



March 16, 2021

CAPE COD GATEWAY AIRPORT COMMISSION  
INFRASTRUCTURE & MARKETING SUBCOMMITTEE MEETING

Tuesday, February 2, 2021  
Airport Conference Room 10:30 AM  
Accessible via ZOOM

**Call to Order**

10:31 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:**

Jean Griffin and Tom Collier, Griffin Avionics; and Helyne Mederios, Ross Aviation

**Agenda of the Day:**

Minutes of the January 5, 2021 Infrastructure & Marketing Subcommittee meetings were approved and will be signed at a later date.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**I0221-01 – Review and Discuss Griffin Avionics Leasehold Improvement – Rooftop Solar Installation**

- Manager Servis reviewed the proposed system plans and reiterated the project background and timeline to date
- The Ocular Analysis indicated a pilot obstruction, but the language was ambiguous. Manager Servis will contact the solar team to determine the interpretation of this reference prior to commencing the project.
- Next Grid will pay an upfront payment to the roof contractor, Lohr Construction, to upgrade the roof.
- Griffin Avionics will be paid monthly for a 20 year period for the rent of the roof for the Solar Array. This will be subject to the concession payments to the Airport.
- The Airport attorney has been provided all of the documents (Leases, agreements, side letter agreement) between Griffin Avionics and NextGrid and will prepare a MOU that will address the Airport's interest in the Solar Array if Griffin should default on their land lease with the Airport.



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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

- Management requested construction schedules and proof of insurance coverage for Lohr Construction and NextGrid.
- A meeting will be scheduled with Airport Management, Griffin Avionics, and the construction team prior to commencing.

There was a brief discussion of Griffin Avionics' interest in applying for funding to install electric charging stations. Ross Aviation has applied for funding, but has not heard back from Eversource.

#### Updates:

- Business Plan Update for the 3<sup>rd</sup> quarter will be presented in March 2021
- Airport Finances Update – Manager Servis gave a brief overview of the financial status
  - CARES Act Projects – moving forward with the Replacement of T-hangar, Fleet Hangar Door Replacement, and Mary Dunn Way Extension. There was a discussion of a future access to Willow Street via Mary Dunn Way.
    - Manager Servis gave timelines for the start of each of these projects. The T-hangar project will be solar ready construction with the potential of adding a FBO expansion to the building. The current projected construction will be cold storage to replace what is currently there.
- Airport Tree Clearing Project – Spring reseedling
- PFOS/Public Involvement Plan & Update
  - Post mitigation monitoring is occurring
  - Meeting was held on 1/27/2021 with DEP to discuss results of fingerprinting & next steps. Horsley Witten is preparing reports to reflect potential future impacts to the Mahar Wells.
- ARFF/SRE Roof Replacement Update – Complete
- Airport Master Plan Update
  - 3<sup>rd</sup> PAG meeting was held January 26, 2021
    - A virtual public meeting will be held in March 2021
- FY2022 Budget – will be presented at the February Commission meeting
- Airport Rates & Charges Update (2021 review post-COVID19)
- Rebranding
  - Terminal name to celebrate 90th Anniversary for Boardman/Polando Flight (June)
  - Website modifications will begin in March 202. Commissioner Bierwirth forwarded her suggestions for elements to include on the website. There was a discussion of the cost comparison tool and how to promote it with the airlines.
  - Signage changes will be sent to the tenants for input.
- Rectrix Electric Vehicle Charging Stations – they are waiting for a response from the application for three dual port stations.
- HMI parking area – the cones need to be replaced with better signage as the cones are blowing around.
- Electric Vehicle Charging Stations & Parking Lot Solar
  - FY2022 electric vehicle purchases application for funding have been submitted.
  - Electric Vehicle Charging Stations funding programs were discussed.
    - Electric vehicle charging infrastructure programs as part of the Massachusetts Electric Vehicle Incentive Program (MassEVIP),
    - Funded by the 2017 settlement of the Volkswagen (VW) diesel emissions court case, \$4.5 million is being made available for fast charging stations, public-access charging stations, and workplace and fleets charging station infrastructure.
- The FBO OPS Building upgrade was discussed. Commissioner Young asked if the project could be ready if an opportunity for funding became available.

