



BARNSTABLE MUNICIPAL AIRPORT
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BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, June 21, 2011

Barnstable Municipal
Airport Commission:

Daniel W. Santos, P.E.
Chairman

Donald E. Megathlin,
Vice Chairman

Robert L. O'Brien,
Clerk

John T. Griffin, Jr.,
Commissioner

Michael A. Dunning,
Commissioner

Ronald Persuitte,
Commissioner

Timothy R. Luzietti,
Commissioner

Commissioners Present:

Daniel W. Santos P.E, Chairman, Donald E. Megathlin, Vice Chairman, Robert L. O'Brien, Clerk, John T. Griffin, Jr., Ronald Persuitte, Michael A. Dunning, and Timothy R. Luzietti. 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

Public Members:

Bill Walker, Jacobs Engineering; Jim Kinsella, Barnstable Enterprise; Neha Dugal and Mark Rossi, Suffolk Construction; Ed Marony, Barnstable Patriot; Jim Kubat, AECOM; DeWitt Davenport, Davenport Companies; Chip Bishop, Chip Bishop Communications; Hank Farnham and Debra Dagwan, Barnstable Town Council Liaisons.

Call To Order:

Chairman Santos called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:02 p.m. Attendance roll call was taken.

Minutes of the previous meetings:

Chairman Santos moved to approve the minutes of the May 17, 2011 Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Santos moved to approve the minutes of the May 24, 2011 Airport Special Commission Meeting. This was seconded and unanimously approved.

Public Comment:

DeWitt Davenport, President of the Davenport Companies, introduced himself and stated that he had recently purchased the two Silvia & Silvia hangars. He hoped that the closing on the foreclosure and auction transaction would be complete by the end of June 2011. He was one of the original tenants in the T-hangars that were recently demolished, and has been a pilot in excess of 30 years.

Commissioners Response to Public Comment:

The Commissioners welcomed Mr. Davenport and look forward to working with him.

Reports from Subcommittees

Finance Subcommittee (Commissioners Megathlin, Persuitte, O'Brien)

The Finance subcommittee met on Tuesday, June 7, 2011 and the following was discussed:

- o Financial reports were reviewed
- o Offering Jet Fuel Sales incentives was the primary discussion.

- o Republic Parking contract resolution of issue scheduled for Thursday, June 9, 2011.
- o The requests for proposals for the new terminal space leases have been sent.
- o The August meeting will be dedicated to the discussion of Property Management.

Infrastructure Subcommittee (Commissioners Griffin, Dunning, Luzietti)

The Infrastructure subcommittee did not meet during the month of May 2011.

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

The Construction Committee met today, and the following was discussed:

- o Terminal
 - The revised GMP for the Terminal is \$15,500,000, which is only a 3% increase to date
 - Temporary Occupancy permit is expected in October, with move in November or December
- o ATCT
 - The revised GMP is \$4,800,000
 - The FAA starts installation of the equipment next month, with demolition of the existing ATCT and move to the new ATCT by the end of 2011.
- o Parking Phasing continues (see attached). Phase I is complete.
- o Lawrence Lynch will begin the Access Road Project on June 6, 2011, and they will begin providing construction updates for this committee next month.

Manager Breault stated that the FAA has not committed to a completion date for the electronics installation in the Tower, but they committed to a start date of July 18th, and barring any unforeseen circumstances with the federal contract for the telecommunications lines, they should be able to finish within three months.

Manager Breault discussed the progress on the Access Road and stated that CIT Avenue drainage was being reviewed for remediation.

Unfinished Business:

BMA0211-02 – Approval of Republic Parking Systems new 10-year Lease Proposal

MOTION to approve the Republic Parking Systems new 10 year lease from 2012 through 2021 with a minimum annual guarantee of \$504,000 per year for the Vehicle Parking Concession at the Barnstable Municipal Airport. This lease includes a Republic Parking Systems leasehold improvements for the build out of a new parking lot, and for new automated parking equipment subject to the provisions of the lease. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

This agenda item was not ready for approval and was tabled.

