



**BARNSTABLE MUNICIPAL AIRPORT
BOARDMAN-POLANDO FIELD**
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Katie R. Servis, Airport Manager
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BARNSTABLE MUNICIPAL AIRPORT COMMISSION

Tuesday, January 21, 2019

Meeting to be held in the Airport Conference Room at 4:00 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
 - June 18, 2019 Regular Session
 - July 30, 2019 Regular Session
 - September 17, 2019 Regular Session
 - October 22, 2019 Regular Session
 - December 17, 2019 Regular Session
 - December 17, 2019 Executive Session (not for release)
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - Finance (*Commissioners DellaMorte, Weil, Bierwirth*)
 - Infrastructure & Marketing (*Commissioners Young, Lesinski, Bierwirth*)

AGENDA

8. Old Business

None

9. New Business

COM0120-01 – Approval of the Recommendation of Award to the Quotient Group for a three year on-call contract for Airport Marketing Services for a total Not to Exceed amount of \$75,000

COM0120-02 – Approval of the Terminal Lease Agreement Amendment Number One by and between Barnstable Municipal Airport and Jetblue Airways Corporation

COM0120-03 – Approval of the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and Avis Rent a Car System, Inc.

COM0120-04 – Approval of the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and the Hertz Corporation

COM0120-05 – Discussion and Approval of Airport Fixed Base Operation Remodel Use of Additional Funds

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments

Barnstable Municipal Airport Commission

John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner; James DellaMorte
Commissioner; Wendy Bierwirth, Commissioner

- Airport Manager's Report

11. Updates:

- ARFF/SRE Roof Replacement Update
- FBO Phase I Improvements Update
- Airport Marketing
- Airport Master Plan Update
- Airport Business Plan Update
- Cape Air Rooftop Solar Array Update
- RFP Land Development Update
- Financial Update
- CIP Update – FY2021 Submitted to the Town of Barnstable
- Budget Update/Next Steps
- Airport Rates & Charges Update
- PFOS/Public Involvement Plan & Update

11. Announcements – Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment – Next Meeting, February 18, 2020

Please Note: The list of matters, are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

AGENDA ITEMS

COM0120-01 – Approval of the Recommendation of Award to the Quotient Group for a three year on-call contract for Airport Marketing Services for a total Not to Exceed amount of \$75,000

MOTION to approve the recommendation of award to the Quotient Group for a three year on-call contract for Airport Marketing Services for a total not to exceed amount of \$75,000 over the three year period.

SPONSOR: Infrastructure and Marketing Subcommittee (**May be acted upon**)

COM0120-02 – Approval of the Terminal Lease Agreement Amendment Number One by and between Barnstable Municipal Airport and Jetblue Airways Corporation

MOTION to approve the five year Terminal Lease Agreement Amendment Number One for Ticket Counter, Operations, and Office Spaces by and between the Barnstable Municipal Airport and Jetblue Airways effective July 1, 2019. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0120-03 – Approval of the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and Avis Rent a Car System, Inc.

MOTION to approve the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and Avis Rent a Car System, Inc. through June 30, 2021 with one additional 3 year option to align with the current Terminal Lease Agreement terms. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0120-04 – Approval of the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and the Hertz Corporation

MOTION to approve the Wash Rack Lease Agreement by and between Barnstable Municipal Airport and Hertz Corporation. through June 30, 2021 with one additional 3 year option to align with the current Terminal Lease Agreement terms. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0120-05 – Discussion and Approval of Airport Fixed Base Operation Remodel Use of Additional Funds

MOTION to approve the use of additional previously appropriated funds in the not to exceed amount of \$100,000 to be used for the Airport Fixed Base Operation (FBO) Remodel Project. **SPONSOR:** Finance Subcommittee **(May be acted upon)**