



BARNSTABLE MUNICIPAL AIRPORT
BOARDMAN-POLANDO FIELD
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BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, April 21st, 2015

Barnstable Municipal
Airport Commission:

Ronald Persuitte,
Chairman

John T. Griffin, Jr.,
Vice Chairman

Robert L. O'Brien,
Clerk

Michael A. Dunning,
Commissioner

Timothy R. Luzietti,
Commissioner

Mary F. Smith,
Commissioner

Stephen P. Cobb,
Commissioner

Commissioners Present:

Ronald Persuitte, Chairman, John T. Griffin, Jr., Vice Chairman, Robert L. O'Brien, Clerk, Michael A. Dunning, Mary F. Smith, Timothy R. Luzietti and Stephen F. Cobb. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners Not Present:

None

Yarmouth Representative:

Bill Maraso

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Katie R. Servis, Assistant Airport Manager, and Mary McDonald, Principal Financial Assistant, [Christina Lounsbury, BMA Noise/Security Coordinator](#).

Public Members:

[Chip Bishop and Dan Fortnam](#)
[Christina Lounsbury, BMA Noise/Security Coordinator](#)

Call To Order:

Chairman Persuitte called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:10 p.m. Attendance roll call was taken ~~followed by the~~ Pledge of Allegiance.

Minutes of the previous meetings:

Chairman Persuitte moved to approve the minutes of the March 17th, 2015 Airport Commission Meetings and March 17th, 2015 Executive Session Minutes. These were seconded and unanimously approved.

Public Comment:

None

At this time Chairman Persuitte asked Bill Marasco, Yarmouth Representative to introduce himself.

Commissioners Response to Public Comment:

None

Finance Subcommittee (Commissioners Dunning, O'Brien, Luzietti)

The Finance subcommittee met on Tuesday, April 7th, 2015. The following was discussed:

- Financial statements
- Appropriation Funding for Salaries & Wages in the amount of \$ 30,000.00
- Review & Approved FY16 Operating Budget in the amount of \$ 7,915,852.00
- Discussion on Appropriation Funding for Aviation Jet Fuel Purchases in the amount of \$ 400,000.00
- Discussed Revised Draft BMA Jet Fuel Volume Discount Program

- Approved DPW Water Supply Division MOU
- Discussed Town of Barnstable Airport Manager Contract

Infrastructure & Marketing Subcommittee (Commissioners Griffin, Smith, Cobb)

The Infrastructure & Marketing subcommittee did not meet in March 2015.

Old Business:

BMA0914-04 – Review Revised Draft BMA Jet Fuel Volume Discount Program

This agenda item was tabled

BMA0415-01 – Approval of the FY2016 Operating Budget in the amount of \$7,915,852.00

MOTION to approve the FY2016 Operating Budget in the amount of \$7,915,852.00 for submission to the Town Council for approval. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Chairman Persuitte and seconded. Chairman Persuitte commented the Operating Expense & Revenue worksheets prepared by Manager Breault were extremely helpful to the commissioners. This agenda item was unanimously approved by verbal vote.

BMA0415-02 – Approval of the Appropriation Order 2015-128 for FY2015 additional Salaries and Wages in the amount of \$30,000

MOTION: to approve the Appropriation Order 2015-128 for additional salaries and wages in the amount of \$30,000 for the purpose of funding overtime costs incurred and anticipated by the Barnstable Municipal Airport for the remainder of FY2015. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Chairman Persuitte and seconded.

There was no further discussion.

This agenda item was unanimously approved by verbal vote.

BMA0415-03 – Approval of the Appropriation Order 2015-137 for FY2015 additional Aviation Jet Fuel Purchases in the amount of \$400,000

MOTION: to approve the Appropriation Order 2015-137 for additional aviation jet fuel purchases at the Barnstable Municipal Airport for the remainder of FY2015. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was read by Chairman Persuitte and seconded. Manager Breault commented that this Appropriation has gone through the first reading by Town Council, and was previously approved by the Finance Subcommittee.

This agenda item was unanimously approved by verbal vote.

