



**FINANCE SUBCOMMITTEE AGENDA**  
**Tuesday, August 2, 2021**  
**Airport Conference Room 8:30 A.M.**

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**Join Zoom Meeting**

<https://zoom.us/j/92243679652>

Meeting ID: 922 4367 9652  
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Call Meeting to Order

Roll Call (Weill, Flores, Bailey)

*Review and approve minutes of the July 13<sup>th</sup>, 2021 Finance Subcommittee meeting.*

**OLD BUSINESS**

**None**

**NEW BUSINESS**

***F0821-1 Review and Discuss Amendment #2 to the Operating Agreement, Area 1 (Truck Staging Area) by and between Cape Cod Gateway Airport and the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority and Amendment #2 to the Operating Agreement, Area 2 (Automobile Parking Facility) by and between Cape Cod Gateway Airport and the Woods Hole, Martha's Vineyard and Nantucket Steamship Authority***

***F0821-2 Review and Discuss DRAFT FY2023-FY2027 Capital Improvement Plan.***

**Updates:**

- Airport Finances Update
  - Management to review at the full Commission meeting – reporting will be for the first month of the new fiscal year as of 7/30/2021.
- CARES Act Projects Update
  - Replacement of T-hangar (Amendment Commission approved January 2021),
    - Critical path is environmental permitting.
    - 30-day Mass Historical review period begins week of July 26, 2021
    - Submit request for approvals to town planning board and September public hearing as well as MA Historical Society submittal
    - Schedule:
      - Design = underway
      - Environmental = August/September public meeting
      - Final Design = September 29, 2021



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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

- Bid Advertisement = October 7, 2021
    - Bid Opening = November 4, 2021
    - Bid Award = December 2021
    - Development Addendum = December 2021
    - Construction Start = March/April 2022
    - Completion Date = October 2022
  - Fleet Hangar Door Replacement (Amendment Commission approved January 2021). On hold.
  - Mary Dunn Way Extension (underway and amendment forthcoming).
    - SOW Draft = Completed
    - Fee = Completed
    - Survey = Completed
    - ASG Contract = Underway
    - Design = Underway
    - IFE = Underway
    - Schedule:
      - Bid Advertisement = January 26, 2022
      - Bid Opening = February 24, 2022
      - Bid Award = March 10, 2022
      - Development Addendum = March/April 2022
      - Construction Start = May 2022
      - Completion Date = August 2022/Closeout November 2022
  - Airport Master Plan Update
    - Meeting with FAA on 7/29/2021 and gained consensus on alternatives. One modification was made to Runway 6/24, which Management will go over with the Commission
    - Next and Final Planning Advisory Group (PAG) Meeting = August 2021 (final date TBD)
  - Town of Barnstable Budget
    - FY2023 Capital Improvement Plan meetings commencing with on-call consultant teams on July 27
    - FY2023 Operating Budget to commence October 2021
  - Airport Environmental Assessment
    - Selection of Epsilon Associates
    - September/October 2021 start as long as we have an approved Airport Layout Plan from the FAA
  - PFOS/Public Involvement Plan & Update
    - Continuing data collection and preparing for submittal of the Phase III report to DEP in October/November 2021
    - Future meeting with Town Council Leadership
  - Airport Rates & Charges Update (2021 review post-COVID19)
    - FY2022 effort (October 2021)
    - Airport Management will start working on various updates
  - Rebranding & Website Upgrade
    - Website modifications – underway and an interactive test website will be available soon for Management and Commission review
    - Sign plan modifications - underway
  - Dates to remember:
    - MCI Drill September 28, 2021
  - Lease Development Update
    - Griffin Avionics – underway
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- Hyannis Hangar LLC (planned for discussion at the September meeting)
- Air Cape Cod (planned for further discussion in September)

