



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
480 BARNSTABLE ROAD, 2ND FLOOR  
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**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, May 17, 2016**

Barnstable Municipal  
Airport Commission:

Ronald Pursuitte,  
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 Pursuitte, Chairman, John T. Griffin, Jr., Vice Chairman, Michael A. Dunning, Timothy R. Luzietti, Mary F. Smith, and Stephen P. Cobb. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

**Commissioners Not Present:**

Robert L. O'Brien, Clerk

**Yarmouth Representative:**

William Morasco was not present

**Airport Staff Present:**

Roland W. Breault, Jr., Airport Manager, Katie Servis, and Assistant Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager

**Public Members:**

Jonathan Hines and Stephen Flecchia, Jacobs Engineering, Eric Steinhilber, Town Council, and Judith Goetz, Regan Communication

~~Christina Lounsbury, BMA Noise/Security Coordinator~~

**Call To Order:**

Chairman Pursuitte called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:00 p.m. Attendance roll call was taken ~~followed by the~~ Pledge of Allegiance.

**Minutes of the previous meetings:**

None to approve

**Public Comment:**

None

**Commissioners Response to Public Comment:**

None

*Commissioner Griffin joined the meeting at 4:03 PM.*

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

The Finance subcommittee met on May 4, 2016. The following was discussed:

- Review and approve the Appropriation Order for the Runway 15-33 Project and the bid for the project from Lawrence Lynch
- Review and approve the Highway Safety Systems bid for the Taxiway Marking project
- Approve Anderson & Kreiger to act as legal counsel for the Airport
- Approve the JetBlue Lease amendment No. 1.

- Discuss possible withdrawal of the Development Agreement with the Cape Cod Commission.

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

The Infrastructure & Marketing subcommittee met May 4, 2016. The following was discussed:

- Discuss possible withdrawal of the Development Agreement with the Cape Cod Commission.
- Approve the June subcommittee meeting to be moved to June 8<sup>th</sup>, 2016.
- Report of ongoing project status'

**Old Business:**

None

Chairman Persuitte thanked everyone for all of the cards and quips during his recovery.

**New Business:**

**BMA0516-01 – Approval for Submission to the Town Council of the Appropriation Order in the amount of \$645,090.00 for additional funding for the Rehabilitation of Runway 15-33, Replace Runway 15-33 VASI with PAPI, Re-align a portion of Taxiways Bravo and Charlie, Replace Emergency Back-up Generator in the Airfield Lighting Vault Project**

MOTION to approve for submission to the Town Council the Appropriation Order in the amount of \$645,090 for additional funding for the Rehabilitation of Runway 15-33, Replace Runway 15-33 VASI with PAPI, Re-align a portion of Taxiways Bravo and Charlie, Replace Emergency Back-up Generator in the Airfield Lighting Vault Project. This amount will be added to the two prior appropriation orders for a total project cost of \$7,290,090.

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

- This agenda item was moved and read by Commissioner Luzietti and seconded.
- Manager Breault acknowledged Councilor Steinhilber.
- Manager Breault mentioned to the Town Council during the presentation of the capital program that there may be other modifications to the project. The bid came in after the presentation and has been awarded to Lawrence Lynch Corporation. This additional funding will complete the project and both add alternates. The second add alternate cost of \$200,000 will shorten the length of the project by about 30 to 45 days by running double shifts. If the FAA can fund this, then the appropriation order will be reduced by \$200,000. It is prudent to spend these extra funds to allow for the runway closure time to be greatly reduced.
- This agenda item was unanimously approved by verbal vote.

**BMA0516-02 –Approval of the Bid Acceptance Letter for the Rehabilitation of Runway 15-33, Replace Runway 15-33 VASI with PAPI, Re-align a portion of Taxiways Bravo and Charlie, Replace Emergency Back-up Generator in the Airfield Lighting Vault Project for Lawrence Lynch Corporation in the amount of \$6,591,271.40**

MOTION to approve the Bid Acceptance Letter for the Rehabilitation of Runway 15-33, Replace Runway 15-33 VASI with PAPI, Re-align a portion of Taxiways Bravo and Charlie, Replace Emergency Back-up Generator in the Airfield Lighting Vault Project for Lawrence Lynch Corporation in the amount of \$6,591,271.40. This acceptance is contingent upon Town Council approval of additional funding by supplemental appropriation request.

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

- This agenda item was moved and read by Commissioner Dunning and seconded.
- The bid from Lawrence Lynch came in quite a bit lower than the next highest. Some of this was due to the contractor being off Cape. Lawrence Lynch has a very high reputation and does very good work.
- This agenda item was unanimously approved by verbal vote.

**BMA0516-03 –Approval of the Bid Acceptance Letter and Subsequent Contract for the Airport Pavement Marking Project for Hi Way Safety Systems, Inc. in the amount of \$43,526.40**

MOTION to approve the Bid Acceptance Letter, and subsequent contract for services, for the Airport Pavement Marking Project at the Barnstable Municipal Airport for Hi Way Safety Systems, Inc. in the amount of \$43,526.40.

