



BARNSTABLE MUNICIPAL AIRPORT
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R.W. "Bud" Breault, Jr., Airport Manager
Katie R. Servis, Assistant Airport Manager

Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Mary F. Smith,
Vice Chairman

Stephen P. Cobb,
Clerk

Robert L. O'Brien,
Commissioner

Elizabeth Young,
Commissioner

James DellaMorte,
Commissioner

Zachary Lesinski,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING
Tuesday, July 11, 2017
Airport Conference Center 4:15 PM

Call to Order

4:21 p.m.

Commissioners Present:

Commissioner Mary F. Smith, Commissioner Elizabeth Young, and Commissioner Zachary Lesinski

Commissioners Not Present:

None

Airport Staff Present:

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

Public Members Present:

John Griffin, BMAC

Agenda of the Day:

The minutes of the June 6, 2017 Infrastructure & Marketing meeting were approved and signed.

Unfinished Business:

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

- Management met with Anderson & Krieger and every indication of the documents show that the onus is on Griffin Avionics to repair the septic issues.
- Anderson & Krieger will review the Town of Barnstable Ordinances and will then send an official letter to the Airport with their determination.
- Once the letter is received, a meeting will be scheduled with Griffin Avionics the week of July 24th to discuss.
- The Bortolotti bid has been extended through August 31, 2017.
- The bathroom in the building predates the inception of the Griffin Avionics lease.
- There was a brief discussion and review of the terms and responsibilities of the Griffin Avionics lease, subleases, and building usage.
- It was recommended that an approved lease list be given to Ms. Lounsbury for badging purposes.

Action: This agenda item is pending.

New Business:

IN0717-01 – Review and approve the Lawrence Lynch Contract Change Order #1 for the Runway 15-33 project in the amount of \$242,695.80

- All of the appropriation orders were emailed to the Commissioners on Sunday, and the final Change Orders were emails Monday.
- Manager Breault reviewed all of the modifications included in the change order.
- This is being funded from existing funds within the project.

Action: This agenda item was moved to the full commission for approval.

IN0717-02 – Review and approve the Lawrence Lynch Contract Change Order #2 for the Runway 15-33 project in the amount of \$1,111,108.96

- This change order is for a change to the milling depth of the pavement.
- Manager Breault reviewed al of the modifications included in the change order and the reasons for the pavement to be replaced rather than rehabilitated.
- This is being funded by the cancellation of previously approved AIP Project funds.

Action: This agenda item was moved to the full commission for approval.

IN0717-03 – Review and approve the Lawrence Lynch Contract Change Order #3 for the Runway 15-33 project in the amount of \$803,814.00

- This Change Order is primarily for pavement, the base underneath, and painting.
- Manager Breault reviewed all of the modifications included in the change order.
- This is being funded by the 15% overage allowance in the original grant.

Action: This agenda item was moved to the full commission for approval.

Runway 15-33 will be available again in mid-August; then after JetBlue has completed their season, final grooving and paving will be done. Runway 6-24 will be open during the grooving process, but will have night closures to allow for painting.

Ms. Servis will look into the PFC program to see if we can modify the existing PFC request to use for future airport improvements.

IN0717-04 – Airport Café Concession Discussion

- Manager Breault conversed with the owners of Centerville Pie to try and get extended hours on the weekends.
- Due to a shortage of employees, they are unable to staff those hours.
- Commissioner Lesinski asked why they did not open until 8:00 am to serve breakfast as there are a lot of people in the terminal at 6:00 am.
- The owners have stated that morning traffic in the terminal is very slow. Additional marketing was discussed. Additional window signs were recently added, and we have provided adequate parking.
- Manager Breault stated that this was the third cafe in this space, and if they closed he was not sure if the Airport could get another.
- There was a discussion about the kiosk and possibilities of non-profit usage to provide weekend service.

Action: No action was required at this time.

- **Pending Business:**

- Development of Airport Properties
 - Manager Breault prepared a scope of services for the Kmart consultant evaluation
- Incompatible Land Use Properties
 - Sport Complex – The Airport has received some FAA responses that contain conditions for the complex.
- Development Agreement Update
 - No update.
- Air Service Development & Marketing Update
 - No
- Air Freight/Cargo Operations
 - Manager Breault will finish drafting the Air Freight Minimum Standards
 - Rectrix has purchased an aircraft and it is currently being painted.
- Minimum Standards
 - This still pends and will integrate into the new established rates & fees.

- Hertz Fuel Farm Phone Line for alarm monitor – This has not been installed as of yet. Hertz stated it is a Verizon issue. If not operational by the 25th, Hertz will need to attend the Commission meeting with a report.
- Zoning Committee Meeting update
 - No
- Parking
 - Management is preparing a Memorandum of Agreement and License Agreement for Cape Cod Shuttle. They will provide shuttle service to Provincetown.
 - Peter Pan Bus Lines is hoping to start service on July 25th to Boston with five arrivals/departures daily.

Peter Farrell, Cape Air, has stated that the Hangar II building flooded on Friday, with over 6” of rainwater in the hangar. This was an unusual storm, and the recent drainage additions were not able to handle the sheer volume of water all at once. A major modification to the area would be needed to prevent this in the future.

Adjournment: Having no other business to discuss, the meeting was adjourned at 5:26 p.m.

*Mary F. Smith Commissioner
Infrastructure Subcommittee*

Date