



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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R.W. "Bud" Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assistant Airport Manager

Barnstable Municipal  
Airport Commission:

Daniel W. Santos, P.E.  
Chairman

Donald E. Megathlin,  
Vice Chairman

Robert L. O'Brien,  
Commissioner, Clerk

John T. Griffin, Jr.,  
Commissioner

Michael A. Dunning,  
Commissioner

Ronald Persuitte,  
Commissioner

Timothy R. Luzietti,  
Commissioner

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, May 18, 2010**

**Commissioners Present:**

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman; John T. Griffin, Jr., Timothy R. Luzietti, and 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, and Suzanne Kennedy, Executive Assistant to the Airport Manager

**Public Members:**

David Chamberlain, Jacobs Engineering; Chip Bishop, Chip Bishop Communications; David Still II, Barnstable Patriot; James Kubat, AECOM; and Anthony Crugnale, Suffolk Construction Company

**Call To Order:**

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 6:00 p.m. Attendance roll call was taken.

**Minutes of the previous meetings:**

Chairman Santos moved to approve the minutes of the April 20, 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, May 4, 2010. The following was discussed:

- Economic Analysis – the State is studying 37 airports in the state and producing an economic analysis
- Review both FY 2010 and FY 2011 budgets - the Airport has the largest budget reduction of any department in the Town of Barnstable
- The May 20, 2010 Town Council Meeting
- PFC and CFC funds and the Debt Service
- The June workshop with Hoyle Tanner to discuss the PFCs
- Including passenger enplanements on corporate aircraft to aid AIP funding

- Purchasing new Noise Monitoring Equipment
- Noise Abatement Voluntary Incentive Program

**Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)**

The Infrastructure subcommittee met on Wednesday, May 5, 2010. The following was discussed:

- Cape Cod Commission DRI Update
- Master Plan Development Agreement Update
- The Cape Air Hangar II Lease Amendment was recommended for approval.
- The RVZ Tree Clearing Plan FY 2011 CIP of \$75,000 was approved

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

The Construction Committee, met today at 5:00 p.m. The following items were discussed:

- The Cape Cod Commission DRI modification updates.
- Review and recommended the CTBX Aviation contract for the ATCT design
- The design of the ATCT is 60% complete and is on schedule
- Construction Phasing for each project

At tonight's meeting there will be a DRI Modification briefing by Manager Breault and a Construction Phasing briefing by Mr. Crugnale, Suffolk Construction Company.

Manager Breault reported that staff met with the Cape Cod Commission (CCC) Regulatory Subcommittee on May 5, 2010 (continued to May 20, 2010) and reviewed the DRI Major Modification. Items to be addressed were: interconnectivity between businesses, the rotary, the median, and traffic counts. A letter was submitted this afternoon addressing these concerns, and another letter was received from the Wendy's attorneys. The only pending issue is whether or not a median would have to be added on Rte. 132 corridor. The median length has not been determined, but may extend beyond Hinckley Road. Manager Breault has placed a call to the FAA for determination if it would be considered a diversion of funds if the Airport were to pay for the median. He believes an agreement has been reached on the other concerns. Interconnectivity cannot be done due to funding requirements. Chairman Santos stated it is vital that the CCC Regulatory Subcommittee approves the modification on May 20, 2010 for the Airport to move forward with this project and he requested that the Commissioners attend.

Anthony Crugnale, Suffolk Construction Company, briefed the Commission on the Phasing for the projects. He reviewed charts outlining present parking (800 cars peak/400 cars off-peak) in the Main Lot, Employee Lot, FAA, Car Rentals, etc. Then he outlined where the parking would move to during the July, August, and September construction. A temporary area will be fenced on the South Ramp to allocate parking. Access/Egress, Parking, and Construction areas, will be addressed to maximize safety and minimize upheaval. The Airport will work closely with the Town of Barnstable, the Tenants, the Police and Fire, and the General Public to keep everyone informed of the changes as they occur and provide a better and safer environment for construction. The Terminal II tenants will vacate by July to allow for earlier demolition so that the public will not have to go through the construction area to reach the terminal. The completion date for the Tower is still being evaluated. Mr. Howard reiterated that the Access Road must be completed in conjunction with the Terminal.

**Unfinished Business:**

**BMA0310-02 – Approval of CTBX Aviation Contract for ATCT Design**

**MOTION** to approve the contract between the Barnstable Municipal Airport and CTBX Aviation for the design services for the proposed new Air Traffic Control Tower. The amount of the contract is \$902,872.00 and will be reimbursable through the OTA between the Barnstable Municipal Airport and the Federal Aviation Administration.

**SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner Megathlin, and seconded. Manager Breault briefed the Commission and recommended approval of the contract. CTBX Aviation agreed to do design work necessary due to the requirements of the project deadlines, and has not been paid to date. The design is currently 60% complete. This agenda item was unanimously approved by verbal roll call:

Santos	yes	Megathlin	yes
Griffin	yes	Persuitte	yes
Luzietti	yes		

**BMA0310-03 – Approval of Jacobs Engineering Contract for Airfield Surface Painted Holding Position Sign Project**

**MOTION** to approve the Jacobs Engineering Contract in the amount of \$27,223.00 for the consulting services required to comply with the mandated change to the AC150/5345-1K for all 14 CFR Part 139 certificated airports by the December 31, 2010 compliance date. The surface painted holding position sign is part of the standard sign requirements. **SPONSOR:** Management (**May be acted upon**)

This agenda item was tabled. The contract is not ready.

**BMA0401-01 – Approval of Hangar II Lease Amendment with Hyannis Air Service, Inc.**

**MOTION** to approve the Amendment No. three to the Lease between the Barnstable Municipal Airport and Hyannis Air Service, Inc. for additional office and storage space within the Hangar II building and for vehicle parking for employees only. This amendment terms will become tenant-at-will after the initial term expires on March 31, 2011. This lease was reviewed by Airport Legal Counsel. **SPONSOR:** Infrastructure Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Griffin, and seconded. Manager Breault stated that this was the third amendment to combine a new area with two previous amendments to lease more space on the second floor of Hangar II. Hyannis Air Service will make all of the modifications necessary at no cost to the Airport.

This agenda item was unanimously approved by verbal roll call:

Santos	yes	Megathlin	yes
Griffin	yes	Persuitte	yes
Luzietti	yes		

**New Business:**

**BMA0501-01 – Approval of Landing Fee Rates for General Aircraft, Commercial Aircraft, and Airlines**

**MOTION** to approve an increase in the Barnstable Municipal Airport landing fee rate for aircraft with a maximum gross take-off weight of more than 6000 lbs., but less than 12,500 lbs from \$1.00/1000 lbs to \$2.00/1000 lbs of gross take-off weight. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Persuitte, and seconded. Commissioner Megathlin gave a brief synopsis of the Finance Subcommittee discussions of rates and charges. The Parking fee changes have been tabled until the fall. Landing fees were compared with Nantucket and Martha’s Vineyard, and even with the proposed increases, the Barnstable Municipal Airport Landing fees will still be lower. Aircraft from 6000 lbs to 12,500 lbs will increase from \$1.00 to \$2.00 per 1000 lbs. This rate will go into effect July 1, 2010 and should increase the annual revenues by \$40,000 or \$50,000. This agenda item was approved unanimously by verbal vote.

**Noise Report:**

In the absence of Christina Lounsbury, Manager Breault stated that there were zero noise complaints during April 2010. This is welcome news. The quiet hours report noted that on average that there was only one flight a day between the hours of 5:30 am – 6:00 am. This past month management met with the pilots and had a productive meeting. See attached list of attendees. He hopes to continue these meetings on a quarterly basis to meet and discuss safety and noise issues. A press release was issued yesterday pertaining to the end of year report, and there has been good positive feedback from this.

**Yarmouth Representative’s Comments:**

Mr. Howard commented that this has been the first time that he has ever seen zeros in his more than six years in the position. He thinks that great progress has been made to increase the information to the public.

**Airport Manager’s Report:**

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

- Assistant Manager Sanchez is in Atlantic City at the AFTIL #2 for the ATCT design.
- The Duffy Health Center Evening of the Stars takes place this Sunday at Rectrix and an invitation was available to anyone that wanted to attend for \$100/person.

- He also offered an invitation to the 25<sup>th</sup> Anniversary of Boston Medical Flight is June 25<sup>th</sup> at Hanscom Field if anyone was interested in attending.
- He stated that he appreciated the staff and consultants for attending and the Commission for all their support.

**Announcements - Commissioner's Comments:**

Commissioner Griffin commented that the three airports (Nantucket, Martha's Vineyard and BMA) issued a joint letter to the FAA requesting that the finding of Presumed Hazard for the Cape Wind Farm be made permanent. The final decision of "No Hazard" issued yesterday was not a good decision for local aviation safety. There is a comment period until June 16, 2010.

Commissioner O'Brien reminded the Commissioners that they will need to complete the Conflict of Interest online exam with the Board of Ethics.

Election of new officers will take place during the June 15, 2010 meeting.

The next meeting will be held on Tuesday, June 15, 2010.

**Adjournment:**

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 6:50 p.m.

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ROBERT L. O'BRIEN, CLERK