

BARNSTABLE MUNICIPAL AIRPORT

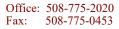
BOARDMAN-POLANDO FIELD

480 BARNSTABLE ROAD, 2ND FLOOR

HYANNIS, MA 02601

www.town.barnstable.ma.us

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



BARNSTABLE MUNICIPAL AIRPORT COMMISSION INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING

Tuesday, February 7th, 2017 Airport Conference Center 4:15 PM

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

Call to Order

4:22 p.m.

Commissioners Present:

Commissioner Mary F. Smith and Commissioner Elizabeth Young

Commissioners Not Present:

None

Airport Staff Present:

Airport Manager, Roland Breault, Jr, and Financial Analyst, Mary McDonald

Airport Staff Absent:

Assistant Airport Manager, Katie Servis

Public Members Present:

John Griffin, Barnstable Municipal Airport and Thomas Collier, Griffin Avionics

Agenda of the Day:

The minutes of the February 7th, 2017 Infrastructure & Marketing meeting were approved and signed.

UNFINISHED BUSINESS:

IN1116-02 - Update on Griffin Avionics failed Septic System at 610 Barnstable Road

- We have received two proposals to date.
 - o Roderick Construction Company, Inc. \$4,400.00 Pump Station
 - o Robert B. Ours Co. \$ 1,900.00 Gravy Feed to Sewer System
- Neither Company is on the Town of Barnstable Trades Person Approved Trade List.
- We are actively seeking three bids.

Action: None at this time.

NEW BUSINESS:

IN0317-01 - Review and Approve 2017 BMA Air Service Incentive Program III

• Manager Breault highlighted the changes to the Air Service Incentive Program:

Category 1 Program 2 - 2016 Summary vs Category 1 Program 3 - 2017 Summary

Landing Fees: Waived 1 - 6 months

Landing Fees: 50% Discount 1 - 6 months

50% Discount -6-12 months 25% Discount 7 - 12 months

Parking: \$25.00 & \$50.00 Parking: \$50.00 & \$100.00 Jet Fuel: Airport Cost + \$0.00 Jet Fuel: Airport Cost + \$1.25

• A motion was made by Commissioner Young and seconded by Commissioner Smith to approve and move item to the March 21st, 2017 Full Commission Meeting.

Action: Agenda items moved to Full Commission for approval.

IN0317-02 – Discuss Potential Terminal Upgrades

- A tentative meeting is scheduled with Fennick & McCredie Architectural Services on March 22, 2017.
- The first question we will ask of them will be" What will we do with baggage handling?"
- Commissioner request to attend the meeting.

Action: This agenda item is pending.

IN0317-03 – Discuss 2017 Infrastructure Goals & Objectives

- Commissioner Smith stated she would like to set clear goals and objectives for the year.
- We have many items in the works and would like to set priorities
- Suggested we set up a workshop with Infrastructure and Finance Subcommittee's and then break out within the workshop into two separate groups.
- Our biggest objective is to increase Air Traffic.

Action: Set up a Retreat and bring the Strategic Plan that was prepared five years ago and the Capital Improvement Plan.

Additional Discussion:

Centerville Pie will be opening for the season Mid April. Manager Breault stated they would like to obtain a beer and wine license. In order for them to do this we will need to amend their lease to include a Beer & Wine License. Manager Breault requested the Subcommittee approve the request.

• A motion was made by Commissioner Young and seconded by Commissioner Smith to approve and move item to the March 21st, 2017 Full Commission Meeting.

Action: Item moved to Full Commission for approval.

UPDATES:

- Development of Airport Properties
- Incompatible Land Use Properties-
 - 1. Sports Complex
 - 2. Villages at Barnstable Complex
 - 3. Mitchell's Property
 - 4. Dockside Condominiums
 - 5. Airspace Review/Site plan Review
 - o We will be meeting with Growth Management and working with the Site Plan Review Committee.
- Development Agreement Update-
 - Request to remove Development Agreement and ask for modification to DIR
- Air Service Development and Marketing Update
 - o No Update
- Jump Start 2017 Update
 - We sent in request to meet with 10 Airlines.
 - o Dan Fortum will be assisting with the Jump Start presentation.
 - Commissioner Young requested quotes from three additional consultants for the preparation of the presentation at Jump Start
- OAG Update and Responses
 - o No Update
- JetBlue Update
 - o 2017 Season will run June 15th to September 24, 2017

Island Shuttle Update	
No UpdateDeicing-	
We have deiced two aircrafts to date.	
Air Freight/Cargo Operations	
o No Update	
Minimum Standards.	
o No Update	
djournment: Having no other business to discuss, the meeting was adjourned at 5:38 p.m.	
Tary F. Smith Commissioner Date	_
nfrastructure Subcommittee	