



# BARNSTABLE MUNICIPAL AIRPORT BOARDMAN-POLANDO FIELD

480 BARNSTABLE ROAD, 2ND FLOOR

HYANNIS, MA 02601

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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

Tuesday, February 7th, 2017

Airport Conference Center 4:15 PM

Barnstable Municipal  
Airport Commission:

John T. Griffin, Jr.,  
Chairman

Timothy R. Luzietti,  
Vice Chairman

Robert L. O'Brien,  
Clerk

Mary F. Smith,  
Commissioner

Stephen P. Cobb,  
Commissioner

Elizabeth Young,  
Commissioner

James DellaMorte,  
Commissioner

### Call to Order

4:22 p.m.

### Commissioners Present:

Commissioner Mary F. Smith and Commissioner Elizabeth Young

### Commissioners Not Present:

None

### Airport Staff Present:

Airport Manager, Roland Breault, Jr, and Financial Analyst, Mary McDonald

### Airport Staff Absent:

Assistant Airport Manager, Katie Servis

### Public Members Present:

John Griffin, Barnstable Municipal Airport and Thomas Collier, Griffin Avionics

### Agenda of the Day:

The minutes of the February 7<sup>th</sup>, 2017 Infrastructure & Marketing meeting were approved and signed.

### UNFINISHED BUSINESS:

#### **IN1116-02 –Update on Griffin Avionics failed Septic System at 610 Barnstable Road**

- We have received two proposals to date.
  - Roderick Construction Company, Inc. \$ 4,400.00 – Pump Station
  - Robert B. Ours Co. \$ 1,900.00 –Gravy Feed to Sewer System
- Neither Company is on the Town of Barnstable Trades Person Approved Trade List.
- We are actively seeking three bids.

*Action: None at this time.*

### NEW BUSINESS:

#### **IN0317-01 – Review and Approve 2017 BMA Air Service Incentive Program III**

- Manager Breault highlighted the changes to the Air Service Incentive Program:

#### **Category 1 Program 2 - 2016 Summary vs Category 1 Program 3 - 2017 Summary**

Landing Fees: Waived 1 - 6 months  
50% Discount -6-12 months  
Parking: \$25.00 & \$ 50.00  
Jet Fuel: Airport Cost + 90¢

Landing Fees: 50% Discount 1 - 6 months  
25% Discount 7 - 12 months  
Parking: \$ 50.00 & \$ 100.00  
Jet Fuel: Airport Cost + \$ 1.25

- A motion was made by Commissioner Young and seconded by Commissioner Smith to approve and move item to the March 21st, 2017 Full Commission Meeting.

**Action:** *Agenda items moved to Full Commission for approval.*

**IN0317-02 – Discuss Potential Terminal Upgrades**

- A tentative meeting is scheduled with Fennick & McCredie Architectural Services on March 22, 2017.
- The first question we will ask of them will be” What will we do with baggage handling?”
- Commissioner request to attend the meeting.

**Action:** *This agenda item is pending.*

**IN0317-03 – Discuss 2017 Infrastructure Goals & Objectives**

- Commissioner Smith stated she would like to set clear goals and objectives for the year.
- We have many items in the works and would like to set priorities
- Suggested we set up a workshop with Infrastructure and Finance Subcommittee’s and then break out within the workshop into two separate groups.
- Our biggest objective is to increase Air Traffic.

**Action:** *Set up a Retreat and bring the Strategic Plan that was prepared five years ago and the Capital Improvement Plan.*

**Additional Discussion:**

Centerville Pie will be opening for the season Mid April. Manager Breault stated they would like to obtain a beer and wine license. In order for them to do this we will need to amend their lease to include a Beer & Wine License. Manager Breault requested the Subcommittee approve the request.

- A motion was made by Commissioner Young and seconded by Commissioner Smith to approve and move item to the March 21st, 2017 Full Commission Meeting.

**Action:** *Item moved to Full Commission for approval.*

**UPDATES:**

- Development of Airport Properties
- Incompatible Land Use Properties-
  1. Sports Complex
  2. Villages at Barnstable Complex
  3. Mitchell’s Property
  4. Dockside Condominiums
  5. Airspace Review/Site plan Review
  - We will be meeting with Growth Management and working with the Site Plan Review Committee.
- Development Agreement Update-
  - Request to remove Development Agreement and ask for modification to DIR
- Air Service Development and Marketing Update-
  - No Update
- Jump Start 2017 Update –
  - We sent in request to meet with 10 Airlines.
  - Dan Fortum will be assisting with the Jump Start presentation.
  - Commissioner Young requested quotes from three additional consultants for the preparation of the presentation at Jump Start
- OAG Update and Responses
  - No Update
- JetBlue Update-
  - 2017 Season will run June 15<sup>th</sup> to September 24, 2017

- Island Shuttle Update
  - No Update
- Deicing-
  - We have deiced two aircrafts to date.
- Air Freight/Cargo Operations
  - No Update
- Minimum Standards.
  - No Update

**Adjournment: Having no other business to discuss, the meeting was adjourned at 5:38 p.m.**

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*Mary F. Smith Commissioner  
Infrastructure Subcommittee*

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*Date*