



# BARNSTABLE MUNICIPAL AIRPORT

BOARDMAN-POLANDO FIELD  
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R.W. "Bud" Breault, Jr., Airport Manager  
Katie R. Servis, Assistant Airport Manager

## Barnstable Municipal Airport Commission:

Ronald Persuitte,  
Chairman

John T. Griffin, Jr.,  
Vice Chairman

Robert L. O'Brien,  
Commissioner, Clerk

Michael A. Dunning,  
Commissioner

Timothy R. Luzietti,  
Commissioner

Mary F. Smith,  
Commissioner

Stephen P Cobb,  
Commissioner

## BARNSTABLE MUNICIPAL AIRPORT COMMISSION FINANCE SUBCOMMITTEE MEETING MINUTES

Tuesday, May 6th, 2015  
Airport Conference Room 8:30 a.m.

### Commissioners Present: (Roll Call)

Michael A. Dunning, Co-Chairman  
Timothy R. Luzietti, Commissioner  
Robert L. O'Brien, Co-Chairman joined the meeting at 8:40.

Also, in attendance, Chairman, Ronald Persuitte, Commissioner Stephen Cobb,  
Commissioner John Griffin, Commissioner Mary Smith

### Airport Staff:

R.W. (Bud) Breault, Jr., Airport Manager  
Mary McDonald, Principal Financial Admin. Assistant

### Airport Staff Absent:

Katie R. Servis, Assist. Airport Manager

### Public Members:

Rich Cawley, Rectrix and Andrew Sbrogna, Cape Air

Meeting was called to order at 8:35 a.m. Roll call was taken.

*Minutes of the April 7<sup>th</sup>, 2015 Finance Meeting were unanimously approved, and signed.*

*Discussion of Month to Month Snap-Shot Comparison Financial Sheet*

### NEW BUSINESS

#### **F0515-01 Review and Approve for ratification Teamster Local 59 Union Contract Dated 07/01/2014-06/30/2017.**

- Union Contract has been tentatively settled.
- Union members have come back with additional items they would like to negotiate.
- Union members will hold a meeting to vote on the new contract on May 14<sup>th</sup>, 2015.

**Action: If the agreed upon contract is approved by Union members, Commissioners approved and voted to move to Full Commission for approval.**

**F0515-02 Review and Approve New Integrated Aircraft ID, VNOMS, & Billing System proposed 5 year contract 07/01/2015-06/30/2020.**

- Our present equipment is antiquated and can not be upgraded by Exelis.
- Exelis contract is up for renewal on July 1<sup>st</sup>, 2015.
- Vector Automated Aircraft Identification System along with Vector's VNOMS, noise and operations monitoring system, will aid in identifying and collection of landing revenues.
- The proposal is for a five year term starting July 1<sup>st</sup>, 2015.
- Vector VNOMS is cost efficient and highly effective in collection of revenues.

**Action: Approved and voted to move to Full Commission for approval**

**F0515-03 Cape Cod Community College Airframe and Power plant School Update.**

- Cape Cod Community College (CCCC), DCAM, and Davenport Realty have not been able to come to an agreement.
- Discussed CCCC will be issuing an RFP for an 18,000 to 19,000 sq foot space building to locate the A&P School in the southeastern Massachusetts area.
- Commissioners discussed purchasing the Davenport hangars and leasing to college. Appraiser James Toner has not yet responded to Manager Breault's request for appraisal on Davenport's hangars.
- Subcommittee members feel it would be beneficial to have the A&P School at the Airport.

**Action: Commissioners requested management contact another appraiser to complete the appraisal on the Davenport Hangar if current effort fails to materialize.**

**F0515-04 Review and Approve bid acceptance for Taxiway C Construction Project.**

- The lowest bid submittal was from Lawrence Lynch in the amount of \$ 4,180,395.05.
- Revised total project cost (TPC) is now estimated at \$4,785,000
- An appropriation for an additional \$785,000 to complete the project is on the May 21<sup>st</sup>, 2015 Town Council agenda.

**Action: Approved contingent bid award and additional appropriation order, and voted to move to Full Commission for approval**

**OLD BUSINESS**

**F0115-01 Approve Revised Draft BMA Jet Fuel Volume Discount Program.**

- Chairman Pursuitte does not see a reason to change present Jet Fuel Discount Program.
- Contract should be based on historical figures.

**Action: Further review is required – rewrite will be completed prior to next meeting**

**F0115-04 Approve MOU between Barnstable Municipal Airport and DPW Water Supply Division.**

- Discussed and reviewed MOU considerations as follows:
  - Period starting March 1<sup>st</sup>, 2013 annual rent payment \$19,131.48 paid in monthly installments of \$1,594.29
  - Period March 1<sup>st</sup>, 2014 annual rent payment \$50,000.00
  - Period March 1<sup>st</sup>, 2015 annual rent payment of 49,691.64 includes CPI increase.
  - Twenty Year MOU, but subject to renegotiation of funding after the first 10 years.
  - MOU to be renegotiated in 10 years regarding payments and if fail to come to an agreement at this time we can terminate MOU.

**Action: Approved and voted to move to Full Commission for approval**

**F0115-05 Approve Town of Barnstable Airport Manager Contract.**

- Contract language regarding vacation time needs to be revised.

**Action: Tabled**

**Updates:**

- Airport Fee Structure Review Status
- Munis Module Update
- Steamship Authority Lease Update
  - Manager Breault stated a rate revision has been submitted, which will be before the Steamship Authority Board for approval on may 14<sup>th</sup>, 2015.
- Budget Action Calendar
- Net Jets & Island Airlines Fuel Agreement Update

**Additional Discussion:**

Avis Car Rental submitted a request to rent Zip Cars through the Airport terminal counter space they are leasing. They have decided to pull their request at this time.

**Adjournment: Voted and moved to adjourn at 9:15 a.m.**

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*Robert L. O'Brien, Co- Chairman*

  
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*Michael A. Dunning, Co-Chairman*

# BARNSTABLE MUNICIPAL AIRPORT

## Finance Sub-Committee Sign-in Sheet

8:30 a.m

May 6<sup>th</sup>, 2015

Name (Print)	Organization	Phone
ROY PERSUITTE	BMAC	508 771 0322
JOHN GRIFFIN	"	617-971-9971
STEPHEN COBB	BMAC	508 375 0484
RICH CAWLEY	RECTIX	617-633-4638
Andrew Sbrogna	Cape Air	508-280-9912
Mary Smith	BMAC	508-237-9756

