



**BARNSTABLE MUNICIPAL AIRPORT  
BOARDMAN-POLANDO FIELD**  
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## BARNSTABLE MUNICIPAL AIRPORT COMMISSION

Tuesday, March 17, 2020

Meeting to be held On-line at 4:00 PM - Via link below:

### Join Zoom Meeting

<https://zoom.us/j/94780611510>

Meeting ID: 947 8061 1510

One tap mobile

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Dial by your location

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**\*\* Ideally please join us Online so we can share the screen with you \*\***

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:  
January 18, 2020  
February 18, 2020
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees **(no April 2020 meetings so no report this month)**
  - Finance (Commissioners Weill, Flores, Bailey)
  - Infrastructure & Marketing (Commissioners Young, Lesinski, Bierwirth)

Barnstable Municipal Airport Commission

John T. Griffin, Jr., Chairman; Elizabeth Young, Vice Chairman; Norman Weill, Clerk; Zachary Lesinski, Commissioner;  
Wendy Bierwirth, Commissioner; John G. Flores, Ph.D., Commissioner; Bradley J. Bailey, Commissioner

## AGENDA

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### **8. Old Business**

None

### **9. New Business**

*EXECUTIVE SESSION: Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining with Teamsters Union Local 59 as a discussion in open session may be detrimental to the bargaining position of the Airport Commission.*

*EXECUTIVE SESSION: Executive Session pursuant to G.L. c. 30A, § 21(a)(6)) to discuss and consider temporary amendments to lease agreements by and Between Barnstable Municipal Airport and Ross Aviation, Avis-Budget Rental Car, Clear Channel, and Reef Parking as an open meeting may have a detrimental effect on the negotiating position of the Commission.*

*The meeting will reconvene in open session after the Executive Session.*

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**COM0420-01 – Review and Approve the Modified Airport Operating Budget for FY2021.**

**COM0420-02 – Review and Approve the Modified Airport Capital Improvement Plan for FY2021.**

**COM0420-03 – Approval of the Recommendation of Bid Award to Capeway Roofing Systems Inc. for Barnstable Municipal Airport ARFF Roof Replacement Project.**

**COM0420-04 – Approval of the Recommendation of Bid Award to Wassau Equipment for Barnstable Municipal Airport Procure and Deliver Rotary Plow with Carrier Vehicle Project.**

**COM0420-05 – Approval of the Recommendation of Bid Award to Oshkosh Airport Products for Barnstable Municipal Airport Procure and Deliver Class 1 Airport Rescue and Fire Fighting Vehicle Project.**

**COM0420-06 – Approval of the Recommendation of Bid Award to Firematic Supply for Barnstable Municipal Airport Procure and Deliver Equipment for Class 1 Airport Rescue and Fire Fighting Vehicle Project.**

**COM0420-07 – Discuss and Approve Aircraft Rescue Fire Fighting/Snow Removal Equipment Building Remodel Project.**

### **10. Report of Special Committees**

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments
- Airport Manager's Report

### **11. Updates:**

- Annual Nomination of Airport Commission Officers May 2020
- Proposed Airport Rates & Charges Modifications Workshop – On hold as we reassess budget
- Pilot Incentive Gear/Marketing Material – On hold as we reassess budget
- Event Pre-planning (all events cancelled through June 2020)
- Guidelines for Construction, Alteration and Improvements at the Barnstable Municipal Airport Policy – *May Infrastructure Meeting*
  - Background: Per discussions with the Infrastructure subcommittee the Airport Management is in the process of updating outdated Guidelines for Construction, Alteration and Improvements at the Barnstable Municipal Airport Policy
- Airport Marketing
  - Jumpstart 2020 (cancelled)
- Airport Master Plan Update
  - Inventory Chapter Review – Completed
  - Forecast Chapter – Completed
  - Environmental Chapter – Review in Progress
  - Planning Advisory Group (PAG) Meeting tentatively on for June but reassessing

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- Airport Business Plan Update – FY Q4 (June 2020)
- Cape Air Rooftop Solar Array Update
- RFP Land Development Update – on hold until reviewed as part of Airport Master Plan Update
- Financial Update – on hold until we have a new data processing resource developed
- PFOS/Public Involvement Plan & Update
- Lease with Southern Airways Express – on hold

**11. Announcements** – Commissioner’s Comments

**12.** Matters not reasonably anticipated by the Chair

**13. Adjournment** – Next Meeting, May 19, 2020

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.

