



CAPE COD GATEWAY AIRPORT
COMMISSION MINUTES OF THE REGULAR SESSION
Held at the Cape Cod Gateway Airport
TUESDAY, July 16, 2024

Commissioners Present:

John G. Flores, Chair; Mark Guiod, Vice Chair; Norman Weill, Clerk, Wendy Bierwirth; Bradley J. Bailey; and Joseph DiGeorge

Commissioners not present:

None

Yarmouth Representative:

Christine Greeley

Airport Staff Present:

Katie Servis, Airport Manager; Matthew Elia, Assistant Airport Manager; Chris Bostwick, Project Manager, Suzanne Kennedy, Administrative Assistant to the Airport Manager; and Christina Lounsbury, Noise Abatement/Security Officer

Public Members:

John Griffin, Citizen and Kip Diggs, Massachusetts State Representative

Call To Order:

Chairman Flores called the regular meeting of the Cape Cod Gateway Airport Commission to order at 4:00 p.m. He stated this meeting of the Cape Cod Gateway Airport Commission is being recorded and broadcast on the Town of Barnstable's Government Access Channel. In accordance with Massachusetts General Laws Chapter 30A, Section 20, the Chair must inquire whether anyone else is recording this meeting and, if so, please make their presence known.

Attendance roll call was taken followed by the Pledge of Allegiance.

Minutes of the previous meetings:

A motion was made and seconded to approve the May 21, 2024, Commission meeting minutes. This was unanimously approved.

A motion was made and seconded to approve the June 25, 2024, Commission meeting minutes. This was unanimously approved.

Public Comment:

None

Commissioners Response to Public Comments:

None

The following agenda item was taken out of order:

COM0724-1– Recognition of John T. Griffin, Jr. in the form of a Massachusetts State Citation and a Town Citation from the Town of Barnstable for his service to the Commonwealth in his role as Airport Commissioner for Cape Cod Gateway Airport from July 16, 1998, to June 25, 2024.

- Representative Diggs read and presented a Congratulatory Citation from the Massachusetts House of Representatives to John Griffin in recognition of his 26 years of service to the Airport Commission.
- Chairman Flores read and presented a citation from the Town of Barnstable in recognition and appreciation of 26 years of dedicated service to the residents of Barnstable.
- After a round of applause, Mr. Griffin stated he has bittersweet emotions. He commented on the transition of the Airport over the 26 years. He wants the Town and the State to recognize the importance of the Airport facility and be grateful for the great talent and skills of the Commission. He thanked the staff and the Yarmouth Representative for all that they have done over the years.
- Representative Diggs mentioned he worked at the airport in High School, and he believes and supports all the airport commission does for the benefit of the community.

Representative Diggs and Mr. Griffin left the meeting at 4:12 pm

Finance Subcommittee (Commissioners Weill, Guiod, and Bailey)

The Finance Subcommittee met on Tuesday, July 2, 2024. Commissioner Weill gave a review of the meeting (see attached).

Infrastructure & Marketing Subcommittee (Commissioners DiGeorge, and Bierwirth)

The Infrastructure & Marketing Subcommittee did not meet during the month of July 2024.

The following was taken out of order:

- **Yarmouth Representative Comments**
 - Ms. Greeley had no comments at this time
- **Noise Report (July, October, January, April)**
 - Christina Lounsbury reviewed the following from the quarterly noise report:
 - In April 2024 there were no complaints
 - In May 2024 there were 3 complaints from 3 complainants
 - In June 2024 there were 12 complaints from 8 complainants
 - The narratives and first and second quarter statistics were included in the report, as well as the new addition of the weather in each narrative.
 - There was a huge jump in the number of disturbance calls from May to June this year. There are a lot of individuals that were not affected by Runway 6-24 last year as the runway was closed last year but are noticing the traffic this summer.
 - Ms. Lounsbury stated that the noise complaints are fairly on track for this time of year with more activity from JetBlue, American Airlines, and private jets. She is currently focusing on answering the calls, getting back in touch with the individuals, trying to explain what they are seeing and why they are seeing it. This method has been fairly successful with disseminating the information.
 - Commissioner DiGeorge asked if a code could be developed for the overflights. More than one code can be placed in the column.
 - Commissioner Guiod was surprised that military aircraft are not tracked. Ms. Lounsbury mentioned that our flight tracking system is a public portal and would not display military information. He asked that Ms. Lounsbury reach out to Air Base Cape Cod to see if they have a Noise Abatement Officer to contact in the future with questions.
 - Ms. Greeley asked about a code for military aircraft. She questioned if the tracking was working correctly, as the aircraft she heard was not showing on the tracking system, so she thought it would be helpful to know why it was not showing. The codes are based on the types of complaints instead of the types of aircraft. Manager

Servis stated the vendor, Vector, has done several recent tests of the system to determine if it is tracking appropriately.

- Commissioner Bierwirth stated the reports are commendable. She asked if there was a way to respond to low aircraft complaints to state that an aircraft was compliant with Federal Air Regulations (FAR) rather than just saying it isn't low. Many times, the narratives paraphrase the phone conversation. She talks about their perception, FAA safe altitudes, distance from the airport and approach and departure paths, etc.
- Commissioner Guidod said that the commissioners are contacted from people that tell them they called the airport and were told they were making it [the noise event] up. If the Commissioners don't know what was said, then there is not a lot that they can do about that. Ms. Lounsbury stated she would include more information in the narrative. She asked that any of the Commissioners contact her immediately if they received calls of that nature so that she could look at her records and the initial call.
- Management will work with Ms. Lounsbury to make some changes to the report to reflect some of the comments made tonight.
- Commissioner Weill mentioned that the public's impression is that we are manipulating the information, and it is necessary that the public understand that the information comes directly from the portal that can be accessed publicly. Some app software can be wildly inaccurate with altitude information, and this may be some of the pushback from the public.
- Manager Servis stated we could add footnotes to the reporting that adds the data for tracking availability.
- There is a link on the Airport Website for the Flight Tracking Portal on the Noise page.

Ms. Lounsbury left the meeting at 4:32 pm

Old Business:

None

New Business:

COM0724-2 Update from WS Development on The Landing at Hyannis.

- Manager Servis introduced Katherine Wetherbee, WS Development Vice President, Asset Strategy and Development.
- Ms. Wetherbee provided a Power Point presentation of the current updates on the redevelopment of The Landing at Hyannis (attached).
- She reviewed the renderings of the proposed spaces and the Phase II area, original renderings vs. photos of the construction to date and the newly completed sign pylon.
- In response to Commissioner questions, she reported the following:
 - There is no date set yet for the opening of Whole Foods.
 - Current tenants include Burrito Bistro, Ulta, Panara Bread (relocating), Paper Store, (expanding), Skin MD, Floor & Décor, IHOP, Tiki Port, and Verizon.
 - Applications have been submitted with Eversource for both solar and electric vehicle (EV) installations. The EV installations should occur next year, and then once upgrades are made to the overall grid, the solar installations can occur.