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

- This agenda item was moved and read by Commissioner Cobb and seconded.
- There was funding remaining from last year as well as an appropriation for operating capital this year. This falls well within the budget.
- The Airport has worked with Highway Safety Systems previously and expect good work. The project starts tomorrow and these contracts have been signed by the contractor, they are at the Finance Department being signed, and will be available for the Commission's signature tomorrow.

- The thermo plastic marking will be put on Taxiway C within the next month, and when 15-33 is redone the intersections will get thermo plastic markings as well.
- This agenda item was unanimously approved by verbal vote.

**BMA0516-04 – Approval of the Proposal from Anderson & Kreiger LLP to act as legal counsel to the Barnstable Municipal Airport Commission**

MOTION to approve the proposal from Anderson & Kreiger LLP to act as legal counsel to the Barnstable Municipal Airport Commission. Fees will be based upon hourly rates of the Anderson & Kreiger employees as outlined in said proposal. **SPONSOR: Finance Subcommittee (May be acted upon)**

- This agenda item was moved and read by Commissioner Smith and seconded.
- The current Airport Counsel, Bruce Gilmore, is retiring. He is very rarely here anymore, but the Airport can continue to use his services when he is in the vicinity.
- The Airport and the Town of Barnstable have previously used Anderson & Kreiger.
- Manager Breault has received approval from the Town Manager and the Town Attorney to select Anderson & Kreiger as the Airport Counsel.
- This agenda item was unanimously approved by verbal vote.

**BMA0516-05 – Approval of the Lease Amendment No. 1 to the Terminal Space Lease Agreement between Barnstable Municipal Airport and JetBlue Airways Corporation**

MOTION to approve Lease Amendment No. 1 to the Terminal Space Lease Agreement between Barnstable Municipal Airport and JetBlue Airways Corporation to amend the terms and rates in conjunction with the Air Service Incentive Program 2 for the period of May 12, 2016 through May 11, 2017. **SPONSOR: Finance Subcommittee (May be acted upon)**

- This agenda item was moved and read by Commissioner Griffin and seconded.
- This is an extension of the existing lease for terminal space for an additional year for the partial rate based on the current incentive program for their extended service dates and for additional costs for off-season rates.
- JetBlue has approved the lease.
- This agenda item was unanimously approved by verbal vote.

**BMA0516-06 – Approval of the Annual On-call Compensation Stipend for the Maintenance Supervisor Position**

MOTION to approve an annual on-call compensation stipend for the Maintenance Supervisor position in the amount of \$2,000 for 24/7 availability as needed to address infrastructure related issues via phone. If the Supervisor is required to be on site, overtime compensation will be applied. **SPONSOR: Finance Subcommittee (May be acted upon)**

- This agenda item was moved and read by Commissioner Griffin and seconded.
- This position is a union employee and will be paid overtime if he is physically called in to the Airport. He accomplishes a lot from home over the phone, and should be compensated when he is contacted. This benefit is well worth the cost.
- This will be implemented after July 1, 2016.
- This agenda item was unanimously approved by verbal vote.

**Yarmouth Representative Comments:**

None

**Airport Manager's Report:**

Manager Breault reported on the following:

- Management is in the process of negotiating fuel contracts with NetJets and JetBlue. JetBlue will only be based upon their prior usage rather than a tier level. More information will be forthcoming when the contract has been finalized.
- Rectrix Aviation issued a press release today announcing their new service. They did not announce a start date, but stated they would be using turboprop King Air 300s. Rumor has it that they will be reasonably priced.
- Island Shuttle has proposed service using Cessna 402s. Both airlines may be starting service around the same time. Neither has received their complete certification yet from the FAA.

- Currently the freight service is working well via Cape Air through the terminal. However, once there are new tenants, staff would like freight service to move out of the terminal and to a more appropriate location.
- Staff is in the process of updating the BMA Minimum Standards as the current version does not totally cover all options for business on the Airport.
- Ms Kennedy has put together a new permit application and checklist, as mentioned in the Minimum Standards, to apply to operate a business on the Airport. There will be a processing fee to apply. These permits will start to come before the Commission for approval in the near future.
- Another possible Charter Service, Spectaculair, may be operating out of a leased hangar on the airfield.
- Wings of Freedom will be at the Airport from September 12th-14<sup>th</sup> this year. This will be a Monday, Tuesday, and Wednesday. No matter what we do we can't seem to get them to come on a weekend.
- There are some ads in the news that Cape Air is initiating a new flight service from Boston Harbor to New York Harbor via seaplane.
- The 2015 Annual town Report has been published and is available at Town Hall. There is a section for the Airport and a new one for the Airport Commission.
- JetBlue started service this week with very good passenger numbers for the off season.
- The Grand Opening was held this week for the Centerville Pie Company Café.

There was a brief discussion of the VASI/PAPI reimbursement figures.

**Commissioner's Comments:**

None

**Adjournment:**

Upon Motion duly made and seconded, the meeting was adjourned at 4:33 p.m.

The next meeting will be held on June 21, 2016.

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ROBERT L. O'BRIEN, CLERK