



**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:

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

**BARNSTABLE MUNICIPAL AIRPORT COMMISSION**  
**MINUTES OF THE REGULAR SESSION**  
**TUESDAY, April 20, 2010**

**Commissioners Present:**

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman; Robert L. O'Brien, Clerk; John T. Griffin, Jr., 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, and Suzanne Kennedy, Executive Assistant to the Airport Manager

**Public Members:**

Barry Hammer and David Chamberlain, Jacobs Engineering; Ed Lambert, Botsini, Corp.; Chip Bishop, Chip Bishop Communications; Jim Kinsella, Barnstable Enterprise; David Still II, Barnstable Patriot; and Dianne Collatos, First Flight Out Gift Shop

**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 March 16, 2010 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, Persuitte, O'Brien)**

The Finance subcommittee met on Tuesday, April 6, 2010. The following was discussed:

- The FY 2010 expenditure budget is being monitored
- The CIP RVZ project for \$75,000 has been approved by the Town Council
- Rates and Fees increases were discussed.
  - Parking fee rate increases were tabled due to phasing of construction and movement of parking: as well as the current parking contract terminating in January 2011.
  - Landing fee increases will be recommended to the full commission at the

May/June meeting and should increase the revenues by \$35,000 annually

- Noise reduction incentives were discussed

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

The Infrastructure subcommittee met on Wednesday, April 7, 2010. The following was discussed:

- Cape Cod Commission DRI Update—a minor modification may need to be filed to separate the Access Road from the other projects to avoid delays
- Master Plan Development Agreement will be finalized and a MEPA ENF may need to be filed
- The Gift Shop Contract was approved, but the lease has not been signed to date. A lease addendum was drafted to address specific items that could be sold.
- The Cape Air Hangar II Lease Amendment was recommended for approval.
- The RVZ Tree Clearing Plan has been recommended for a FY 2011 CIP of \$75,000 for planning & permitting
- Rectrix proposed ramp extension, which has been tabled for approximately three years, was removed from the agenda
- Audra Parker, Alliance to Protect Nantucket Sound, gave a presentation on the proposed Cape Wind project and requested the BMAC send a letter to Secretary Salazar on their position.
- A lease amendment was drafted by the Airports attorneys for Rectrix Aerodrome to conduct charter operations at their facility on the North Ramp. This was recommended to the full commission for approval.

**Construction Committee: (Commissioners Santos, Luzietti, O'Brien, Megathlin)**

The Construction Committee, met today at 4:00 p.m. The following items were discussed:

- The Cape Cod Commission DRI modification update.
  - Development Agreement Time Extension – Minor Modification was approved to July 25, 2011.
- The ATCT Design will be at 60% completion as of the end of April
- Construction phasing was addressed by Suffolk Construction and staff, and the movement of parking was addressed
- CTBX Contract was tabled
- Jacobs Engineering Line Painting Contract was tabled

**Unfinished Business:**

**BMA0301-01 – Approval of Proposed Gift Shop Lease**

Manager Breault stated that staff has had conversations with the proposed owner and she was told that she will need to sign the lease today, or it will be re-advertised if she does not agree to the terms. This agenda item was tabled and her acceptance deadline was extended for a few more days.

Chairman Santos stated that agenda item **BMA0310-02 – Approval of CTBX Aviation Contract for ATCT Design** and agenda item **BMA0310-03 – Approval of Jacobs Engineering Contract for Airfield Surface Painted Holding Position Sign Project** were both tabled as they were not ready for review by the Commission.

**New Business:**

**BMA0401-01 – Approval of Hangar II Lease Amendment with Hyannis Air Service, Inc.**

This agenda item was tabled.

