



**BARNSTABLE MUNICIPAL AIRPORT
BOARDMAN-POLANDO FIELD**

480 BARNSTABLE ROAD, 2ND FLOOR

HYANNIS, MA 02601

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R.W. "Bud" Breault, Jr., Airport Manager
Katie R. Servis, Assistant Airport

Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Timothy R. Luzietti,
Vice Chairman

Robert L. O'Brien,
Clerk

Mary F. Smith,
Commissioner

Stephen P. Cobb,
Commissioner

Elizabeth Young,
Commissioner

James DellaMorte,
Commissioner

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION**

TUESDAY, September 20th, 2016

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Commissioners Present:

John T. Griffin, Jr., Chairman, Timothy R. Luzietti, Vice Chairman, Robert L. O'Brien, Clerk, Mary F. Smith, Stephen P. Cobb, Elizabeth Young and James DellaMorte. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners not Present:

None

Yarmouth Representative:

William Marasco

Airport Staff Present:

Katie R. Servis, Assistant Airport Manager, and Mary McDonald, Financial Analyst.

Airport Staff not Present:

Roland W. Breault, Jr., Airport Manager

Public Members:

Judith Goetz, Regan Communication, Stephen Flecchia, Jacobs Engineering, Eric Steinhilber, Town Council, Daniel Rosenthal, Hyannis Park Civic Association, Cris Luzzati, Hyannis Park Civic Association.

[Christina Lounsbury, BMA Noise/Security Coordinator](#)

Call To Order:

Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:00 p.m. Attendance roll call was taken [followed by the](#) and Pledge of Allegiance.

Minutes of the previous meetings:

- Commissioner O'Brien moved to approve the August 16th, 2016 Airport Commission Meetings. These were seconded and unanimously approved.

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Public Comment:

Cris Luttazi, Hyannis Civic Association asked ~~if about~~ the Barnstable Airport's [wildlife management actions in particular regards to Osprey and if we publish records of actions taken has a Wildlife Hazard Management Plan](#). She had concerns regarding a truck that was seen leaving the airport with ~~deceased birds in the back of it, also asked if we have the~~ USDA is onsite.

Commissioners Response to Public Comment:

Assistant Airport Manager, Katie Servis stated, we ~~do~~ have an [Federal Aviation Administration \(FAA\) required and approved Wildlife Hazard Management Plan that is in active use at the airport](#). We also ~~hold a~~ contract with the United States Department of Agriculture (USDA) and the Animal and Plant Health Inspection (APHIS) Wildlife Services (WS) [on an as needed basis for training, habitat](#)

~~management, and so on. -and they are not onsite.- If wildlife on the airport such as large flocking birds (geese and osprey) pose a threat to aircraft, our plan calls for harassment (sirens, noise makers, etc) but if that does not deter them, we may need to remove the threat and/or call in USDA under our contract for assistance. We maintain USDA/APHIS records and if she would like to make arrangements to review them to meet with the airport at another time, we can make arrangements to do so.- We base our wildlife disbursement on their recommendations, and whether or not the wildlife posses a threat of an obstruction to an aircraft.~~

Finance Subcommittee (Commissioners Dunning, O'Brien, Luzietti)

- The Finance subcommittee met on September 7th, 2016. The following was discussed:
- Review of Financial spreadsheets.
- Enplanements and Deplanements were up this month.
- Jet Blues modified their schedule.
- Solar revenue is slightly down.
- Discussed the Potential Lease of the Airport Over Flow Parking Lot for Barnstable School District Bus Parking.
- Review and the approval of the Jacob's Engineering Amendment # 2 for the Runway 15-33 & Airfield Improvements Project.
- Review and approval of the Lawrence Lynch Construction Contract for the Runway 15-33 & Airfield Improvements Project.
- FAA Grant to Rehabilitate Runway 15-33 and additional tasks under project AIP 3-25-0025-63.
- Review 5 year extension option for the lease with Republic Parking Systems & Management of the Public Lot.
- Review 5 year option for the Republic Parking System for the lease and management of the public parking lot.
- Air Service Development Marketing meeting was held on August 23rd, 2016 with HYA, MVY & ACK regarding co-writing a SCASD (Small Community Air Service Development Program) Grant.
- Constant Contact List for Jet Fuel Marketing we have been registered by Assistant Airport Manager, Katie Servis.
- Fuel Farm updates regarding installation of Tape to accurately read fuel tank inventory. Removal of old tanks will begin September 19th, 2016.
- Discussed the reconstruction of the Finance Subcommittee and Infrastructure Subcommittee members. Finance Subcommittee members: Commissioner, Robert L. O'Brien, Commissioner, Timothy R. Luzietti and Commissioner, James DellaMorte. Infrastructure Subcommittee members: Commissioner, Mary F. Smith, Commissioner, Stephen P. Cobb and Commissioner, Elizabeth Young.

