



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
INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING
 Wednesday, January 6, 2016
 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. Luzietti,
 Commissioner

Mary F. Smith,
 Commissioner

Stephen P. Cobb,
 Commissioner

Call to Order

9:24 a.m.

Commissioners Present:

Commissioner John T. Griffin, Jr., Commissioner Mary F. Smith, and Commissioner Stephen P. Cobb

Commissioners Not Present:

None

Airport Staff Present:

Airport Manager, Roland Breault, Jr., Assistant Airport Manager, Katie Servis, and Executive Assistant to the Airport Manager, Suzanne Kennedy

Public Members Present:

Ronald Persuitte, BMAC, Dan Fortnam, Marketing, Geoff Spillane, Cape Cod Times, and Phil Geraci, Rectrix

Agenda of the Day:

The minutes of the December 2, 2015 Infrastructure & Marketing meeting were approved and signed.

Unfinished Business:

IN115-01 – Cape Air Revised Car Port Solar Plan and Letter of Intent

- This was reviewed in the Finance Subcommittee meeting and was tabled. A special Finance Subcommittee meeting will be held on January 19, 2016 to re-address.
- Cape Air needs a Letter of Intent before January 31, 2016 in order to move forward with this proposal. If they do not receive this, they will not pursue the Car Port Solar Plan.
- In order for them to receive their solar credits, they must have the system up and running prior to December 31, 2016.
- Cape Air is requesting to remove the parking lot area from their current 20 year lease and write a new 20 year lease for the area to enable them to install approximately ½ acre of solar panels.
- Commissioner Cobb recommended a clause in the lease that the BMAC will receive the credits if Cape Air defaults on the lease.
- There was a discussion of the rates and benefits to BMAC and Cape Air.
- The members requested more time to review the information.

Action: This agenda item was tabled. A special Infrastructure Subcommittee meeting will be scheduled for January 19, 2016 to address this agenda item.

New Business:

IN0116-01 – Cape Air new Tenant-at-will Terminal Lease for Temporary Freight Operations

- As of December 30, 2016, after the discontinuance of Island Airlines, Cape Air has been providing freight service to Nantucket on a temporary basis through the terminal.
- The previous Cape & Island Freight offices are unavailable until lease issues are resolved.
- This lease would be for a 12' x 5' area within the back of the ticket counter for the storage of the freight.

Action: This agenda item was tabled and will be brought back to the subcommittee with additional information.

IN0116-02 – Rectrix Aviation Inc. Terminal Lease for Commuter Air Service

- There was a discussion of the possibility of Rectrix Aviation Inc. occupying the counter space adjacent to jetBlue in the terminal.
- Cape Air would have to agree to relinquish a portion of their current office space so that Rectrix would have access to the bag belt system.
- Manager Breault will schedule a tenant meeting to discuss this with Cape Air.
- This is preliminary and it has yet to be determined if Rectrix will have secure and non-secure passengers, and/or any freight services.
- Rectrix is in the process of getting their current Certificate modified to include Part 135 Certification. They would be using King Air 350 aircraft.
- Rectrix stated they are prepared financially and strategically to fly to Nantucket from Hyannis, and possibly to and from Worcester as well.

Action: This agenda item was tabled and will be brought back to the subcommittee with additional information.

IN0116-03 – Possible New Commuter Air Service Incentive Program

- A rough draft was distributed to the subcommittee members for review.
- This incentive program follows the previous program with some additional incentives for categories tailored to specific routes.
- Manager Breault requested comments from the commissioners and will have a final draft prepared for the special meeting on January 19, 2016.
- It was mentioned that jetBlue will have about a months worth of incentives for the May-June time period this upcoming season as the incentives were based upon their first flight date from the first season.

Action: This agenda item was tabled and will be brought back to the subcommittee with additional information.

Pending Business:

- Fuel Farm Design & Construction Project
 - State Fire Marshall inspection is scheduled
 - Signage will be installed this week
 - The goal is to have the Fuel Farm operational 30 days prior to March 1st so the current tanks can be decommissioned as of that date. This will alleviate the cost of changing the filters in the current tanks (\$35,000)
- Development of Airport Properties
 - The RFP for the Budget Wash Rack has been issued with a deadline of January 29th.
 - There has been interest from several potential bidders.
- RVZ Project Update
 - The approved Best Management practices have been received from the Cape Cod Commission and the project is ready to commence the last week of January.
 - The project needs to be complete by April 1, 2016.
- RFP-Designer Selection for Chapter 149 Projects
 - The RFP has been issued.
- Development Agreement Update
 - This is still pending. Two DRIs were previously approved in 1995 and 2007 that cover the entire Airport so staff will research if this development agreement is even necessary.
- Taxiway C Construction
 - Current work had ended. Lawrence Lynch will resume in the spring to finish the P-608 sealant and the repainting.
 - FAA will reimburse 90% of the cost for the new product (thermoplastic) for the painting of the markings which should last 6-7 years instead of the current paint product that needs to be repainted each year.
- Air Service Development and Marketing Update
 - Dan Fortnam has reached out to several airlines – VIA Air, Pen Air, Sun Air, etc. for possible interest in air service.
 - The Summit meeting will be held on January 11, 2016 to discuss regional support for the aviation travel industry of the Cape & islands
- Airport De-icing Program

- Rectrix Aerodrome has discontinued de-icing unless the aircraft can use it inside of their hangar and departs directly after leaving the hangar.
- Rectrix has relocated it's de-icer to western Massachusetts.
- BMA staff is discussing obtaining a de-icer and training the Operations staff to provide this service.
- Island Airlines Update
 - This was outlined in the Finance Subcommittee

Adjournment: Having no other business to discuss, the meeting was adjourned at 10:39 a.m.

John T. Griffin, Jr., Commissioner
Infrastructure Subcommittee

Date