



April 16, 2021

CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, April 20, 2021

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

Join Zoom Meeting

<https://zoom.us/j/99251893242>

Meeting ID: 992 5189 3242

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
January 19, 2021
February 16, 2021
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - Finance (*Commissioners Weill, Flores, Bailey*)
 - Infrastructure & Marketing (*Commissioners Young, Bierwirth*)

AGENDA

EXECUTIVE SESSION: Executive Session pursuant to G.L. c. 30A, § 21(a)(6) to discuss and consider the lease agreement by and between Cape Cod Gateway Airport and Griffin Realty Trust, Hyannis Hangar LLC, and Air Cape Cod, as an open meeting may have a detrimental effect on the negotiating position of the Commission.

8. Old Business

None

9. New Business

COM0421-01 – Approval of the Modified CARES Act Spending Plan & Development Plan

COM0421-02 – Approval of the Draft T-Hangar Lease

COM0421-03 – Approval of the Draft Lease Amendment #1 by and between the Cape Cod Gateway Airport and Hyannis Air Service, Inc. d/b/a Cape Air/Nantucket Air

COM0421-04 – Approval of the T-Hangar Replacement Project – modified approach



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

COM0421-05 – Approval of Cape Cod Gateway Airport Commission By-Laws

10. Report of Special Committees

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

Updates:

- Airport Finances Update
 - Management to review
- CARES Act Projects
 - Replacement of T-hangar (Amendment Commission approved January 2021),
 - Fleet Hangar Door Replacement (Amendment Commission approved January 2021),
 - Mary Dunn Way Extension (underway and amendment forthcoming).
- Airport Master Plan Update
 - Live public meeting held on March 22 @ 6PM – live on Zoom Webinar – see recording on our website
 - Please visit our website for documentation details available to the public
 - Next Planning Advisory Group Meeting – May 2021
 - Future meetings with CCC, EPA and MEPA before commencement of EA
- Town of Barnstable budget Meetings
 - CIP Meeting on 4-1-2021 = all items approved
 - Operating Budget Meeting = TBD but most likely June 2021
- Airport Environmental Assessment
 - Post master plan update planning process
 - 18-24 month process
 - Airport Manager completed the RFP to seek proposals from highly qualified firms with previous experience in environmental impact analyses of proposed airport actions that are subject to Federal Aviation Administration (FAA) decision.
 - The project is to be funded in part by the FAA and the Massachusetts Department of Transportation (MassDOT) – Aeronautics Division in FY2022. All work is required to comply with FAA, State and Local requirements and regulations.
- Airport Tree Clearing Project
 - Spring reseeded late April 2021 on the condition of:
 - Temperature monitoring and presumed stretch of good weather with temperatures over 45 degrees
 - Reaching out to northern Tree to schedule April reseeded and replanting plan for failed growth
 - Airport Maintenance site prep (rock removal, rough cut, prep for April seed)
 - Press release = make sure to tie back to “existing” approach not associated with any runway development plans.
- PFOS/Public Involvement Plan & Update
 - Post mitigation monitoring
 - Meeting on 1/27/2021 with DEP identified additional testing and sampling to identify existing plume and future plume based on ground water and PFAS movement
 - Meeting scheduled for April 28, 2021 to update TOB on findings of additional testing
 - Future meeting with Town Council Leadership
- Airport Rates & Charges Update (2021 review post-COVID19)
 - FY2022 effort (October 2021)
 - Airport Management will start working on various updates
- Rebranding & Website Upgrade
 - Website modifications – underway



- Sign plan modifications - underway
- Letterhead, logo, business cards, social media - COMPLETED
- Dates to remember:
 - April 26, 27 and 28, 2021 – Annual FAA Airport Inspection
 - June/July – Terminal Dedication Ceremony – Boardman-Polando - 90th Anniversary for Boardman/Polando Flight
 - MCI Drill September 2021
- Upcoming:
 - Management Contract
 - Management Review

11. Announcements – Commissioner’s Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment – Next Meeting, May 18, 2021

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)(6) to discuss and consider the lease agreement by and between Cape Cod Gateway Airport and Griffin Realty Trust, Hyannis Hangar LLC, and Air Cape Cod, as an open meeting may have a detrimental effect on the negotiating position of the Commission. This meeting will reconvene in open session after the Executive Session.

COM0421-01 – Approval of the Modified CARES Act Spending Plan & Development Plan
MOTION to approve the proposed modified CARES Act Spending Plan & Development Plan as presented. **SPONSOR: Management (May be acted upon)**

COM0421-02 – Approval of the Draft T-Hangar Lease
MOTION to approve the proposed five year T-Hangar lease to commence post-construction for the contracts by and between the Cape Cod Gateway Airport and the municipal hangar lessors.
SPONSOR: Management (May be acted upon)

COM0421-03 – Approval of the Draft Lease Amendment #1 by and between the Cape Cod Gateway Airport and Hyannis Air Service, Inc. d/b/a Cape Air/Nantucket Air
MOTION to approve Lease Amendment #1 effective May 1, 2021 for the first 5 year option to extend the lease by and between the Cape Cod Gateway Airport and Hyannis Air Service, Inc. d/b/a Cape Air/Nantucket Air. **SPONSOR: Management (May be acted upon)**

COM0421-04 – Approval of the T-Hangar Replacement Project – modified approach



MOTION to approve the modified approach for the T-Hangar Replacement Project to include additional bays designed in two buildings. **SPONSOR:** Management (**May be acted upon**)

COM0421-05 – Approval of Cape Cod Gateway Airport Commission By-Laws

MOTION to approve the Cape Cod Gateway Airport By-Laws as presented. **SPONSOR:** Management (**May be acted upon**)

