

TOWN OF BARNSTABLE

NOTICE OF MEETINGS OF TOWN DEPARTMENT AND ALL TOWN BOARDS
As Required by Chapter 28 of the Acts of 2009 which amends MGL Chapter 30 A

NAME OF PUBLIC BODY – COMMITTEE, BOARD OR COMMISSION

Cape Cod Gateway Airport Finance Subcommittee

DATE OF MEETING Tuesday, September 7th, 2021

TIME: 8:30 a.m.

PLACE: VIA Zoom Meeting

ADDRESS: The Finance Subcommittee will be held by remote participation. Please see instructions below.

TOPICS TO BE DISCUSSED

Join Zoom Meeting

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

Meeting ID: 922 4367 9652

One tap mobile

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888 475 4499 US Toll-free

Meeting ID: 922 4367 9652

Find your local number: <https://zoom.us/u/aoRMfpX32>

OLD BUSINESS

None

NEW BUSINESS

F0921-1 – Review and Discuss License Agreement by and between Cape Cod Gateway Airport and HMI Parking Services LLC

F0921-2 – Review and Discuss License Agreement by and between Cape Cod Gateway Airport and New England Utility Constructors Inc.

F0921-3 – Review and Discuss an increase airport staff by one full-time, 40-hour per week, Airport Operations Specialist position

Updates:

- Upcoming October Finance Items:
 - Hyannis Hangar LLC - October
 - Heritage Turbines Access Agreement - October
 - NE Aircraft Detailing - October
 - Everest Fuel – October
- Upcoming October Infrastructure Items:
 - Signage for Ross – October
 - Signage (Airport Access Road & Terminal) - October
- Executive Session – Air Cape Cod Disposition – Full Commission Meeting – September 21, 2021
- Airport Finances Update
 - Management to review with Finance Sub-committee and at the full Commission meeting
- 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
 - 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 = September 23 @ 11 via Zoom
- Town of Barnstable Budget
 - FY2023 Capital Improvement Plan meetings completed with on-call consultant teams on July 27
 - Meeting with FAA and MassDOT = September 15, 2021
 - FY2023 Operating Budget to commence October 2021
- Airport Environmental Assessment
 - Selection of Epsilon Associates
 - December 2021/January 2022 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
 - Audit completed by DEP August 26, 2021 with request for additional information – future meeting with DEP by the end of September
 - Future meeting with Town Council Leadership post audit meeting
- 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 – draft lease under Airport Management review
 - Hyannis Hangar LLC (planned for discussion at the September meeting)
 - Air Cape Cod (planned for further discussion in September)

Pease Note: The list of matters, are those reasonably anticipated by the Commission Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.