



BARNSTABLE MUNICIPAL AIRPORT
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R.W. "Bud" Breault, Jr., Airport Manager
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BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, January 18, 2011

Barnstable Municipal
Airport Commission:

Daniel W. Santos, P.E.
Chairman

Donald E. Megathlin,
Vice Chairman

Robert L. O'Brien,
Clerk

John T. Griffin, Jr.,
Commissioner

Michael A. Dunning,
Commissioner

Ronald Persuitte,
Commissioner

Timothy R. Luzziatti,
Commissioner

Commissioners Present:

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman, John T. Griffin, Jr., Michael A. Dunning, Ronald Persuitte, The meeting was held at the Barnstable Municipal Airport in the Gourley Conference Room, 480 Barnstable Rd., Hyannis, MA.

Yarmouth Representative Present:

Robert Howard

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Frank Sanchez, Assistant Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, and Christina Lounsbury, Noise Abatement Specialist

Public Members:

Chip Bishop, Chip Bishop Communications; Anthony Crugnale, Suffolk Construction Company, Inc.; Jim Kubat, AECOM; Bill Walker and Mary Kate Toomey, Jacobs Engineering; Jim Kinsella, Barnstable Enterprise; David Still II, Barnstable Patriot; Hank Farnham and Debra Dagwan, Barnstable Town Council; Allen Kealy, Clerk of the Works; and Bob Doane and Peter Farrell, Cape Air

Call To Order:

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:02 p.m. Attendance roll call was taken.

Minutes of the previous meetings:

Chairman Santos moved to approve the minutes of the November 16, 2010 Airport Commission Meeting. This was seconded and unanimously approved.

Public Comment:

None

Commissioners Response to Public Comment:

None

Reports from Subcommittees

Finance Subcommittee (Commissioners Megathlin, Persuitte, O'Brien)

The Finance subcommittee met on Tuesday, January 4, 2011. The following was discussed:

- Review of FY 2010 Financial Statements.
- Slight increase in Jet Fuel Sales, and a decrease in Enplanements.
- Airport Reserves are tracking as expected.
- Aging reports were reviewed.
- FY 2011 CIP and ACIP Programs.
- New contract with FAA for ATCT and anticipate costs associated with maintaining the equipment.

- Republic Parking revenue sharing and build out for the new parking lot and lease negotiations.
- Hangar II Lease final draft review by Hyannis Air Service, Inc. (Cape Air)
- Committee received a list of airport properties outside of the airfield and will be reviewing these for preliminary options.

Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)

The Infrastructure subcommittee met December 1, 2010 and January 5, 2011 and the following was discussed:

- FY 2012 CIPs
- Master Plan & Development Agreement and EIR
- Hyannis Air Service Lease Agreement Update

Construction Committee: (Commissioners Santos, Luzietti, O'Brien, Megathlin)

The Construction Committee met today, and the following was discussed:

- Only three agenda items were addressed, so a continuation of the meeting will be held on Tuesday, January 4, 2011.
 - Change Orders – to be discussed as agenda items at this meeting
 - Access Road - pre-bids are due February 9, 2011 – to be funded by the FAA, Chapter 90 Town funding, and Airport Surplus
 - Suffolk Construction Executive Report Summary – ATCT Certificate of Compliance completion date of March 18, 2011, and operational August 18, 2011. New Terminal completion date of December 1, 2011.

Unfinished Business:

BMA1110-04 – Approval of FY 2012 BMA CIP approval of associated FY 2011 Supplemental Appropriation Orders.

MOTION to accept and approve the FY 2012-2016 Airport Capital Improvement Plan for submittal to the Town of Barnstable. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

MOTION to accept and approve four (4) FY 2011 Supplemental Appropriation Orders in the total amount of \$1,496,000.00 for submittal to the Town of Barnstable. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

Manager Breault briefed the members on changes made since he had sent the CIP information to the Commission in December 2010.

- The Fuel Farm construction CIP was submitted for design only in 1012, and construction in 2013.
- At the request of the Town Manager and Town Council, the CIP for the Upper Gate and Lewis Ponds ERA was moved from FY 2012 to a FY 2011 supplemental CIP request and appropriation order which is on Town Council Agenda for this Thursday.

This agenda item was moved and by Commissioner Persuitte, and seconded. Manager Breault responded to Chairman Santos' question that he had submitted four supplemental appropriation orders for FY 2011, but only two are on the Town Council agenda. This motion does include all four supplemental appropriation orders. Chairman Santos read the motion. This agenda item was unanimously approved by verbal vote.