COM0724-3 Approval of Travel Approval Letters for Airport Staff

MOTION to approve the Travel Approval Letter submittal to the Town Manager for the staff Live Fire Training and Airport Round Table travel. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

- This agenda item was read by Commissioner Guidod, moved by Commissioner Weill, and seconded by Commissioner DiGeorge.
- At the request of the Town Manager, Airport Management was asked to supply an annual travel approval letter for various conferences, seminars, and training for all airport staff
- The FY2025 budget approved the funding for training and conferences to ensure staff is properly trained to meet federal certification criteria and to meet Strategic Plan Goals.
- Airport Management approved the following training/seminars:

- 5 staff members will be attending the annually required live fire training to maintain their training requirements per Federal Aviation Regulation Part 139. The total cost of the training is \$5,650.00.
- 2 staff members will be attending the Airport Round Table Series at Asheville Regional Airport (AVL) in September 11-13, 2024, for airline/air carrier development. The total cost will be \$6,490.00.
- Commissioner Weill requested that funds be made available in future budgets for any unforeseen travel for staff to be able to attend other airline meetings or educational opportunities or seminars.
- This agenda item was unanimously approved by verbal vote.

COM0724-4 – Approval of FY2025 Option Renewal for the On-Call Contract by and between Cape Cod Gateway Airport and Pierce Cote for the PROFESSIONAL MARKETING & COMMUNICATIONS SERVICES.

MOTION to approve the Contract Amendment #1 for the Second Year Option Term #1 to the On-Call Contract by and Between Cape Cod Gateway Airport and Pierce Cote effective July 16, 2024, for a not to exceed annual amount of \$90,000. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Weill; and seconded by Commissioner Bailey.
- The Contract Agreement between Pierce-Cote and the Airport for the PROFESSIONAL MARKETING & COMMUNICATIONS SERVICES was bid as a one-year contract with two option renewals for a contract potential total of 3-years.
- Per the Contract Agreement, the fees associated with the Option Renewals are to be negotiated between the parties based on the overall needs of the airport and hours needed per month for the services provided.
- The first year of the contract had a fixed annual rate of \$60,000 or \$5,000 per month and based on the Consultants hourly rates of \$150.00/hour, 33.3 hours allocated for such service per month.
- Over the past 12 months of the Contract Agreement, on average, Pierce-Cote staff worked approximately 50 hours per month rather than the 33.3 hours/month anticipated. Information was provided(attached). Pierce Cote absorbed the \$27,562.50 of loss for unbilled hours.
- To be more in alignment with actual hours spent in this past year for airport efforts, Management is suggesting that the contract option renewal #1 be increased accordingly to the following:
 - 50hours/month @ \$150.00/hour = \$7,500 monthly fee
 - 600 hours/year @ \$150.00/hour = \$90,000 annual fee
- The work accomplished by Pierce-Cote has been very successful for the airport. Their media outreach has allowed the airport to forge connections and foster relationships with media professionals to secure coverage for the airport. Management did not see the hours lessening in Year 2 of the contract and would like to maintain 50 hours per month for services.
- In negotiations with Pierce-Cote for the option renewal, their hourly rate did not increase to the current rate of \$200/hour that they charge other clients, but they maintained the rate at \$150.00/hour for the Airport.
- During the FY2025 budget planning, Management identified rates that were more consistent with the actual work being performed and budgeted funds accordingly to be available for this effort.
- Although the Finance Subcommittee was in favor of this, Commissioner Guidod requested more information on what was being charged to the Airport. Pierce Cote is asking for 50% more than their original estimated costs for the first year. He requested more information on the previous invoice descriptions that were vague and has concerns about being invoiced for additional services and he wants to know details on those services.
- Based on Finance Subcommittee comments, management asked for the following from PC:

- More detail on their tasks accomplished and hours worked on all invoices for each task
- Management holds regular meetings with Pierce Cote and they will provide information prior to the finalized invoice
- Fall report development on impacts associated with media, social media, advertisement, etc.
- Commissioner Guidod is not comfortable moving forward until this information is provided for the prior year invoicing for the hours that they claimed. Commissioner Bailey agreed with this as professional justification.
- It was moved by Commissioner Guidod that this agenda item be tabled pending additional information as requested by members of the Commission. This was seconded by Commissioner Bailey and unanimously approved.

COM0724-5 – Approval of supplemental funding for the 1992 E-One Titan Aircraft Rescue and Firefighting vehicle replacement project, tools and equipment

MOTION to approve supplemental funding and subsequent Appropriation Order for the 1992 E-One Titan Aircraft Rescue and Firefighting vehicle replacement project, tools and equipment in the amount of \$100,000. **SPONSOR: Finance Subcommittee (May be acted upon)**

- This agenda item was moved and read by Commissioner Bailey; and seconded by Commissioner Guidod.
- The airport received approval from the Federal Aviation Administration (FAA) and MassDOT Aeronautics for the purchase and replacement of our 1992 Aircraft Rescue and Firefighting (ARFF) Equipment.
- Replacement was deemed necessary as parts are no longer available for the existing 1992 vehicle and this piece of equipment has been under constant maintenance over the last several years requiring the airport mechanic to engineer and fashion in-house made parts.
- This project is to replace the 1992 E-One Titan Aircraft Rescue and Firefighting vehicle and tools and equipment that was approved as part of the FY2023 Capital Improvement Plan (CIP) budget.
- Rosenbauer Minnesota, LLC was the only qualified bidder on this recent bid cycle for \$954,526.00.
- The FAA requires two separate bid documents for the vehicle and the tools and equipment.
- During the May 2024 Commission meeting the bid award and Rosenbauer Contract were approved and the need to come back to request additional funding to cover these the tools and equipment was identified.
- Tools and equipment that are still in serviceable condition from the 1992 vehicle will be reused. Quotes were received and the appropriation funding will be used for the following:

• Air-Pak Replacement	\$23,300
• Extraction Tools	\$41,400
• Truck Mounted Radio (increased)	\$4,600
• Portable Radio (increased)	\$5,800
• Specification development	\$45,000
• Administration Fees	\$3,000
• Fees remaining from original appropriation	-\$23,474
• Sub-Total	\$99,626
• Additional radio costs and admin fees	
• Supplemental Request Total	\$110,000

- This amount increased from the original \$100,000 that was presented at the Finance Subcommittee for review.
- This project will be reimbursed at 90% by the FAA and 5% by MassDOT for a total cost to the airport of \$52,726
- Commissioner Guidod moved that the Agenda Item COM0724-5 be amended to reflect \$110,000 rather than \$100,000. This amendment was seconded by Commissioner Bailey and unanimously approved by verbal vote.

- This amended agenda item was moved and read by Commissioner Guiod and seconded by Commissioner Bailey.
- This agenda item was unanimously approved by verbal vote.

COM0724-6 – Approval of Amendment #1 of the Contract by and between Cape Cod Gateway Airport and Aloft Aviation Management LLC.

MOTION to approve Amendment #1 to the Contract by and Between Cape Cod Gateway Airport and Aloft Aviation Management LLC effective July 16, 2024, for an additional 25,500 square feet of land for a new total of 48,000 square feet. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner Bierwirth; and seconded by Commissioner Bailey.
- Airport Management has been in conversations with Aloft Aviation about increasing the land area leased from the airport.
- Aloft has seen some great success with their new business and General Aviation (GA) pilots requesting to park at their East Ramp facility.
- In looking at their permitted uses under the Airport's Minimum Standards, they meet all land and hangar requirements but are seeking to increase their land lease from 22,500 square feet to 48,000 square feet. This will incorporate more aircraft apron and tiedown space.
- The amendment identifies the land lease modification for all phases of lease by increasing the land lease from 22,500 square feet to 48,000 square feet:
 - Construction Phase changes as follows:
 - From \$5,625.00 to \$12,000 annually
 - Full Operation Phase I changes as follows:
 - From \$11,925.00 to \$25,440.00 annually
 - Full Operation Phase II changes as follows:
 - From \$14,175.00 to \$30,240 annually
 - Total rental increase= from \$31,725 to \$67,680 or \$35,955, or 113% increase plus added benefits to airport customers to provide GA users.
- All other elements and terms of the lease remain the same.
- The plan for Electric Vehicle charging stations on the East side of the airport would not be affected by this additional leased area.
- This agenda item was unanimously approved by verbal vote.

