



BARNSTABLE MUNICIPAL AIRPORT
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R.W. "Bud" Breault, Jr., Airport Manager
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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. Luziatti,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
THURSDAY, August 24, 2010

Commissioners Present:

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman; John T. Griffin, Jr., Michael A. Dunning, and Timothy R. Luziatti. 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, Frank Sanchez, Assistant Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, and Christina Lounsbury, Noise Abatement Specialist

Public Members:

Joe Longo, Horsley Witten Group; Chip Bishop, Chip Bishop Communications; Bob Doane, Cape Air; Anthony Crugnale, Suffolk Construction Company, Inc.; Jim Kubat, AECOM; Mary Kate Toomey, Jacobs Engineering; and Jim Kinsella, Barnstable Enterprise.

Call To Order:

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:05 p.m. Attendance roll call was taken.

Minutes of the previous meetings:

Chairman Santos moved to approve the minutes of the July 8, 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, August 3, 2010. The following was discussed:

- Review of FY 2010 Financial Statements and the general decline of revenues
- Discussed the PFC Consultation Airline meeting with public in attendance. The Airlines have 30 days to respond with comments to the consultants.
- Other major items discussed will be addressed as agenda items tonight.

Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)

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

- The Cape Cod Commission DRI Modification Update appeal is still pending
- Phasing of Parking and Access during the construction process
- The Gift Shop tenant has vacated the space
- Master Plan Development Update - -the Draft Final Master Plan has been received for review
- Hyannis Air Service Lease Update
- Hyannis Air Service Hangar II Lease Amendment
- Future Solar installation by Hyannis Air Service to be discussed at the next meeting
- Nantucket Shuttle request for space on the East Ramp for Freight Service
- Rectrix deicing and the Cape Cod Commission letter; and possible request for additional ramp space
- Ascent Aviation as the new Jet Fuel Provider

Commissioner Dunning joined the meeting at 4:11 p.m.

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

The Construction Committee met today, and the following was discussed:

- Appeal of the Cape Cod Commission decision regarding traffic. The Airport has instated a temporary hold on the bidding process for the Access Road until the appeal is resolved.
- Parking changes and construction phasing during the Air Traffic Control Tower (ATCT) construction.
- Draft Change Order procedures.
- Other matters discussed will be on tonight's agenda for approval.

Unfinished Business:

BMA0710-04 – Approval of the Hyannis Air Service Lease Agreement for the 660 Barnstable Road property
MOTION to approve the 20 year lease effective July 1, 2010 for the Hangar Building and Associated Land at 660 Barnstable Road between the Barnstable Municipal Airport and Hyannis Air Service, Inc. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Luzietti, and seconded. Commissioner Megathlin briefed the Commission on the progression of the negotiations and that this lease has been reviewed and approved by all entities and this lease will now be used as a boiler plate for future lease documents. This was unanimously approved by verbal vote.

New Business:

BMA0810-01 – Approve Jacobs Engineering OPM Supplemental Agreement #1 for the ATCT (19,788.00)
MOTION to approve the Jacobs Engineering Supplemental Agreement #1 to the Contract for the OPM Services for the Air Traffic Control Tower for a not to exceed amount of \$19,788.00. The Supplemental Agreement is for a qualified material firm to provide quality assurance testing of construction material in accordance with the project specifications. **SPONSOR:** Finance (**May be acted upon**)

This agenda item was moved and read by Commissioner Megathlin, and seconded. Manager Breault briefed the Commission that this was a supplement to the OPM Services Contract for Jacobs Engineering to directly hire Briggs to perform construction material testing that is required on behalf of the Airport. The cost is in the original Owner's Budget and he recommended approval. This was unanimously approved by verbal vote.

BMA0810-02 – Approve Jacobs Engineering OPM Supplemental Agreement #3 for the Construction Phase of the Terminal Project (\$361,358.00)

MOTION to approve the Jacobs Engineering Supplemental Agreement #3 to the Contract for the OPM Services for the New Terminal Project for a not to exceed amount of \$361,358.00. The Supplemental Agreement is for Owner's Project Management Services for the Construction Phase of the project, and for a qualified material firm to provide quality assurance testing of Construction material in accordance with the project specifications. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner Luzietti, and seconded. This is a contract for the next phase of the OPM for the Terminal. \$50,000 of this supplemental Agreement is for the independent material testing

by Briggs. This amount has been verified by an independent cost estimator as being within those limits and has been carried in the Airport project budget. This was unanimously approved by verbal vote.

BMA0810-03 – Approve AECOM Contract Supplemental Agreement #5 for Construction Phase Services for the Terminal Design Project (\$676,188.00)

MOTION to approve the AECOM Supplemental Agreement #5 to the Contract for the Design Services for the New Terminal Project for a not to exceed amount of \$676,188.00. The Supplemental Agreement is for Project Construction Administration Services for the Construction Phase of the Terminal and Roadway project.

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

This agenda item was tabled until the next Commission meeting as it is not ready for approval.