New Business:

BMA1210-01 – Approval of Hyannis Air Service Fleet Hangar Renovations Project Plans

MOTION to approve the submitted plans for Sustainability Upgrades & Energy Retrofit to the Hyannis Air Service/Cape Air Fleet Hangar and Administrative offices as specified in the plans dated November 9, 2010.

SPONSOR: Infrastructure Subcommittee. (**May be acted upon**)

This agenda item was moved and read by Commissioner Griffin, and seconded. Mr. Doane, Cape Air, briefed the Commission that Cape Air met with the Infrastructure Subcommittee to present the plans and budget for upgrading the fleet building to include replacing the outside skin on the South and West elevations, replacing all windows and doors, replacing insulation as well as upgrading the HVAC system. Manager Breault stated that the Airport management strongly supported approval. This agenda item was unanimously approved by verbal vote.

BMA1110-01 – Approval of Suffolk Construction Change Orders for Proposed Change Orders approved in December 2010

MOTION to approve the Suffolk Construction Change Order # 10006 in the amount of \$72,942.44 and Change Order #10009 in the amount of \$85,772.30 for the listed Proposed Change Orders (PCO) to the Air Traffic Control

Tower Project. This will increase the total contract cost to \$4,538,170.28. **SPONSOR:** Construction Committee **(May be acted upon)**

This agenda item was moved and read by Commissioner Megathlin, and seconded. Commissioner Megathlin reviewed the details of the ATCT change orders which included changes requested by FAA and Hyannis Fire Department, design change for reinforcement rebar for the blast analysis. This agenda item was unanimously approved by verbal vote.

MOTION to approve the Suffolk Construction Change Order # 20005 in the amount of \$206,258.75 for the listed Proposed Change Orders (PCO) to the New Passenger Terminal Project. This will increase the total contract cost to \$15,293,229.75. **SPONSOR:** Construction Committee **(May be acted upon)**

This agenda item was moved and read by Commissioner Megathlin, and seconded. Commissioner Megathlin reviewed the details of the New Terminal change orders which included several design changes, additional requests from the Barnstable Water Department, structural peer review, cable issues, inclusion of additional parking lot surfacing, and roof membrane upgrade. This change order will be funded out of the Owner's Contingency budget. Chairman Santos reiterated that the Airport Commission is not exceeding the budget, but these monies coming out of contingency were planned the original budget to provide for changes. This agenda item was unanimously approved by verbal vote.

BMA0111-03 – Approval of Café at the Airport Tenant-at-will Agreement Amendment

MOTION to approve the amendment to the Tenant-at-will agreement between Semp, Inc and the Barnstable Municipal Airport for the Café at the Airport. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

This agenda item was moved and read by Commissioner Pursuite, and seconded. Commissioner Pursuite stated that Mr. Semprini requested a reduction in his rent due to loss of revenue from the construction and the current economy. The proposed new rate is a 25% reduction. This agenda item was unanimously approved by verbal vote.

BMA0111-04 – Approval of FAA Contract Air Traffic Control Tower Operating Agreement

MOTION to approve the Agreement between Barnstable Municipal Airport Commission and the Department of Transportation, Federal Aviation Administration, in consideration of the Air Traffic Control Services being provided to the Airport. **SPONSOR:** Finance Subcommittee (May be acted upon)

This agenda item was moved and read by Commissioner Dunning, and seconded. Manager Breault stated that this is a new agreement. As part of the OTA, the FAA will pay 100% of the cost to build the ATCT, and then they expect the Airport to pay 100% of the cost to operate and maintain the facility. The FAA Tech Ops will not move into the new ATCT and therefore, the Airport will be losing approximately \$45,000.00 per year in revenue. In addition, expenditures will increase by approximately \$60,000.00 per year for operating costs and the new maintenance agreement with either the FAA or a private firm to maintain all of the equipment that is being installed in the Tower. This will create a net of \$100,000.00 difference in the fiscal budget. This is now standard operating procedure with the FAA for all contract towers, and this is one of the first FAA contract towers being subject to a lot of new requirements, such as the increased security requirements and equipment. The maintenance agreement and the reimbursement agreement have not been completed yet, as the FAA is dragging their feet for some reason, so we will see how that proceeds. This agenda item was unanimously approved by verbal vote.