COM0724-7 – Approval of Amendment #1 of the Contract by and between Cape Cod Gateway Airport and Veoci Inc.

MOTION to approve Amendment #1 to the Contract by and Between Cape Cod Gateway Airport and Veoci Inc. effective July 1, 2024, in the amount of \$14,054.00 for the Fiscal Year 2025.

SPONSOR: Finance Subcommittee (**May be acted upon**)

- This agenda item was moved and read by Commissioner DiGeorge; and seconded by Commissioner Bailey.
- The Airport has been under contract with Veoci Inc. to supply web-based, streamlined, integrated solutions for airfield management processes in an organized fashion that saves time, avoids waste, and provides better communications.
- The photo below identifies their typical platform:



- This platform is approved for use by the FAA in airfield management.
- The airport team would like to continue the relationship with Veoci and are requesting approval for Amendment #1 of the contract for FY2025 in the amount of \$14,054.00
- The FY2025 operating budget includes these funds for this purpose.
- The software includes many more options for future Airport use within the Veoci system and is used globally by many other airports.
- An explanation of how the system tracks animals and animal patterns on the airfield to help avoid aviation hazards.
- This agenda item was unanimously approved by verbal vote.

COM0724-8 – Notice of public comment period on the 2024 - 2027 Department of Transportation Disadvantaged Business Enterprise (DBE) Triennial Program & Goal (Fiscal Years 2025, 2026, and 2027) per 49 CFR Part 26.

- This agenda item was read by Commissioner Guidod.
- The Federal Aviation Administration (FAA) administers and monitors the FAA Improvement Program (AIP) Disadvantaged Business Enterprise (DBE) Triennial Program & Goal in accordance with 49 CFR Part 26.
- As a condition of the receipt of federal funding, the FAA requires that up and coming federally funded projects, comply with 49 CFR Part 26 by providing equal employment opportunity for disadvantages companies that have the ability to bid on development projects and FAA funded projects at the Airport.
- This program is updated every three years and includes the projects that seek federal funding that have been identified on the Airport's Capital Improvement Program to occur within the next three-year period and the goal percentage of DBE qualified companies that bid on the projects.
- This period's goal is 3.7% based on the upcoming projects.
- This agenda item is to notify the public of this opportunity and to allow them to comment during the review process within the 30-day comment period (July 16–August 16).
- Airport Management has updated its website with a dedicated DBE page: <https://flyhya.com/airport-info/dbe/>
 - The flyhya website now has:
 - A link to the draft goals
 - An email contact for comments
 - List of potential projects
 - Links to DBE agencies and entities within the state that DBEs can reach out to for further assistance.

- Information of the DBE Concessions program
- Commissioner Guidod mentioned that these DBE goals should be moved into the Strategic Plan.
- A list of DBEs is available from the State and the Procurement Office. The Airport has reached out to about 30 known DBEs to attend a presentation next week.

Updates:

- Advertisement Update
 - Management will work with Pierce-Cote to get more information for the commissioners
 - The advertising has not been as robust as it could be in the New York and Washington area airports. The Washing Area Airport Authority newsletter did not even talk about the AA flights to Hyannis but did talk about a different airline starting service.
 - Management has given Pierce-Cote directives for the Cape Cod area, but not enough at other venues.
 - People get news in many different formats, a better understanding of how well some areas of advertising are working is needed through better reporting from Pierce-Cote.
 - It is important that the Commission receive the metrics from Pierce Cote to understand the connection of results derived from marketing costs.
 - Commissioner Guidod recommended sending a letter to the Washington Area Airport Authority to see about an article.
- Strategic Planning Subcommittee Development Update – Mark Guidod (Chair)
 - Manager Servis will send a list of stakeholders to Commissioner Guidod for review
 - August will be the first stakeholders meeting
- American Airlines Update
 - Passenger numbers were sent to the commissioners they are doing very well
 - There has been a lot of positive feedback from passengers
 - Ticket costs were discussed – possible higher costs on third party websites
- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - Draft Environmental Assessment (EA)(the federal action)/Environmental Impact Report (DEIR) (the state action) submitted jointly - received 15 comments from the public
 - Comment Period extended into February (over 2 months review offered to the community)
 - Secretary's Certificate received with directions for a Scope of Work and development of the Final Environmental Assessment (EA)(the federal action)/Environmental Impact Report (FEIR)
 - August will be the next public meeting
- PFOS/Public Involvement Plan & Update
 - Next public informational meeting will be in November 2024 for an update
 - To be done in coordination with Barnstable Fire Training Academy so that the public has one meeting to attend for updates for both entities
- Upcoming Events:
 - September 2024–
 - CCYP Wednesday, September 18, 2024
 - Full Scale Emergency Exercise September 26, 2024
 - Looking for volunteers and evaluators
 - October 24, 2024 – 4th Annual SE MA Aviation Career Fair
 - Exhibitor emails sent to previous exhibitors (about 50). I heard back from about 10 confirming they will be in attendance
 - School emails and invitations sent.
 - 15 exhibitors and 3 schools already signed up

II. Announcements – Commissioner's Comments

- Island Café is doing well with the traffic that has been steady in the terminal

- Commissioner Guidod encouraged everyone to be involved with the full-scale exercise in October. He would like to be an evaluator
- Archer is moving forward with Electric Aviation and has agreements with United and Southwest Airlines to provide service access through EVITOL. They are seeking for airports to install the charging units. The main ramp and gate area are getting full – the best location for a charging or mobile unit needs to be determined. Archer has provided transportation to points of interest near San Francisco that mirror the availability to do so here with the South Shore of Boston, and the Islands.
- Management will check to see if the Island Café is a DBE. The gate and signage issues will be addressed with the parking lot area.
- The Finance figures at the last meeting did not include final year-end figures, which are typically not complete until the end of August. Updated figures will be provided at the next Finance Subcommittee meeting. So far there are no surprises.

12. Matters not reasonably anticipated by the Chair

None

Adjournment –

Upon Motion duly made and seconded, the meeting was adjourned at 5:40 PM.

The next meeting will be held on August 20, 2024.



NORMAN WEILL, CLERK

Documents attached:

Finance Speaking notes

Noise Report Apr/May/June 2024

The Landing at Hyannis Power Point

Year 1 Pierce-Cote Contact Tracking

Aloft Aviation map of increased lease area

Met Tuesday, July 2, 2024

The meeting was held via ZOOM

The meeting was called to order at 8:32 a.m.

Commissioners Weill, Bailey & Guiod were present via zoom.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

FIN0724-1 – Review and Approve of Travel Approval Letters for Airport Staff

- Town Manager requested Airport Management to supply travel approval letters for various conferences, seminars and training for all airport staff
- The FY2025 budget approved the funding for various training and conferences to ensure staff is properly trained
- Airport Management has approved the following training/seminars:
 - 5 staff members will be attending the annually required live fire training
 - 2 staff members will be attending the Airport Round Table Series
September 11-13, 2024
- The agenda item was moved to the July 16, 2024, Full Commission meeting for approval.

