



BARNSTABLE MUNICIPAL AIRPORT
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Frank Sanchez, Airport Manager

Barnstable Municipal
Airport Commission:

Daniel W. Santos, P.E.
Chairman

John T. Griffin, Jr.,
Vice Chairman

Robert L. O'Brien,
Commissioner, Clerk

Donald E. Megathlin,
Commissioner

Michael A. Dunning,
Commissioner

Ronald Persuitte,
Commissioner

Timothy R. Luziatti,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, November 18, 2008

Commissioners Present:

Daniel W. Santos P.E, Chairman, John T. Griffin, Jr., Vice Chairman, Robert L. O'Brien, Clerk, Michael A. Dunning, Donald E. Megathlin, Ronald Persuitte, and Timothy R. Luziatti. The meeting was held at the Barnstable Municipal Airport in the Gourley Conference Room, 480 Barnstable Rd., Hyannis, MA.

Yarmouth Representative Present:

Not Present

Airport Staff Present:

Frank Sanchez, Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, Christina Lounsbury, Noise Abatement Specialist

Public Members:

David Chamberlain and Bill Richardson, Jacobs Engineering; James Kubat, Earth Tech; David Still II, Barnstable Patriot; and Steven Schrader.

Call To Order:

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 6:00 p.m. Attendance roll call was taken.

Minutes of the previous meetings:

Chairman Santos moved to approve the minutes of the October 21, 2008 Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Santos moved to approve the October 21, 2008 Executive Session minutes for signature but not for release. This was seconded and unanimously approved.

Chairman Santos moved to approve the August 19, 2008 Executive Session minutes for signature, but not for release. This was seconded and unanimously approved.

Chairman Santos moved to approve the September 16, 2008 Executive Session minutes for signature but not for release. This was seconded and unanimously approved.

Public Comment:

None

Commissioners Response to Public Comment:

None

Correspondence and Communications from Staff:

None

Reports from Subcommittees

Finance Subcommittee (Commissioners Megathlin, Dunning, Persuitle)

The Finance subcommittee met on Tuesday, November 4, 2008. The following items were discussed:

- The CIP was reviewed and approval for submission to the Town Manager and Town Council and is an agenda item this evening
- Vehicle Parking RFP sole submission and subsequent recommendation of award to Republic Parking for a three year contract
- Mark Milne, Director of Finance, reported the status of the Airport finances. The Airport realized a net income of \$1.1 million for Fiscal Year 2008.
- The Proforma will be updated by staff and submitted at the December subcommittee meeting
- Jacobs Engineering, Dan Ochse, spoke about Passenger Facility Charges (PFC) and Customer Facility Charges (CFC) as a possibility to increase revenues

Real Estate & Contracts Subcommittee: (Commissioners Dunning, Megathlin, Persuitle)

The Real Estate subcommittee met on Tuesday, November 4, 2008. The following items were discussed:

- Rectrix request for an extension to the February 2009 subcommittee meeting
- Griffin Avionics proposed ramp lease. Repairs to the adjacent ramp will be scheduled.
- Hyannis Air Service Lease extension and construction improvement request. A written proposal will be provided at the December subcommittee meeting.
- The OTA-Control Tower Project contract. A conference call has been scheduled with the FAA, consultants, and staff to review the OTA and recommend how to proceed.
- Circuit City request for a permanent access gate was not favorable. Berkshire Development attorney Ford has been invited to attend the December Subcommittee meeting.

Commissioner Dunning recused himself from Volta Oil matters, and Commissioner Megathlin reported the following:

- Volta Oil Lease termination was discussed and recommended effective December 31, 2008.

Environmental Subcommittee (Commissioners Griffin, O'Brien, Luzietti, Santos)

The Environmental subcommittee met on Wednesday, November 12, 2008. The following items were discussed:

- Early morning flights/Noise Report for October 2008
- Noticeable reduction in number of flights produced by the current economy
- Cape Air was granted permission to conduct training flights between 10:00 pm and midnight
- Blackburn's Property Site Remediation is complete and the DEP closure report has been filed
- DEP Consent Order Summary requirements were reviewed
- The Cape Cod Commission DRI update and filing of the modifications with MEPA once the 30% design is approved
- Presentation of the "Competition for the Sky" meeting by Audra Parker, Alliance to protect Nantucket Sound.

Planning and Development Subcommittee: (Commissioners O'Brien, Griffin, Luzietti, Santos)

The Planning & Development subcommittee met on Wednesday, November 12, 2008. The following items were discussed:

- Bill Richardson, Jacobs Engineering, reported that the FAA committed to a projected CIP budget through 2014
- The FAA comments for the ALP were received by Jacobs Engineering and they have been reflected in the updated ALP
- MAC thought there might be funds available for tree clearing, and it was recommended to develop a tree clearing plan for the RVZ area from mid-point to mid-point of the runways.

