



**CAPE COD GATEWAY AIRPORT COMMISSION**

Tuesday, July 18, 2023

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

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1. Call to Order
  2. Roll Call
  3. Pledge of Allegiance
  4. Minutes of the previous meetings:  
June 20, 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**  
None
  - 9. NEW BUSINESS**  
COM0723-1 Approval of the Lease Agreement by and between Cape Cod Gateway Airport and Aloft Aviation Management LLC.  
  
COM0723-2 Approval of Change Orders 1-4 by and between Cape Cod Gateway Airport and Trac Builders, Inc. for work related to the Airport Operations Modification and Upgrade and T-Hangar Replacement Project.  
  
COM0723-3 Approval of Change Order 1 by and between Cape Cod Gateway Airport and Lawrence Lynch Inc. for work related to Runway 6/24 Replacement Project.
  10. Report of Special Committees
    - Noise Report (July, October, January, April)
    - Yarmouth Representative Comments
- Updates:**
- o Monthly Financial Review (Finance)
    - o None this month
  - o Monthly Business Plan Review (Infrastructure)
    - o Future workshop to update the Business Plan
  - o Electric Aviation Update
    - o None this month



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

- WS Development Update
  - Access Road Impacts Update
- Upcoming Finance Items:
  - Land Lease (Hangar Development) - AMA (on hold until AMA gets back to the airport)
  - Land Lease - DPW - Water Department
  - MOU PFAS
  - BETA Electric Charging Station
- Upcoming Infrastructure Items:
  - Business Plan Update
  - Smart Grant Award Update
  - 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
  - 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/>)
  - General Update
- PFOS/Public Involvement Plan & Update
  - Phase V Report = underway (October 2023 submittal)
- Upcoming Events:
  - September 2023
    - September 21, 2023 (non-airport run event) = Cape Cod Young Professionals Back to Business Bash
    - 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, August 15, 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

**COM0723-1 Approval of the Lease Agreement by and between Cape Cod Gateway Airport and Aloft Aviation Management LLC.**

**MOTION** to approve the 20 year Lease Agreement by and between Cape Cod Gateway Airport and Aloft Aviation Management LLC effective July 18, 2023 with a phased rent rate structure over the length of the lease.

**SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM0723-2 Approval of Change Orders 1-4 by and between Cape Cod Gateway Airport and Trac Builders, Inc. for work related to the Airport Operations Modification and Upgrade and T-Hangar Replacement Project.**

**MOTION** to approve Change Orders 1-4 by and between Cape Cod Gateway Airport and Trac Builders, Inc. for work related to the Airport Operations Modification and Upgrade and T-Hangar Replacement Project.

**SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM0723-3 Approval of Change Order 1 by and between Cape Cod Gateway Airport and Lawrence Lynch Inc. for work related to Runway 6/24 Replacement Project.**

**MOTION** to Change Order 1 by and between Cape Cod Gateway Airport and Lawrence Lynch Inc. for work related to Runway 6/24 Replacement Project.

**SPONSOR:** Finance Subcommittee (**May be acted upon**)

