



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
480 BARNSTABLE ROAD, 2ND FLOOR  
HYANNIS, MA 02601



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**

Tuesday, June 6, 2017  
Airport Conference Center 4:15 PM

Barnstable Municipal  
Airport Commission:

John T. Griffin, Jr.,  
Chairman

Timothy R. Luzietti,  
Vice Chairman

Robert L. O'Brien,  
Clerk

Mary F. Smith,  
Commissioner

Stephen P. Cobb,  
Commissioner

Elizabeth Young,  
Commissioner

James DellaMorte,  
Commissioner

**Call to Order**

4:22 p.m.

**Commissioners Present:**

Commissioner Mary F. Smith, Commissioner Stephen P. Cobb, and Commissioner Elizabeth Young

**Commissioners Not Present:**

None

**Airport Staff Present:**

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

**Public Members Present:**

Robert Griffin, Griffin Aviation; and John Griffin, BMAC

**Agenda of the Day:**

The minutes of the May 2, 2017 Infrastructure & Marketing meeting were approved and signed.

**Unfinished Business:**

**IN1116-02 – Update on Griffin Avionics failed Septic System at 610 Barnstable Road**

- This is being addressed under agenda item IN0617-02.

*Action: This agenda item is pending.*

**IN0317-03 – Discuss 2017 Infrastructure Goals & Objectives**

*Action: This agenda item was taken off the table until a workshop has been scheduled.*

**New Business:**

**IN0617-01 – Review & Approve draft new Minimum Standards for Air Freight Operations**

- The purpose of these Minimum Standards is to remove air freight operations from the terminal and have all freight processed through a separate freight facility.
- Both Rectrix and Cape Air are currently taking freight through the terminal.
- Allies Air has a temporary occupancy permit and is set up for business in Nantucket.
- Once these Minimum Standards are complete and have been approved, management will give the airlines a two week notice of the changes.

*Action: This agenda item was tabled as the draft is unfinished.*

**IN0617-02 – Review & Approve bid acceptance letter for Bortolotti Construction, Inc. to install the sewer connection for the BMA GSE Building at 610 Barnstable Road**

- The first bid process was through pre-approved contractors with the Town of Barnstable, and was not productive.
- The second bid, advertised to the public, received seven responses; of which Bortolotti Construction was the lowest bidder.
- There has been \$10,000 allocated for this work in the FY2018 budget.
- Airport management is looking for an agreement with Griffin Avionics for sharing the costs associated with the sewer connection.
- Robert Griffin, Griffin Avionics, stated that the Town of Barnstable regulations Chapter 184 that state “All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner.”
- Manager Breault stated that the lease terms need to be reviewed. The building has been subleased, and the Airport had not approved, nor had even received, a sublease from Griffin at the time it was originally subleased. Mr., Griffin stated that the Airport knew the subtenants were there. Manager Breault said that that knowledge did not make it right.
- The Town of Barnstable will allow the current septic system to be abandoned as it cannot be located.
- Robert Griffin had told the Airport that the septic had failed, and had it capped.
- The Airport currently has a budget of \$10,000 for the sewer connection that was bid to cost \$19,895.00; if Griffin is not willing to share the expense, the Airport Commission may be forced to cancel the lease and leave the building empty.

**Action:**

- *Management will follow up with the Board of Health on the regulations for failed septic systems, review the Griffin Avionics lease terms, and schedule a meeting with Griffin Avionics to discuss cost sharing.*
- *The Commissioners stated they would like to have copies of all of the subleases for any subtenants at Griffin Avionics to review.*
- *The agenda item was approved to move to the full Commission contingent upon the availability of funds. The bid is valid for 60 days.*

- **Pending Business:**

- Development of Airport Properties
  - No update.
- Incompatible Land Use Properties
  - No update.
- Development Agreement Update
  - No update.
- Air Service Development & Marketing Update
  - Assistant Manager Servis is attending the Jump Start event.
  - A copy of the final presentation will be forwarded to the Commissioners.
- Island Shuttle Update
  - No update.
- Minimum Standards
  - This still pends and will integrate into the new established rates & fees.
- Sheriff’s Sale of 316 Iyannough Road
  - The sale scheduled for April 11<sup>th</sup> was postponed.
  - Manager Breault spoke with Jim Spalt, and the property is part of a larger bankruptcy issue. He also spoke with the FAA for possible funds, but the Airport would have to use existing AIP funding, and there is none available.
  - The sale will be proceeding soon.
- G-Jets
  - No update.
- Hertz Fuel Farm Phone Line for alarm monitor – This has not been installed as of yet. An update will be at the full commission meeting.
- Zoning Committee Meeting update
  - Management met with WS Development again and also spoke with the attorney for a draft proposal for a Real Estate Consultant to prepare an appraisal of the property.
- Parking
  - Management is continuing to work with the RTA.
  - Management will be meeting next week with Peter Pan Bus to discuss using our parking lot for a commuter lot.
  - The lot was not full over Memorial Day Weekend, as it has been in years past.

- Runway 15-33 Project
  - There will be a couple of change orders before the Finance Subcommittee for approval.
  - The project will now require full depth milling of the pavement on the runway which will increase the cost of the project by an additional \$2.6 million.
  - The depth of the existing pavement was calculated at being greater than it actually was, in some places only 3” or less in depth.
  - If this is not done properly, significant cracking will occur in the new runways.
  - In order to help fund this shortage, management will probably have to cancel the acquisition of three pieces of equipment totaling \$1.1 million.
  - The FAA sets aside 15% of the original cost of the project for any contingencies, so this should be an additional \$1 million. Staff is waiting to see if the FAA will approve the change orders.
  - Short term borrowing may be needed for approximately \$380,000, and the staff has already made over \$600,000 in other cuts in the project.
  - The project is still on schedule and plans are to finish the end of August, with the grooving and final paving to occur after the Labor Day holiday.

Manager Breault mentioned that the EMAS System needs to be tested for viability. The slurry is leaking out of the sides of the blocks. Repairs were projected in the long range plans, but the system is deteriorating faster than anticipated.

Commissioner Young mentioned that Allegiant will begin operating out of TF Green in Providence RI. This new service is due to the extension of the length of the runway.

**Adjournment: Having no other business to discuss, the meeting was adjourned at 5:03 p.m.**

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*Mary F. Smith Commissioner  
Infrastructure Subcommittee*

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*Date*