**BMA0401-02 – Approval of Amendment to Rectrix Aerodrome Centers, Inc. Lease regarding Charter Operations as an allowable use**

**MOTION** to approve a Rectrix Aerodrome Centers, Inc. Lease amendment effective May 1, 2010 to modify the Lease Agreement dated August 20, 2002 to allow the Lessee to conduct charter operations in accordance with the Barnstable Municipal Airport's General Aviation Minimum Standards. **SPONSOR:** Infrastructure Subcommittee **(May be acted upon)**

This agenda item was moved and read by Commissioner Griffin, and seconded. Manager Breault stated that this clarifies the area within the Rectrix lease that is ambiguous concerning charter operations. One provision under the Concession Fee portion of the contract states that Rectrix would be exempt from the 3% concession fee when it

came to charter operations; however it did not indicate under the Allowed Use portion that they could conduct charter operations. Rectrix interpreted the section with regard to concession fees as allowing them to conduct charter operations, and the staff's interpretation was that it did not. This amendment will clarify this and as a specific use, and it was recommended by the Airport Counsel (Attorney Lewis) to move forward and approve this and send it to Rectrix for their signatures. Commissioner Persuittie questioned the airport standard of the charter concession fees and Commissioner O'Brien reiterated that Rectrix will not be allowed to self-fuel charter aircraft. This agenda item was approved unanimously by verbal vote.

**Noise Report:**

In the absence of Christina Lounsbury, Manager Breault stated that there were 27 noise complaints this month, of which 24 were from one individual. The Noise Monitoring Equipment purchase has been delayed until the end of the fiscal year to determine if the funds are available. There were a total of 33 flights during the voluntary quiet hours with 18 prior to 5:30 a.m. The 2009 Year End Noise Report is included in the Commissioners folders. The Airport is working with the community, the web site and the out-reach programs have helped immensely. A meeting is scheduled with the chief pilots on May 4, 2010 to discuss the voluntary VFR arrival and departure routes and to possibly implement an incentive program with landing fees.

**Yarmouth Representative's Comments:**

Mr. Howard commented that he counted 22 noise complaints from Mr. Kelliher. Mr. Howard will bring the 2009 Year-end Noise Report to the Yarmouth Selectmen this evening, and he suggested a presentation for the Selectmen from the Airport and also posted on the Airport web site. He commented that this report was outstanding. Mr. Howard stated he was pleased to have the opportunity to be on the selection committee that chose Bud to be the Airport Manager, and he felt that he was doing an exceptional job.

*Diane Collatos, First Flight Out, joined the meeting at 6:30 p.m. The tabled agenda item BMA0301-01 was readdressed.*

**BMA0301-01 – Approval of Proposed Gift Shop Lease**

**MOTION:** to approve the tenant-at-will lease between First Flight Out and the Barnstable Municipal Airport effective May 1, 2010 for the purpose of a retail gift shop to be located in the existing 348 square feet of terminal space. Terms of the lease are set forth in the document based upon the Request for Proposal and reviewed by Airport Legal Counsel. **SPONSOR:** Infrastructure Subcommittee (**May be acted upon**).

This agenda item was moved and read by Commissioner Luzietti, and seconded. Manager Breault briefed the Commission on the agreed terms of the lease and recommended approval. Ms. Collatos thanked the Commission and presented a chocolate airplane to the board.

This agenda item was unanimously approved by verbal roll call:

Santos	yes	Megathlin	yes
O'Brien	yes	Griffin	yes
Persuittie	yes	Luzietti	yes

**Airport Manager's Report:**

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

- Fuel Sales and Rental Car Revenues appear to have begun increasing
- The Airport is emphasizing safety for the public, tenants, and employees with the least disruption possible during the phasing of the Airport construction projects. We are trying to provide the best parking plan that we can. Signage and public notification will be addressed, as well as TSA and FAA approval for temporary ramp usage for parking.

**Announcements - Commissioner's Comments:**

Commissioner O'Brien reminded the Commissioners that they will need to complete the Conflict of Interest online exam with the Board of Ethics.

The next meeting will be held on Tuesday, May 18, 2010.

**Adjournment:**

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 6:44 p.m.