**Adjournment: Having no other business to discuss, the meeting was adjourned at 11:26 a.m.**





*Elizabeth Young, Commissioner*

*Infrastructure Subcommittee*

04/07/2021

*Date*



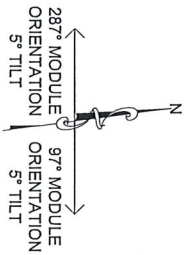
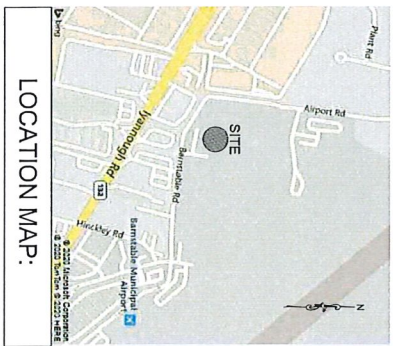
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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager







**PV WATTS CALCULATOR  
LAT. LON 41.85, -70.3 WEATHER DATA  
PREMIUM MODULE  
14% SYSTEM LOSSES  
FIXED TILT  
98.5% INV EFFICIENCY**

ARRAY SIZE			
ROOF ARRAY 1	122.4-kW DC	186.0-kW AC	306 MODULES
ROOF ARRAY 2	129.6-kW DC		324 MODULES
			148,622 kWh / Yr
			160,100 kWh / Yr

## PROJECT DATA

INTEGRATOR: NEXTGRID  
P.O. BOX 7775 #73069  
SAN FRANCISCO, CA 94120

SITE: 630 BARNSTABLE RD.  
HYANNIS, MA 02601

**CODES:**  
NEC-2020  
IBC-2015  
9TH EDITION CMR 780

SOLAR ARRAY:  
MODULE: CANADIAN SOLAR CS31-400MB-AG  
(630) MODULES  
BACKING: FLUSH TO ROOF @ 5 DEGREES  
INVERTER: (3) SOLECTRIA PVI 50TL  
(1) SOLECTRIA PVI 36TL  
DC OUTPUT: Z520 - 4kW DC - 57C  
AC OUTPUT: 1860 - 4W AC NOMINAL  
1860 - 4kVA AC MAXIMUM

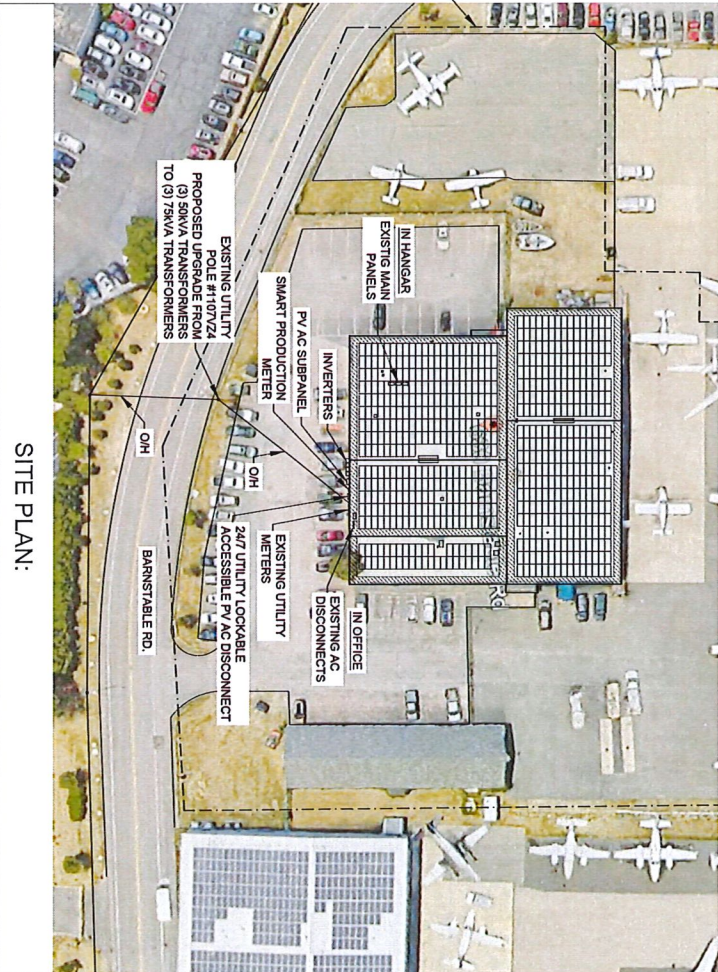
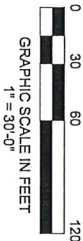
## LOADS:

LOADS:	
GROUND SNOW	30 PSF
WIND LOAD	127 MPH

## ASHRAE TEMPERATURE:

BARNSTABLE MUMI BOA		
ELEV.	HIGH TEMPERATURE	LOW TEMPERATURE
	0.4%	2% AVG.
17m	32°C	28°C
		EXTREME MINIMUM
		-16°C

630 BARNSTABLE RD.  
252.0 - KW DC  
186.0 - KW AC NOMINAL  
186.0 - KVA AC MAXIMUM  
PHOTOVOLTAIC POWER SYSTEM

[illegible]

