required to remove the application.
- As the Development Agreement has not been finalized, the Airport is still operating under a temporary Certificate of Occupancy.
- Management will meet with Horsley Witten Group and counsel to determine how to proceed.
- There was a discussion of the location of the proposed Sports Complex and elevation. This location would prohibit the extension of the runway. Manager Breault has sent a letter recommending a different location.

It was agreed that the June Infrastructure & Marketing subcommittee would be held on the second Wednesday, June 8, 2016.

**New Business:**

None

• **Pending Business:**

- Fuel Farm Design & Construction Project
  - Tanks #1 & #2 have been permitted
  - Tank #3 is pending; the Airport is awaiting a determination from the State Fire Marshall about the installation.
  - Millennium (the tank builder) will provide training to Airport staff once all of the permits have been issued

- If tank #3 needs to be moved, the cost will revert to the contractor.
- These tanks are double-walled, not single-walled as in the specifications for the measurements between the tanks, so hopefully they will not need to be moved.
- Development of Airport Properties
  - Jeff Myers will inform management with a report of his activities.
  - The costs for Christian Perreault exceed the available budgetary funds. Commissioner Smith would like another meeting scheduled to possibly move forward with the first phase (\$60,000) that he had proposed.

Commissioner Cobb joined the meeting at 9:48 a.m.

- Commissioner Cobb requested a presentation and discussion during the June meeting of the previous attempts to purchase the Bob's Discount Furniture property.
- RVZ Project Update
  - Complete
  - Horsley Witten Group will install PVC posts next week as height markers for the not to exceed height of tree growth.
  - A final inspection will be scheduled to close out the project.
- Development Agreement Update
  - Tabled
- Taxiway C Construction
  - Lawrence Lynch will resume installing the P-608 sealant, then paint and install the thermoplastic markings.
  - Management will request for JetBlue to back taxi for a period of 5 days so Lawrence Lynch can install the sealant.
- Budget Car Rental Wash Rack
  - A revised RFP will be issued. Management would like an Aviation related business.
- Island Shuttle Update
  - Manager Breault will contact Bill McGrath for additional information.
  - There was a brief discussion of the possible start dates for both Island Shuttle and Rectrix commuter services.
- Runway 15/33
  - The Finance Subcommittee accepted the bid from Lawrence Lynch and it will be before the full commission for approval.
  - Management has prepared a draft appropriation order for the remainder of the funding
  - The project will start in September 2016.
- Open Meeting Law Update
  - This will be scheduled after Chairman Pursuite returns.
- Status of Constant Contact – Jet Fuel Marketing
  - Judith Goetz has a list of turbo-props that frequent this airport provided by Vector.
  - She has compiled a post for the website announcing the new Fuel Farm opening.
  - Once the Fuel Farm is in operation she will send information to all of the JetA customers.
- E-ALP
  - This is the Electronic Airport Layout Plan
  - This will be available on-line and will portray each airport into standardized computer data
  - Lots of data points need to be collected
  - FAA funding is available for this.

Manager Breault mentioned the following:

- Carl Adams, business development analyst for Delta Airlines, has left Delta and is at SPRUNG Construction. This company erects temporary buildings, hangars, etc. Staff will schedule him to give a presentation to the subcommittees.

- Manager Breault received a letter from Mr. Donald Grissom about his concerns over noise issues. Mr. Grissom used to be the Assistant to the Town Council and lives in Cotuit. He had sent a letter to Dan Wolf about a year ago and has been sending additional letters to the Airport and contacting the Town Council. Manager Breault met with Mr. Grissom to try and resolve these concerns. Mr. Grissom would not listen and did not speak with solvent information and ideas. He commented that he might perform some civil disobediences to disrupt service at the airport. The Barnstable Police Department has been notified and a letter was sent to Mr. Grissom.
- Commissioner Smith asked about the kiosk being used for a coffee shop. Manager Breault replied that he did not want to jeopardize Centerville Pie Company getting established at this time.

**Adjournment: Having no other business to discuss, the meeting was adjourned at 10:47 a.m.**

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*John T. Griffin, Jr., Commissioner  
Infrastructure Subcommittee*

\_\_\_\_\_  
*Date*