



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
 480 BARNSTABLE ROAD, 2ND FLOOR  
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R.W. "Bud" Breault, Jr., Airport Manager  
 Katie R. Servis, Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, March 17, 2015**

Barnstable Municipal  
 Airport Commission:

Ronald Persuitte,  
 Chairman

John T. Griffin, Jr.,  
 Vice Chairman

Robert L. O'Brien,  
 Clerk

Michael A. Dunning,  
 Commissioner

Timothy R. Luzietti,  
 Commissioner

Mary F. Smith,  
 Commissioner

Stephen P. Cobb,  
 Commissioner

**Commissioners Present:**

Ronald Persuitte, Chairman, John T. Griffin, Jr., Vice Chairman, Robert L. O'Brien, Clerk, Michael A. Dunning, Mary F. Smith, and Stephen F. Cobb. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

**Commissioners Not Present:**

Timothy R. Luzietti

**Yarmouth Representative:**

Robert Howard

**Airport Staff Present:**

Roland W. Breault, Jr., Airport Manager, Frank Sanchez, Assistant Airport Manager, and Suzanne Kennedy, Executive Assistant to the Airport Manager

**Public Members:**

Christina Lounsbury, BMA Noise/Security Coordinator

**Call To Order:**

Chairman Persuitte called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:00 p.m. Attendance roll call was taken.

**Minutes of the previous meetings:**

Chairman Persuitte moved to approve the minutes of the January 20, 2015 Airport Commission Meetings. These were seconded and unanimously approved.

**Public Comment:**

None

**Commissioners Response to Public Comment:**

None

**Reports from Subcommittees**

**Finance Subcommittee (Commissioners Dunning, O'Brien, Luzietti)**

The Finance subcommittee met on Wednesday, March 4, 2015. The following was discussed:

- Financial statements
- Possible appropriation order for overtime expenses and a few other items
- Appropriation order for the East Ramp Access Road
- Discussion of the Cape Cod Community College Aviation Mechanics school
- One-year extension of the Air Service Consultant Contract

**Infrastructure & Marketing Subcommittee (Commissioners Griffin, Smith, Cobb)**

The Infrastructure & Marketing subcommittee met on Wednesday, March 4, 2015. The following was discussed:

- Dan Fortnam gave a marketing overview
- Applying for a SCASD Grant
- The interconnection for the Solar Array was to have been done on March 17, 2015
- Taxiway Alpha Project has been completed except for the deicing pad training
- The NStar Cable project was to be pulled in March or April
- The DPW Water Department pipe relining project will commence in the spring
- Fuel Farm Design & Construction Project bid process
- Designer Selection RFP in not complete
- East Ramp Access Road Project funding request was approved and forwarded to the BMA
- Development Agreement Update is before the Cape Cod Commission

**Old Business:**

**BMA0914-04 – Review Revised Draft BMA Jet Fuel Volume Discount Program**

This agenda item was tabled.

**BMA0215-02 –Approval of the Appropriation and Transfer 2015XXX for construction of a 1,200 foot paved access road, 60 vehicle paved parking lot, and 1,200 foot security fence on the east side of airport to provide access to the new Cape Cod Community College Aviation Airframe and Power Plant School, in the amount of \$ 372,000.00**

**MOTION:** to approve the Appropriation and Transfer Order 2015XXX for construction of a 1,200 foot paved access road, 60 vehicle paved parking lot, and 1,200 foot security fence on the east side of airport to provide access to the new Cape Cod Community College Aviation Airframe and Power Plant School, in the amount of \$372,000.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner O'Brien, and seconded. This appropriation order is for additional funding above the original \$448,000. A copy of the appropriation order is in the Commissioner's folders for review. The total revised cost is \$820,000. This additional funding should complete the project. 80% of the road cost and 100% of the fence cost should be reimbursed with ASMP grant funding. Staff is hoping to complete the project before September 2015. The school, through DCAM (Division of Capital Asset Management), is currently in negotiation with the hangar owners and once an agreement is made; they will be able to move forward. The airport needs to continue to move forward accordingly; but if the school's negotiations fail, then the airport will not proceed with the full project.

This agenda item was unanimously approved by verbal vote.

**New Business:**

**BMA0315-01 – Approval of the one year extension to the Air Service Development Contract with Dan Fortnam**

**MOTION** to approve Amendment No. 1 to the Air Service Development contract with Dan Fortnam effective January 20, 2015 for a period of one year in the amount of \$44,500.00. **SPONSOR:** Infrastructure & Marketing Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Dunning, and seconded. Commissioner O'Brien commented that he thought there should be a proviso added as this is the second year of the contract and the airport needs to see some results. Manager Breault mentioned that Mr. Fortnam is working on the SCASD (Small Community Air Service Development) grant application. The airport met with the chamber yesterday to obtain their support and they think that the airport has a very good chance at receiving a grant. This is used as an incentive to air carriers to provide service from the airport; and guarantees them a minimum amount of revenue to offset their potential loss. Hopefully that would never happen. The grant needs to be complete and submitted within a month or so after the RFP is posted. This is a public/private partnership; the Chamber will prepare the application with Mr. Fortnam, and then it will be reviewed by the Commission prior to being submitted. Commissioner Cobb mentioned the prohibitive length of the runway for extended air service. A time will be scheduled in a subsequent meeting for Mr. Fortnam to give his full "pitch" presentation that he gives to the air carriers. Mr. Cobb requested a more specific marketing plan, to include appointments and conferences, be provided to the Commissioners. Chairman Persuette commented that Mr. Fortnam may not be able to get results within the first year; but his position is a results orientated job, and the Commission has not seen any feedback yet. This agenda item was revised to include language that the contract would be for a one year period, with a six month proviso that the Commission would

receive positive results prior to continuing with the remaining six months. Manager Breault will make the language changes to the contract. This revised agenda item was unanimously approved by verbal vote.

