



# BARNSTABLE MUNICIPAL AIRPORT

## BOARDMAN-POLANDO FIELD

480 BARNSTABLE ROAD, 2ND FLOOR

HYANNIS, MA 02602

Office: 508-775-2020

Fax: 508-775-0453

Frank Sanchez, Airport Manager

Page 1 of 2

### BARNSTABLE MUNICIPAL AIRPORT COMMISSION

Tuesday, October 21, 2008

Meeting to be held in the Edwin Gourley Conference Center at 6:00 PM

1. Call to Order & Roll Call
2. Minutes of the previous meeting
  - September 16, 2008
3. Public Comment
4. Commissioners Response to Public Comment
5. Correspondence and Communications from Staff
6. Report from Sub-Committees
  - Finance (*Commissioners Megathlin, Dunning, Persuitte*)
  - Real Estate & Contracts (*Commissioners Dunning, Megathlin, Persuitte*)
  - Environmental (*Commissioners Griffin, O'Brien, Santos, Luzietti*)
  - Planning & Development (*Commissioners O'Brien, Griffin, Santos, Luzietti*)
  - Terminal Building (*Commissioners Santos, Megathlin, and O'Brien*)

### AGENDA

- 
7. Unfinished Business
    - BMA 0908-01 – Airport ALP & Master Plan
  8. New Business
    - BMA 1008-01 – Marine Lumber Operator, Inc. Estoppel Certificates Approval
    - BMA 1008-02 – Capetown Plaza Estoppel Certificates and Consent Agreement Approval
    - BMA 1008-03 – Nantucket Freight Lease Amendment
    - BMA 1008-04 – Hangar II Cape Air Lease Amendment
    - BMA 1008-05 – Approval of the Airport Capital Improvement Plan FY 2010-2014
    - BMA1008-06 – Approval of three BMA Policy Letters
  9. Report of Special Committees
    - Noise Report
    - Yarmouth Representative Report
    - Airport Manager's Report
  10. Announcements – Commissioner's Comments

**11. Adjournment** – Next Meeting, November 18, 2008

**Agenda Items:**

**BMA 0908-01 – Airport ALP & Master Plan**

**MOTION** to approve the Barnstable Municipal Airport ALP & Master Plan, as developed by Jacobs Engineering, Inc, so that the document may be forwarded to the Massachusetts Aeronautics Commission and to the Federal Aviation Administration for approval. **SPONSOR:** Planning & Development Subcommittee. **(May be acted upon)**

**BMA 1008-01 – Marine Lumber Operator, Inc. Estoppel Certificates Approval**

**MOTION** to approve the “Landlord Estoppel Certificate-Parcel A” and the “Landlord Estoppel Certificate-Parcel B” as requested by Marine Lumber Operator, Inc., for the property located at 130 Mary Dunn Way, Hyannis, Massachusetts Parcel A and Parcel B ground leases commencing February 21, 2006, as amended, and as assigned to Marine Lumber Operator, Inc. Said documents have been reviewed by Airport Legal Counsel. **SPONSOR:** Real Estate Subcommittee **(May be acted upon)**

**BMA 1008-02 – Capetown Plaza Estoppel Certificates and Consent Agreement Approval**

**MOTION** to approve the “Ground Lessor Estoppel Certificate” and the “Landlord’s Consent Agreement” as requested by Cape LLC for the refinancing of their mortgage loan which matured on October 1, 2008 for the Capetown Plaza property ground lease dated May 29, 1982 and commencing June 1, 1982 as amended. Documents have been reviewed by Airport Legal Counsel. **SPONSOR:** Real Estate Subcommittee **(May be acted upon)**

**BMA 1008-03 – Nantucket Freight Lease Amendment**

**MOTION** to approve a lease amendment for Nantucket Shuttle Airlines/Nantucket Fast Freight. Approval by the Barnstable Municipal Airport Commission will authorize Nantucket Fast Freight to use approximately 1,739 square feet of additional building space for the purpose of handling freight. Terms of the lease amendment are set forth in the Tenant-at-Will Lease Amendment document based upon the recommendation of the Real Estate Subcommittee, and reviewed by Airport Legal Counsel. **SPONSOR:** Real Estate Subcommittee. **(May be acted upon)**

**BMA 1008-04 – Hangar II Cape Air Lease Amendment**

**MOTION** to approve a lease amendment for Hyannis Air Service, Inc., D/B/A Cape Air/Nantucket Airlines. Approval by the Barnstable Municipal Airport Commission will authorize Hyannis Air Service, Inc. to use approximately 265 square feet of additional area on the second floor for the purpose of office space in Hangar II. Terms of the lease amendment are set forth in the Lease Amendment document based upon the recommendation of the Real Estate Subcommittee, and reviewed by Airport Legal Counsel. **SPONSOR:** Real Estate Subcommittee. **(May be acted upon)**

**BMA 1008-05 – Approval of the Airport Capital Improvement Plan FY 2010-2014**

**MOTION** to accept and approve the FY 2010-2014 Airport Capital Improvement Plan for submittal to the Town of Barnstable. To approve the appropriation of \$17,850,000 for the construction of a new terminal and \$2,200,000 for new access road construction for Fiscal Year 2010 Capital Improvement Plan. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

**BMA 1008-06 – Approval of three Policy Letters**

**MOTION** to approve the Barnstable Municipal Airport Dress Code, Statement of Workplace Values, and Grievance Procedure for Non-Affiliated Airport Employees policy letters for Barnstable Municipal Airport Employees. **SPONSOR:** Airport Manager **(May be acted upon)**