BMA0415-04 – Marketing Presentation by Dan Fortnam Regarding Air Carrier Presentation

Chairman Persuitte introduced Dan Fortnam to present his Air Carrier Presentation. Mr. Fortnam prepared a power point presentation to reflect an overview of how a typical business meeting would be conducted. Some of his pitch points were as follows:

- HYA is an overlooked Market.
- Market would be year round, not seasonal.
- The routes that have the strongest potential are potential is New York and Washington DC.
- Location of HYA is a regional solution. One airport to meet public need for an air carrier to desired destinations
- Market would target leisure and business.
- Noted HYA has many more people to service than Nantucket Airport.
- It took Nantucket Airport three years to reach the enplanements and deplanements we met in our first year with Jet Blue.
- HYA Terminal has the capacity to accommodate travelers.

Commissioner Dunning asked Mr. Fortnam which points peaked the greatest interest with his clients. One point being the convenience and availability to meet passengers demands. He explained at present time passenger have to drive to Logan Airport and this is time consuming and far from hassle free.

Mr. Fortnam pointed out that the air carriers are servicing a small island and are missing a greater audience.

Chairman Persuitte requested commissioners input. Bill Marasco, Yarmouth Representative, supported heavy traffic on and off the Cape. He also noted the decrease in overall enplanements and deplanements and contributed it

to the High Speed Ferry. Commissioner Cobb stated we are no longer the second largest airport in Massachusetts, Worcester is number two. He contributes this to the availability and various destination points they offer.

BMA0415-05 – Discussion of Policy on Timely Document Delivery to Commissioners

Manager Breault distributed handout prepared by Chairman Persuitte regarding “Timely Document Delivery”. After commissioners read the handout Commissioner Dunning commented on the last sentence “The only exclusion to the above will be in case of extreme emergency determined by subcommittee chairman”, language should be revised. Extreme emergency he felt was too harsh. Chairman Persuitte does not want to eliminate the importance of timely delivery of documents and what an emergency is defined as. After further discussion the word “language extreme” will be deleted/eliminated.

This agenda item was unanimously approved by verbal vote

BMA0415-06 – Discussion of Policy on Timely Delivery of Meeting Minutes

Discussion included minutes for Subcommittee Meeting and Full Commission Meeting that will now be completed and delivered within five business days of the noted meetings. Minutes should be a brief concise conscience summary of the meeting.s

This agenda item was unanimously approved by verbal vote

Noise Report:

Security Coordinator, Christina Lounsbury reported noise complaints down this quarter. Noted we are considering Getting Vector flight tracking, Next-Gen Data, which will include Next Gen Data, and will be less costly to purchase and more effective than the system we are currently using. In addition, this could be used for billing landings.

Yarmouth Representative’s Comments:

None

Airport Manager’s Report:

- Manager Breault would like to set up workshop on June 3rd, 2015 right after the subcommittee meetings to discuss FY16 Budget and debt carrying capacity.
- Solar Array Ceremony April 22, 2015. People will meet in the conference room at 9:30AM for coffee and donuts. Buses will leave to go out to site at 10:00AM for photo opportunity and ribbon cutting. Return to terminal for short speeches and refreshments. The Solar panels went live on April 3rd, 2015. Commissioners were given handouts **Barnstable Municipal Airport/Barnstable Fire District /CVEC Solar Array PV Project FAQ. FQA.** On the back of handout highlighted in blue, there is a web address that is available to access how much electricity is being will be produced.
- Thursday April 16th, 2015 @ 2:46 a small fuel spill consisting of 4 gallons of AVGAS Fuel was spilled from Rectrix/Air Cape Cod truck, due to a faulty filter. Spill was caught, reported and cleaned in a timely manner.
- Chris Willenborg, Mass DOT has resigned from Mass DOT effective July 31st, 2015. He has been a huge advocate for Airports across the state.
- Reported we were notified by DPW Water Supply Division that 1,4-dioxane/dioxane was detected in the Maher Well field/Field. Cape Air had a spill over 20 years ago that had this chemical detected, but we have not seen any trace been having residual clean up since the year 2000. We will be working with the DEP and Town Of Barnstable on sampling.

Chairman Persuitte moved to go into Executive Session under G.L. c. 30A section 21(a)(6), to consider the purchase exchange, lease or value of real property because he declared that an open meeting may have a detrimental effect on the negotiating position of the Airport commission and not to reconvene in open session. This motion was approved by roll call vote:

_____ Persuitte	yes	Griffin	_____yes	_____
O’Brien	yes_____			
_____ Dunning	_____yes	_____Luzietti	_____yes	_____Smith
_____				yes_____
_____ Cobb	_____yes			

Adjournment:

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

The next meeting will be held on May 19th, 2015.

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ROBERT L. O'BRIEN, CLERK