**AGENDA ITEMS**

**As Chair of the Airport Commission, I move to go into Executive Session pursuant to G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining with Teamsters Union Local 59 as a discussion in open session may be detrimental to the bargaining position of the Airport Commission. And**

**As Chair of the Airport Commission, I move to go into Executive Session pursuant to G.L. c. 30A, § 21(a)(6) to discuss and consider temporary amendments to lease agreements by and Between Barnstable Municipal Airport and Ross Aviation, Avis-Budget Rental Car, Clear Channel, and Reef Parking as an open meeting may have a detrimental effect on the negotiating position of the Commission. The meeting will reconvene in open session after the Executive Session.**

**COM0420-01 – Review and Approve the Modified Airport Operating Budget for FY2021.**

**MOTION** to approve the modified FY2021 Airport Operating Budget in the amount of \$6.832 million, a reduction of \$1.1M in revenues and \$996K in expenses. Modifications are as a result in a reduction of anticipated revenues due to COVID-19. **SPONSOR: Management (May be acted upon)**

**COM0420-02 – Review and Approve the Modified Airport Capital Improvement Plan for FY2021.**

**MOTION** to approve the modified FY2021 Airport Capital Improvement Plan Budget in the amount of \$1.7 million, a reduction of \$5 million. Modifications are as a result in a reduction of anticipated revenues due to COVID-19. **SPONSOR: Management (May be acted upon)**

**COM0420-03 – Approval of the Recommendation of Bid Award to Capeway Roofing Systems Inc. for Barnstable Municipal Airport ARFF Roof Replacement Project.**

**MOTION** to approve the recommendation of Bid Award to Capeway Roofing Systems, Inc. for the Barnstable Municipal Airport Aircraft Rescue Fire Fighting (ARFF) Roof Replacement Project in the amount of \$484,200.00. **SPONSOR: Management (May be acted upon)**

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**COM0420-04 – Approval of the Recommendation of Bid Award to Wassau Equipment for Barnstable Municipal Airport Procure and Deliver Rotary Plow with Carrier Vehicle Project.**

**MOTION** to approve the recommendation of Bid Award to Wassau Equipment for the Barnstable Municipal Airport Procure and Deliver Rotary Plow with Carrier Vehicle Project in the amount of \$590,000.00.

**SPONSOR:** Management (**May be acted upon**)

**COM0420-05 – Approval of the Recommendation of Bid Award to Oshkosh Airport Products for Barnstable Municipal Airport Procure and Deliver Class 1 Airport Rescue and Fire Fighting Vehicle Project.**

**MOTION** to approve the recommendation of Bid Award to Oshkosh Airport Products for the Barnstable Municipal Airport Procure and Deliver Class 1 Airport Rescue Fire Fighting (ARFF) Vehicle Project in the amount of \$355,893.00. **SPONSOR:** Management (**May be acted upon**)

**COM0420-06 – Approval of the Recommendation of Bid Award to Firematic Supply for Barnstable Municipal Airport Procure and Deliver Equipment for Class 1 Airport Rescue and Fire Fighting Vehicle Project.**

**MOTION** to approve the recommendation of Bid Award to Firematic Supply for the Barnstable Municipal Airport Procure and Deliver Equipment for Class 1 Aircraft Rescue Fire Fighting (ARFF) Vehicle Project in the amount of \$54,704.00 **SPONSOR:** Management (**May be acted upon**)

**COM0420-07 – Discuss and Approve Aircraft Rescue Fire Fighting/Snow Removal Equipment Building Remodel Project.**

**MOTION** to approve the Barnstable Municipal Airport Aircraft Rescue Fire Fighting (ARFF) / Snow Removal Equipment (SRE) Building Remodel Project to be funded 95% (excluding furniture) by the MassDOT. **SPONSOR:** Management (**May be acted upon**)