



CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, May 16, 2023

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:
April 18, 2023

5. Public Comment

6. Commissioners Response to Public Comment

7. Report from Sub-Committees

- Finance (*Commissioners Weil, Flores, Bailey*)
- Infrastructure & Marketing (*Commissioners Bierwirth, DiGeorge, Guiod*)

8. OLD BUSINESS

COM0423-1 Approval of the Lease Subordination, Non-Disturbance, Recognition, and Attornment Agreement by and through the Cape Cod Gateway Airport Commission and Whole Foods Market Group, INC., Sub-lessor of WS Development.

9. NEW BUSINESS

COM0523-1 Approval of the Lease Agreement by and between Cape Cod Gateway Airport and Hyannis Hangar LLC.

COM0523-2 Approval of the Lease Amendment #8 by and between Cape Cod Gateway Airport and Ross Rectrix HYA, LLC, dba Atlantic Aviation.

10. Report of Special Committees

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

Updates:

- Monthly Financial Review (Finance)
- Monthly Business Plan Review (Infrastructure)
 - Future workshop to update the Business Plan



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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

- Commissioner Guidod volunteered to run the workshop - to be discussed and dates identified for at least four future meetings
- Electric Aviation Update
 - Smart Program Memo & Update
- WS Development Update
 - Future Public Meeting = May 30 @ 6:00 PM in Town Hall
 - Meeting Title = "The Landing at Hyannis: Transformation of Cape Town Plaza Public Information Session"
- Upcoming Finance Items:
 - Land Lease (Hangar Development) - AMA
 - Land Lease - DPW - Water Department
 - MOU PFAS
 - BETA Electric Charging Station
- Upcoming Infrastructure Items:
 - Business Plan Update
 - Smart Grant Award Update
 - Electric Aviation Discussion
 - Events Update
- Projects Update/Status
 - Replacement of T-hangar CARES1 & Airport Operations Renovation (see above)
 - Project update by Matt Elia/Chris Bostwick
 - Mary Dunn Way Extension
 - Project update by Matt Elia/Chris Bostwick
 - Runway 6/24 Reconstruction Project
 - Project update by Matt Elia/Chris Bostwick
 - EMAS Replacement Project
 - Project update by Matt Elia/Chris Bostwick
- Procurement
 - Communications Manager - posted on April 3 via Bonfire (online Procurement) and closed on - under review by evaluation committee
 - 110 Mary Dunn Way - posted May 3 via Bonfire (online Procurement) until June 7 - evaluation committee selected
 - Airline Consultant (on hold until the Spring/Summer 2023)
 - Café commercial kitchen or retail
 - Potential seasonal use - in discussions with potential user on April 10
 - Airport Signs and Tower Sign
 - Requires procurement due to construction of sign base.
 - Waiting for additional drawings for bid specifications
- Airport Environmental Assessment Status

[\(https://flyhya.com/airport-info/environmental-assessment/\)](https://flyhya.com/airport-info/environmental-assessment/)

 - Next meetings in June 2023
 - Management to provide overview of process
- PFOS/Public Involvement Plan & Update
 - Phase V Report = underway (October 2023 submittal)



- o Upcoming Events:
 - o June 2023
 - June 8, 2023 (Rain Date June 15) = "Festivities on the Flight Line"
 - Ticket Sales: <https://www.eventbrite.com/e/festivities-on-the-flight-line-tickets-629481334617?aff=ebdssbdestsearch>
 - o July 2023
 - July 2023 = Hangars & Hamburgers (3rd Saturday)
 - Name change anticipated as we are working this event with the Massachusetts Air and Space Museum
 - o September 2023
 - September 22, 2023 = SE MA Aviation Career Fair (3rd event)
 - September 23, 2023 = A Great Day at the Gateway

11. Announcements - Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment - Next Meeting, June 20, 2023

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

COM0423-1 Approval of the Lease Subordination, Non-Disturbance, Recognition, and Attornment Agreement by and through the Cape Cod Gateway Airport Commission and Whole Foods Market Group, INC., Sub-lessor of WS Development.

MOTION to approve the Lease Subordination, Non-Disturbance, Recognition, and Attornment Agreement by and between the Town of Barnstable, acting by and through the Cape Cod Gateway Airport Commission, and Whole Foods Market Group, INC., Sub-lessor of WS Development. **SPONSOR: Management (May be acted upon)**

COM0523-1 Approval of the Lease Agreement by and between Cape Cod Gateway Airport and Hyannis Hangar LLC.

MOTION to approve the 20 year lease agreement by and between the Cape Cod Gateway Airport and Hyannis Hangar LLC effective June 1, 2023 for



36,840 square feet of land for the purpose of constructing an Aircraft Storage facility with a stepped annual payment during the construction phase, and CPI increases for the remainder of the lease. **SPONSOR:** Finance Subcommittee **(May be acted upon)**



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