



BARNSTABLE MUNICIPAL AIRPORT
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BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, April 18, 2017

Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Timothy R. Luziatti,
Vice Chairman

Robert L. O'Brien,
Clerk

Mary F. Smith,
Commissioner

Stephen P. Cobb,
Commissioner

Elizabeth Young,
Commissioner

James DellaMorte,
Commissioner

Commissioners Present:

John T. Griffin, Jr., Chairman, Timothy R. Luziatti, Vice Chairman, Mary F. Smith, Stephen P. Cobb, Elizabeth Young, and James DellaMorte. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners not Present:

Robert L. O'Brien, Clerk

Yarmouth Representative:

Not present

Airport Staff Present:

Roland W. Breault, Jr., Airport Manager, Katie R. Servis, Assistant Airport Manager, Suzanne Kennedy, Executive Assistant to the Airport Manager, and Christina Lounsbury, Security/Noise Abatement Coordinator

Public Members:

Zach Lesinski, Rectrix; Bronwen Walsh, Barnstable Patriot; Joe Solomon, Avis/Budget Car Rental, and John Paton, Cape Cod Auto Transporters.

~~Christina Lounsbury, BMA Noise/Security Coordinator~~

Call To Order:

Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 5:15 p.m. Attendance roll call was taken ~~followed by the~~ Pledge of Allegiance.

Minutes of the previous meetings:

Chairman Griffin moved to approve the minutes of the February 21st, 2017 Airport Commission Meeting. This was seconded and unanimously approved.

Chairman Griffin moved to approve the minutes of the March 6th, 2017 Airport Commission Workshop. This was seconded and unanimously approved.

Public Comment:

None

Commissioners Response to Public Comment:

None

Finance Subcommittee (Commissioners O'Brien, Luziatti, DellaMorte)

The Finance Subcommittee met on Wednesday, April 5th, 2017. Commissioner DellaMorte read a review of the minutes of the meeting in which the following was discussed:

- Reviewed and forwarded agenda items to the full commission for approval for the Cape Cod Auto Transportation Lease and FY2018 Operating Budget, Reviewed the Jet Sales, and the financial sheets, and discussed the sale of 316 Iyannough Road.

Infrastructure & Marketing Subcommittee (Commissioners Griffin, Smith, Cobb)

The Infrastructure & Marketing subcommittee met on Monday, April 3, 2017. Commissioner Smith read a review of the minutes of the meeting in which the following was discussed:

- Griffin Avionics failed septic system, Cape Cod Auto Transporters Lease, 2017 Infrastructure goals and Objectives, Review of Airport properties, ongoing projects, and air service development.

Old Business:

BMA0217-03 – Review and Approval of the Hertz Car Rental Fuel System Upgrade - Update

- Hertz has not responded about the telephone hookup for the alarm system in the fuel farm.
- They previously stated they will need to install a new phone line.
- Assistant Manager Servis will contact them again.

New Business:

BMA0417-01 – Cape Cod Auto Transporter Inc. & Budget Truck Rental 3YR Lease for former Budget Wash Rack Facility.

MOTION to approve the 3 year lease between the Barnstable Municipal Airport and Cape Cod Auto Transporter Inc. (also D.B.A. Budget Truck Rental) for the wash rack facility at 503 Barnstable Road effective June 1, 2017.

SPONSOR: Infrastructure & Marketing Subcommittee (May be acted upon)

- This agenda item was moved and read by Commissioner Smith, and seconded.
- This is for a new lease with Cape Cod Auto Transporters.
- \$35,000 total for a 3 year lease.
- This has been reviewed by the Lessors, John Paton and Joe Solomon representing Avis/Budget Truck Rental.
- There was a brief discussion of the terms of the lease. Only approximately five or six box trucks would be on the lot at any given time, any rental that comes from auto rental from the previous site, should be from this site through the terminal so there should be a slight increase to the rental revenues.
- This agenda item was unanimously approved by verbal vote.