Infrastructure & Marketing Subcommittee (Commissioners Griffin, Smith, Cobb)

The Infrastructure & Marketing subcommittee met on September 7th, 2016. The following was discussed:

- Discussed the Potential Lease of the Airport Over Flow Parking Lot for Barnstable School District Bus Parking.
- Discussion of Fuel Farm Design & Construction Project and the installation of new fuel tank measuring device. Old tanks will be removed on September 19th, 2016.
- Discussion of Development of Airport Properties. Management is concerned with what to do with the Mildred's and the adjacent property.
- Air Service Development Agreement documents will be sent to Anderson & Kreiger for review.
- Air Service Development & Marketing meeting on August 23rd, 2016 with HYA, MVY & ACK regarding the SCASD grant. Discussed letter being sent to Jet Blue requesting return service in the spring.
- Discussed Island Shuttle needs their FAA (Federal Aviation Administration) Certificate before Allies Air can operate.
- Rectrix Shuttle must get their FSDO (Flight Standards District Offices) Certificate prior to operating.
- Constant Contact List for Jet Fuel Marketing we have registered by Assistant Airport Manager, Katie Servis
- Discussed proposed Sports Complex and meeting scheduled on September 7th, 2016 @ 1:00 pm with Nutter, McClennan & Fish, LLP attorney's and architect to review the information provided to the FAA.

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- Villages at Barnstable Formal Site Plan review is scheduled for September 8th, 2016 and Airport Management is unable to attend.
- Discussed management heard that Mitchell's Property was being considered for a supermarket. Airport needs to be kept apprised of all development surrounding the Airport.
- Wings of Freedom will be arriving September 12th, 2016 and departing on the 14th.
- Discussed the reconstruction of the Finance Subcommittee and Infrastructure Subcommittee members. Finance Subcommittee members: Commissioner, Robert L. O'Brien, Commissioner, Timothy R. Luzietti and Commissioner, James DellaMorte. Infrastructure Subcommittee members: Commissioner, Mary F. Smith, Commissioner, Stephen P. Cobb and Commissioner, Elizabeth Young.

Old Business:

None

New Business:

BMA0916-01 – Approval of Jacobs Engineering Amendment #2 to the contract for the Runway 15-33 and Airfield Improvements Project in the amount of \$393,813.00

MOTION to approve amendment No. 2 to the Jacobs Engineering Contract for the Rehabilitate, light and mark Runway 15-33, Replace Runway 33 VASI with PAPI, Re-align a portion of Taxiway B, Re-align a portion of Taxiway C, and replace emergency back-up generator in the Airfield Lighting Vault Project in the amount of \$393,813.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Luzietti and seconded.
- There was no discussion.
- This agenda item was unanimously approved by verbal vote.

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BMA0916-02 – Approval of the Lawrence Lynch Co. Construction Contract for the Runway 15-33 and Airfield improvements Project in the amount of \$6,591,271.40

MOTION to approve the Lawrence Lynch Company Contract for the Rehabilitate, light and mark Runway 15-33, Replace Runway 33 VASI with PAPI, Re-align a portion of Taxiway B, Re-align a portion of Taxiway C, and replace emergency back-up generator in the Airfield Lighting Vault Project in the amount of \$6,591,271.40.

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

- This agenda item was moved and read by Commissioner DellaMorte, and seconded.
- Assistant Airport Manager Servis, stated due to the delays in the FAA (Federal Aviation Administration) Funding and the Project will done in Phases. First Phase will start in the fall of 2017.
- Chairman Griffin commented that the definition of VASI is "Visual Approach Slope Indicator" and PAPI's definition is "Precision Approach Path Indicator".
- This agenda item was unanimously approved by verbal vote.