Terminal Building Committee: (Commissioners Santos, O'Brien, Megathlin)

The Terminal Building committee met Tuesday, November 18, 2008. The following items were discussed:

- Property Acquisition review. The MacGregor property eminent domain motion before the Town Council was delayed due to a Charter Objection by a Council member. The agenda item will be addressed again at the November 20, 2008 Town Council meeting.
- The Cape Cod Commission DRI Permit Modification is on schedule and is ready for submission pending the completion of the 30% design changes.
- The 30% Terminal Design, budgeting and cost estimating, were discussed in detail at the October 31, 2008 subcommittee meeting. The preliminary numbers and cost reductions are within budget.
- The project is on schedule for planning and projected construction inception.
- The CMR RFP has closed and the committee will review the submittals and meet on December 4th, 11th, and 12th to review the evaluations, conduct interviews and make a final selection for recommendation to the Commission.

Commissioner O'Brien stated that Laverne Reid, FAA, will be meeting with the Airport Commission on Friday, December 5, 2008 to discuss the ALP and the CIP. This will be posted as a workshop in the Gourley Conference Room.

Unfinished Business:

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)**

This agenda item was moved and read by Commissioner O'Brien, and seconded. There was no discussion. The motion was unanimously approved by verbal vote.

Chairman Santos stated that this was one part of the overall master planning. This is the required Layout Plan and Master Plan that goes to the FAA and MAC. There is a requirement locally, with the DRI, to do master planning for future development projects on the Airport as well. Chairman Santos has been spending time working with the community and the Town with the Growth Management Department on The Local Comprehensive Plan so that there would be an overarching Master Plan that would include many issues. This Airport Layout Plan would be a major part of that for specific projects on the Airport primarily to satisfy the Cape Cod Commission and the Town of Barnstable.

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 \$19,403,654 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)**

This agenda item was moved and read by Commissioner Megathlin, and seconded. There was discussion about this being approved contingent upon the submission of the Proforma. The Proforma should be presented to the Finance Subcommittee at the December 2, 2008 Finance Subcommittee meeting. It was recommended that the Proforma be voted on as a separate agenda item. The motion was unanimously approved by verbal vote.

New Business:

BMA 1108-01 – Volta Oil Lease Notice to Quit

MOTION to approve the December 31, 2008 Notice to Quit and Removal of Improvements notification to Volta Oil for the Tenant-at-Will Lease for real property located in the Town of Barnstable, Commonwealth of Massachusetts, described as Parcel 5 in Exhibit A of said lease with an address of 258 Iyannough Road pursuant to the FAA determination that in order to meet current FAA standards, all structures in the ROFA and RPZ should be removed and any leases should not be renewed. **SPONSOR:** Real Estate Subcommittee **(May be acted upon)**

Commissioner Dunning stated that he had recused himself from this agenda item. This agenda item was moved and read by Commissioner Megathlin, and seconded. It was noted that language was included in the notice to vacate that stated all of the improvements will be removed by April 1, 2008. Volta Oil was involved in these discussions

until they stopped attending the subcommittee meetings about two months ago. The motion was approved by majority verbal vote; Commissioner Dunning abstained.

BMA 1108-02 – Parking Concession RFP Proposal Approval

MOTION to accept the Parking Concession RFP submittal from Republic Parking, Inc. As there was only one proposal submitted, an evaluation committee was not required. Based upon the review of the Purchasing Agent, Johanna Boucher, and the Acting Airport Manager, Frank Sanchez, it is recommended that the Barnstable Municipal Airport Commission accept the proposal to award the Airport Parking Concession to Republic Parking and to request the Purchasing Agent to prepare a contract for approval. **SPONSOR:** Real Estate Subcommittee **(May be acted upon)**

This agenda item was moved and read by Commissioner Dunning, and seconded. There was no discussion. The motion was unanimously approved by verbal vote.

Noise Report:

There were a total of 9 complaints made by 3 noise complainants in October 2008. The report was presented in a new format utilizing the ERA system which included additional comments from the complainants and response comments. The total quiet hour flights for October 2008 were 157 operations. Only two of the nine noise complaints were outside of the noise abatement flight path. Noise monitoring was conducted on October 20th, 2008 at Trowbridge Path. Monitoring was from 5:30 am to 7:30 am and was on par with monitoring that was done about 1 ½ years ago in the same location.

Commissioner Griffin noted that Island Air has eliminated the earliest of the morning newspaper flights for economic reasons.

Yarmouth Representative's Report:

Robert Howard was not present.

Airport Manager's Report:

Manager Sanchez reported the following:

- He reminded the Chairman that volunteers were still needed for the Airport Manager Selection Committee.
- He met with Chip Bishop and gave him a tour of the airport on November 7, 2008.
- He reminded the Commissioners of the Annual Christmas Party on December 6, 2008.

Commissioner O'Brien thanked Frank for taking the time to send the Commissioners a weekly report.

Announcements - Commissioner's Comments:

Commissioner Griffin commented on the electronic interference created from the Wind Farm as well as other safety reasons why the location of Nantucket Sound is inappropriate.

The next meeting will be held on Tuesday, December 16, 2008.

Adjournment:

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 6:50 p.m.

ROBERT L. O'BRIEN, CLERK