



**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, August 27, 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. **Moment of Silence for Jim Griffin Sr.**
5. **Minutes of the previous meetings:**
6. **Public Comment**
7. **Commissioners Response to Public Comment**
8. **Report from Sub-Committees**
 - **Finance** (*Commissioners DellaMorte, Weil, Bierwirth*)
 - **Infrastructure & Marketing** (*Commissioners Young, Lesinski, Bierwirth*)

AGENDA

8. Old Business

BMA0619-01 – Approval of Amendment #1 by and between the Barnstable Municipal Airport Commission and Cape Cod Coffee LLC.

9. New Business:

BMA0819-01 – Approval of Leasehold Improvement Plans for the Lease dated July 29, 2010 by and between the Barnstable Municipal Airport and Cape Air LLC for Solar Array Installation.

BMA0819-02 – Approval of Renewal of the Terminal Contract by and between Barnstable Municipal Airport and the Transportation Security Administration

BMA0819-03 – Approval of the Recommendation of Award for Fennick McCredie Architecture, Ltd. for a three year on-call contract for Architectural Services.

BMA0819-04 – Review & Discuss a Temporary Business Operating Agreement by and between Barnstable Municipal Airport and Biszko Contracting.

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments
- Airport Manager's Report
 - Updates:
 - Financial Overview
 - RFP Land Development Update
 - Airport Rats & Charges
 - PFOS/Public Involvement Plan
 - Past Events
 - July 15/31 – Discover Barnstable Bismore Park

- August 8 – 11 – Barnstable Art at the Airport – Thursday through Sunday
- August 9 – FAAS Team Meeting “Sharing the Airspace with Drones”
- Upcoming Events
 - September 12 – FAAS Team Meeting
 - September 14 - Electric Car Show and Drive Day
 - September 19 – CCYP
 - September 21 - EAA Young Eagles Flight Program
Launched in 1992, the Young Eagles program has dedicated more than 25 years to giving youth ages 8–17 their first free ride in an airplane and it will happen here at HYA in September!!!
 - October 3-6 – EAA B-17 Tour and Young Eagles Event
 - October 15 – Southeastern Massachusetts Career Fair & Expo
 - November 3 – EAA Young Eagles Flight Program
- Airport Master Plan Update
- Airport Business Plan Update

11. Announcements – Commissioner’s Comments

12. Matters not reasonably anticipated by the Chair

EXECUTIVE SESSION:

Executive Session under G.L.c. 30A §21(A), to discuss the contract for Katie R. Servis, Airport Manager, which was signed and approved by the Barnstable Municipal Airport Commission on January 28, 2018.

13. Adjournment – Next Meeting, September 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

BMA0619-01 – Approval of Amendment #1 by and between the Barnstable Municipal Airport Commission and Cape Cod Coffee LLC.

MOTION to approve LEASE AMENDMENT #1 by and between the Barnstable Municipal Airport Commission and Cape Cod Coffee LLC to modify the monthly lease payment effective July 1, 2019.

SPONSOR: Finance Subcommittee (**May be acted upon**)

BMA0819-01 –Approval of Leasehold Improvement Plans for the Lease dated July 29, 2010 by and between the Barnstable Municipal Airport and Cape Air LLC for Solar Array Installation.

MOTION to approve, as stated in Article Two of the lease by and between the Barnstable Municipal Airport and Cape Air LLC, the leasehold improvement plans for a Solar Array installation at 660 Barnstable Road, Hyannis, MA. This conceptual approval is contingent upon the conditions as outlined in the memo dated August 8, 2019 from the Airport Manager.

SPONSOR: Infrastructure & Marketing Subcommittee (**May be acted upon**)

BMA0819-02 – Approval of Renewal of the Terminal Contract by and between Barnstable Municipal Airport and the Transportation Security Administration

MOTION to approve the Lease Amendment No. 9 by and between the Barnstable Municipal Airport and the Transportation Security Administration for a term of five years plus one five-year renewal option effective November 1, 2019 .

SPONSOR: Finance Subcommittee (**May be acted upon**)

BMA0819-03 – Approval of the Recommendation of Award for Fennick McCredie Architecture, Ltd. for a three year on-call contract for Architectural Services.

MOTION to approve the Recommendation of Award to Fennick McCredie Architecture, Ltd. for a three-year on-call contract for Architectural services at the Barnstable Municipal Airport. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

BMA0819-04 – Review & Discuss a Temporary Business Operating Agreement by and between Barnstable Municipal Airport and Biszko Contracting.

MOTION to approve the Non-aviation Off-airport Access and Land Use License Agreement by and between the Barnstable Municipal Airport Commission and Biszko Contracting Corporation for limited temporary use of approximately 34,000 square feet of property. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

EXECUTIVE SESSION

As Chair of the Airport Commission, I move to go into Executive Session under G.L.c. 30A §21(A), to discuss the terms of the existing contract for the Airport Manager by and between Katie R. Sevis and the Barnstable Municipal Airport Commission signed on January 28, 2018. I declare that an open meeting may have a detrimental effect on the negotiating position of the Airport. The meeting will not reconvene in open session after the Executive Session.