



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
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R.W. "Bud" Breault, Jr., Airport Manager  
Frank Sanchez, Jr., Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, MARCH 17, 2009**

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

**Commissioners Present:**

Daniel W. Santos P.E, Chairman, John T. Griffin, Jr., Vice Chairman, Michael A. Dunning, Timothy R. Luziatti, and Ronald Persuitte. 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, Suzanne Kennedy, Executive Assistant to the Airport Manager. And Christina Lounsbury, Noise Abatement Specialist

**Public Members:**

David Still II, Barnstable Patriot; Patrick Dacey, Barnstable Enterprise; Eliza Cox, Nutter, McClennen & Fish, LLP; Leah Curtis, Town of Barnstable Council Liaison; Matt Pitta, WCOD/WXTK; Jason Richards, Suffolk Construction; Jen Ouellette, The Register

**Call To Order:**

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 6:01 p.m. He wished everyone a Happy St. Patrick's Day. Attendance roll call was taken.

**Minutes of the previous meetings:**

Chairman Santos moved to approve the minutes of the February 17, 2009 Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Santos moved to approve the minutes of the February 24, 2009 Special Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Santos moved to approve, but not to release to the public, the Executive Session minutes of the February 17, 2009 Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Santos moved to approve, but not to release to the public, the Executive Session minutes of the February 24, 2009 Special Airport Commission Meeting. This was seconded and unanimously approved.

**Public Comment:**

None

**Commissioners Response to Public Comment:**

None

## Reports from Subcommittees

### Finance Subcommittee (Commissioners Megathlin, Dunning, Persuitle)

The Finance subcommittee met on Tuesday, March 3, 2009. The following items were discussed:

- The monthly financial statements, enplanements, and fuel sales were reviewed
- The outline of the business Performa was reviewed
- The meeting with the FAA to discuss PFCs was postponed
- The Uniform RFP bid acceptance letter and recommendation of approval at tonight's meeting was discussed

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

The Real Estate subcommittee met on Tuesday, March 3, 2009. The following items were discussed:

- Rectrix presented three proposals concerning:
  - A "Letter of Intent" from the commission for the previously requested ramp extension
  - A proposed new 9,999 square foot replacement hangar on the Air Cape Cod leasehold. Mr. Cawley announced that Rectrix was purchasing New World Jet and transferring the operation to Massachusetts.
  - A proposed new 20,000 gallon Jet A fuel storage tank at the Air Cape Cod Leasehold.
- The Hyannis Air Service Lease Renegotiation and Extension proposal was discussed
- The OTA between the Airport and the FAA is still under review with no additional information at this time

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

The Environmental subcommittee did not meet during March 2009.

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

The Planning & Development subcommittee did not meet during March 2009.

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

The Terminal Building committee did not meet during March 2009. The Airport Manager will brief on the Terminal information during his report this evening.

Chairman Santos welcomed Manager "Bud" Breault to his first full commission meeting as Airport Manager.

### Unfinished Business:

#### **BMA 0209-01 - Construction Manager at Risk Contract Approval**

**MOTION** to take the Construction Manager at Risk Contract between the Barnstable Municipal Airport Commission and Suffolk Construction Company, Inc. for Construction Manager at Risk services for the New Terminal Project under advisement until the May 2009 or June 2009 Barnstable Municipal Airport Commission Meeting. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

Manager Breault requested to take this agenda item under advisement and table this for the April 21, 2009 meeting.

### New Business:

#### **BMA 0309-01 – Uniform Rental and Cleaning Service Contract Approval**

**MOTION** to approve the three year Uniform Rental and Cleaning Service Contract between the Barnstable Municipal Airport and Unifirst Corporation in the amount of \$29,406.00 to commence on April 1, 2009. In response to the Invitation to Bid, Unifirst Corporation was the lowest responsive, responsible bidder and was awarded the contract at the recommendation of the Town of Barnstable Purchasing Agent. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Dunning, and seconded. There was no discussion. This agenda item was unanimously approved by roll call vote:

