



CAPE COD GATEWAY AIRPORT  
INFRASTRUCTURE & MARKETING SUBCOMMITTEE  
MEETING AGENDA  
Tuesday, February 1, 2021  
3:00 PM

**ADDRESS: The Infrastructure & Marketing subcommittee will be held by remote participation. Please see instructions below.**

Join Zoom Meeting  
<https://zoom.us/j/99759115293>

Meeting ID: 997 5911 5293  
One tap mobile  
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**UNFINISHED BUSINESS:**

IN1021-2 Review and Discuss the Sign Plan Modifications to Meet Rebranding Efforts

IN1121-2 Website Revamp, Update and Review

IN1221-1 Update on Cape Air's Electric Aviation Research & Development Program

**NEW BUSINESS:**

IN0222-1 Update on Cape Air's Electric Aviation Research & Development Program



**IN0222-2 Review and Discuss the Airport Aircraft Rescue and Firefighting (ARFF) Airport Operations Renovation Project.**

**FIN0222-3 Review and Discuss Fleet Hangar Door Replacement Project CARES2**

**UPDATES:**

- Airport Master Plan Update
  - Complete
  - Final documentation under FAA review
- Monthly Financial Review
- Monthly Business Plan Review
- Upcoming March Finance Items:
  - Hyannis Hangar LLC (June)
  - Griffin Avionics Lease (March) - Griffin attorney's still reviewing the draft lease - not ready for February meetings
  - Financial/Budget Update (March)
  - DRAFT RFP for the Air Cape Cod facility (March) executive session
  - Disposition of the Mildred's Lot (March)
- Upcoming March Infrastructure Items:
  - Signage (Airport Access Road)
  - Business Plan Update - February 2022
  - Website (Continuation)
  - DRAFT RFP for the Air Cape Cod facility
  - Upcoming Events
  - Electric Aircraft Charging Station Policy
- CARES Act Projects Update
  - Replacement of T-hangar CARES1 (January/February 2022 Bid),
  - Mary Dunn Way Extension CARES3 (January/February 2022 Bid).
  - FBO Renovation CARES4 (March/April 2022 Bid)
- Town of Barnstable Budget
  - FY2023 Operating Budget - under review by Finance Subcommittee (February 1, 2022 meeting)
- Airport Environmental Assessment
  - Epsilon Associates Kickoff Meeting TBD
  - February 2022 start as long as we have an approved Airport Layout Plan from the FAA
    - We originally anticipated a October start but we must wait for the FAA to complete the review and approval of the proposed projects and that will take 90-days
- PFOS/Public Involvement Plan & Update
  - Meeting with DEP on October 1 to go over Audit finding
  - Continuing data collection and preparing for submittal of the Phase III report to DEP in January 2022 (an extension was granted)
- Rebranding
  - Sign Replacement
    - At this point in time, staff has ordered the terminal sign replacement
    - Staff is also getting additional quotes for the replacement of the wooden access signs with the revised stone façade signs with solar lighting.
    - We may not have quotes and graphics to share for the December meeting but we will keep you in the loop
  - Website Upgrade



- Website modifications - underway and an interactive test website available for Subcommittee review
- Airport Management continues to work with The Quotient Group on the website.
  - They have Airport Management and Commissioner feedback on look and feel and are making modifications
  - They have new approved photos for use
- They are continuing to work with the developer on the site
- A revised page based on Marketing and Infrastructure Subcommittee and Management comments is forthcoming
- Dates to remember:
  - Cape Cod Gateway Airport Community Event Series
    - March 31, 2022: Rock Your Garden
    - April 21, 2022: COVID Healthcare Appreciation "Restore and Refresh"
    - May 19, 2022: Cigars & Whiskey featuring Chef Stephen Coe.
      - Tent as a possibility to get away from the terminal
    - June xx, 2022: TBD
    - November xx, 2022: Pottery Night
    - December xx, 2022: Holiday Entertaining

#### **Adjourn Meeting**

Please Note: The list of matters, are those reasonably anticipated by the 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 Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

