



**BARNSTABLE MUNICIPAL AIRPORT
BOARDMAN-POLANDO FIELD**
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HYANNIS, MA 02601
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Katie R. Servis, Airport Manager
Matthew T. Elia, Assistant Airport Manager

BARNSTABLE MUNICIPAL AIRPORT COMMISSION

Tuesday, June 16, 2020

Meeting to be held On-line at 4:00 PM - Via link below:

Join Zoom Meeting

<https://us02web.zoom.us/j/87099198830>

Meeting ID: 870 9919 8830

One tap mobile

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Dial by your location

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+1 669 900 9128 US (San Jose)

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**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Minutes of the previous meetings:**
None
5. **Public Comment**
6. **Commissioners Response to Public Comment**
7. **Report from Sub-Committees**
 - **Finance** (*Commissioners Weill, Flores, Bailey*)
 - **Infrastructure & Marketing** (*Commissioners Young, Lesinski, Bierwirth*)

AGENDA

8. Old Business

None

Barnstable Municipal Airport Commission
John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner;
Wendy Bierwirth, Commissioner; John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner

9. New Business

COM0620-01 – Approval of the Bid Award and Contract to Rosenbauer Minnesota LLC in the amount of \$306,066.00 for Barnstable Municipal Airport Procure and Deliver Class 2 Airport Rescue and Fire Fighting Vehicle Project.

COM0620-02 – Approval of the Bid Award and Contract to Firematic Supply, Inc. in the amount of \$82,945 for Barnstable Municipal Airport Procure and Deliver Equipment for Class 2 Airport Rescue and Fire Fighting Vehicle Project.

COM0620-03 – Approve supplemental appropriation and transfer order for the fiscal year 2020 airport capital budget in the amount of \$212,700.00 be appropriated and added to the original amount of \$220,000 appropriated under Town Council Order 2019-103, for a revised appropriation amount of \$432,700, for the purpose of funding the replacement of ARFF Equipment.

COM0620-04 – Approve transfer order for the fiscal year 2020 airport capital budget in the amount of \$52,209.00 be transferred from Town Council Order 2019-105 to Town Council Order 2019-106 for the purpose of funding the fiscal year 2020 Airport capital expenses associated with the Aircraft Snow Removal Equipment project.

COM0620-05 – Approve Amendment #9 to the Horsley Witten Group Contract for on-call engineering services for the PFAS Mitigation Project in the amount of \$79,600.00.

COM0620-06 – Approval of the Contract by and Between Barnstable Municipal Airport and Southern Airways Express.

COM0620-07 – Review and Approve Bid Award and Contract for PFAS Mitigation Project at Barnstable Municipal Airport.

COM0620-08 - Discussion & Approval of CARES Act Fund Use Part 3.

COM0620-09- Presentation of Fourth Quarter Business Plan Update

COM0620-10 – Approval of the Easement for Electric Service to NSTAR Electric Company for underground lines to 600 Barnstable Road for the Cape Air Solar Array installation

COM0520-11 – Annual Election of Airport Commission Officers

11. Updates:

- Airport Tree Clearing Project
- Cape Air Hangar Door and Façade
- ARFF/SRE Roof Replacement Update
 - Awaiting FAA Grant Award
- ARFF/SRE Phase I Improvements Update
 - Project kickoff 5/28/2020
- Airport Marketing
 - Business Plan Q4 Update - June 2020 Full Commission Meeting
- Airport Master Plan Update
 - Inventory Chapter Review-Completed
 - Forecast Chapter – Completed
 - Environmental Chapter – Completed
 - Interim Report - Completed
 - Planning Advisory Group (PAG) Development - meeting June 9 2020 (virtual) 1-3
- Airport Tenant Construction Policy & Green Technologies Implementation – June 2020 Infrastructure meeting/June Full Commission Meeting
 - Discussion of the Guidelines for Construction, Alteration and Improvements at the Barnstable Municipal Airport Policy (this includes Green Technologies) – see attached – working with Infrastructure and tenants to complete by July meetings.
- FY2021 CIP Approved by Town Council on April 17th 2020
- FY2021 Budget - on docket for June 4 Town Council Approval
- Airport Rates & Charges Update (2021 review post-COVID19)
 - Suggest waiting until the Fall 2020 to revisit

Barnstable Municipal Airport Commission

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Wendy Bierwirth, Commissioner; John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner

- PFOS/Public Involvement Plan & Update/Mitigation
 - Bid opening for project June 12
 - Project completion September 30
- Airport Events – None
- Do not forget:
 - Terminal Mobile and/or Tee-shirt (Howard Boddington) - Discussion of Pilot Incentive Gear and Marketing Material during Infrastructure
 - 90th Anniversary for Boardman/Polando Flight (date?)

