



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

R.W. "Bud" Breault, Jr., Airport Manager
Frank Sanchez, Jr., Assistant Airport Manager

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, November 22, 2011

Barnstable Municipal
Airport Commission:

Daniel W. Santos, P.E.
Chairman

Donald E. Megathlin,
Vice Chairman

Robert L. O'Brien,
Clerk

John T. Griffin, Jr.,
Commissioner

Michael A. Dunning,
Commissioner

Ronald Persuitte,
Commissioner

Timothy R. Luzietti,
Commissioner

Commissioners Present:

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman, Robert L. O'Brien, Clerk, Ronald Persuitte, Michael A. Dunning, and Timothy R. Luzietti. The meeting was held at the Barnstable Municipal Airport in the Gourley Conference Room, 480 Barnstable Rd., Hyannis, MA.

Yarmouth Representative Present:

Robert Howard

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Frank Sanchez, Assistant Airport Manager, and Suzanne Kennedy, Executive Assistant to the Airport Manager

Public Members:

David Still II, Barnstable Patriot; Daniel Fortnam, Anthony Crugnale, and Laura Reckford, Barnstable Enterprise

Call To Order:

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:02 p.m. Attendance roll call was taken.

Minutes of the previous meetings:

Chairman Santos tabled the minutes of the October 18, 2011 meeting.

Public Comment:

None

Commissioners Response to Public Comment:

None

Reports from Subcommittees

Finance Subcommittee (Commissioners Megathlin, Persuitte, O'Brien)

The Finance subcommittee met on Tuesday, November 1, 2011 and the following was discussed:

- Land outside of the fence; the subcommittee is awaiting input from the FAA on the productive use of the land.
- Discount Jet Fuel was discussed with Net Jets. The staff may be traveling to view some of the FBO Net Jets suggested methods and will have two reports to submit to the full Commission soon.

Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)

The Infrastructure subcommittee met on November 1, 2011 and the following was discussed:

- Attorney Ford will represent the Airport with respect to the Tracey Volkswagen water run-off issues. Attorney Gilmore had to recuse himself.
- The Hexagon Hangar Group Lease renegotiation discussion will be ongoing between Mr. Sawyer and the Airport Manager. There was a site visit following the meeting to view an area in discussion that is being used by both the Hexagon Hangar Group and another tenant for access. A resolution will be taken under consideration.

Construction Committee: (Commissioners Santos, Luzietti, O'Brien, Megathlin)

The Construction Committee met today, and the following was discussed:

- The Construction Committee has been overseeing four projects which are almost complete. This committee should disband in January and any remaining items will be heard before the Infrastructure Subcommittee.
 - Terminal – The building is almost 94% complete with the demolition remaining. Manager Breault will be discussing the issue of possible delay claims with Suffolk Construction. The punch list is being completed and the concrete floors are being polished.
 - ATCT - The ATCT is about 94% complete with the remaining item being the demolition. The asbestos abatement process has begun.
 - Access Road & Parking – The Access Road is about 77% complete with some work that will be completed next year in the spring of 2012. The project is on schedule and on budget. There is some signage and striping to do, and a telephone pole that needs to be moved.
 - Terminal Apron – The Apron is about 65% complete and will be completed next year after the demolition of the existing terminal.
 - There are three very straight forward change orders on the agenda for this evening, a Suffolk Construction change order that will come out of the contingency funds, an increase to the Clerk of the Works agreement, and a change order for Lawrence Lynch associated with the Apron project which will come out of Owner's Contingency funds.
 - Commissioner Luzietti mentioned that the Holly Trees were moved to the CIT Ave. and Airport Road intersection.

Unfinished Business:

BMA1011-07-Approval of Supplemental Agreement #3 to the OTA for the Air Traffic Control Tower (ATCT) Project in the amount of \$309,793.00

MOTION to approve Supplemental Agreement 3# to the OTA between the FAA and the Barnstable Municipal Airport for the Air Traffic Control Tower Project in the amount of \$309,793.00 **SPONSOR: Management (May be acted upon)**

This agenda item was moved and read by Commissioner O'Brien, and seconded. Manager Breault stated that this was a combination of several additional costs associated with the ATCT. One was the FAA Reimbursable Agreement for \$158,793.00 that was taken out of our reserves. This increases the total cost of the ATCT to \$6,962,579, and any of this money that is not needed will be returned to the Reserve Fund. This agenda item was unanimously approved by verbal vote.

New Business:

BMA1011-01 – Approval of Suffolk Construction Change Orders for Proposed Change Orders approved in November 2011

MOTION to approve the Suffolk Construction Change Order #10039 in the amount of \$16,130.81 for the listed Proposed Change Orders (PCO) to the New Air Traffic Control Tower Project. **SPONSOR: Construction Committee (May be acted upon)**

This agenda item was moved and read by Commissioner Luzietti, and seconded. Manager Breault reviewed the details of the change order. This agenda item was unanimously approved by verbal vote.

MOTION to approve the Suffolk Construction Change Order #20034 in the amount of \$30,108.80 for the listed Proposed Change Orders (PCO) to the New Passenger Terminal Project. **SPONSOR: Construction Committee (May be acted upon)**

This agenda item was moved and read by Commissioner Megathlin, and seconded. The cost will come out of Owner's Contingency and is included in the budget. This agenda item was unanimously approved by verbal vote.