FIN0724-2 – Review and Approve FY2025 Option Renewal for the On-Call Contract by and between Cape Cod Gateway Airport and Pierce Cote for the PROFESSIONAL MARKETING & COMMUNICATIONS SERVICES

- The Contract Agreement was bid as a one-year contract with two option renewals for a contract potential total of 3-years.
- The first year of the contract had a fixed annual rate of \$60,000 or \$5,000 per month and based on the Consultants hourly rates of \$150.00/hour, 33.3 hours allocated for such service per month.
- Per the Contract Agreement, the fees associated with the Option Renewals are to be negotiated between the parties based on the overall needs and hours needed per month.
- The hourly effort within the contractual year:
 - 583.75 hours rather than the 400 hours per the contract.
 - Pierce-Cote was only paid \$60,000.00 per contract, which is a \$ 27,562.50 loss for them.

The agenda item was moved to the July 16, 2024, Full Commission meeting for approval.

FIN0724-3 – Review and Approve supplemental funding for the 1992 E-One Titan Aircraft Rescue and Firefighting vehicle replacement project, tools and equipment

- The airport received approval from the Federal Aviation Administration (FAA) and MassDOT Aeronautics for the purchase and replacement of our 1992 Aircraft Rescue and Firefighting (ARFF) Equipment
- Replacement was deemed necessary as parts are no longer available for the existing 1992 vehicle.
- In 2023 no bids were received for this truck. The FAA and MassDOT allowed the project to be moved to FY2024.
- Rosenbauer was the only bidder on this recent bid cycle. Rosenbauer Minnesota, LLC for \$954,526.00.
- Bids were submitted by other manufacturers; however, they were disqualified for various reasons.
- In the original bid awarded to Rosenbauer we identified the need to come back to request additional funding to cover tools and equipment

The agenda item was moved to the July 16, 2024, Full Commission meeting for approval.

FIN0724-4 – Review and Approve Amendment #1 of the Contract by and between Cape Cod Gateway Airport and Aloft Aviation Management LLC.

- Aloft has seen some great success with their new business and GA pilots requesting to park at their facility and discussed increasing their land lease from 22,500 square feet to 48,000 square feet. This will incorporate more aircraft apron and tiedown space.
- Fee structure for Construction Phase, Full Operation I and Full Operation II. All other elements and terms of the lease remain the same.

The agenda item was moved to the July 16, 2024, Full Commission meeting for approval

FIN0724-5 – Review and Approve Amendment #1 of the Contract by and between Cape Cod Gateway Airport and Veoci.

- The Airport would like to continue our relationship with Veoci and are requesting approval for Amendment #1 of the contract for FY2025 in the amount of \$14,054.00
- Veoci Inc. supplies web-based, streamlined, integrated solutions for airfield management. The platform is approved for use by the FAA in airfield management.

The agenda item was moved to the July 16, 2024, Full Commission meeting for approval

**** Commissioner Guiod left meeting @ 9:00 am**

Updates:

- Monthly Financial were reviewed.
- Airport Environmental Assessment Status (https://flyhya.com/air_port-info/environmental-assessment/)
 - Draft Environmental Assessment (EA)(the federal action)/Environmental Impact Report (DEIR) (the state action) submitted jointly - received 15 comments from the public
 - August 2024 = next public meeting – meeting #5 We will be reporting our progress on what we have done.

The meeting was adjourned at 9:19 am.



NOISE REPORT APR/MAY/JUN 2024

MONTH	TOWN	COMPLAINTS	COMPLAINANTS
APR		0	0
MAY	Centerville	1	1
	Hyannis	1	1
	Yarmouth	1	1
JUN	Centerville	5	1
	Hyannis	4	4
	Yarmouth	3	3
TOTAL		15	11

Total reflects complaints counted once

2023 Quarterly Comparison

QUARTER	COMPLAINTS	COMPLAINANTS*
1 st (JAN/FEB/MAR)	3	3
2 nd (APR/MAY/JUN)	18	11
3 rd (JUL/AUG/SEP)	36	13
4 th (OCT/NOV/DEC)	5	3
TOTAL	62	30**

**Unique complainants during quarter*

*** Complainants total per year end*

Past Year/Past Quarter Comparison

	YEAR	COMPLAINTS	COMPLAINANTS
2 nd Quarter	2023	18	11
	2024	15	11
Year-to-date	2023	21	14
	2024	18	14





Noise Complaint Report – May 2024

Date	Time	Name	Town	Disturbance/Response	Type*
5/6/2024	17:35	Francis Corbett	Hyannis	<p>Caller reported he has noticed lately that he has received more air traffic, and it was too low. He knows he is in the flight path, and he requested a call back.</p>	
				<p><i>Responded with a phone call that the air traffic he has received may be an increase, but the altitudes were not low even though his perception is that they are low in altitude. Reminded him that the runway that he is affected by was closed last year March to October.</i></p> <p>WX: Visibility 10 SM, Temp 64, no clouds, gusts calm, daylight</p>	N
5/17/2024	22:13	Linda Bolliger	Yarmouth	<p>Resident emailed: Can you identify the flight that went over my home at 138 Baxter Avenue at 10:13PM last Friday, May 17? I usually do not lodge complaints about loud aircraft. This particular flight literally shook my house and had a unusually loud sound to it. We thought it may have been a military aircraft out of JBCC.</p>	
				<p><i>Responded via email: I searched in our flight tracking system and the airport did not track a flight at that time. I made sure that it was working and collecting data, and there were no outages. I check a larger span of time, an hour before through an hour after without any success. So, because of the sensitive nature of all military aircraft operations, their tracks are blocked from our system and all tracking systems. With these factors, I can determine that it was a military operation.</i></p> <p><i>Thank you so much again for bringing this to my attention. I will include this in our noise report so that we can track military operation disturbance reports. Please feel free to reach out with any other questions or concerns.</i></p> <p>WX: Visibility 10 SM, Temp 53, overcast @ 9000 ft, gusts calm, night</p>	T

5/31/2024	17:41	Bill Garreffi	Centerville	Caller reported a very low, unsafe aircraft over his area at 17:41 and asked that I email him with the altitude.	
				<i>Emailed caller that the aircraft was a DEP from Rwy 24 and was not low in altitude.</i> WX: Visibility 10 SM, Temp 69, 10 SM, gusts calm, light	N

**this column denotes the reason found for the complaint - see legend below*

Code	Description
L	Low altitude confirmed
N	Noise - too loud/excessive
O	Off course confirmed
R	Maintenance Run Up
T	Time - during voluntary curfew hours 2200-0600



Noise Complaint Report – June 2024

Date	Time	Name	Town	Disturbance/Response	Type*
6/2/2024	15:11	Bill Garreff	Centerville	<p>Caller reported low, loud aircraft that was also a safety issue over his home and wanted an email response with the altitudes.</p> <p><i>Thank you for reaching out to report air traffic disturbances this weekend. Below is the information requested:</i></p> <p>6/2/24 at 1511– this was a DEP from RWY 24 and was at 2000 feet in altitude in your general area. This altitude was not low, and it will be reported as a noise complaint.</p> <p>6/2/24 at 1513 –this was a DEP from RWY 24 and was at 3200 feet in altitude in your general area. This altitude was not low, and it will be reported as a noise complaint.</p> <p>6/2/24 at 1619 –this was a DEP from RWY 24 and was at 4325 feet in altitude in your general area. This altitude was not low, and it will be reported as a noise complaint.</p> <p>Wx: Visibility 10 SM, Temp 69, no clouds, gusts calm, daylight</p>	N
6/2/2024	13:50	Maryann Goodell	Yarmouth	<p>Resident reported aircraft flying over the Yarmouth Campgrounds at 13:50, 14:20, 14:28, 14:43, 14:46, 16:31 and 18:34 that was low, loud and off course. She stated that aircraft are not supposed to fly over the campgrounds.</p> <p><i>Responded via phone call: I let Ms. Goodell know that while our VNAFP encourages aircraft to avoid the campgrounds, this does not apply for IFR or if it impedes safe flying. I also explained the paths are completely voluntary and that none of the altitudes were low. I let her know the track results and she stated that she will be meeting with Manager Servis for an airfield tour.</i></p> <p>13:50 –IFR DEP Rwy 06 at 1300 feet (jetBlue) 14:20 – VFR DEP Rwy 06 at 725 feet 14:28 –IFR DEP Rwy 06 at 1375 feet 14:43 –IFR DEP Rwy 06 jetBlue at 1000 feet</p>	T