BMA0417-02 – Review and Approval of the FY18 Operating Budget

MOTION to approve the Barnstable Municipal Airport FY2018 Operating Budget for submission to the Town Council. **SPONSOR: Finance Subcommittee (May be acted upon)**

- This agenda item was moved and read by Commissioner Luziotti, and seconded.
- The FY2018 operating budget is \$6,512,459.16. There is a one time transfer from reserves to balance the operating capital in the amount of \$147,600, and there is a \$223, 505.16 transfer from reserves for the very first time to balance the budget. Revenues are down due to Island Air bankruptcy and what happened subsequent to that. Staff is hoping that new revenues can be generated this year so that this will not have to reoccur.
- The budget was reviewed carefully and a number of reductions were implemented. A 5%-10% across the board reduction was implemented to all non-mandatory budget expenditures.
- Possible future revenue may include a Rectrix lease for ramp extension, solar car-ports, parking and shuttle services, etc.
- Solar income for the year is down slightly as there were some non-producing months and the price of electricity that we are being paid has dropped.
- Reserves are \$3.5 million and approximately \$400,000 will be needed to balance the budget.
- The Town sold a bond that was for over \$3 million for our construction projects, so there is additional expense for the long term debt associated with this bond. Staff may need to discuss an amended PFC increase to cover some additional expenses.
- This agenda item was unanimously approved by verbal vote.

Noise Report:

- Ms. Lounsbury reported on the noise reports for January through March 2017.
- January there were three complaints made by one complainant.

- February there were seventeen complaints made by one complainant.
- March there were fourteen complaints by one complainant.

A total of Thirty-four complaints were made in the first quarter, and they were all from the same person. They are exceptionally close to the airport (less than .4 miles). Most of these complaints were for aircraft that were taxiing from one area to another. Ms. Lounsbury can see these complaints increasing from this individual to potentially over 300 for the year. Because of the Runway15-33 Construction, they are aware that the runway was shut down. This person has been at this address for three years, but maybe there is a change in the individual's condition. There is not a lot that can be done; Ms. Lounsbury has spent a great deal of time explaining the situation. He was informed that the public is welcome to attend the Airport Commission meetings.

Air Service Development Update:

Nothing new since the workshop

Yarmouth Representative Comments:

- Mr. Marasco was not present

Airport Manager's Report:

Manager Breault reported on the following:

- Staff and Airport Council met with the Town Council and Committee to Review Zoning and Permitting Regulations on April 6th and discussed the following:
 - To determine the highest and best use of Airport properties and then perhaps the zoning might be modified
 - Draft an Airport Overlay District and send to the Cape Cod Commission to possibly include it in the Growth Incentive Zone for Rte. 132.
 - Providing language to change the Highway Business District to Business District zoning which would help with some current restrictions on properties and allow the airport to lease them.
 - Prepare a scope to hire a consultant, with a possible cost share, to help with a market study and appraisal of the Kmart property.
 - Staff will meet with the committee again in four months and discuss existing issues with zoning that effects the airport and possible bond bill money for purchasing other property abutting the airport.
- Staff is continuing to work with the Town and the (Regional Transit Authority) RTA on a parking use plan to involve the Airport and a free shuttle bus for our underutilized parking lots. The RTA did not have enough funds (\$800,000) to begin this year; but should be in the budget for next year. Chairman Griffin asked what it would cost to run the service just seasonally, and would the \$300,000 that the RTA currently have cover that cost. Manager Breault stated he would ask.
- Management received an application from the DOT for a new Part 135 certificate to run out of Hyannis from GJets using Pilatus PC-12 Aircraft and possibly C402s.

Commissioners Comments:

Chairman Griffin stated that management was waiting to hear from the Teamsters Union for a date to convene negotiations. Commissioner Cobb has volunteered to be on the negotiating committee.

Commissioner Luzietti's term will be done the end of June, so Chairman Griffin will readjust the subcommittee members. Hopefully Commissioner O'Brien will be rejoining the Commission soon.

Executive session minutes will be reviewed for release soon.

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 5:53 p.m.

The next meeting will be held on May 16, 2017.

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ROBERT L. O'BRIEN, CLERK

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