BMA0111-05 - Approval of CTBX scope of services for Additional Services to the original Contract not to exceed \$50,701.50

MOTION to approve the proposed scope of services dated January 5, 2011 for additional services to the CTBX Aviation Group, LLC Contract for the new Air Traffic Control Tower design dated May 10, 2010 for a not to exceed amount of \$50,701.50. **SPONSOR:** Construction Subcommittee (May be acted upon)

This agenda item was moved and read by Chairman Santos, and seconded. This amount is for additional architectural services by CTBX to include HVAC, architectural modifications, additional site visits, several NStar changes for transformers, and the weather sensor. These additional funds will be provided by the FAA. This agenda item was unanimously approved by verbal vote.

At the conclusion of the construction related changes, Chairman Santos offered a note of appreciation to Bud and his staff and the contractors and everyone that is working so hard on this project. It is a very complex and difficult project with a crunch time frame and it is going very well and everyone is doing a great job.

BMA0111-05 – Approval of the Barnstable Municipal Airport FY 2012 Operating Budget

MOTION to approve the Barnstable Municipal Airport FY 2012 Operating Budget for submittal to the Barnstable Town Council. **SPONSOR:** Finance Subcommittee (May be acted upon)

This agenda item was tabled until further notice.

BMA0111-06 – Approval of the Republic Parking Systems Contract one-year extension Option

MOTION to approve the final one-year option to extend the Contract between the Barnstable Municipal Airport Commission and Republic Parking Systems, Inc. from January 2, 2011 to January 1, 2012. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was tabled until further notice.

Noise Report:

Both the noise reports for November 2010 and December 2010 were included in the folders this evening. There were a total of 6 complaints made by 3 complainants in November 2010, all from the Town of Yarmouth. There were a total of 2 complaints made by 2 complainants in December 2010. That brings the total for 2010 to 125, which is about 10 less than last year. There were 50 operations during the quiet hours, with 22 operations prior to 5:30 am. The Caravan, Island Airlines, flew only 11 out of the 26 flights prior to 6:00 am during the month. Chairman Santos asked for her interpretation of the report. Ms. Lounsbury responded that there are a lot less early morning flights in the winter so traditionally the noise complaints go down. One noise complainant that was very active last year, has not been this year. Many times people expect that if they call, things will change even though sometimes their location to the airport does not change. It is very hard to address what someone specifically asks about in a matter of changing flight paths or noise that they hear, but we do know from hearing from Harris, Miller, Miller and Hanson that really anything that's significant does not leave the airport regarding noise. She stated that we are here to listen though.

Yarmouth Representative's Comments:

Mr. Howard commented that the December 2010 quiet hours report he counted 28 operations prior to 5:30 and 3 Med Flights. Ms. Lounsbury interjected that she counts operations between 4:00 am and 5:30 am. He commented that it was interesting that he had no one complaining. He stated that the trend for complaints was on a downward slope. Probably less than 1/2% are out of the flight path and 95% of them are IFR. So for the number of flights, the complaints are miniscule.

Airport Manager's Report:

Manager Breault reported the following in addition to his weekly report:

- He thanked Councilor Dagwan for attending the meeting.
- The new ownership of Island Airlines is very receptive to noise reduction. The early morning newspaper flights will now fly after 6:00 am.
- He thanked the team for working very cooperatively on the projects.
- He thanked Frank Sanchez and the entire staff for handling the airport operations during all of the large snow events, and credited the team with keeping the Airport open.
- Jet Fuel prices are continuing to increase, with a \$.11/gallon increase effective today. The airport costs are well over \$3.00/gallon and until today's increase the price was even with Nantucket Airport.

Announcements – Commissioner's Comments:

- Commissioner Griffin reflected that this is the biggest and most complicated construction project that has occurred in this area for quite some time and people should keep in mind that it is not a simple task.
- Manager Breault commented that by the end of January, some steel will begin to go up on the new terminal and the glass will be installed in the tower mid-February.

At this time, Chairman Santos moved the Commission enter into executive session under provision three of Chapter 39, Section 23B of the Open Meeting Laws under Exemption Three which relates to the discussion of strategy with respect to pending litigation. The regular session of the Airport Commission meeting will reconvene after the executive session for the sole purpose of adjournment. The motion was seconded, and a roll call vote was taken to go into executive session:

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Daniel Santos	Yes	Donald Megathlin	Yes
Michael Dunning	Yes	John Griffin	Yes
Ronald Persuutte	Yes		

The Regular Session of the Barnstable Municipal Airport Commission reconvened at 5:12 p.m.

The next meeting will be held on February 15, 2011.

Adjournment:

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 5:13 p.m.

DANIEL W. SANTOS. P.E., CHAIRMAN