New Business:

BMA0611-01 – Approval of Suffolk Construction Change Orders for Proposed Change Orders approved in June 2011

MOTION to approve the Suffolk Construction Change Order #10027 in the amount of \$93,397.75 for the listed Proposed Change Orders (PCO) to the Air Traffic Control Tower Project. **SPONSOR:** Construction Committee **(May be acted upon)**

This agenda item was moved and read by Commissioner Megathlin, and seconded. Neha Dugal, Suffolk Construction, gave a detail analysis of the changes. This will be paid out of the Owner's Construction Contingency. This agenda item was unanimously approved by verbal vote.

MOTION to approve the Suffolk Construction Change Order #20019 in the amount of \$202,596.26 for the listed Proposed Change Orders (PCO) to the New Passenger Terminal Project. **SPONSOR:** Construction Committee **(May be acted upon)**

This agenda item was moved and read by Commissioner O'Brien, and seconded. A detail analysis of the changes was given by Neha Dugal, Suffolk Construction. This was recommended for approval by the Construction Committee. Manager Breault explained that the extended parking change in the amount of \$216,547.00 is the next portion of the cost of putting in the extended parking lot. The previous estimated cost was \$320,000 and staff is in negotiations to get that paid for separately via a contract with Republic Parking. This is the difference between the \$103,452.00 that the Airport has already paid, and what needs to be paid. When completed, the Airport will get a credit back. The warm mix asphalt cost of \$31,212.00 was a request from MassDOT to receive some environmental

credits by reducing the carbon footprint. The durability of the product is to be determined, as this is a relatively new product. This agenda item was unanimously approved by verbal vote.

BMA0611-02 – Approval of Bid Award and Contract for Airport Pavement Marking Project to Hi-Way Safety Systems in the amount of \$17,562.50

MOTION to approve the contract between the Barnstable Municipal Airport and Hi-Way Safety Systems, Inc. for the Airport Pavement Marking Project in the amount of \$17,562.50. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner Luzietti, and seconded. Manager Breault stated that the contract was to straighten out a lot of the taxiway paving to be in full compliance with the FAA Part 139 requirements. This was the low bid, high bid was \$58,000. The motion was unanimously approved by roll call vote as follows:

Santos	yes	Megathlin	yes
O'Brien	yes	Griffin	yes
Dunning	yes	Luzietti	yes
Persuitte	yes		

BMA0611-03 – Review and Approve dedication plaques for the Air Traffic Control Tower and Terminal

MOTION to approve the proposed designs for the dedication plaques for the new Air Traffic Control Tower and the New Terminal building. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commissioner Megathlin, and seconded. Manager Breault passed out drafts of the plaques. The following changes were listed for both the Terminal and ATCT plaques:

- o Add "Town of Barnstable" above "December 2011"
- o Delete the city locations of the consultants
- o Change the names of consultants to reflect their legal names

There was a discussion of the location of "Town of Barnstable" and it was agreed to place it below the date. Commissioner Persuitte moved to approve this agenda item with the proposed changes as presented. The Airport Commission approved the motion by agreed consensus.

BMA0611-04 - Approve Amendment No. 2 to Cape Flight Instruction, Inc. Lease to add provisions for Sub-lessee

MOTION to approved Amendment No. 2 to the Cape Flight Instruction, Inc. Land Lease to include language for sub-lessee provisions within the existing hangar. **SPONSOR:** Airport Management (**May be acted upon**)

This agenda item was not ready for approval and was tabled.

BMA0611-05 – Approve Amendment No. 1 to the Clerk of the Works Contract in the amount of \$40,000.00

MOTION to approve Amendment No. 1 to the Clerk of the Works Contract for the New Passenger Terminal and the Air Traffic Control Tower Construction Projects to increase the not to exceed total contract value by \$40,000.00 and extend the term of the contract for an additional two months ending on December 31, 2011. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commission Luzietti, and seconded. This agenda item was unanimously approved by verbal vote.

BMA0611-06 – Approve Amendment No. 1 to the CTBX Aviation Group, LLC Contract in the amount of \$22,050.00

MOTION to approve Amendment No. 1 to the CTBX Aviation Group, LLC Contract for the construction administration for the Air Traffic Control Tower Construction Project to convert \$15,500 of unspent Reimbursables to Man-hours, and to increase the not to exceed total contract value by \$22,050.00 for a new total contract amount of \$924,922.00. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commission O'Brien, and seconded. Manager Breault stated this increase is to increase the number of site visits by six, and add some additional related remote administrative work through October. This agenda item was unanimously approved by verbal vote.

