



**BARNSTABLE MUNICIPAL AIRPORT**  
**BOARDMAN-POLANDO FIELD**  
 480 BARNSTABLE ROAD, 2ND FLOOR  
 HYANNIS, MA 02601  
[www.town.barnstable.ma.us](http://www.town.barnstable.ma.us)



Office: 508-775-2020  
 Fax: 508-775-0453

R.W. "Bud" Breault, Jr., Airport Manager  
 Frank Sanchez, Jr., Assistant Airport Manager

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, OCTOBER 20, 2009**

Barnstable Municipal  
 Airport Commission:

Daniel W. Santos, P.E.  
 Chairman

Donald E. Megathlin,  
 Vice Chairman

Robert L. O'Brien,  
 Commissioner, Clerk

John T. Griffin, Jr.,  
 Commissioner

Michael A. Dunning,  
 Commissioner

Ronald Persuitte,  
 Commissioner

Timothy R. Luziatti,  
 Commissioner

**Commissioners Present:**

Daniel W. Santos P.E, Chairman, Donald E. Megathlin ,Vice Chairman, Robert L. O'Brien, Clerk, John T. Griffin, Jr., 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:**

Jim Kinsella, Barnstable Enterprise; David Still II, Barnstable Patriot; Ed Lambert, Consultant; Greg O'Brien, Stony Brook Group; Dan Wolf and Bob Doane, Cape Air; Bill Richardson and David Chamberlain, Jacobs Engineering

**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 September 15, 2009 Airport Commission Meeting. This was seconded and approved by majority vote, Commissioners Dunning and Griffin abstained.

Commissioner Luziatti moved to approve the minutes of the September 10, 2009 Subcommittee Ad Hoc Committee meeting. This was seconded and the three members of the now obsolete Committee unanimously approved the minutes.

Commissioner Dunning moved to approve the minutes of the September 1, 2009 Real Estate Subcommittee meeting. This was seconded and the three members of the now obsolete Real Estate Subcommittee unanimously approved the minutes.

**Public Comment:**

Ed Lambert, consultant for Greg and Harry Botsivales (Wendy's), spoke concerning the Access Rd as currently proposed and how it could affect the local business owners. He requested to have the Airport consultants work with the Wendy's consultants, VHB, to make the plan better. He stated that he felt that the Access Road plans had been "fast-tracked" and they would like the time to properly review the plans and formulate a better solution; thus delaying the Cape Cod Commission meeting scheduled for next Tuesday. He distributed the reports and plans (PowerPoint) to the Commissioners that they had provided previously to the Cape Cod Commission.

Chairman Santos disputed the “fast tracked” comment, stating that the elimination of the traffic light has been publicly discussed for the past two years. The proposal has been worked out with the Town and the Cape Cod Commission and is in that arena right now so the Airport Commission the Cape Cod Commission and the Town of Barnstable will resolve what this is going to look like.

Mr. Lambert stated that he just wanted the Commission to know that he and his clients were pursuing this issue. He commented that Mr. Fein was concerned about the traffic issues. Commissioner Megathlin asked for specificity at this “11<sup>th</sup> hour”. Mr. Lambert replied that VHB, a well known engineering company, looked at he plans and questioned the ramifications all along Rte. 132 and particularly the Mall entrance. Maybe this should be revisited to come up with a better plan.

There was a discussion of the traffic flow pattern as proposed to correct comments made by Mr. Lambert.

Mr. Greg O’Brien, Brewster resident, supported the Airport Terminal improvements and commutes often to Boston and New York. He has been on Cape Cod since the 1950’s and has known Mr. Lambert through the media. He is concerned with the traffic plan and Willow Street and the rotary traffic backup getting worse than it already is. He wanted to reiterate what Mr. Lambert had to say, and stated that the overall plan for the airport expansion was great and he just requested that the traffic flow be revisited.