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BMA0916-03 – Approval of the Amendment to the FAA Grant AIP #3-25-0025-63-2016 in the amount of \$188,100 for the Runway 15-33 and Airfield Improvements Project

MOTION to approve the amendment to the FAA grant for AIP Project #3-25-0025-063-2016 to Rehabilitate, light and mark Runway 15-33, Replace Runway 33 VASI with PAPI, Re-align a portion of Taxiway B, Re-align a portion of Taxiway C, and replace emergency back-up generator in the Airfield Lighting Vault in the amount of \$188,100.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Young and seconded.
- There was no discussion.
- This agenda item was unanimously approved by verbal vote.

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BMA0916-04 – Approval of the FAA Grant offer AIP #3-25-0025-65-2016 in the amount of \$124,200 for the Terminal Apron Slurry Seal and Paint Project

MOTION to approve the FAA grant offer for AIP #3-25-0025-65-2016 to slurry seal and paint markings on the terminal apron in the amount of \$124,200.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner O'Brien and seconded.
- There was no discussion.
- This agenda item was unanimously approved by verbal vote.

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Air Service Development:

- Manager Breault and Assistant Manager Servis attended meeting on August 23rd, 2016 with HYA, MVY & ACK regarding Co-writing a SCASD (Small Community Air Service Development Program) Grant.
- The meeting was very productive and it was decided this meeting, it was agreed upon that this would become a regular scheduled quarterly meeting.

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Yarmouth Representative Comments:

None

Airport Manager's Report:

Assistant Airport Manager Servis reported on the following:

- Potus Operation/Gateway Airport August 6th through August 21st, 2016 was the biggest and busiest year yet for President of the United States Operations.
- War Birds Event was held September 12th, 13th, and 14th, 2016 this was a successful event. Several hundred people came to the airport to view or take a flight. Lots of press coverage thanks to Judith Goetz.
- Wings of Autism were held September 17th, 2016. This event was designed to provide individuals with the opportunity to practice entering an airport, obtain boarding passes, go through security and board a plane.
- Jet Blue has reduced their schedule in September & October 4, 2016.
- Rectory Shuttle will be operating 4 round trips per week until they receive the final commuter authority.
- Island Shuttle is still waiting on FAA Certificate.
- Island Air Bankruptcy may have a possible settlement for all parties.
- The Centerville Pie Company will be reducing their schedule and will be closed Tuesday/Wednesday.
- Request for information (RFI) regarding PFOS (ingredient in ARFF foam from Department of Environmental Protection (DEP) memo and information was submitted prior to deadline to DEP.
- Budget/Annual Report - Capital Improvement Project (CIP) meeting was held on September 16th, 2016 with the Federal Aviation Administration (FAA), Mass DOT, Manager Breault and Assistant Manager, Servis. Based on the meeting discussions we will update our plan and submit to Barnstable Municipal Airport Commission. Also working on draft for Town's Annual report, which was is September 30th.
- Meet with Barnstable Regulator Services an Building Division to voice concerns regarding the Village at Barnstable, retirement and elderly housing development on Independence Ave. Two of the concerns were existing airport noise for the residential facility and obstructions and approach impacts.
- Sports Complex off of Kidd's Hill Road. Manager Breault and Assistant Manager Servis met with developer to voice their concerns regarding Obstructions and Approach impacts and FAA review of facility noted impacts to airspace form three of the buildings. We are working with Jacob's Engineering to update our airspace maps.
- New Fuel Farm has been in full operation since the end of August 2016 and running smoothly. Old fuel tanks removal started September 19th.
- Runway 15-33 Rehabilitation project has been delayed due to a lag in the FAA funding authorization. New project start date March 2017.
- Barnstable Municipal Airport Subcommittee schedule change to accommodate all commissioners.
- 43rd Annual MAMA Conference: 17-18, 2016. Sunday, October 16th, 2016 Airport Commissioners and Management Seminar will be held.
- We will be working jointly with ACK (Nantucket Airport) & MVY (Marthayard Airport) on Regional Air Service Development. Potentially to join forces to hire an Air Service Development Firm for all three airports. Next meeting will be held in November 2016.
- Upcoming Airport Events:
 - Cape Cod Young Professionals Back to Business Bash-September 29th, 2016
 - Cape Cod and Islands Art Educators Association gathering- October 20th, 2016 5:00 pm -6:00 pm in terminal. Gathering will be to celebrate current show and kick off new show.
 - Veteran Art Project Gathering-November 15th, 2016 5:00 pm -6:00 pm. Show goes up November 8th, 2016 and comes down November 18th, 2016.

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Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 4:47 p.m.

The next meeting will be held on October 25th, 2016.

ROBERT L. O'BRIEN, CLERK