				<p>14:46-IFR DEP Rwy 06 jetBlue at 1025 feet 16:31 -IFR DEP Rwy 06 jetBlue at 1350 feet 18:34 -IFR DEP Rwy 06 jetBlue at 1250 feet</p> <p>WX: Visibility 10 SM, Temp 73, no clouds, gusts calm, daylight</p>	
6/7/2024	14:00	Bill Garreffi	Centerville	<p>Caller reported a very low, unsafe aircraft over his area at 14:00, 14:25, 14:39, 14:46 and 14:54 asked that I email him with the altitude.</p>	
				<p><i>Emailed caller:</i> 14:00 IFR DEP at 4075 feet in altitude 14:25 overflight, not an ARR nor DEP from HYA 14:39 overflight, not an ARR nor DEP from HYA 14:46 IFR DEP at 3800 feet in altitude 14:54 overflight, not an ARR nor DEP from HYA</p> <p>WX: Visibility 10 SM, Temp 73, no clouds, gusts calm, daylight</p>	N
6/7/2024	10:39	Bill Garreffi	Centerville	<p>Caller reported a very low, unsafe aircraft over his area at 10:39 and 15:50 asked that I email him with the altitude.</p>	
				<p><i>Emailed caller:</i> 10:39 IFR DEP at 2225 feet in altitude 15:50 overflight, not an ARR nor DEP from HYA</p> <p>WX: Visibility 10 SM, Temp 57, clouds overcast@ 1000 ft, gusts 25 mph, daylight</p>	N
6/11/2024	15:50	Bill Garreffi	Centerville	<p>Caller reported a very low, unsafe aircraft over his area at 15:50, 16:10 and 20:22 asked that I email him with the altitude.</p>	
				<p><i>Emailed caller:</i> 15:50 IFR DEP at 2275 feet in altitude 16:10 overflight, not an ARR nor DEP from HYA 20:22 overflight, not an ARR nor DEP from HYA</p> <p>WX: Visibility 10 SM, Temp 68, no clouds, gusts 25 mph, daylight</p>	N
6/14/2024	13:56	Tom Sullivan	Yarmouth	<p>Resident emailed: Too much noise, have them go on the flight paths and send a screen shot of the path.</p>	

				<p><i>Responded via email: Thank you for reaching out regarding the flight. This aircraft was in the traffic pattern for a training flight. The VNAFP (voluntary noise abatement flight paths) are completely voluntary and when training they would not be applicable. The training takes the aircraft in the traffic pattern and not the VNAFP. The airport cannot regulate training paths, and that they are being conducted in normal waking hours is appreciated.</i></p> <p>WX: Visibility 10 SM, Temp 64, no clouds, gusts 28 mph, daylight</p>	N
6/16/2024	12:17	Barbara Hawes	Yarmouth	<p>Caller reported that there was a very loud, low aircraft that they were scared may hit them. She requested a return call.</p>	
				<p><i>Responded via phone call: I let Ms. Hawes know that she was in a flight path and while I understood that she felt the altitude was too low, it was at 2350 feet was it not low. I also reminded her that last year the Rwy 06/24 was closed March through October as well reducing traffic.</i></p> <p>WX: Visibility 10 SM, Temp 67, no clouds, gusts calm, daylight</p>	N
6/16/2024	13:08	Janet McAree	Hyannis	<p>Caller reported that there were two very low aircraft that flew over her at 13:08 and 14:03 and she requested a call to explain the altitude.</p>	
				<p><i>Responded via phone call: I spoke with Ms. McAree about her close proximity (0.7 miles) from the airport and especially arrivals to Rwy 06. The aircraft were as follows: 13:08 was an IFR ARR to Rwy 06 at 250 feet and 14:03 was as IFR ARR to Rwy 06 at 175 feet. I also let her know that they were not actually low but would feel that they were and that I would note them as noise complaints.</i></p> <p>WX: Visibility 10 SM, Temp 67, no clouds, gusts calm, daylight</p>	N
6/21/2024	06:00	John DiGiovanni	Yarmouth	<p>Caller reported that there were early am aircraft that were not over the water per the agreement and there were at least 4-5 an hour.</p>	
				<p><i>Responded via phone call: I spoke with Mr. DiGiovanni and explained the voluntary noise abate flight paths and rules as well the voluntary quiet hours.</i></p> <p>WX: Visibility 10 SM, Temp 68, no clouds, gusts calm, daylight</p>	N

6/22/2024	15:40	Marjorie Fulcher	Hyannis	<p>Caller reported that she had a huge complaint that we should get the "rickety planes" from over her home that are flying very low. She has been here over 50 years and if the airport cared about their neighbors, they would move the rickety planes, and this has got to stop.</p>	
				<p><i>Responded via mail: Thank you for your call reporting ongoing noise and safety concerns over your area. Upon review of the flight tracks for Saturday, June 22, 2024, I found that due to meteorological conditions, aircraft over your area were flying by instruments. This means that they were directed in a safe path and altitude because of the overcast weather. While I understand that some of the aircraft gave the perception of being low in altitude, I reviewed the tracks over your area, and none were at an unsafe altitude.</i></p> <p><i>Your home is in a well-established flight path that is determined by the FAA (Federal Aviation Administration, not Cape Cod Gateway Airport. The airport does not have the authority to regulate flights nor the authority to determine whether an airline can use a specific type of aircraft.</i></p> <p><i>Unfortunately, the airport cannot stop aircraft from flying over your area at any time for any reason. Air travel is controlled, and always has been, controlled by the FAA. I will include your concerns in our noise report and if you have any questions, please reach out.</i></p> <p>WX: Visibility 10 SM, Temp 68, overcast at 1000 fr, gusts calm, daylight</p>	N
6/24/2024	13:19	Robin Farnsworth	Hyannis	<p>Caller reported that there has never been this much traffic in the 12 years that she has been here. The traffic is every 7-12 minutes and went to 12:15 last night. She requested a call back.</p>	
				<p><i>Responded via phone call: I explained first that she is very close to the airport and in a direct flight path less than 1 mile from 06/24. I also reminded her of the runway closure last year that had a direct impact on the reduction of air traffic. I also discussed that we are a public use airport as well as the VNAFP and voluntary quit hours.</i></p>	N

