

BARNSTABLE MUNICIPAL AIRPORT

BOARDMAN-POLANDO FIELD

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Katie R. Servis, Airport Manager
Matthew T. Elia, Assistant Airport Manager

Barnstable Municipal
Airport Commission:

John T. Griffin Jr.,
Chairman

Stephen P. Cobb,
Vice Chairman

James DellaMorte
Clerk

Elizabeth Young,
Commissioner

Zachary Lesinski,
Commissioner

Joseph J. Berlandi,
Commissioner

Norman E. Weill,
Commissioner

BARNSTABLE MUNICIPAL AIRPORT COMMISSION SPECIAL FINANCE SUBCOMMITTEE AGENDA

Tuesday, December 11th, 2018

Airport Conference Room 3:00 p.m.

Commissioner's Present: (Roll Call)

Stephen P. Cobb, Co-Chair
Joseph J. Berlandi, Commissioner

Commissioner's Absent:

James DellaMorte, Co-Chair

Airport Staff:

Katie R Servis, Airport Manager
Matthew T. Elia, Assistant Airport Manager
Mary McDonald, Financial Analyst

Public Members:

John T. Griffin Jr., Barnstable Airport Commissioner, Kevin Bradley, Rectrix Aerodrome Centers

Meeting was called to order at 3:10 p.m. Roll call was taken.

NEW BUSINESS

F1218-01 Review & Approve Hyannis Air Service Collateral Access Agreement- 600 Barnstable Road.

- Manager Servis stated she had emailed the Collateral Agreement to the commissioner on November 28th. 2018 for review.
- The Finance Subcommittee and Commission approved the Collateral Access Agreement for their 660 Barnstable Road in August 2018. Their bank is asking they have one also signed for the other building they lease from the Airport at 600 Barnstable Road.
- Motion was made by Commissioner Cobb and seconded by Commissioner Berlandi to approve and move item to the January 29th, 2019 Full Commission Meeting.

Action: Agenda item moved to Full Commission for approval.

F1218-02 Review & Discuss Rectrix Aerodrome, Inc.

- Manager Servis introduced Kevin Bradley, Rectrix Aerodrome Centers.
- No public discussion.

Action: None

F1218-03 The Finance Subcommittee may vote to go into Executive Session under G.L.c. 30A §21 (A) to conduct a strategy session for Rectrix Aerodrome, Inc. Lease.

- At this time, Commissioner Cobb called for a motion: As Chair of the Finance Subcommittee, I move to go into Executive Session under G.L.c. 30A §21(A), to conduct a strategy session in preparation for negotiations with Rectrix Aerodrome, Inc., I declare that an open meeting may have a detrimental effect on the litigating position of the Airport, the meeting will reconvene in open session after the Executive Session. The motion was made and seconded, and a roll call vote was taken to go into executive session at 3:14 p.m.

Chairman Cobb yes Commissioner Berlandi yes

All non-essential persons were asked to leave the Conference Room.

The Regular Session of the Barnstable Municipal Airport Finance Subcommittee meeting reconvened at 3:24 p.m.

OLD BUSINESS:

F1118-06 Review & Approve Updated Airport Air Carrier Incentive Program.

- Manager Servis stated the existing program has expired. She will be preparing a draft version to be sent out to the commissioners this week
- The following bullet points were discussed:
 - Category 1: Incentives we need to update tables to reflect current fees.
 - Category 1: Eligible Services we would like to take out the language “nonstop” flights. This language limits us to just the airlines.
 - Category 2: Eligible Services change the language “at least two nonstop flights a day” to one nonstop flight a day.

Action: Manager Servis emailed a markup copy on December 12, 2018 for review.

UPDATES:

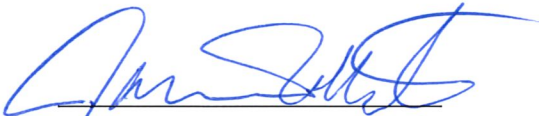
- Airport Manager's Report.
 - Deicing Unit disposition RFP
 - Ideal Flooring Lease Term
 - Rectrix Development Options.
 - Mobile Fuel Sales Platform.
 - Assistant Airport Manager reported we are ready to transition over to mobile Fuel Sales. We have the Ipads and World Fuels Mobile devices.
 - Remote Sensing Access Agreement.
 - Annual Airport Fees.
 - We have researched other airport's fee to gather the information need to adjust our fee accordingly.
 - Our On-Call Planning Services Consultant McFarland-Johnson, Inc. can review our fees, alternate funding & fee options for a fee of \$100,000.00.

Additional Discussion:

- Commissioner Berlandi made two requests based on the Rules & Procedures of the Barnstable Municipal Airport Commission.
 - FY19 -Six month revenue & expense report for first & second quarter
 - Top 5 parcel proposal for development.
 - Commissioners requested the information be provided at the January 15th, 2019 Finance subcommittee meeting.

The next Finance Subcommittee Meeting is scheduled Tuesday, January 15th, 2019 @ 8:30 am.

Adjournment: Voted and moved to adjourn at 3:47 p.m.



James DellaMorte, Co-Chairman



Stephen P. Cobb, Co-Chairman

