



**FINANCE SUBCOMMITTEE AGENDA
Tuesday, November 1, 2022
Airport Conference Room 8:30 A.M.**

Join Zoom Meeting

<https://townofbarnstable-us.zoom.us/j/86461206445>

Meeting ID: 864 6120 6445

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877 853 5257 US Toll-free

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Find your local number: <https://townofbarnstable-us.zoom.us/j/86461206445>

OLD BUSINESS

NONE

NEW BUSINESS

FI122-1 Review and Approve a three (3) year contract by and between Cape Cod Gateway Airport and Airport Solutions Group LLC, 39 Winn Street, Burlington, MA for Professional On-Call Engineering Services.

FI122-2 Review and Approve a three (3) year contract by and between Cape Cod Gateway Airport and Airport Solutions Group LLC, 39 Winn Street, Burlington, MA for Professional On-Call Planning Services.

FI122-3 Review and Approve the Lease Agreement by and between Cape Cod Gateway Airport and Eric Drugge for hangar development on the east ramp.

FI122-4 Review and Approve the Lease Agreement by and between Cape Cod Gateway Airport and HYANNIS AIR SERVICE, INC., dba CAPE AIR and NANTUCKET AIR for the Lease of Space in the Airport Terminal for Ticket Counter, Operations and Office Spaces to Provide Passenger and Baggage Services to Airport Patrons.

FI122-5 Review and Approve FY2024 Draft Capital Improvement Plan for Cape Cod Gateway Airport

Updates:

- o Monthly Financial Review (Finance)
- o Monthly Business Plan Review (Infrastructure)
- o Upcoming December Finance Items:



480 Barnstable Rd, Hyannis, MA 02601 | flyHYA.com | 508.775.2020

KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

- Hangar Lease – Be deRuyter
- On-call marketing
- On-call airline consultant
- Upcoming December Infrastructure Items:
 - Business Plan Update
 - Electric Aviation Discussion
- CARES Act Projects Update/Status
 - Replacement of T-hangar CARES1 & Airport Operations Renovation (see above)
 - Project started July 20
 - Mary Dunn Way Extension
 - Project started June 20
- Procurement
 - Three-year on-call painting
 - Café commercial kitchen or retail
- Town of Barnstable Budget
 - Management will start planning for FY2024 Operations Budget development
- Airport Environmental Assessment Status
 - Public meeting 10/27 @ 1800 in Terminal Baggage Claim - Overview
- PFOS/Public Involvement Plan & Update
 - Working on Phase IV Reporting due to DEP in October 2022
 - Webpage development with more information on PFAS underway
- Rebranding
 - Sign Replacement
 - Mary Dunn Way Project included one sign – HAVE PHOTOS
 - Replacement of wooden signs – out for a bid/quotes.
 - Working with the state on replacement of the green/white signs
- Past Events
 - Overview of:
 - October 20, 2022: 0830-1400: Southeastern Massachusetts Aviation Career Fair 2022
 - October 27, 2022 @ 6PM: 1st Public Meeting for the Airport Environmental Assessment
 - October 28, 2022 @ 8AM: Cape Cod Chamber Good Morning Networking Breakfast.
- Dates to remember:
 - None at this time

Adjourn Meeting

The list of matters, are those reasonably anticipated by the president/chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the sub-committee may go into executive session.

PERSONS INTERESTED ARE ADVISED THAT IN THE EVENT THAT ANY MATTER TAKEN UP AT THE MEETING THAT REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING WITH PROPER POSTING.

For your information the section of the M.G.L. that pertains to postings of meetings is as follows: Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.



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