



**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 1<sup>st</sup> 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 29<sup>th</sup>.
  - 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.**

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

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*Date*