Santos	yes	Dunning	yes
Persuitle	yes	Luzietti	yes

**BMA 0309-02 – Rectrix Proposed Ramp Extension Letter of Intent Approval**

**MOTION** to approve the March 11, 2009 Proposed Ramp Extension Letter of Intent to Rectrix Aerodrome Centers, Inc. Approval of this letter will allow Rectrix Aerodrome Centers, Inc. to move forward with the necessary permitting and approval for the proposed ramp extension. Rectrix Aerodrome Centers, Inc. shall provide the Barnstable Municipal Airport Commission with all of the documentation of conditions as listed in the Letter of Intent prior to any lease approval. **SPONSOR:** Real Estate Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Pursuitte, and seconded. Attorney Cox, Nutter, McClennen & Fish, representing Rectrix Aerodrome Centers, Inc. publicly disclosed that Chairman Santos and Attorney Cox both serve on a board of Trustees for a library in Barnstable village which is not a conflict in this matter. At her client's request, she handed out a folder which provided information for the Commission to consider the enclosed requests. There were a series of packets in the folder, one on information regarding the apron expansion, and two packets that related to items that were referenced earlier that were discussed and are pending before the Real Estate Subcommittee pertaining to the reconstruction of the Air Cape Cod Hangar as well as the 20,000 gallon Jet A fuel storage tank that is being proposed. She stated that although these are not before the Commission tonight, they were being submitted for informational purposes. She stated the first packet showed the proposed Apron Expansion on the agenda tonight. She commented that Rectrix had been working with Airport Administration since 2006 on the Airport Expansion and this Apron Expansion. She also stated that various configurations and sizes had been discussed over the years, and the attached plan showed the roughly rectangular proposed apron area consisting of approximately 18,000 square feet. She had the original Letter of Intent signed by her client which she was submitting for the record; and would answer any questions from the Commission. The Manager's Office also received a .pdf copy of the letter signed by Rich Cawley on March 17, 2009. Attorney Cox stated that her client was anxious to move forward as quickly as possible and if the Letter of Intent was signed today they would proceed in due course as quickly as possible to get it done. Attorney Gilmore had reviewed the Letter of Intent. Attorney Cox stated that she would supply two more signed copies so that there were three originals.

The motion was unanimously approved by verbal vote.

**Noise Report:**

There were a total of 23 complaints made by 3 noise complainants in February 2009, all from the Town of Yarmouth. Twenty of the noise complaints came from one complainant. Only one of the noise complaints were outside of the noise abatement flight path. The total quiet hour flights for February 2009 were 64 operations, reduced by 60 from February 2008. Departures and Arrivals prior to 5:30 am were 14, reduced by 48 from February 2008. Ms. Lounsbury spoke with the chief pilots from Island Air and Cape Air about the recent reductions in early morning flights. The Island Air Caravan is covering the first flight every morning, and there has been a reduction in workers using the airline. Cape Air stated that they had a 30% reduction in passenger volume to Nantucket. The 2008 Year End Noise Report is also in the Commissioners packets.

**Yarmouth Representative's Report:**

Robert Howard congratulated Ms. Lounsbury for the wonderful report and he will be sending to the Town of Yarmouth Board of Selectmen. He read an excerpt concerning the Island Air Caravan and its usage eliminating many early morning flights. He will be interested to see the impact during the summer.

Mr. Howard and Mr. Lawton, Yarmouth Town Administrator, held a conversation with Manager Breault to bring him up to date on some Airport matters. He stated it was a very productive meeting and they were confident in the new Airport Manager selection.

**Airport Manager's Report:**

Manager Breault reported the following:

- He has been meeting with some of the tenants and will meet with one or two a week until he has meet with them all.
- He will be meeting with the Airport Chairman and the Town Manager to review the Terminal Construction budget
- The Terminal Design process has been slowed on the basis that the 60% Construction Cost Estimate of the Terminal was approximately 4 to 6 million over potential budget. He handed out a draft revised schedule from AECOM based upon extensive modifications to the design. The MAC application will now be

submitted in November, not July; a revised schematic design should be completed by May 1, 2009, and the revised 60% design completed in June. This will be a delay of about three months

- The Construction Manager at Risk Contract with Suffolk will be taken under advisement for a modification to be revisited in May or June as well. The Inspector General's Office will be contacted to determine if a modification is possible, or if the contract will have to be rebid. If a modification is allowable, a negotiated GNP should be completed by October.
- With the GNP approval, MAC funding approval, and approval of a revised Performa by the Town Council, all of the Town Council Resolve of 2007 requirements should be met; and actual construction could move forward and commence construction as early as February 2010.

Chairman Santos asked if there was a primary reason why the budget numbers had changed. Manager Breault responded that there were a number of different documents involved in the process and in some cases the term *Construction Cost* got mixed up with *Total Project Cost*. The total project is limited to \$20 million and for some reason it was indicated that the total construction budget was \$20 million. He hoped to have a revised construction figure from the Owners Project Manager this week and this will be approximately \$14 million. Economically, construction is down and it may be beneficial to this project at this time.

Chairman Santos reiterated that the Commission made a commitment not to exceed the maximum budget for the project. The Airport has received assurances from MAC that the \$15 million grant is still available and some of the funding has already been used for design costs.

The Access Road is moving forward and none of this discussion has affected that budget or that project. It is currently in the 25% design stage, and the Town of Barnstable portion of it for Attucks Way and Airport Road is at about the same level of design. Once drawings and cost specifics are received, the Town will be proceeding with the Mass Highway Chapter 90 approval.

Land Acquisition was approved and there is a tentative agreement with Mr. MacGregor.

**Announcements - Commissioner's Comments:**

Commissioner Dunning thanked Manager Breault for getting off to a fast start and for his attention to details.

The next meeting will be held on Tuesday, May 21, 2009.

**Adjournment:**

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 6:35 p.m.

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ROBERT L. O'BRIEN, CLERK