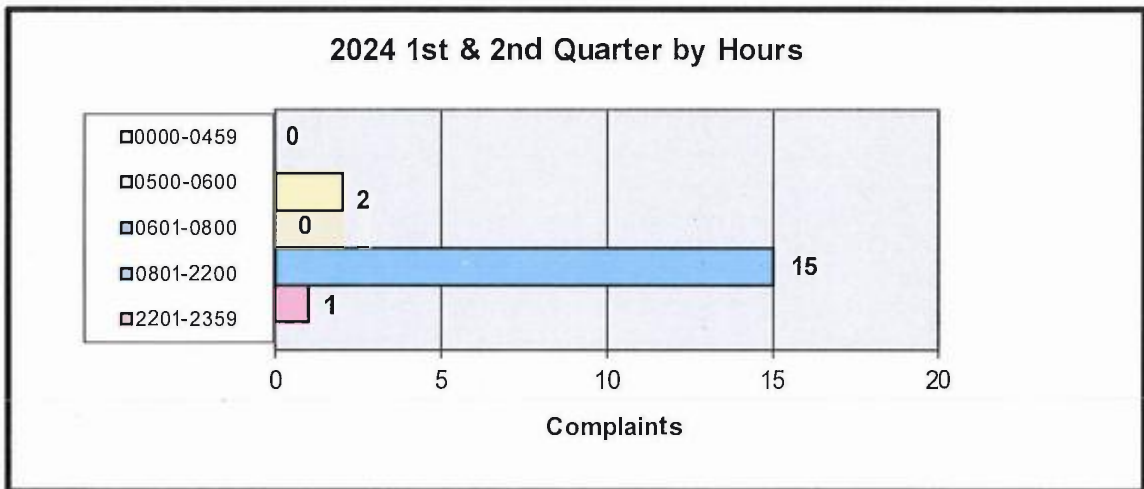
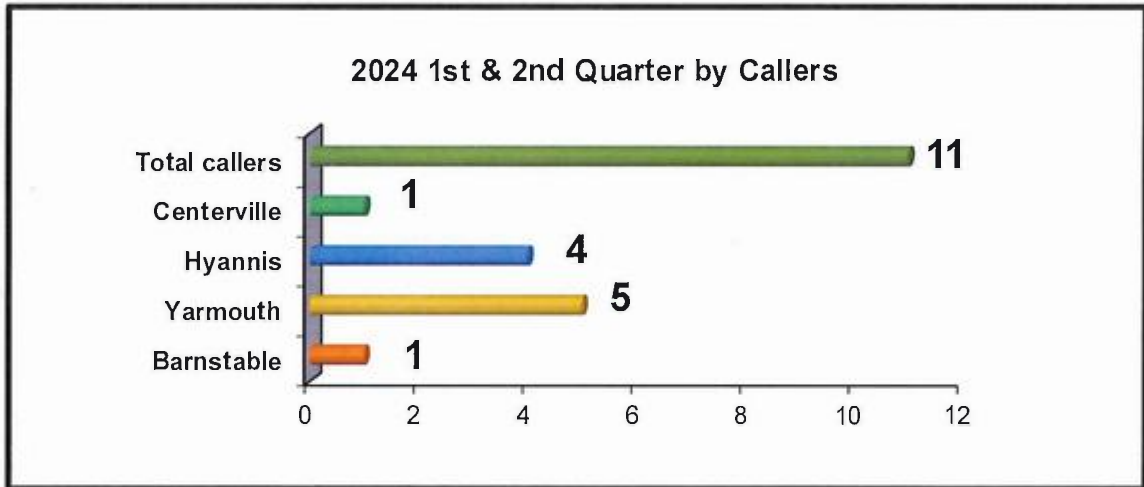
				WX: Visibility 10 SM, Temp 78, no clouds, gusts 28 mph, daylight	
6/27/2024	12:38	Bill Garreffi	Centerville	Caller reported that he wanted to lodge a noise, safety, pollution and jet traffic complaint for 12:38, 15:49, 17:04, 17:49, 17:54 and he was extremely upset about 14:22 and 14:24 that they were so low and disturbing that his grandchildren were startled from their sets and were crying their eyes out because they were so scared. He requested an email response.	
				<p><i>Responded via email: I have noted your complaints regarding jet traffic, noise, and safety concerns for this date at 12:38, 15:49, 17:04, 17:49 and 17:55. Of the times listed, only one flight at 15:49 was activity from Cape Cod Gateway Airport (HYA) and all others were overflights not arriving or departing from HYA.</i></p> <p><i>For this flight, it was an IFR Departure from Rwy 06 at 3,175 feet over the area at 15:50. This flight was neither low in altitude nor a safety issue based on the track and altitude. You are in a flight path east and west for our airport and north and south for overflight traffic not arriving and departing from HYA and you will continue to see jet traffic and extremely high altitudes, over 1,500 feet and usually over 2,500 feet in altitude. Again, as I have asked on multiple occasions, what you specifically referring to when you mention safety concerns. If you would please give me the courtesy of responding, it would be appreciated.</i></p> <p><i>For the second call, referencing two flights at 14:22 and 14:24 relative to a noise, safety, and pollution complaint, I did not see flights at the reported times, but found two departures at 14:18 and 14:36 over your area. At 14:18, this was an IFR Departure from Rwy 06 at 3,250 feet and at 14:36 an IFR Departure from Rwy 06 at 3,375 feet. These are also not low in altitude nor a safety issue, however, I will note that the jet traffic at this altitude was so jarring that your grandchildren jumped out of their seats and were so frightened that they were all crying.</i></p> <p>WX: Visibility 10 SM, Temp 73, few clouds, gusts calm, daylight</p>	N

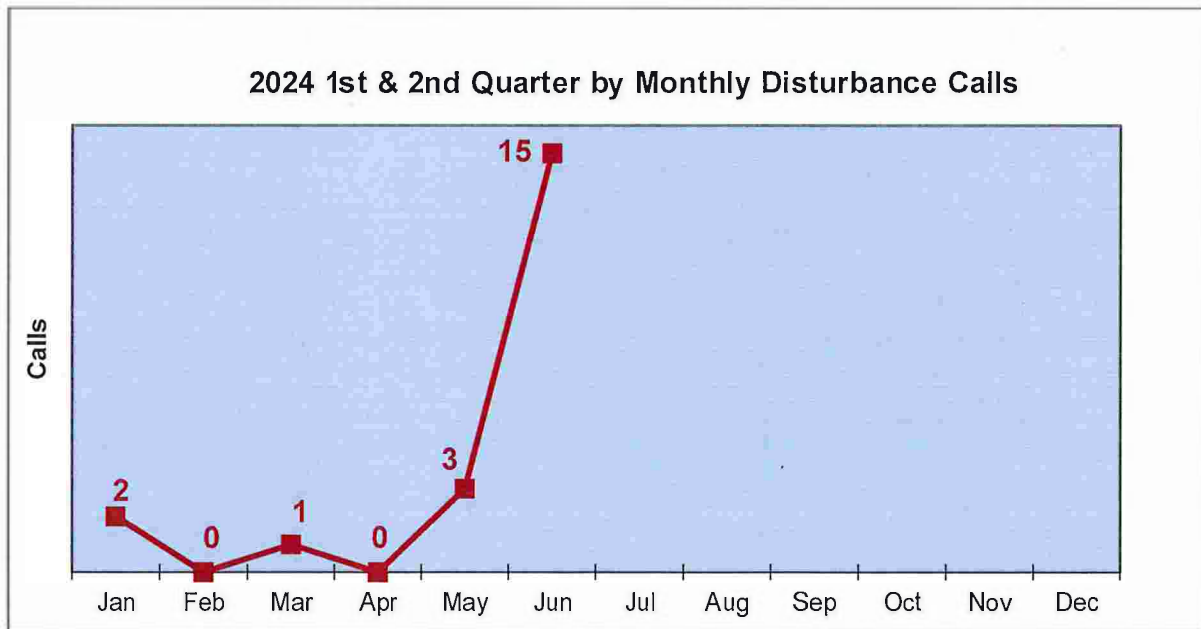
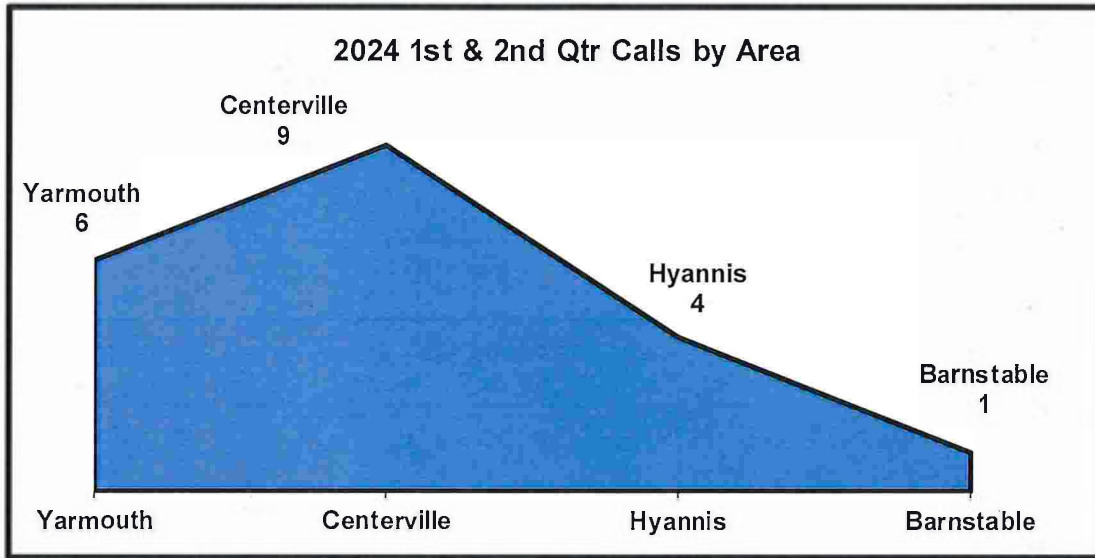
*this column denotes the reason found for the complaint – see legend below

