



**BARNSTABLE MUNICIPAL AIRPORT
BOARDMAN-POLANDO FIELD**
480 BARNSTABLE ROAD, 2ND FLOOR
HYANNIS, MA 02601
www.town.barnstable.ma.us



Office: 508-775-2020
Fax: 508-775-0453

Katie R. Servis, Airport Manager
Matthew T. Elia, Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT
INFRASTRUCTURE & MARKETING SUBCOMMITTEE
MEETING AGENDA
Tuesday, January 5, 2020
10:30 AM**

Join Zoom Meeting
<https://zoom.us/j/94783532455>

Meeting ID: 947 8353 2455
One tap mobile
+16468769923,,94783532455# US (New York)
+13017158592,,94783532455# US (Washington D.C)

Dial by your location
+1 646 876 9923 US (New York)
+1 301 715 8592 US (Washington D.C)
+1 312 626 6799 US (Chicago)
+1 346 248 7799 US (Houston)
+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
888 475 4499 US Toll-free
877 853 5257 US Toll-free

Meeting ID: 947 8353 2455
Find your local number: <https://zoom.us/u/acIdy49cRF>

- Call meeting to order
- Roll Call (Young, Bierwirth)
- Review & Approve minutes of the December 1, 2020 Infrastructure & Marketing Subcommittee meetings.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

COM0121-01 – Discuss Airport Developed Electric Vehicle Charging Stations

Updates:

- Airport Finances Update
- CARES Act Projects
 - Upcoming Amendment & SOW from Fennick and McCredie for:
 - Replacement of T-hangar,
 - Fleet Hangar Door Replacement
- Airport Tree Clearing Project
 - No Update – Spring reseeding

Barnstable Municipal Airport Commission
John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Wendy Bierwirth, Commissioner;
John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner



February 1, 2021

CAPE COD GATEWAY AIRPORT COMMISSION
INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING

Tuesday, January 5, 2021
Airport Conference Room 10:30 AM
Accessible via ZOOM

Call to Order

10:34 a.m.

Commissioners Present:

Commissioner Elizabeth Young and Commissioner Wendy Bierwirth via ZOOM

Commissioners Not Present:

None

Airport Staff Present:

Katie Servis, Airport Manager; Matthew Elia, Assistant Airport Manager; and Suzanne Kennedy, Executive Assistant to the Airport Manager

Public Members Present:

Jim Wolf and Peter Farrell, Cape Air; and John Griffin, Barnstable Municipal Airport Commission

Agenda of the Day:

Minutes of the December 1, 2020 Infrastructure & Marketing Subcommittee meetings were approved and will be signed at a later date.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

COM0121-01 – Discuss Airport Developed Electric Vehicle Charging Stations

- Funding is available to help public accessible parking acquire electric vehicle (EV) charging stations for the following programs:
 - Direct Current Fast Charging (DCFC) Program (\$1.5 million). Applications are due by March 19, 2021.
 - Public Access Charging (PAC) Program (\$1.5 million). Applications are accepted on a rolling, first-come, first-served basis until all available funding is expended



- Workplace and Fleets (WPF) Charging Program (additional \$1 million), for a total of \$2.5 million. New qualifications allow private and non-profit fleet owners to apply. Applications are accepted on a rolling, first-come, first-served basis until all available funding is expended.
- EV Charging Stations are being considered for both the main public parking lot and the staff parking lot. And also, through another program, for a charging station for workforce vehicles.
- Management will investigate if Eversource is still funding the infrastructure installation for charging stations.
- Jim Wolf discussed the programs that Cape Air utilized for funding, and the state approved vendor list for types of charging stations. At the time the program for infrastructure was called the “Make Ready” program. The Airport is located within the “Environmental Justice Zone” and therefore Cape Air got both the infrastructure and the station paid for under these programs.
- Protocols would have to be set for the use and/or fees of the charging stations in the paid parking lot.
- Ross-Rectrix is also working to install EV Charging stations.
- Eligible Airport equipment needing to be replaced in FY2021 and 2022 could be replaced with all electric or hybrid vehicles.
- Management has also talked to CVEC about a solar array installation in the main parking lot as part of the Round Six CVEC RFP for a number of locations.
 - Manager Servis reviewed the net metering credits and the benefits to the Airport, and possibly airport tenants.
 - This could result in a potential savings of \$300,000 on electric bills.
- Management will continue pursuing these potential energy saving projects. This will remain on the agenda as ongoing update.

Updates:

- Airport Finances Update – revenues are still 25% to 30% below the prior year. A power point presentation will be sent to the commissioners. The fiscal year should end in the black.
- CARES Act Projects
 - Upcoming Amendment & Scope of Work from Fennick and McCredie for:
 - Replacement of T-hangar,
 - Fleet Hangar Door Replacement
- Airport Tree Clearing Project
 - No Update – Spring reseeding
- PFOS/Public Involvement Plan & Update
 - Extension request for reporting and analysis due to lab analysis (COVID delays)
 - Town Council Presentation TBD – Management will meet with the Town Manager prior to the presentation
- ARFF/SRE Roof Replacement Update –
 - Completion is a little behind schedule due to weather and material delays
 - Warrantee requirements have been met by CapeWay Roofing. They are a very responsive company and the Airport has been very satisfied with their work.
- Airport Master Plan Update
 - The 3rd PAG meeting will take place on January 26th
- FY2022 Budget – Planning underway and will be presented at the February meetings
- Airport Rates & Charges Update – on hold
- Rebranding



- Terminal name to celebrate 90th Anniversary for Boardman/Polando Flight will take place in the summer
- Website modifications – these were discussed in the Finance subcommittee meeting.
- Airport Website Development power point presentation was reviewed. Town procurement protocol will be followed.
- There was a brief discussion of flight connectivity and flights to Boston while the bus service is suspended. The closure of the bridge for renovations or replacement was also discussed. The Transportation Climate Initiative (TCI) was discussed for a funding mechanism for a net gain for not burning fossil fuels. A quick analysis of the comparison of fossil fuel usage of flying vs. driving to the Cape might be useful. Possible future incentives for connections or operations to additional locations were discussed.

○

Adjournment: Having no other business to discuss, the meeting was adjourned at 11:37 a.m.

Elizabeth Young

02/02/21

Elizabeth Young, Commissioner

Date

Infrastructure Subcommittee



SIGN IN SHEET

[illegible]