



**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, September 15, 2020

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82445856819>

Meeting ID: 824 4585 6819

One tap mobile

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Meeting ID: 824 4585 6819

Find your local number: <https://us02web.zoom.us/j/82445856819>

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
March 17, 2020
August 18, 2020
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - Finance (*Commissioners Weill, Flores, Bailey*)
 - Infrastructure & Marketing (*Commissioners Young, Bierwirth*)

AGENDA

8. Old Business

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

COM0720-01 Airport Branding Presentation

COM0720-02 – Approval of the Fuel Contract by and between Barnstable Municipal Airport and World Fuel Services for Fuel Supply and Fuel Vehicle Rental.

9. New Business

COM0920-01 – Approval of the Proposed Agreement by and between Barnstable Municipal Airport and HMI Parking Services LLC.

COM0920-02 – Presentation of First Quarter Business Plan Update FY2021.

COM0920-03 Review & Discuss FY2021 Airport Finances

COM0920-04 Approval of Amendment #1 to the Contract by and Between Barnstable Municipal Airport and Horsley Witten Group in the amount of \$250,000 for follow-up Reporting, Testing, Mitigation, and Monitoring of PFAS soils to Meet Massachusetts Department of Transportation – Department of Environmental Protection Order of Conditions.

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments
- Airport Manager's Report

Updates:

- Fuel Program Future Workshop
- Freight in Terminal Update
 - Letter to Cape Air
- Airport Tree Clearing Project Update
- PFOS/Public Involvement Plan & Update/Mitigation
 - Bid opening for project June 12
 - Additional Funding July 16
 - Kickoff August 4
 - Project start August 17
 - Project completion September 30/October 30
- ARFF/SRE Roof Replacement Update
 - Received FAA Grant Award
 - Kickoff meeting to occur on Friday 9/11/2020
- 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 - COMPLETED
 - Public Meetings/Virtual Meetings – Videos completed
- FY2022 CIP – Planning underway (September meetings with FAA and MassDOT for FY2022)
- FY2022 Budget – Planning underway
- Airport Rates & Charges Update (2021 review post-COVID19)
 - Suggest waiting until the Fall 2020 to revisit
- Airport Events – On hold
- Future Tank Development (Master Plan Alternatives)
- Do not forget:
 - 90th Anniversary for Boardman/Polando Flight (date?)
 -

11. Announcements – Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

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

13. Adjournment – Next Meeting, October 20, 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

COM0720-01 Airport Branding Presentation

COM0720-02 – Approval of the Fuel Contract by and between Barnstable Municipal Airport and World Fuel Services for Fuel Supply and Fuel Vehicle Rental.

MOTION to approve the Contract by and between Barnstable Municipal Airport and World Fuel Services for the Fuel Supply Agreement, the Branding Agreement, and the Refueler Lease Agreement for the JetA fuel supply. **SPONSOR: Management (May be acted upon)**

COM0720-05 – Approval of Fuel Pricing Agreement by and between Barnstable Municipal Airport and NetJets Services, Inc., for a guaranteed 200,001 gallons annually.

MOTION to approve the annual Fuel Pricing Agreement by and between Barnstable Municipal Airport and NetJets Services, Inc. for a guaranteed 200,001 gallons. **SPONSOR: Management (May be acted upon)**

COM0920-01 – Approval of the Proposed Agreement by and between Barnstable Municipal Airport and HMI Parking Services LLC.

MOTION to approve the non-exclusive annual License Agreement by and between Barnstable Municipal Airport and HMI Parking Services LLC for the limited purpose of access and use of the Main Terminal Parking Lot for temporary/transient seasonal and annual parking of vehicles. **SPONSOR: Management (May be acted upon)**

COM0920-02 – Presentation of First Quarter Business Plan Update FY2021.

COM0920-03 Review & Discuss FY2021 Airport Finances

COM0920-04 Approval of Amendment #1 to the Contract by and Between Barnstable Municipal Airport and Horsley Witten Group in the amount of \$250,000 for follow-up Reporting, Testing, Mitigation, and Monitoring of PFAS soils to Meet Massachusetts Department of Transportation – Department of Environmental Protection Order of Conditions.

MOTION to approve Amendment #1 to the Contract by and between Barnstable Municipal Airport and Horsley Witten Group in the amount of \$250,000 for the follow-up Reporting, Testing, Mitigation, and Monitoring of PFAS soils to Meet Massachusetts Department of Transportation – Department of Environmental Protection Order of Conditions. **SPONSOR: Management (May be acted upon)**