Code	Description
<i>L</i>	<i>Low altitude confirmed</i>
<i>N</i>	<i>Noise – too loud/excessive</i>
<i>O</i>	<i>Off course confirmed</i>
<i>R</i>	<i>Maintenance Run Up</i>
<i>T</i>	<i>Time – during voluntary curfew hours 2200-0600</i>



HYA 1st & 2nd QUARTER NOISE STATISTICS 2024

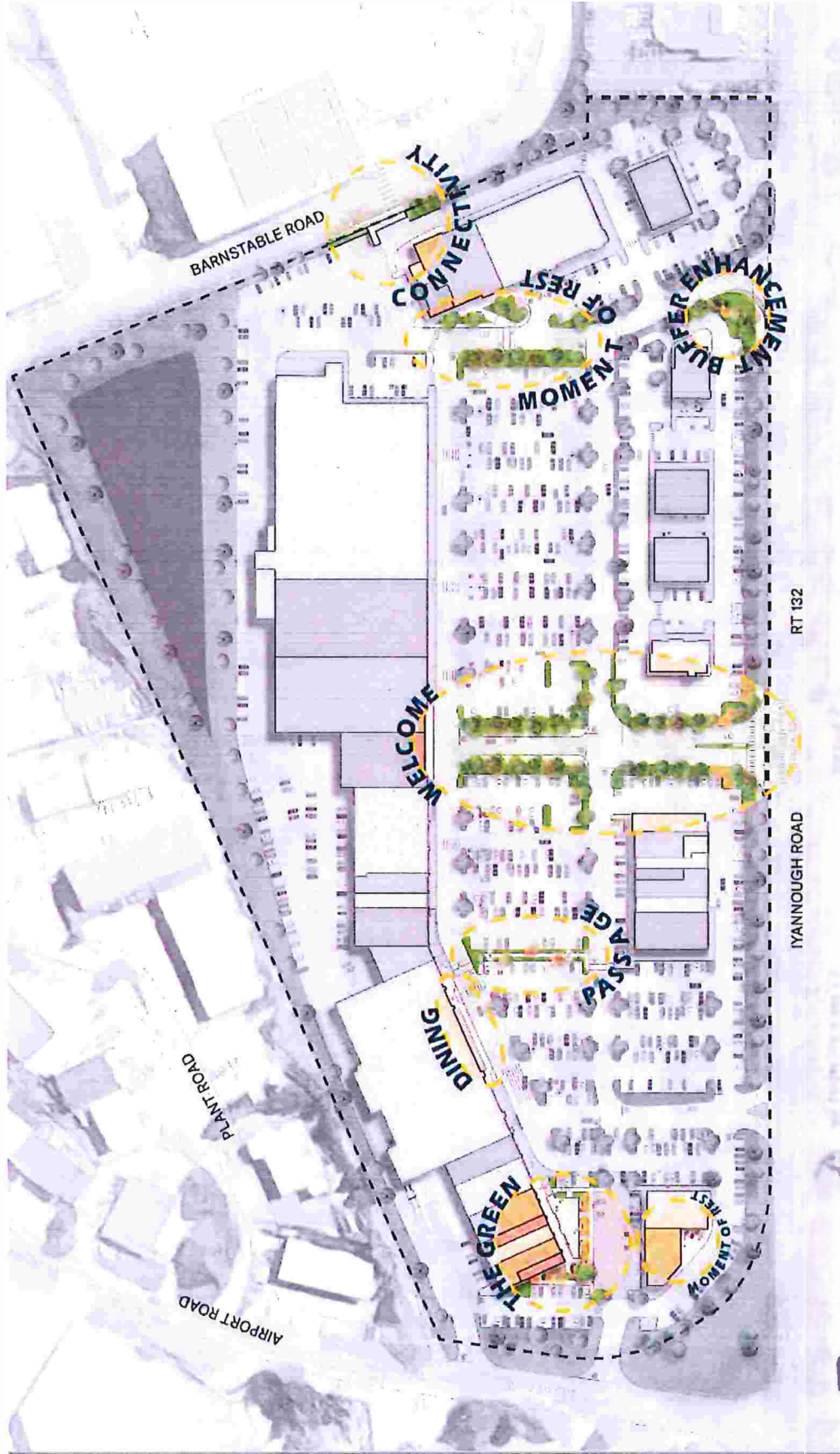




WS

The Landing at Hyannis

JULY 16, 2024



WS DEVELOPMENT - THE LANDING
11/02/2021

SITE FEATURES
HALVORSON
Tighe&Bond studio



BARNSTABLE ROAD

PLANT ROAD

AIRPORT ROAD

Phase 2

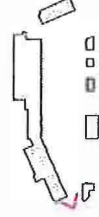
RT 132

IYANNOUGH ROAD

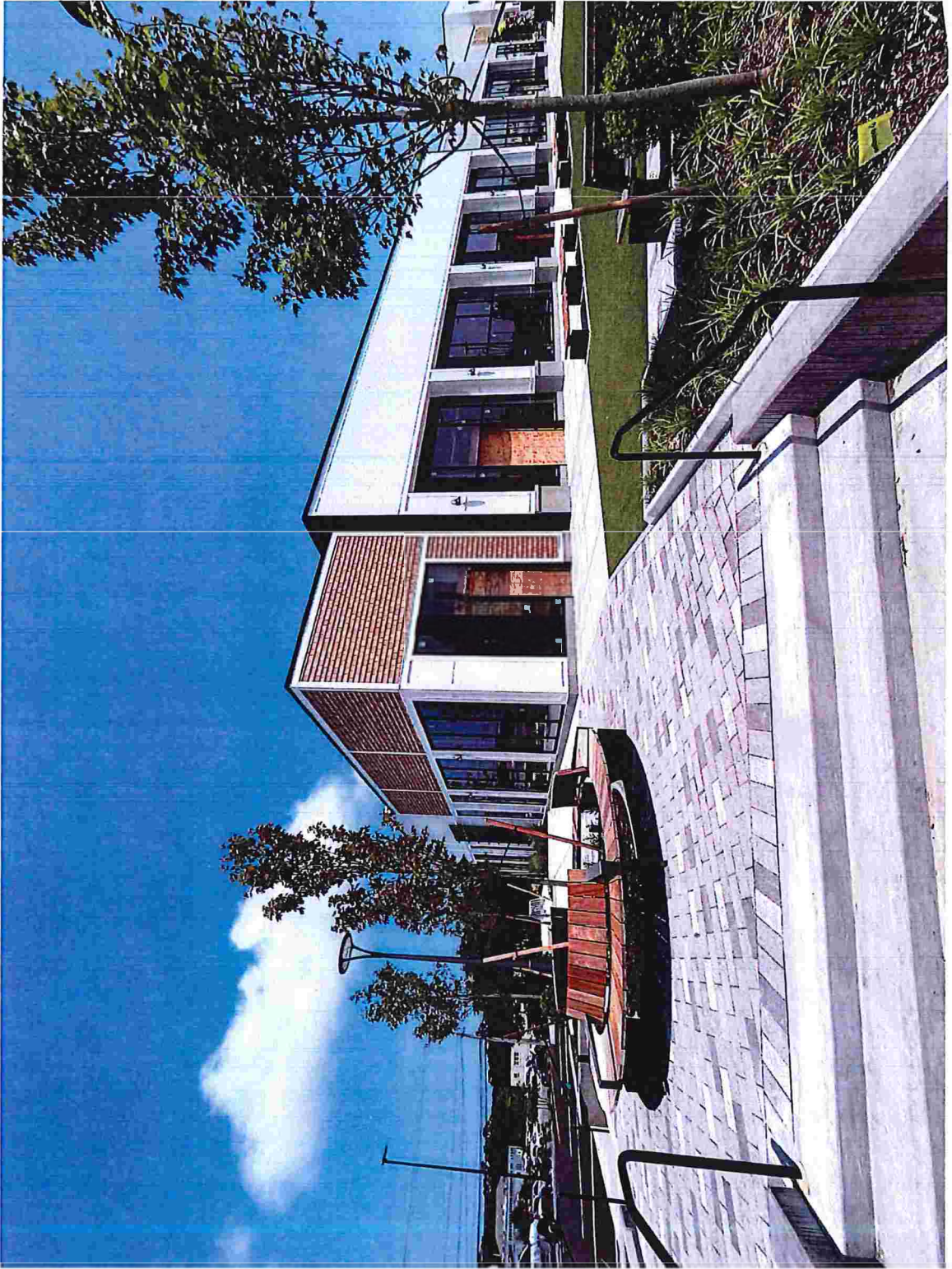


WSIDEVELOPMENT

The Landing - Barnstable MA



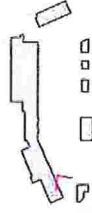
Jacobs





WSD/DEVELOPMENT

The Landing - Barnstable MA



Jacobs





WSDEVELOPMENT

The Landing - Barnstable MA



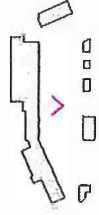
Jacobs





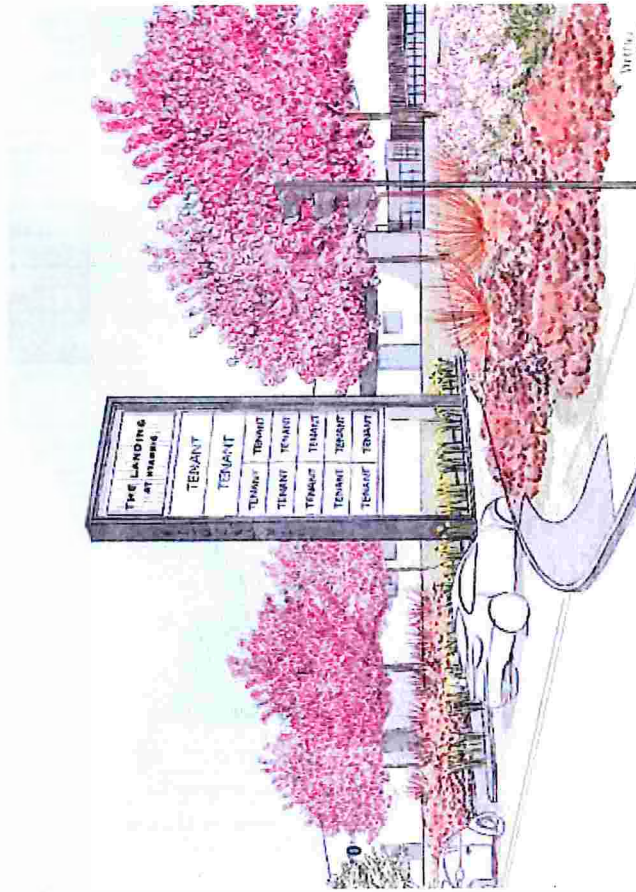
WSDEVELOPMENT

The Landing - Barnstable MA



Jacobs

Primary Pylon Rendering



Primary Pylon Installation Progress



WS

Phase 2 Development



BARNSTABLE ROAD

Phase 2

RT 132

YAINOUGH ROAD

PLANT ROAD

AIRPORT ROAD

