



**FINANCE SUBCOMMITTEE AGENDA**  
**Tuesday, December 6<sup>th</sup>, 2022**  
**Airport Conference Room 8:30 A.M.**

**Join Zoom Meeting**

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

Meeting ID: 864 6120 6445

One tap mobile

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+1 408 638 0968 US (San Jose)

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833 548 0276 US Toll-free

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**Call Meeting to Order**

**Roll Call (Weill, Flores, Bailey)**

***Review and approve minutes of the April 19<sup>th</sup>, 2022 & May 3<sup>rd</sup>, 2022 Minutes of the Finance Subcommittee meeting.***

**OLD BUSINESS**

*F1122-3 Review and Approve the Lease Agreement by and between Cape Cod Gateway Airport and Eric Drugge for hangar development on the east ramp.*

**NEW BUSINESS**

*None*

**Updates:**

- Monthly Financial Review (Finance)
- Monthly Business Plan Review (Infrastructure)
- Upcoming January/February Finance Items:
  - Land Lease (Hangar Development) – Ben deRuyter (Jan.)
  - Draft Operating Budget (Jan.)
  - NetJets Discount Fuel Contract (Jan.)
  - EVO Discount Fuel Contract (Jan.)
  - Land Lease (Hangar Development) – AMA (Feb.)
  - Land Lease – DPW – Water Department (Feb.)
  - MOU PFAS (Feb.)
- Upcoming December Infrastructure Items:
  - Business Plan Update
  - Electric Aviation Discussion
  - Events Update
- CARES Act Projects Update/Status
  - Replacement of T-hangar CARES1 & Airport Operations Renovation (see above)
    - Project update by Matt Elia/Chris Bostwick



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- Mary Dunn Way Extension
    - Project update by Matt Elia/Chris Bostwick
- Procurement
  - Three-year on-call painting
  - Café commercial kitchen or retail
  - Communications Manager
  - Airline Consultant
- Town of Barnstable Budget
  - Capital Improvement Plan (CIP) for FY2024 Submitted
  - Operations Budget development for FY2024 underway
- Airport Environmental Assessment Status
  - Public meeting 10/27 @ 1800 in Terminal Baggage Claim – Overview
  - Next Public Meeting = December/January
- PFOS/Public Involvement Plan & Update
  - Phase IV Report submitted to DEP in October 2022
  - Webpage development with more information on PFAS completed
- 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



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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.