**BMA0315-02 – Approval of Safety Markings Inc. Bid Acceptance for the Pavement Marking Project in the amount of \$49,455.00**

**MOTION:** to approve Safety Markings Inc. Bid Acceptance for the Pavement Marking Project at the Barnstable Municipal Airport in the amount of \$49,455.00. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Cobb, and seconded. Manager Breault stated that seven bids were received with Safety Markings, Inc. being the approved low bidder. The high bid was \$175,125. Staff has worked with this company before, and they are a good company to work with. This agenda item was unanimously approved by verbal vote.

**Yarmouth Representative's Comments:**

Robert Howard addressed the board from the front of the room. He came to the position of Yarmouth Liaison in 2003 and stated that he would be constructive and not destructive. Commissioner Dunning was the Chairman at the time; and the past twelve years have gone by fast. He stated that he could not thank the Commission and Ms. Lounsbury enough for all of the hard work during some of the rough times with people from the Town of Yarmouth. He thoroughly enjoyed doing what he did. He talked about a recent meeting with a constituent from Yarmouth that was complaining about noise, and the extra effort that Airport staff took to meet and discuss the issues, as well as previous situations. He stated that the staff here has run one hell of an airport, and have always done a good job educating people about the noise issues. He thanked many prior Commission members and staff, and wished everyone well.

Chairman Persuitte commented that the Commission would miss his even-tempered direct manner. He has represented the Town of Yarmouth extremely well. He thanked Mr. Howard and wished him good luck and presented him with a certificate of appreciation for all of his hard work.

Commissioner Dunning reminded everyone of the times when the commission meetings would take up to two hours due to the lengthy criticism of the noise complainers. When Mr. Howard came on board, he funneled the opposition through himself and within months 99% of the complaints were dissipated.

**Airport Manager's Report:**

- Manager Breault announced that he had received a VISI Art Award for recognition for promoting visual arts with the students. Suzanne Kennedy had started working with the schools well before his becoming manager and the airport has supported this for many years. This award really is for everyone who contributes toward working with the local students and art educators.
- The Solar System is scheduled for interconnectivity the end of March. A ribbon cutting ceremony is being scheduled for April 22, 2015 which is Earth Day. Updated financial information is being obtained and he will be meeting with the Finance Director later this week to determine how the funds will be distributed. Manager Breault will be putting together a fact sheet with all of the figures. It will take about a year for the flow of revenue to affect the budget as the proceeds from the Solar array will be paid to the Airport in check form, not by direct reduction to the usage invoices.
- The FY2016 annual budget is almost complete and will be presented to the Commission at next month's meeting. The annual budget will be approximately \$7.6 million.
- The MassDOT Economic Analysis for Airports brochure and update is included in the commissioner's folders which was completed in December 2014. The airport total output is over 2100 jobs, payroll is over \$88 million and the output is \$208 million. He has always said that the airport is an economic engine for the region, and this proved it. This will eventually be available on the MassDOT website.
- The Town would like to take photos of all of the Commissioners at next month's meeting to update the Town of Barnstable website.
- He is actively working with the US Contract Tower Association and the AAAE with regard to supporting the FAA Reauthorization Bill which will include language that will allow an increase to the PFC rates and also to get Congressional support for contract towers.
- The movie production "Year by the Sea" will be filming on the Cape from April 8 through May 1, 2015. They will be filming at the airport using one of our vacant ticket counters for a scene in the movie. The movie is based upon a book by a Cape author.

**Announcements – Commissioner’s Comments:**

Chairman Pursuitte will be sending an email to the Commissioners with suggested amendments to the bylaws concerning the meetings: (1) subcommittee members will receive agenda item information and documents 5 to 7 business days prior to the meetings for review (2) the necessity for both subcommittees to review and approve agenda items that have both infrastructure and finance elements. He will review feedback from the commission members.

Commissioner Griffin mentioned today was St. Patrick’s Day, but also 15 years ago this very date the Cape had a nor’easter with blizzard conditions and gale force winds and a Falcon 90 made a downwind landing on Runway 24 and managed to overrun the runway and take about 600/700 feet of chain link fence with it across Rte. 28 and into the TJMaxx parking lot. The only two people still here at the Airport that were here at the time were himself and Ms. Kennedy. The good news is that no one was hurt. The aircraft was eventually disassembled, removed, and taken out of service. The result of this was the installation of the EMAS arresting system at the end of Runway 24, one of the first in the country. Time flies, and 15 years seems like a blink of an eye.

Commissioner Griffin also recommended that the BMA Commission meeting start with the Pledge of Allegiance as many other official business related meetings do.

**BMA0315-03 – Possible Executive Session to consider the purchase, exchange, lease or value of real property if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.**

Chairman Pursuitte moved to go into Executive Session under G.L. c. 30A section 21(a)(6), to consider the purchase exchange, lease or value of real property because he declared that an open meeting may have a detrimental effect on the negotiating position of the Airport commission and not to reconvene in open session. This motion was approved by roll call vote:

Pursuitte	yes	Griffin	yes
O’Brien	yes	Dunning	yes
Smith	yes	Cobb	yes

**Adjournment:**

Upon Motion duly made and seconded, the meeting was adjourned at 5:07 p.m.

The next meeting will be held on April 21, 2015.

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ROBERT L. O’BRIEN, CLERK