BMA0810-04 – Approve AECOM Contract Supplemental Agreement #4 for the Exit Only at the Rotary Design and revision of documents (\$29,914.00)

MOTION to approve the AECOM Supplemental Agreement #4 to the Contract for the Design Services for the New Terminal Project for a not to exceed amount of \$29,914.00. The Supplemental Agreement is for the Design for the Exit Only at the Rotary and revised 100% Construction documents. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Griffin, and seconded. This is for an amendment to the AECOM Terminal Contract for designing the Exit Only to complete the Cape Cod Commission DRI Modification for Transportation. This work is currently 90% complete and these costs will come out of the Construction Contingency budget. This was unanimously approved by verbal vote.

BMA08010-05 – Approve Ascent Aviation Contract to provide Jet-A Fuel to the Barnstable Municipal Airport

MOTION to approve the Aviation Fuel Supply Agreement and the Aviation Refueler Lease Agreement between the Barnstable Municipal Airport and Ascent Aviation Group to provide the refuelers and Jet-A fuel for a five-year term commencing on August 30, 2010 under the terms set forth in the agreements. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

Manager Breault requested a conceptual approval as the final document is not ready for signature. He recommended that the Commission approve it conceptually subject to the correction of the items that he requested Ascent change on the final contract and authorize the Chairman to sign it once this has been completed. The trucks have arrived and the credit card machines will arrive Thursday, and by Friday the Airport should be in full operation using Ascent Aviation and Phillips 66 fuel.

This agenda item was moved and read by Chairman Santos with the words “subject to changes made by the Airport Manager in correspondence dated August 23, 2010” added to the end of the motion. This was seconded. This was unanimously approved by verbal vote.

Noise Report:

There were a total of 18 complaints made by 11 complainants in July 2010. The June 2010 report is included in tonight’s paperwork as the July meeting was held early. There is a huge increase in the quiet hours report, 218 flights with 44 operations prior to 5:30 am. The Caravan, Island Airlines, flew only 5 out of the 26 flights prior to 6:00 am during the month. The new noise monitor will arrive the first week of September and Harris, Miller, Miller and Hanson will provide a day of training.

Yarmouth Representative’s Comments:

Mr. Howard commented that Ms. Lounsbury’s presentation for the Yarmouth Selectmen was excellent, but she overlooked the announcement that the Airport was receiving a new Noise monitor. He noted the complaint list for June 2010 and July 2010 and the airline that had two complaints less than a month apart for flying too low and that there have been other incidents in the past six months and requested that this airline be watched very carefully. He thanked the Finance Committee for approving the purchase of the new Noise Monitor.

Airport Manager’s Report:

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

- He welcomed Frank back from his extended vacation, a six thousand mile motorcycle ride.
- It has been a busy month and fuel sales, enplanements, operations and parking figures have all increased.

- A full day of training for the Paraguayan Airport Officials and military personnel took place at the airport on the same day that Presidential Security Operations began at the Airport. We are one of the three gateway airports for Presidential visit to Martha's Vineyard and anyone wanting to fly into Martha's Vineyard must go through Hyannis or Providence or Westchester, N.Y. The first two days of the visit this year have been exceeded by 20% everything that the Airport did last year, perhaps because our staff has processed them a lot faster than the other gateway airports.
- He welcomed Mary Kate Toomey, Jacobs Engineering, who will be helping with the Owner's Project Management duties.
- He gave an update on the Construction Phasing progress and the status of the temporary parking areas. The terminal construction will begin after Labor Day with the start of the Catch Basin construction.
- The Wings of Freedom Tour will be at the Airport from September 15 through 17, 2010. They will display a B-17, B-24, and a P-51 Mustang. This year they will be on the East Ramp due to the construction.

Announcements - Commissioner's Comments:

Chairman Santos announced the following assignments for the subcommittee members:

- Finance Subcommittee – Commissioners Persuitte (Chair) and O'Brien
- Infrastructure Subcommittee – Commissioners Griffin (Chair), Dunning, and Luzietti
- Construction Committee – Commissioners Megathlin (Chair), O'Brien, Luzietti, and Santos

He requested a volunteer to fill the opening on the Finance Subcommittee.

Chairman Santos moved the Commission enter into executive session under provision three of Chapter 39, Section 23B of the Open Meeting Laws under Exemption Three to discuss strategy with respect to collective bargaining or litigating position of the governmental body with respect to the appeals of the Cape Cod Commission DRI Modifications. The regular session of the Airport Commission meeting will reconvene after the executive session for the purpose of adjournment only. The motion was made and seconded, and a roll call vote was taken to go into executive session at 4:45 p.m.

Daniel Santos	Yes	Donald Megathlin	Yes
John Griffin	Yes	Ronald Persuitte	Yes
Timothy Luzietti	Yes		

Having no further issues to discuss, a motion was duly made and seconded to adjourn the Executive Session and reconvene into Regular Session at 8:44:34 p.m. The Roll was called:

Daniel Santos	Yes	Donald Megathlin	Yes
John Griffin	Yes	Ronald Persuitte	Yes
Timothy Luzietti	Yes		

The next meeting will be held on Tuesday, September 21, 2010.

Adjournment:

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 5:35 p.m.

DANIEL W. SANTOS. P.E., CHAIRMAN