



BARNSTABLE MUNICIPAL AIRPORT
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Katie R. Servis, Airport Manager
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Barnstable Municipal
Airport Commission:

John T. Griffin, Jr.,
Chairman

Stephen P. Cobb,
Vice Chairman

James DellaMorte,
Clerk

Elizabeth Young,
Commissioner

Zachary Lesinski,
Commissioner

Joseph J. Berlandi,
Commissioner

Norman E. Weill,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION
MINUTES OF THE REGULAR SESSION
TUESDAY, December 11, 2018

Commissioners Present:

John T. Griffin, Jr., Chairman, Stephen P. Cobb, Vice Chair, Elizabeth Young, Joseph Berlandi, and Norman Weill. The meeting was held at the Barnstable Municipal Airport in the Airport Conference Room, 480 Barnstable Rd., Hyannis, MA.

Commissioners not present:

James DellaMorte, Clerk and Zachery Lesinski

Yarmouth Representative:

Not present

Airport Staff Present:

Katie R. Servis, Airport Manager, Matthew Elia, Assistant Airport Manager, and Suzanne Kennedy, Executive Assistant to the Airport Manager

Public Members:

Johanna Boucher, Town Procurement Officer, Rick Lucas, McFarland-Johnson, Steve Riesland, ASG, Lynne Poyant, Town of Barnstable, Michael Schulz, Schulz Law Office, Andy Clyburn, Assistant Town Manager, Jim Crocker, Town Councilor, and Victoria Maguire, WS Development

Call To Order:

Chairman Griffin called the regular meeting of the Barnstable Municipal Airport Commission to order at 4:03 p.m. Attendance roll call was taken followed by the Pledge of Allegiance. A moment of silence was held for former President George Bush.

Minutes of the previous meetings:

None

Public Comment:

None

Commissioners Response to Public Comment:

None

Finance Subcommittee (Commissioners DellaMorte, Lesinski, Berlandi)

The Finance Subcommittee met on Tuesday, December 11th, 2018. The meeting minutes have not been prepared yet.

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

The Infrastructure & Marketing subcommittee met on Tuesday, December 4th, 2018. Commissioner Young read a review of the meeting. (Attached).

Old Business:

None

New Business:

BMA1218-01 – Discussion & Approval of the Recommendation of Award for the Developer for the Commercial Property (Capetown Plaza) a/k/a Kmart Plaza

MOTION to approve the recommendation of award for the developer of Capetown Plaza a/k/a Kmart Plaza by the Chief Procurement Officer on behalf of the Request for Proposal (RFP) Evaluation Committee. This is contingent on the approval of a 49-year lease term by the Barnstable Town Council. Agreement and Lease negotiations between the chosen developer and the Barnstable Municipal Airport Commission will proceed after the award.

SPONSOR: RFP Evaluation Committee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Berlandi, and seconded by Commissioner Griffin.
- Johanna Boucher, Town of Barnstable Chief Procurement Officer, made the recommendation on behalf of the Evaluation Committee for the award of the developer for the Kmart Plaza.
- The RPF process began in October 2017 and the final draft was issued on April 26, 2018. The RFP proposals were due October 12th and two were received from Wilder/O'Connor Capital Partners and WS Development. Both firms were interviewed and gave a presentation to the committee in November.
- Johanna Boucher reviewed the evaluation process and the summary of the basis for the recommendation. (Attached)
- Manager Servis reviewed appraisal process performed by Nantucket Real Estate to look at the highest and best use of the property as required by the FAA. They offered a range of values for both fee simple value and ground lease value. The fee simple was \$450,000/acre and the ground lease was between \$935,000 and \$1,140,000/year. WS Development's proposal was more in alignment with the appraisal report.
- Johanna Boucher stated that on behalf of the Evaluation Committee she therefore recommended the award of the lease to WS Development as the most highly advantageous and highest use for the Capetown Plaza property. She thanked both proposers and the committee for all of their time and commitment.
- This agenda item was unanimously approved by verbal vote.

Chairman Griffin, Commissioner Berlandi, and Manager Servis subsequently thanked everyone involved to bring this to fruition.