#### **Commissioners Response to Public Comment:**

As noted above

#### **Reports from Subcommittees**

##### **Finance Subcommittee (Commissioners Megathlin, Pursuite, O’Brien)**

The Finance subcommittee met on Thursday, September 24, Thursday, October 8, and Friday, October 16, 2009. The new Chairman is Commissioner Megathlin. The following items were discussed:

- Airports nationwide having difficulty with the current recession
- Revenue/Expenses/Enplanements were reviewed. Revenues are down approximately \$200,000 comparably to date with last year. Jet Fuel Revenue, Parking Revenues, and the loss of the TD Banknorth lease contribute to this. However, Landing fees have increased and the collection of CFCs has commenced. Year to date enplanements are off by 40%.
- CIP FAA and MAC funding changes were approved and forwarded to BMAC.
- Final draft of the Proforma should be received from Jacobs in November/December
- Republic Parking requested a reduction in their Minimum Annual Guarantee
- Two appropriation orders before the Town Council – Acceptance of the \$3 million for the ATCT and an additional \$356,000 for the new terminal to be reimbursed by MAC
- PFC application is moving forward, may be complete in April/May
- Reserve Fund may have increased to \$8.6 million partially due to Manager Breault’s diligence. Certification by the DOR should be within next few weeks.

##### **Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)**

The Infrastructure subcommittee met on Wednesday, October 7, 2009. The Chairman is Commissioner Griffin. The following items were discussed:

- Hyannis Air Service, Inc. Lease extension was discussed and the Power point presentation and impending deadline were revisited.
- Café at the Airport Lease extension request was recommended to the Commission for approval
- Cape Cod Commission DRI Modification and the VHB presentation at the prior meeting. The next meeting is October 27, 2009
- Development Agreement inclusions and the Town Council Resolve timeline.

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

The Terminal Building committee did not meet during October 2009. Manager Breault updated the Commission of the recent activities:

- The trade subcontractor pre-qualifications have been completed.
- A working group meeting was held to revise the bid schedule. A handout of the 10/20/09 revised schedule was handed out (see attached).

- The DRI Modification, Proforma, Development Agreement and the Redesign processes have slowed the terminal building process, but the project should still be shovel ready by April 2010.
- The MAC FY 2010 appropriated fund commitment of \$4.7 million was based on the original cash flow schedule of April 2009. The revised schedule of funds, delayed for several months, that will be spent prior to June 2010 dropped from \$4.7 million to \$2.1 million. So \$2.6 million was pushed back at least one fiscal year for reimbursement. We have been assured that we will receive the funds, but it will spread out the length of time to receive them, which will drive up the costs of the short term borrowing. This information will be reflected in the Proforma.
- Key Items for review:
  - Dates for revised DRI Modification
  - All permitting must be completed prior to requesting the grant allocation from MAC. If permitting is not completed, it will delay MAC funding again.
  - Town Manager has approved the two appropriation orders (acceptance of the FAA grant for the ATCT, and the additional funds for the AECOM Supplemental Agreement #2 for the terminal redesign) and hopefully they will be on the Town Council agenda for November 19, 2009.
  - Hope to have the 100% terminal design documents for the November 17, 2009 meeting for review.
  - Plan to have a meeting in December with MAC, BMAC, and the Town Manager and Town Council members to discuss how to proceed with the funding of the Terminal project. The BMAC will also request a workshop with the full Town Council in January 2010.

**Unfinished Business:**

**BMA0909-01 – Hyannis Air Service, Inc. Proposed Lease Amendment**

**MOTION** to go into executive session under provision three of Chapter 39, Section 23B of the Open Meeting Laws which relates to the discussion of strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body; and provision six of Chapter 39, Section 23B of the Open Meeting Laws which relates to the consideration of the purchase, exchange, lease, or value of real property if such discussions may have a detrimental effect on the negotiating position of the governmental body and a person, firm, or corporation. The regular session of the Airport Commission meeting will reconvene after the executive session for the purpose of adjournment only. **SPONSOR:** Infrastructure Subcommittee

Chairman Santos moved to table this agenda item to the end of the meeting.