WS

Thank you

Year 1 Pierce-Coste Contract Tracking							
Month	Year	Contractual Monthly Effort (Hours)	Contractual Monthly Effort (Fee)	Actual Monthly Effort (Hours)	Actual Monthly Effort (Fee)	Airport Payments	PC Loss
January	2024	33.3	\$ 5,000.00	65.25	\$ 9,787.50	\$ 5,000.00	\$ (4,787.50)
February	2024	33.3	\$ 5,000.00	44	\$ 6,600.00	\$ 5,000.00	\$ (1,600.00)
March	2024	33.3	\$ 5,000.00	32.75	\$ 4,912.50	\$ 5,000.00	\$ 87.50
April	2024	33.3	\$ 5,000.00	37.5	\$ 5,625.00	\$ 5,000.00	\$ (625.00)
May	2024	33.3	\$ 5,000.00	63.25	\$ 9,487.50	\$ 5,000.00	\$ (4,487.50)
June	2024	33.3	\$ 5,000.00	34.5	\$ 5,175.00	\$ 5,000.00	\$ (175.00)
July	2023	33.3	\$ 5,000.00	43	\$ 6,450.00	\$ 5,000.00	\$ (1,450.00)
August	2023	33.3	\$ 5,000.00	93	\$ 13,950.00	\$ 5,000.00	\$ (8,950.00)
September	2023	33.3	\$ 5,000.00	54.5	\$ 8,175.00	\$ 5,000.00	\$ (3,175.00)
October	2023	33.3	\$ 5,000.00	45.75	\$ 6,862.50	\$ 5,000.00	\$ (1,862.50)
November	2023	33.3	\$ 5,000.00	28.75	\$ 4,312.50	\$ 5,000.00	\$ 687.50
December	2023	33.3	\$ 5,000.00	41.5	\$ 6,225.00	\$ 5,000.00	\$ (1,225.00)
		400	\$ 60,000.00	583.75	\$87,562.50	\$ 60,000.00	\$(27,562.50)

