



BARNSTABLE MUNICIPAL AIRPORT
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Katie R. Servis, Airport Manager
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Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Stephen P. Cobb,
Vice Chairman

James DellaMorte,
Clerk

Elizabeth Young,
Commissioner

Zachary Lesinski,
Commissioner

Joseph J. Berlandi,
Commissioner

Norman E. Weill,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, April 16, 2019

Commissioners Present:

John T. Griffin, Jr., Chairman, Elizabeth Young, Zachery Lesinski, and Norman Weill. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners not present:

Stephen P. Cobb, Vice Chair, James DellaMorte, Clerk, Joseph Berlandi

Yarmouth Representative:

Not Present

Airport Staff Present:

Katie R. Servis, Airport Manager, Matthew T. Elia, Assistant Airport Manager, and Suzanne Kennedy, Executive Assistant to the Airport Manager

Public Members:

John G. Flores, V.P. Town Council

Call To Order:

Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:01 p.m. Attendance roll call was taken followed by the Pledge of Allegiance. Chairman Griffin held a brief moment of silence for the Notre Dame Cathedral.

Minutes of the previous meetings:

None

Public Comment:

None

Commissioners Response to Public Comment:

None

Finance Subcommittee (Commissioners DellaMorte, Cobb, Berlandi)

The Finance Subcommittee met on Wednesday, April 10th, 2019. Commissioner Weill read a review of the meeting (Attached).

Infrastructure & Marketing Subcommittee (Commissioners Young, Lesinski, Weill)

The Infrastructure & Marketing subcommittee met on Tuesday, April 2, 2019. Commissioner Young read a review of the meeting (Attached).

Old Business:

None

New Business:

BMA0419-01 – Approval of Fuel Pricing Agreement between the Barnstable Municipal Airport and GAMA Aviation LLC for the purchase of Jet Fuel

MOTION to Approve the Annual Fuel Price Agreement between the Barnstable Municipal Airport and GAMA Aviation LLC according to the guidelines of the October 2017 Barnstable Municipal Airport (HYA) Jet Fuel Discount Program..

SPONSOR: Finance Subcommittee (May be acted upon)

- This agenda item was moved and read by Commissioner Weill, and seconded by Commissioner Lesinski.
- GAMA Aviation has been in communication with the Airport about a contract for some time.
- After reviewing all of the options in the Jet Fuel Discount program, they have signed an annual fuel price agreement to realize their saving as they trip a tier of gallons purchased.
- They anticipate approximately 25,000 gallons in purchases. Hopefully they will want to sign a contract in the future with a fuel quota purchase amount.
- The Airport will only fuel the managed aircraft that are on their list of tail numbers.
- This agenda item was unanimously approved by verbal vote.

The following was taken out of order:

Noise Report:

Christina was not required to be present to report as there have been zero noise complaints during January, February and March 2019.

Yarmouth Representative Comments:

Mr. Marasco was not present

Airport Manager's Report:

WS Landing at Hyannis LLC Update:

- This will be discussed in executive session

Financial Overview:

- This was previously provided via a memo to the Commissioners.
- Manager Servis reviewed the items included in the memo and the revenue/expenditure year to date status.

The Yarmouth Representative, William Marasco, joined the meeting at 4:20 PM

RFP Land Development Update:

- The FAA Land Release is in process for the WS Development parcel.
- The Town of Barnstable Chief Procurement Officer is waiting for the draft lease to attach to the priority #1 parcel (located across from the Cape Air Fleet Building) Request for Proposal.

Airport Rates & Charges Update/Overview:

- The appropriation Order was approved at the March 21, 2019 Town Council meeting.
- The data collection is complete and McFarland Johnson will submit a project schedule this week.
- The Development of the Rates and Charges will include a Facilities Model and an Administration Model will be used by management to develop the methodology and justification of the fees.
- The draft will be presented in May and the final report will be complete in June 2019.

JumpStart Update:

- April 22nd is the date that the list of meet and greet Airlines will be finalized and sent to the participants.
- Management will receive a draft presentation from McFarland Johnson the beginning of May, which will be presented to the Commission on May 28th.
- The dates for JumpStart are June 2 - 5. 2019 in Nashville, Tennessee.

Master Plan Update:

- Management received the comments from the FAA from the Scope of Work meeting.
- Town Management and other departments are aware of the Airport starting the Master Plan and future discussions will be held to make sure everyone is on the same page.

