



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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R.W. "Bud" Breault, Jr., Airport Manager  
Katie R. Servis, Assistant Airport Manager

Barnstable Municipal  
Airport Commission:

John T. Griffin, Jr.,  
Chairman

Mary F. Smith,  
Vice Chairman

Stephen P. Cobb,  
Clerk

Robert L. O'Brien,  
Commissioner

Elizabeth Young,  
Commissioner

James DellaMorte,  
Commissioner

Zachary Lesinski,  
Commissioner

Joseph J. Berlandi,  
Commissioner

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING**

Tuesday, January 9, 2018

Airport Conference Center 4:15 PM

**Call to Order**

4:22 p.m.

**Commissioners Present:**

Commissioner Mary F. Smith, Commissioner Elizabeth Young

**Commissioners Not Present:**

Commissioner Zachary Lesinski

**Airport Staff Present:**

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

**Public Members Present:**

None

**Agenda of the Day:**

The minutes of the November 14, 2017 Infrastructure & Marketing meeting were approved and signed.

**Unfinished Business:**

None

**New Business:**

None

**Updates**

**Development of Airport Properties**

- **Kmart Plaza** – A group of representatives from the Airport, Town Departments, Airport Counsel, etc. are meeting every two weeks to craft the RFP.
- The next meeting is scheduled for January 10, 2018 at 1:00 pm.
- Massachusetts Air & Space Museum is a possibility for the plaza and language has been added to the RFP to include this.
- **Solar Car Ports** – The Town is compiling information to put out an RFP for solar car ports at the schools and the airport.
- Manager Breault handed out an outline of the proposed sites in the main lot. (see attached)
- This could bring possible revenue of \$65,000 - \$100,000 annually to the Airport.
- An underground utility study and plan would need to be completed prior to installation.
- It was recommended a clause for buyout be added to the terms.

**Incompatible Land Use**

- **Sports Complex** – has been delayed

- **Villages at Barnstable Complex, Mitchell's Property, Dockside Condominiums** – nothing new
- **Air Space Review** – This is included in the CIP for the Master Plan Update

#### **Air Service Development and Marketing Update**

- The next marketing workshop is scheduled for January 23, 2018. Goals, objectives, and actions will be addressed in this meeting.
- The February workshop will co-ordinate with the tenants to review these goals and objectives.
- The March workshop will review feedback from the tenants and solidify the objectives and actions.
- The Airport will be working on trying to apply for a MassWorks grant to improve the East Ramp Access Road for economic development. Cape Air would like to develop a flight school along with Bridgewater State and Cape Cod Community College, as well as the Massachusetts Air and Space Museum would like to locate on the east side of the airport. It was recommended to talk with FedEx, UPS, Amazon, and GE about future development of the east ramp.
- The next JumpStart conference is scheduled for June 2018 in Ohio.
- Staff needs to respond to inquiries from JetBlue and schedule a meeting for the end of June 2018 with their advertising, marketing, and scheduling personnel.

#### **Air Freight/Cargo Operations**

- Rectrix has had a change in personnel, and Allies Air's aircraft has arrived.

#### **Minimum Standards**

- Nothing new

#### **Griffin Avionics Septic**

- Staff is still waiting to hear back from Griffin Avionics. Prime Turbines has moved out of their main hangar.

#### **Explorer Solutions Marketing Plan – Federal FY2018 ACIP Master Plan Update**

- The three phased approach for marketing to solicit stakeholders for economic growth will be incorporated into the Master Plan.

#### **Legislative Meeting Update**

- Management met with Representative Whalen and identified issues with the loss of the airline resulting in loss of revenues to the airport and other tenants.
- There is a Cape Delegation brunch scheduled on March 30<sup>th</sup> that the Airport Commission should try and attend.

#### **MAMA on the Hill Day**

- This is on May 23, 2018 and is an opportunity to meet with Legislative Officers at the State House and discuss our Airport issues. The Commissioners were urged to participate.

#### **Website Update**

- The Town IT Department will be taking updated photos to include as rolling screens on the website.
- Management will meet with Brad Schiff and Sean Gonsalves about updating the "news" section of the website.

Hertz Car Rental reported they had a wash rack pipe burst yesterday. As this is an emergency repair and there will be no change to the building, there is no need for the Commission to review the repairs prior to Hertz proceeding.

There was a brief discussion of the Cape Cod Coffee outdoor door installation.

**Adjournment: Having no other business to discuss, the meeting was adjourned at 5:49 p.m.**

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*Mary F. Smith Commissioner  
Infrastructure Subcommittee*

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*Date*