11. Announcements – Commissioner’s Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment – Next Meeting, July 21, 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

COM0620-01 – Approval of the Bid Award and Contract to Rosenbauer Minnesota LLC in the amount of \$306,066.00 for Barnstable Municipal Airport Procure and Deliver Class 2 Airport Rescue and Fire Fighting Vehicle Project.

MOTION to approve the Bid Award and Contract for the Purchase of a Class 2 Airport Rescue and Fire Fighting (ARFF) Vehicle to Rosenbauer Minnesota LLC in the amount of \$306,066.00 **SPONSOR:** Management (**May be acted upon**)

COM0620-02 – Approval of the Bid Award and Contract to Firematic Supply, Inc. in the amount of \$82,945 for Barnstable Municipal Airport Procure and Deliver Equipment for Class 2 Airport Rescue and Fire Fighting Vehicle Project.

MOTION to approve the Bid Award and Contract for the Purchase of Equipment for the Class 2 Airport Rescue and Fire Fighting (ARFF) Vehicle to Firematic Supply, Inc. in the amount of \$82,945.60 **SPONSOR:** Management (**May be acted upon**)

COM0620-03 – Approve supplemental appropriation and transfer order for the fiscal year 2020 airport capital budget in the amount of \$212,700.00 be appropriated and added to the original amount of \$220,000 appropriated under Town Council Order 2019-103, for a revised appropriation amount of \$432,700, for the purpose of funding the replacement of ARFF Equipment.

MOTION to approve the supplemental appropriation and transfer order for the fiscal year 2020 airport capital budget in the amount of \$212,700.00 be appropriated and added to the original amount of \$220,000 appropriated under Town Council Order 2019-103, for a revised appropriation amount of \$432,700, for the purpose of funding the replacement of ARFF Equipment. **SPONSOR:** Management (**May be acted upon**)

COM0620-04 – Approve transfer order for the fiscal year 2020 airport capital budget in the amount of \$52,209.00 to be transferred from Town Council Order 2019-105 to Town Council Order 2019-106 for the purpose of funding the fiscal year 2020 Airport capital expenses associated with the Aircraft Snow Removal Equipment project.

MOTION to approve the transfer order for the fiscal year 2020 airport capital budget in the amount of \$52,209.00 to be transferred from Town Council Order 2019-105 to Town Council Order 2019-106 for the purpose of funding the fiscal year 2020 Airport capital expenses associated with the Aircraft Snow Removal Equipment project. **SPONSOR: Management (May be acted upon)**

COM0620-05 – Approve Amendment #9 to the Horsley Witten Group Contract for on-call engineering services for the PFAS Mitigation Project in the amount of \$79,600.00.

MOTION to approve Amendment #9 in the amount of \$79,600.00 to the Horsley Witten Group Contract for on-call Environmental Engineering services for associated with the Per- and Poly-Fluoroalkyl Substances (PFAS) mitigation at Barnstable Municipal Airport. **SPONSOR: Management (May be acted upon)**

COM0620-06 – Approval of the Contract by and Between Barnstable Municipal Airport and Southern Airways Express.

MOTION to approve the Contract by and Between Barnstable Municipal Airport and Southern Airways Express for the Lease of Space in the Airport Terminal to provide passenger services. **SPONSOR: Management (May be acted upon)**

COM0620-07 – Review and Approve Bid Award and Contract for PFAS Mitigation Project at Barnstable Municipal Airport.

MOTION to approve the Bid Award and Contract for the PFAS Mitigation Project at the Barnstable Municipal Airport to **SPONSOR: Management (May be acted upon)**

COM0620-08 - Discussion & Approval of CARES Act Fund Use Part 3.

MOTION to approve the Barnstable Municipal Airport prioritized Tier 1 Operating Budget Priorities and Tier 2 Deferred Operating Priorities use of funds under the Option 3 selected by the Barnstable Municipal Airport Commission during the May 6, 2020 Special Commission meeting. **SPONSOR: Management (May be acted upon)**

COM0620-09- Presentation of Fourth Quarter Business Plan Update

COM0620-10 – Approval of the Easement for Electric Service to NSTAR Electric Company for underground lines to 600 Barnstable Road for the Cape Air Solar Array installation

MOTION to approve the Easement for Electric Service to NSTAR Electric Company for underground lines to 600 Barnstable Road for the installation of the transformer for the Cape Air Solar Array installation. **SPONSOR: Management (May be acted upon)**

COM0520-11 – Annual Election of Airport Commission Officers