Business Plan Update:

- Management made significant headway on prioritizing the implementation; and provided all of the information to McFarland Johnson.
- The 12-month Action Plan will be submitted to the Commission on May 28 and will begin implementation in June 2019.

Upcoming Events

- April 21 – Bismore Park Airport Display Case(April 21 – June 1)
- April 26 - Cape Cod Chamber Morning Networking Breakfast at the Airport 0800 – co-hosted with Cape Cod Coffee
- April 26 - Cub Scout Troop 51 Airport Sleepover “A Night at the Terminal”
- May 3 - Duffy Health Center Gala
- May 10 - Delegate Luncheon to discuss East Side Access Road Improvements
- June 15 – FAAS Team

- July 15 – Discover Barnstable Bismore Park
- July 31 – Discover Barnstable Overlook Area
- August 9 – FAAS Team
- September 12 – FAAS Team

Manager Servis reviewed several of the events. Manager Servis will present the Business Plan at the Cape Cod Chamber Breakfast and each airline will also have time to speak. The Cub Scout Troop 51 Night at the Terminal includes some great events and detailed activities for the kids. She invited the commissioners to attend any or all of these events. The Wings of Freedom does not have any New England events scheduled this year on their website.

Assistant Manager Matt Elia gave a report on the 2019 Massachusetts Economic Impact Study. This is conducted every so often to measure the value of aviation in the state. They conducted various interviews to evaluate the 39 public use airports in the state and published their findings in an Executive Summary outlining the changes. Overall there was significant growth in the state, but Barnstable Municipal Airport saw some decreases for a variety of known reasons. As these reasons are reviewed and the Business Plan is implemented, each of these items is being addressed so that in a future Economic Impact Study there will be a measurable impact on growth. The value of this Airport at \$157 million is still a great asset to the community.

Yarmouth Representative Comments:

Mr. Marasco was invited to comment. He stated that it was great to see zero complaints for the past few months. He commented that over the years a lot of the systemic noise issues have been addressed and have improved. We are becoming more of a modern airport.

Commissioners Comments:

Chairman Griffin stated the Manager’s evaluation and the start of the Annual Election of Officers will occur at the May Commission meeting. He reported that he had attended the Sun and Fun Experimental Aircraft Association expo in Florida. He commented that a lot of these airshow performers have sponsors and the narrator build in promotions for the sponsor during the airshow act. There is a solid need for trained, skill based, aviation trades and jobs and he would love to see something locally to include a flight school. He will be away next week, 23rd – 27th at his Navy ships anniversary.

Commissioner Weill agreed it is imperative for Cape Cod to have education for young people to be able to remain on the Cape in well-paying jobs. The impressions that we can create at an early age (Cub Scouts, Career Fair) can have long term effects.

Commissioner Lesinski commented on the growth of each of the airlines – Jet Blue announced service to Europe, Cape Air – the Islanders are back in the Caribbean, and Ross-Rectrix will now be offering service to White Plains NY. Cape Air has seen a significant rise in their pilots.

Councilor Flores is on the Board of Trustees for Cape Cod Community College. There is a program for Aircraft Technicians. The application portion is at Plymouth Airport and the classroom sessions are at the College. He would be willing to help encourage having the application classes at the Barnstable Airport.

EXECUTIVE SESSION

As Chair of the Airport Commission, I move to go into Executive Session under G.L.c. 30A §21(A), to conduct a strategy session for the Agreement and Lease between the Barnstable Municipal Airport Commission and WS Landing at Hyannis, LLC. For airport owned property located at 790 Iyannough Road/Route 132 Hyannis, MA. I declare that an open meeting may have a detrimental effect on the negotiating position of the Airport. Also to conduct a strategy session in regards to the Federal Aviation Regulation (FAR) Part 13, FAA Investigative and Enforcement Procedures between the Barnstable Municipal Airport Commission and RECTRIX COMMERCIAL AVIATION SERVICES, INC. I declare that an open meeting may have a detrimental effect on the litigating position of the Airport. The meeting will not reconvene in open session after the Executive Session.

The motion was seconded, and a roll call vote was taken to go into executive session at 4:54 PM.

Griffin	yes	Young	yes	Lesinski	yes
Weill	yes				

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 4:54 PM
The next meeting will be held on May 28, 2019.