



BARNSTABLE MUNICIPAL AIRPORT
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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, April 19, 2016

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:

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

Commissioners Not Present:

Ronald Persuitte, Chairman, and Michael A. Dunning

Yarmouth Representative:

William Morasco was not present

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Katie Servis, Assistant Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, and Christina Lounsbury, Security/Noise Abatement Coordinator

Public Members:

None

~~Christina Lounsbury, BMA Noise/Security Coordinator~~

Call To Order:

Vice Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:00 p.m. Attendance roll call was taken ~~followed by the~~ Pledge of Allegiance.

Minutes of the previous meetings:

Commissioner O'Brien moved to approve the March 22, 2016 Airport Commission Meetings. These were seconded and unanimously approved.

Public Comment:

None

Commissioners Response to Public Comment:

None

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

The Finance subcommittee met on April 6, 2016. There was a lack of quorum so there is nothing to report.

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

The Infrastructure & Marketing subcommittee met April 6, 2016. The following was discussed:

- Two possible new terminal leases – tabled
- Presentation by Jeff Myers on Marketing
- Possible withdrawal of Application for Development Agreement was tabled
- Report of ongoing project status'

- Report on the outage of approach lights and possible solutions for generator power

Old Business:

None

New Business:

BMA0416-01 – Approval of the Barnstable Municipal Airport FY2017 Operating Budget in the Amount of \$6,093,528

MOTION to approve the Barnstable Municipal Airport FY2017 Operating Budget in the amount of \$6,093,528 for submission to the Town Council. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner O'Brien and seconded.
- The total amount was amended to \$6,093,528, as submitted to the Town, and seconded.
- This agenda item was unanimously approved by verbal vote.

BMA0416-02 – Approval of the FAA Reimbursable Agreement for Tower Equipment Maintenance

MOTION to approve the 5 year FAA Reimbursable Agreement for the Tower equipment maintenance at a pre-paid cost of \$27,877.22 per year. Final actual costs will be netted against these advance payments and either a refund or a final bill will be sent to the Airport at the end of the term of the Agreement. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Luzietti and seconded.
- This is the second 5-year contract with the FAA for reimbursable expense for repairs and equipment for the tower.
- The Airport has contracted with FAA Tech Ops on site as they can provide the quickest and cheapest service.
- This increased by about \$8,000 over the previous 5-year contract.
- This agenda item was unanimously approved by verbal vote.

BMA0416-03 – Approval for Submission to the Town Council of the Appropriation Order to Accept the Insurance Settlement for Equipment Damage in the amount of \$22,990

MOTION to approve the submission of an appropriation order to the Town Council to accept the insurance settlement in the amount of \$22,990 for reimbursement of costs associated with the damage of the VASI equipment.

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

- This agenda item was moved and read by Commissioner Cobb and seconded.
- The Runway 33 VASI was damaged. Three of the four boxes were destroyed by the snow blower on February 5th.
- This is the Insurance reimbursement for all but \$5,000 (deductible) of the cost to repair. Any settlement amount over \$20,000 must go before the Town Council for acceptance.
- Tech Ops has completed the work and the FAA Flight Check has been completed.
- This VASI will eventually be replaced with a new PAPI.
- This agenda item was unanimously approved by verbal vote.

Noise Report:

- Ms. Lounsbury reported on the noise reports for January through March 2016.
- January there were two complaints made by one complainant. Both were a run-up complaint.
- February there were no complaints.
- March there was one complaint by one complainant. This was also for a run-up, but was in compliance.

Ms. Lounsbury expects that as the summer approached that there will be more noise complaints as people open their windows. She briefly discussed some current Airport security tasks that are time consuming.

Air Service Development Update:

- The Airport Manager, Assistant Airport Manager, and Jeff Myers will be traveling to Nantucket to participate in a focus group with the Nantucket Chamber of Commerce concerning the Barnstable Municipal Airport, Martha's Vineyard Airport, and the Nantucket Airport potential for air service assistance and submittal of a SCASD Grant application in 2017.

Yarmouth Representative Comments:

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None

Airport Manager's Report:

Manager Breault reported on the following:

- Thank you to Sarah Beal for coming in to video the meeting while on vacation.
- Thank you to Cape Air for adding an extra flight in the morning to allow management to get to Nantucket for the Air Service Focus Group meeting.
- The Airport FY 2017 CIP was approved by the Town Council on April 7th.
- The new artwork from the Cape Cod and Islands Art Educator's Association is on display as well as two new aviation items. The lit Hold Short sign with runway/taxiway lights on either side, and a donated old airport beacon are on display in the terminal. These were both refurbished by the Airport's maintenance staff.
- Management sent a letter to the State Fire Marshall requesting acceptance of some mitigation for the tank to tank separation requirement for the new Fuel Farm.
- Centerville Pie Co. will hold it's soft opening this Friday. They are hosting an employee only lunch on Thursday, April 21st. The Grand Opening is scheduled for May 12th at 11:00 am in conjunction with Jet Blue's first flight of the season and music from the Cape Cod Concert Band Brass Quintet.
- Two draft leases are being reviewed by tenants. One is a modification to extend the JetBlue lease in accordance with the new incentive program. The other is a lease for Island Shuttle ,Rick Arujo, who spoke with the subcommittees in April. Manager Breault will be meeting with Bill McGrath to determine the status of the buildings and aircraft for the business. Ms. Lounsbury has finished badging 25 people from Island Shuttle with security badges. There was no mention of a fuel agreement with Island shuttle as they would be using AvGas.

Commissioner's Comments:

None

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 4:27 p.m.

The next meeting will be held on May 16, 2016.

ROBERT L. O'BRIEN, CLERK