

TOWN OF BARNSTABLE

NOTICE OF MEETINGS OF TOWN DEPARTMENT AND ALL TOWN BOARDS
As Required by Chapter 28 of the Acts of 2009 which amends MGL Chapter 30 A

NAME OF PUBLIC BODY – COMMITTEE, BOARD OR COMMISSION

CAPE COD GATEWAY AIRPORT COMMISSION MEETING

480 Barnstable Road, Hyannis, MA 02601

DATE OF MEETING: Tuesday, October 19, 2021

Check below which one applies:

The Clerk’s office has this meeting date already posted **X**

This is a special meeting which has not been posted

Time: 4:00 p.m.

PLACE: **** VIA Zoom Meeting****

ADDRESS: The Commission Meeting will be held by remote participation. Please see instructions below.

Join Zoom Meeting

<https://zoom.us/j/99456743213>

Meeting ID: 994 5674 3213

One tap mobile

+13126266799,,99456743213# US (Chicago)

+16468769923,,99456743213# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

888 475 4499 US Toll-free

877 853 5257 US Toll-free

Meeting ID: 994 5674 3213

Find your local number: <https://zoom.us/u/adL7EUHsOK>

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - Finance (Commissioners Weill, Flores, Bailey)
 - Infrastructure & Marketing (Commissioners Young, Bierwirth, DiGeorge)

AGENDA

8. OLD BUSINESS

COM0921-04 – Approval of the FY2022 Business Plan Goals and Objectives

9. NEW BUSINESS

COM1021-1 Approval of the Non-Federal Reimbursable Agreement by and Between the Department of Transportation Federal Aviation Administration and Cape Cod Gateway Commission

COM1021-2 Approval of the Cape Cod Gateway Airport Jet Fuel Discount Program

COM1021-3 Approval of the Jet Fuel Pricing Agreement by and Between the Cape Cod Gateway Airport and Everest Fuel Management, LLC.

COM1021-4 Approval of the License Agreement by and Between the Cape Cod Gateway Airport and Heritage Turbines.

COM1021-5 Approval of the License Agreement by and Between the Cape Cod Gateway Airport and New England Aircraft Detailing.

COM1021-6 Review and Discuss the Capital Improvement Plan (CIP) for FY2023-FY2027 for Cape Cod Gateway Airport

COM1021-7 Review and Discuss Federal Airport Grants & Status.

COM1021-8 Approval of the Amendment #9 by and Between Cape Cod Gateway Airport and Fennick & McCredie Architecture in the Amount of \$66,356.

COM1021-9 Approval of the Ross Aviation Electric Vehicle Charging Station Development and Site Host Agreement.

COM1021-10 Approval of Ross Aviation Sign Plan

COM1021-11 Approval of the Sign Plan Modifications for Airport Access Road to Meet Rebranding Efforts

Updates:

- Upcoming November Finance Items:
 - Hyannis Hangar LLC
 - Griffin Avionics DRAFT Lease
 - Modified/Updated Airport Rates & Charges
- Upcoming November Infrastructure Items:
 - Signage (Airport Access Road & Terminal)
 - FBO Renovation Discussion
 - Business Plan Update – November 2021
 - Website
- Airport Finances Update
 - Management to review with Finance Sub-committee and at the full Commission meeting
- CARES Act Projects Update
 - Replacement of T-hangar (Amendment Commission approved January 2021),
 - Fleet Hangar Door Replacement (Amendment Commission approved January 2021).
 - Mary Dunn Way Extension (underway and amendment/CONTRACT forthcoming).
- Airport Master Plan Update
 - Complete
 - Final documentation going to FAA for review
- Town of Barnstable Budget
 - FY2023 Capital Improvement Plan meetings completed – see above
 - FY2023 Operating Budget to commence October 2021
- Airport Environmental Assessment
 - Selection of Epsilon Associates
 - December 2021/January 2022 start as long as we have an approved Airport Layout Plan from the FAA
 - We originally anticipated a October start but we must wait for the FAA to complete the review and approval of the proposed projects and that will take 90-days
- PFOS/Public Involvement Plan & Update
 - Meeting with DEP on October 1 to go over Audit finding
 - Continuing data collection and preparing for submittal of the Phase III report to DEP in October/November 2021
- Airport Rates & Charges Update (2021 review post-COVID19)
 - FY2022 effort (November 2021)
- Rebranding & Website Upgrade
 - Website modifications – underway and an interactive test website will be available soon for Management and Commission review
- Dates to remember:
 - Good Morning Networking Breakfast with Cape Cod Chamber Membership – October 29 0800 Airport Cafe
- Lease Development Update
 - RFP Development for non-aviation parcels

10. Announcements – Commissioner’s Comments

11. Matters not reasonably anticipated by the Chair

12. Adjournment – Next Meeting, November 16th, 2021

Please Note: The list of matters, are those reasonably anticipated by the Commission 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 Council may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THE MEETING REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITH PROPER POSTING.

For your information the section of the M.G.L. that pertains to postings of meetings is as follows: Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk’s office is located.