



**BARNSTABLE MUNICIPAL AIRPORT  
BOARDMAN-POLANDO FIELD**  
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Katie R. Servis, Airport Manager  
Matthew T. Elia, Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**

Tuesday, November 19, 2019

Meeting to be held in the Airport Conference Room at 4:00 PM

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Minutes of the previous meetings:**
5. **Public Comment**
6. **Commissioners Response to Public Comment**
7. **Report from Sub-Committees**
  - **Finance** (*Commissioners DellaMorte, Weil, Bierwirth*)
  - **Infrastructure & Marketing** (*Commissioners Young, Lesinski, Bierwirth*)
8. **Report of Special Committees**
  - Noise Report (July, October, January, April)
  - Yarmouth Representative Comments
  - Airport Manager's Report
    - Updates:
      - Flying Club Addition (Cape Cod Aero Club)
      - Financial Overview
      - Airport Rates & Charges Update
      - PFOS/Public Involvement Plan (December Executive Session)
      - Prior Events
      - Airport Master Plan Update
      - Airport Business Plan Update
      - Cape Air Rooftop Solar Array Update
      - RFP Land Development Update
      - ARFF/SRE Roof Replacement Update
      - FBO Phase I Improvements Update
      - Boat Disposition
      - Landscape Disposition

**AGENDA**

**9. Old Business**

None

**10. New Business:**

**COM1119-01 –Approval of the Fuel Pricing Agreement between the Barnstable Municipal Airport and Everest Fuel Management, Inc.**

**COM1119-02 –Approval of the Proposed FY2021 Capital Improvement Plan**

Barnstable Municipal Airport Commission

John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner; James DellaMorte  
Commissioner; Wendy Bierwirth, Commissioner

**COM1119-03 –Approval of the Request for Supplemental Funding in the amount of \$150,000.00 for PFOS Mitigation for Fiscal Year 2020 Capital Improvement Plan**

**COM1119-04 – Approval to Rescind Runway 15-33 Surface Treatment and Repainting Project #19108 in the amount of \$475,000 for Fiscal Year 2020 Capital Improvement Plan**

**COM1119-05 – Conditional Approval to Develop Easements for Various Properties to the MassDOT Highway Division and to the Town of Barnstable**

**COM1119-06 – Approval of the Request for Proposal (RFP) for Airport Marketing**

**COM1119-07 – Review and Discuss Café Disposition**

**Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to the Lease Agreement by and Between Barnstable Municipal Airport and Hyannis Air Service LLC for Lease of the Hotshot Deicing Unit as a discussion in open session may be detrimental to the negotiating position of the Airport Commission.**

**COM1119-08 – Approval of the one-year Lease Agreement by and between Barnstable Municipal Airport and Hyannis Air Service, Inc. for Lease of the Hotshot Deicing Unit**

**Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining with Teamsters Union Local 59 as a discussion in open session may be detrimental to the bargaining position of the Airport Commission.**

**11. Announcements** – Commissioner’s Comments

**12.** Matters not reasonably anticipated by the Chair

**13. Adjournment** – Next Meeting, December 17, 2019

Please Note: The list of matters, are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

#### **AGENDA ITEMS**

**COM1119-01 –Approval of the Fuel Pricing Agreement between the Barnstable Municipal Airport and Everest Fuel Management, Inc.**

**MOTION** to approve the annual Fuel Pricing Agreement between the Barnstable Municipal Airport and Everest Fuel Management, Inc. for a minimum of 200,001 gallons of Jet Fuel. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM1119-02 –Approval of the Proposed FY2021 Capital Improvement Plan**

**MOTION** to approve the proposed Fiscal Year 2021 Capital Improvement Plan for submittal to the Barnstable Town Council. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM1119-03 –Approval of the Request for Supplemental Funding in the amount of \$150,000.00 for PFOS Mitigation for Fiscal Year 2020 Capital Improvement Plan**

**MOTION** to approve the Fiscal Year 2020 Barnstable Municipal Airport Appropriation Order request for Supplemental Funding in the amount of \$150,00.00 for PFOS Mitigation. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM1119-04 – Approval to Rescind Runway 15-33 Surface Treatment and Repainting Project #19108 in the amount of \$475,000 for Fiscal Year 2020 Capital Improvement Plan**

**MOTION** to approve the rescission of the previously approved Appropriation Order #2019-108 in the amount of \$475,000 for the Runway 15-33 Surface Treatment and Repainting Project. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

**COM1119-05 – Conditional Approval to Develop Easements for Various Properties to the MassDOT Highway Division and to the Town of Barnstable**

**MOTION** to conditionally approve to develop easements for various properties to the MassDOT Highway Division and to the Town of Barnstable. **SPONSOR:** Infrastructure and Marketing Subcommittee (**May be acted upon**)

**COM1119-06 – Approval of the Request for Proposal (RFP) for Airport Marketing**

**MOTION** to approve the Request for Proposal for On-Call Airport Marketing, Advertising and Public Relations/Media Services. **SPONSOR:** Infrastructure and Marketing Subcommittee (**May be acted upon**)

**COM1119-07 – Review and Discuss Café Disposition**

**As Chair of the Airport Commission, I move to go into Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to the Lease Agreement by and Between Barnstable Municipal Airport and Hyannis Air Service LLC for Lease of the Hotshot Deicing Unit as a discussion in open session may be detrimental to the negotiating position of the Airport Commission. The meeting will reconvene in open session after the Executive Session.**

**COM1119-08 – Approval of the one-year Lease Agreement by and between Barnstable Municipal Airport and Hyannis Air Service, Inc. for Lease of the Hotshot Deicing Unit**

**MOTION** to approve the one-year lease agreement by and between the Barnstable Municipal Airport and Hyannis Air Service, Inc. for lease of the Hotshot Deicing Unit. **SPONSOR:** Infrastructure and Marketing Subcommittee (**May be acted upon**)

**EXECUTIVE SESSION**

**As Chair of the Airport Commission, I move to go into Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining with Teamsters Union Local 59 as a discussion in open session may be detrimental to the bargaining position of the Airport Commission. The meeting will not reconvene in open session after the Executive Session.**