**New Business:**

**BMA1009-01 – Café’ at the Airport Tenant at Will Lease Amendment Approval**

**MOTION** to accept the recommendation of the Infrastructure Subcommittee to approve the Tenant at Will Lease Extension for the Café’ at the Airport effective January 1, 2010 at the existing cost per square foot with annual CPI increases. The Lease Extension has been approved as to form by Airport Legal Counsel. **SPONSOR:** Infrastructure Subcommittee (**May be acted upon**)

This agenda item was moved and read by Commissioner Griffin, and seconded. There was a discussion of the changes to the lease, which involved the hours of operation. This agenda item was unanimously approved by roll call vote:

Santos	yes	Megathlin	yes
O’Brien	yes	Dunning	yes
Griffin	yes	Persuitte	yes
Luzetti	yes		

**Noise Report:**

There were a total of 19 complaints made by 3 noise complainants in September 2009, reduced from August 2009. Ms. Lounsbury reported that there is a glitch with the system, so most of the report is available, but Ms. Lounsbury’s comments are not on the report. The Noise Monitoring equipment, which was purchased in 1987, is non-repairable; so quotes are being solicited for updated equipment. The total quiet hour flights for September 2009 were 164 operations. Departures and Arrivals prior to 5:30 am were fifty. The Caravan, Island Air, flew 8 out of the 24 flights prior to 6:00 am during the month. Cape Air’s increase was due to the required “touch and goes”

for certification. Ms. Lounsbury requested that they not conduct these during the quiet hours in the future. The ERA Flight tracking link online for real-time flight information is up and running. It is accessible by citizens to log on and register complaints as well.

**Yarmouth Representative's Comments:**

Mr. Howard hoped that the ERA Flight tracking information would be announced in Yarmouth as soon as possible. He referenced an October 5, 2009 letter to the Airport from a Yarmouth resident and requested that he or the Town Administrator, Robert Lawton, be advised of these continuing letters that have a veiled threat. He commented on the Cape Cod Commission meeting being rescheduled.

**Airport Manager's Report:**

Manager Breault reported the following in addition to his weekly report:

- The Airport is actively working to reduce costs for this and next fiscal years
- The next Budget Action Calendar requirement is for proposed position changes and the CIP budget submittal. Currently two vacant positions are not being filled. The approved FAA/MAC CIP will be used to prepare the Town CIP budget.
- A community Working Group meeting is scheduled for October 27, 2009. Horsley Witten Group will be presenting information on groundwater and environmental issues.
- October 27, 2009 Chairman Santos and Manager Breault will meet with the Yarmouth Board of Selectmen to present an update on the terminal project.
- October 22, 2009 the Airport will be conducting the triennial drill which will include a mock airplane crash and removal of mock victims. Press releases and notifications have been sent to the media.
- The Wings of Freedom Tour received positive feedback and the Airport would like to do it again in the future.

**Announcements - Commissioner's Comments:**

Commissioner Dunning commented he heard a lot of compliments on Commissioner Griffin's speech at the Wings of Freedom Tour representing the Airport Commission, and stated that his words were well chosen and well received.

Chairman Santos called for a motion to go into executive session under provision three of Chapter 39, Section 23B of the Open Meeting Laws which relates to the discussion of strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body; and provision six of Chapter 39, Section 23B of the Open Meeting Laws which relates to the consideration of the purchase, exchange, lease, or value of real property if such discussions may have a detrimental effect on the negotiating position of the governmental body and a person, firm, or corporation. The regular session of the Airport Commission meeting will reconvene after the executive session for the purpose of adjournment only. The motion was made and seconded, and a roll call vote was taken to go into executive session at 6:59 p.m.

Santos	yes	Megathlin	ye
O'Brien	yes	Dunning	yes
Griffin	yes	Persuitte	yes
Luzetti	yes		

Having no further issues to discuss, a motion was duly made and seconded to adjourn the Executive Session and reconvene into Regular Session at 8:44 p.m. The Roll was called:

Santos	Yes	Megathlin	Yes
O'Brien	Yes	Dunning	Yes
Griffin	Yes	Persuitte	Yes
Luziitti	Yes		

The Regular Session of the Barnstable Municipal Airport Commission reconvened at 8:45 p.m.

The next meeting will be held on Tuesday, November 17, 2009.

**Adjournment:**

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 8:46 p.m.

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ROBERT L. O'BRIEN, CLERK