



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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R.W. "Bud" Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING**  
Wednesday, January 7, 2015  
Airport Conference Center 9:00 AM

Barnstable Municipal  
Airport Commission:

Ronald Persuitte,  
Chairman

John T. Griffin, Jr.,  
Vice Chairman

Robert L. O'Brien,  
Clerk

Michael A. Dunning,  
Commissioner

Timothy R. Luziatti,  
Commissioner

Mary F. Smith,  
Commissioner

Stephen P. Cobb,  
Commissioner

**Call to Order**

9:07 a.m.

**Commissioners Present:**

Commissioner Mary F. Smith, and Commissioner Stephen P. Cobb  
Also attending were Chairman Ronald Persuitte

**Commissioners Not Present:**

Commissioner John T. Griffin, Jr.

**Airport Staff Present:**

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

**Public Members Present:**

None

**Agenda of the Day:**

The minutes of the November 5, 2014 Infrastructure & Marketing meeting were unanimously approved and signed.

**Unfinished Business:**

None

**New Business:**

**IN0115-01 – Review and approve a one year extension to the Air Service development Contract with Dan Fortnam**

- This is the first one-year option to renew of the two one year extensions.
- Mr. Fortnam is just beginning to get the word out to the airlines; and he has been attending conferences on the Airport's behalf.
- He has some leads, but nothing solid yet.
- If there is no progress over this year, the second extension will not be exercised.
- Commissioner Cobb requested a schedule of Mr. Fortnam's Marketing Plan for the next year.
- It was recommended that Mr. Fortnam give a presentation at the Commission Meeting of his progress to date.

**Action:** *This agenda item was recommended for approval by the full Commission.*

**IN0115-02 – Review and approve the MOU between BMA and the DPW Water Supply Division**

- Manager Breault sent the 3<sup>rd</sup> version of the MOU with changes to the DPW Water Supply Division (DPW WSD).
- This version has been reviewed by Attorney Gilmore and includes all of the FAA language and Town of Barnstable required language. He added a clause that anything that would be in violation of the Grant Assurances would nullify the MOU.
- There was a discussion of the onus of clean-up costs if the MOU was terminated. A survey and an environmental review would be done and the DPW WSD would be responsible for any issues.
- The DPW WSD currently owes the Airport approximately \$35,000 in back rent as this MOU

is backdated to the date the previous agreement expired.

- Manager Breault will be sending this version to the Water Supply Division. If they do not move forward to accept the MOU, the Airport may have to terminate it.

**Action:** *This agenda item was recommended for approval by the full Commission.*

**IN0115-03 – Review and approve the Jacobs Engineering Contract for the Reconstruction of Taxiway C and a portion of Taxiway D in the amount of \$599,809.00**

- Part of the funding for the design and construction management of this project was funded in the 2015 CIP budget, and the remainder has been included in the 2016 CIP request.
- Some discretionary FAA Funding may be available next year, so the staff is moving forward with this project sooner than anticipated.

**Action:** *This agenda item was recommended for approval by the full Commission.*

**Pending Business:**

- Airfield Photovoltaic System
  - Management talked with NStar about a month ago, and they are making some progress, but not as fast as they had originally stated.
- Taxiway A Repair & Reconstruct Project
  - Punch list items are being completed
  - Work on the de-icing pad has begun
- NSTAR Project
  - The installation of the Cable Conduit is complete, but the actual cable has not been pulled
- Water Department Water Pipe Lining Project
  - This project is on-going. Over 600 ft of pipe have been relined
- Fuel Farm Design & Construction Project
  - The bid opening will occur today
  - Depending on the cost of the bid, an additional appropriation may need to be approved for funding.
- Development of Airport Properties
  - This is pending until the appraisals are received
- RVZ Project Update
  - The permitting is complete with the exception of the Cape Cod Commission. Staff needs to make sure this will not stop the project according to the FAA requirements
  - The clearing of the RVZ area is a safety issue and should be covered under the Chapter 90 specifications
- RFP-Designer Selection for Chapter 149 Projects
  - The RFP has not been done yet.
- East Ramp Access Road Project Phase I & II
  - The design process has begun.
  - This project must be completed by August 2015.
  - Possible funding may be available through ASMP funds.
- Mandatory Guidance Signs Project
  - This project is complete. The final inspection is scheduled for next week.
- Development Agreement Update
  - This has been submitted to the Cape Cod Commission.
  - Airport staff has responded to the Cape Cod Commission's first round of questions, and more questions were received yesterday.

**Adjournment:** Having no other business to discuss, the meeting was adjourned at 10:10 a.m.

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*John T. Griffin, Jr., Chairman  
Infrastructure Subcommittee*

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*Date*