BMA0611-07 – Approve Jacobs Engineering Contract for Professional Services for the Reconstruct Terminal Apron – Phase I project in the amount of \$303,170.00

MOTION to approve the Jacobs Engineering Contract for Professional Services for the Reconstruct Terminal Apron – Phase I project in the amount of \$303,170.00. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commission Griffin, and seconded. Manager Breault briefed the Commission that this contract was for the Reconstruction of the Terminal Apron-Phase I and also for the installation of the Water Quality Units across the field including pre-construction, construction, and post-construction. This will be reimbursed 95% by the FAA and 2.5% by the MassDOT. These costs were independently reviewed. This agenda item was unanimously approved by verbal vote.

BMA0611-08 – Approve Jacobs Engineering Contract for Professional Services for the Construct New Airport Access Road and Parking Area and Airport Road/ Attucks Lane Intersection project in the amount of \$287,061.00

MOTION to approve the Jacobs Engineering Contract for Professional Services for the Construct New Airport Access Road and Parking Area and Airport Road/Attucks Lane Intersection project in the amount of \$287,061.00. **SPONSOR:** Construction Committee (**May be acted upon**)

This agenda item was moved and read by Commission Megathlin, and seconded. This contract is for the Construction Phase Services and Resident Inspector duties for the construction of the road, demolition of two buildings, and Chapter 90 Phase work at the intersection of Attucks and Airport Road. These costs were reviewed by an independent cost estimator. This will be reimbursed 95% by the FAA. This agenda item was unanimously approved by verbal vote.

BMA0611-09 – Annual Election of Officers for Fiscal Year 2012

Chairman Santos stated that the Airport Commission Bylaws require annual election of officers for the Chairman, Vice Chairman, and Clerk positions.

CHAIRMAN:

Commissioner Griffin nominated Dan Santos to continue serving as Chairman of the Commission. The motion was seconded by Commissioner Megathlin. Nominations were closed. This motion was unanimously approved by verbal vote.

VICE CHAIRMAN:

Commissioner Pursitte motioned to nominate Don Megathlin to continue serving as Vice Chairman. The motion was seconded by Commissioner Griffin. Nominations were closed. This motion was unanimously approved by verbal vote.

CLERK:

Commissioner Pursitte motioned to nominate Robert O'Brien to continue serving as Clerk. The motion was seconded by Commissioner Griffin. Nominations were closed. This motion was unanimously approved by verbal vote.

Noise Report:

Mr. Sanchez reported that there were a total of 3 complaints made by 2 complainants in May 2011. The total to date is 14 complaints by 7 complainants. All three during May were flights during IFR conditions and the appropriate actions were taken.

Yarmouth Representative's Comments:

Mr. Howard commented that it was nice to see DeWitt at the meeting, and stated he was an outstanding man and an asset to be involved at the airport.

Airport Manager's Report:

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

- The annual FAA Part 139 Inspection and MassDOT Aeronautics Division Safety Inspection have been completed. The MassDOT inspection resulted in some minor crack sealing requirements that will be completed; and the FAA inspection resulted in three minor gigs, one of which was corrected immediately. He gave kudos to Frank Sanchez and the entire Airport staff for their outstanding job.

- The founder of the Cultural Center of Cape Cod is promoting a program called “Fish for the Arts”. They are scattering around 34”sculptures of painted striped bass at various locations for people to visit. The one at the Airport is titled “If I Could Fly” by artist Kathleen Sidwell. It will be on display and eventually go up for auction.
- A brief tour of the construction sites will be held directly after this meeting for any that would like to attend.

Announcements – Commissioner’s Comments:

Councilor Farnham was recognized, and commented on how nice the landscaping along the airport and adjoining the Rotary looks. He stated it was progressing nicely and requested that if there were any additional funding, that the Airport would consider expanding on the landscaping as a buffer to the rotary.

The next meeting will be held on July 26, 2011.

Adjournment:

Upon Motion duly made and seconded, it was voted to adjourn the meeting at 4:54 p.m.

ROBERT L. O’BRIEN, CLERK