This agenda item was taken out of order:

BMA1218-03 – Approval of the Hyannis Air Service Inc. Collateral Access Agreement for 600 Barnstable Road location

MOTION to approve the Hyannis Air Service Inc. Collateral Access Agreement for the property that they lease from the Barnstable Municipal Airport located at 600 Barnstable Road, Hyannis, Ma. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Cobb, and seconded by Commissioner Young.
- A Collateral Access Agreement was approved on August 18th for the 660 Barnstable Road location for Hyannis Air Service, Inc. All of the language is the same as this prior agreement approved by the Commission on August 13, 2018. This agreement is for 600 Barnstable Road location.
- The bank wanted to be able to access the buildings that Hyannis Air leases from the Airport to recoup any loss of loan payments if Hyannis Air was to default on their loan.
- This agenda item was unanimously approved by verbal vote.

BMA1218-02 – Discussion & Approval of Rectrix Aerodrome Centers Lease assignment to Rectrix-Ross Aviation

MOTION to approve the Rectrix Aerodrome Lease assignment to Rectrix-Ross Aviation for the current lease and amendments. **SPONSOR:** Infrastructure & Marketing Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Young, and seconded by Commissioner Cobb.

As Chairman of the Barnstable Municipal Airport Commission, Chairman Griffin moved to go into Executive Session under G.L. c. 30A Section 21(a) to conduct a strategy session in preparation for negotiations with Rectrix Aerodrome Inc. He declared that discussing this in an open meeting might have a detrimental effect on the litigating position of the Airport Commission. This meeting will reconvene in open session after the Executive Session. The motion was seconded by Commissioner Cobb, and a roll call vote was taken to go into executive session at 4:20 PM.

Berlandi	yes	Cobb	yes	Young	yes
Griffin	yes	Weill	yes		

The Airport Commission voted to reconvene in open session at 4:46 PM. This was seconded and a roll call vote was taken.

Berlandi	yes	Cobb	yes	Young	yes
Griffin	yes	Weill	yes		

Chairman Griffin moved to amend the original motion for agenda item BMA1218-02 as follows:

MOTION to approve an assignment to the ground lease for 730 Barnstable Road, and all amendments, and Air Cape Cod subject to creation of an Assignment and Modification of Lease Memorandum of Understanding by the Airport outside counsel by January 2019. And also subject to Rectrix (and Air Cape Cod) being in full compliance of the lease.

- This was seconded by Commissioner Berlandi.
- This agenda item was unanimously approved by verbal vote.

Yarmouth Representative Comments:

Mr. Marasco was not present

Airport Manager's Report:

- Management was approached by the Town Planning Department and the Cape Cod Commission concerning the MassDOT improvement for a portion of Rte. 28 and a portion of Yarmouth Road/Willow Street. The section in the middle will not be improved by the MassDOT so the town is looking for grant approvals to be able to upgrade this middle portion with the taking of some property to widen the roadway and install utilities. The Town is hoping to receive a BUILD grant for these improvements. The Town talked to management about the future plans for the East Side Access Road improvements and the possibility of some access off Yarmouth Road. This could be an opportunity to improve utilities and add sewer to this side of the airfield. This would be an economic development improvement not only for the town but also for the Airport and they want to be able to include the Airport's request in the grant application. Additional conversations will be held as the grant application deadline nears. The timing for the airport Capital Improvement Plan identification for this project will be crucial.
- After subcommittee discussions, staff would like to move forward with a RFP for the 1.5 acre parcel of land on the Access Road adjacent to the Kmart parcel. Management has been working with the Chief Procurement Office on this. An appraisal may not be needed as one was just completed for the Kmart parcel.
- The following are upcoming events for the next year:
 - Cape Cod Chamber Good Morning Network Event in April
 - Boy Scout Troop 51 Sleepover in April/May
 - Possible non-profit fundraising events have contacted the staff
 - Assistant Manager Elia was approached by a gentleman interested in bringing a group of the Experimental Aircraft Association (EAA) to this area. On February 2nd there will be an informational formation meeting at the airport.
- Staff is preparing budget development for the FY2020 budget. The Capital Improvement Plan has been sent to all commissioners. The meeting with the FAA and MassDOT for approval on potential projects will be on December 13th at 1:00 PM if anyone would like to attend.

Commissioners Comments:

Chairman Griffin stated that he and Commissioner Young will be attending the CAPA holiday dinner on December 17th at 5:30PM. Manager Servis will be a speaker and will present an update of the Airport if anyone else would like to attend.

He thanked everyone that was involved over the year to get the Airport to where it is today and wished everyone a Merry Christmas and a Happy New Year!

Adjournment:

Upon Motion duly made and seconded, the meeting was adjourned at 5:02 PM

The next meeting will be held on January 15, 2019.