BMA111-02 – Approval of Clerk of the Works Contract Amendment No. 2 in the amount of \$40,000.00

MOTION to approve the Clerk of the Works Amendment No. 2 in the amount of \$40,000.00 for continuing services associated with the new terminal construction project. The revised total contact amount will be \$214,400.00. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner O'Brien, and seconded. Manager Breault briefed the Commission that it was necessary to add funding to continue. The project has incurred additional cost and time. Management was hoping all of these funds would not be needed to complete the project. This agenda item was unanimously approved by verbal vote.

BMA111-03 – Approval of Lawrence Lynch Change Order No. 1 for the Reconstruct Terminal Apron-Phase I Project in the amount of \$26,159.29

MOTION to approve the Lawrence Lynch Change Order No. 1 for the Reconstruct Terminal Apron-Phase I Project in the amount of \$26,159.29 for construction services related to the installation of an Oil-Water separator and emergency crack repairs. The revised total contact amount will be \$1,583,874.29.00. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner Megathlin, and seconded. Manager Breault briefed the Commission that this was for two items, the addition of an Oil/Water Separator of approximately \$17,000 and \$9,000 for emergency crack repairs. These costs are within the project budget. This agenda item was unanimously approved by verbal vote.

BMA111-04 – Approval of the Barnstable Municipal Airport Town of Barnstable FY2013-2017 CIP for submittal to the Town Council

MOTION to approve the Barnstable Municipal Airport Town of Barnstable FY2013-2017 CIP for submittal to the Town Council. The submittal consists of 18 Capital Improvement Projects that correspond to the FAA and Mass DOT CIP submittals. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Dunning, and seconded. Manager Breault submitted the CIP to the Town Manager prior to going on vacation (see attached). The new CIP added are #5 for Terminal Improvements in the amount of \$200,000. He reviewed all of the listed items. These requests must be coordinated with the State ASMP and FAA ACIP funding programs. The current Airport Reserves were certified for over \$6 million. These projects track the recommended projects on the Airport Layout Plan (ALP).

Manager Breault mentioned that the Item #5 for Terminal Improvements might need to be increased as it has been discovered that the generator for the Terminal Emergency Power is undersized. The current generator is only 100KW and a 750 KW system is needed. The terminal is totally climate controlled and none of the windows open so without emergency power there would be severe problems. So a temporary emergency generator will be installed until a permanent one can be properly installed. The existing generator may either be moved to the Vault or to the ARFF Building to replace the existing diesel generator. Manager Breault has been discussing this situation with the Architects to try and determine when and how the size of the generator was reduced as a cost cutting measure. When conducting tests on the system last week, it came to light that not everything was working on the emergency power.

Commissioner Megathlin questioned the prioritizing of the New Fuel Farm at #6. The Design is included in this year's budget, and the construction will most likely be next year, so it should be #1 next year. Only the first five items are being requested for FY2013 funding. This agenda item was unanimously approved by verbal vote.

BMA111-05 – Approval of the Easement granted by the Barnstable Municipal Airport Commission to Verizon New England Inc. and NSTAR Electric Company

MOTION to approve the Easement granted by the Barnstable Municipal Airport to Verizon New England Inc. and NSTAR Electric Company for a portion of the premises recorded with the Barnstable County Registry of Deeds in Book 587, page 271 for the purpose of relocating utility poles and services. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was tabled.

Noise Report:

There is no noise reporting this month.

Yarmouth Representative's Comments:

Mr. Howard commented that there were no noise complaints in Yarmouth to report and that Manager Breault will be before the Yarmouth Selectman on December 20, 2012 at 7:00 PM after the December Commission meeting.

Airport Manager's Report:

Manager Breault reported the following in addition to his weekly report:

- The Statewide Economic Analysis reflects that the Airport is still Number 3 in the state for operations. He wanted to point out that the number of people employed at the Airport has increased with a total payroll in excess of \$74 million with the multiplier effects on the community from an economic point of view being in excess of \$227 million. This is a significant impact on the community and the future of the airport and of the surrounding community. As the Airport improves, other businesses will continue to improve.
- The dedication Grand Opening ceremony scheduled for December 9, 2011 has been cancelled due to the ongoing situation with the litigation.
- Manager Breault recognized Tony Crugnale, prior Suffolk Construction Project Manager, in attendance. Mr. Crugnale thanked everyone and stated that working with the Airport staff had been an enjoyable experience.
- The Airport offices will be closed on Thursday and Friday in observance of the Thanksgiving holiday.
- The Annual Airport staff and tenant Holiday pot luck gathering has been scheduled for Friday, December 16, 2011 in the conference room.

Announcements – Commissioner's Comments:

None

It was recommended at this time that the Commission go into executive session to discuss ongoing litigation issues.

Commissioner Pursuite moved the Commission enter into executive session under provision three of Chapter 30A, Section 23B of the Open Meeting Laws under Exemption Three which relates to the discussion of strategy with respect to pending litigation. The regular session of the Airport Commission meeting will reconvene after the executive session for the sole purpose of adjournment. The motion was seconded, and a roll call vote was taken to go into executive session:

Santos	yes	Megathlin	yes
O'Brien	yes	Dunning	yes
Persuite	yes	Luzietti	yes

The Regular Session of the Barnstable Municipal Airport Commission reconvened at 5:39 p.m.

The next meeting will be held on December 20, 2011.

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 5:40 p.m.

ROBERT L. O'BRIEN, CLERK