



CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, February 20, 2024

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

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Meeting ID: 859 9776 2774

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1. Call to Order

- a. This meeting of the Cape Cod Gateway Commission meeting is being recorded and broadcast on the Town of Barnstable's Government Access Channel. In accordance with Massachusetts General Laws Chapter 30A, Section 20, the Chair must inquire whether anyone else is recording this meeting and, if so, to please make their presence known.

2. Roll Call

3. Pledge of Allegiance

4. Minutes of the previous meetings:

December 19, 2023

January 16, 2024

5. Public Comment

6. Commissioners Response to Public Comment



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

7. Report from Sub-Committees

- Finance (*Commissioners Weil, Flores, Bailey*)
- Infrastructure & Marketing (*Commissioners Bierwirth, DiGeorge, Guidod*)

8. OLD BUSINESS

None

9. NEW BUSINESS

COM0224-1 Update on the Smart Microgrid Planning Process

COM0224-2 Approval of Commercial Aeronautical Activity Permit by and Between Cape Cod Gateway Airport and Blue Hill Helicopters.

COM0224-3 Approval of Lease Agreement by and Between Cape Cod Gateway Airport and American Airlines, Inc.

COM0224-4 Approval of Lease Agreement by and Between Cape Cod Gateway Airport and Atlantic Aviation.

COM0224-5 Approval of the Lease Amendment by and Between Cape Cod Gateway Airport and Hyannis Air Service, Inc., dba Cape Air/Nantucket Air

COM0224-6 Approval of Memorandum of Agreement Between the Town of Barnstable and the Cape Cod Gateway Airport Commission

COM0224-7 Approval of Past Grant Assurances Between Cape Cod Gateway Airport Commission and MassDOT Aeronautics Division

COM0224-8 Approval of Amendment #8 to the contract dated August 18, 2020, by and between Cape Cod Gateway Airport and Horsley Witten Group (HWG) for ON-CALL ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments

Updates:

- Monthly Financial Review (Finance)
 - To be further discussed at the meeting
- Strategic Planning Subcommittee Development – Mark Guidod (Chair)
 - Future workshop to update the Strategic Plan
- American Airlines Update
- Electric Aviation Update



- Airport Management has continued conversations with tenants and hopefully new tenants (MassDOT)
- A draft lease has been completed for BETA of VT to install a facility on the East Ramp
 - Site visits occurred on 11-1-2023 by the engineering firm and development team to assess site chosen. Update was provided to the infrastructure subcommittee in February
 - Lease review in BETAs court
- Conversations have started with Southern Airways Express and Surf Air Mobility regarding HYA as a local for hybrid aircraft operations
 - Meeting with Southern Airways Express commenced in November to discuss electric aviation and infrastructure needs
 - Future meetings will be planned to discuss options in more detail
- Transend Air - no updates at this time
- WS Development Update - none
- Projects Update/Status
 - Tower HVAC Project
 - Project update by Matt Elia/Chris Bostwick
 - Equipment Purchases
 - Project update by Matt Elia/Chris Bostwick
 - ARFF/Maintenance Facility Floor Drain Improvements Project
 - Project update by Matt Elia/Chris Bostwick
- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - General Update
 - Draft Environmental Assessment (EA)(the federal action)/Environmental Impact Report (DEIR) (the state action) submitted jointly and made available to the public for review and comment
 - Comment Period extended into February (February 9, 2024). 15 comments received.
- PFOS/Public Involvement Plan & Update
 - See above
- Upcoming Events:
 - March 22/23, 2024 – A Night in the Terminal – planning underway.
 - April 30/May 1, 2024 – Cape Cod Blue Economy Foundation’s Event (Big Blue Conference)
 - June 13 (rain date June 20) 2024 – Festivities on the Flight Line
 - September 2024 –
 - CCYP September 19, 2024
 - A Great Day at the Gateway September 21, 2024
 - October 24, 2024 – 4th Annual SE MA Aviation Career Fair

11. Announcements – Commissioner’s Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment – Next Meeting, March 19, 2024



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

COM0224-1 Update on the Smart Microgrid Planning Process

COM0224-2 Approval of Commercial Aeronautical Activity Permit by and Between Cape Cod Gateway Airport and Blue Hill Helicopters.

MOTION to approve the Commercial Aeronautical Activity Permit by and Between Cape Cod Gateway Airport and Blue Hill Helicopters. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0224-3 Approval of Lease Agreement by and Between Cape Cod Gateway Airport and American Airlines, Inc.

MOTION to approve the two-year Lease Agreement by and Between Cape Cod Gateway Airport and American Airlines, Inc. effective June 1, 2024. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0224-4 Approval of Lease Agreement by and Between Cape Cod Gateway Airport and Atlantic Aviation.

MOTION to approve the 20-year Lease Agreement by and Between Cape Cod Gateway Airport and Atlantic Aviation effective February 29, 2024 for associated land parcels as described in the lease. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0224-5 Approval of the Lease Amendment # 1 by and Between Cape Cod Gateway Airport and Hyannis Air Service, Inc., dba Cape Air and Nantucket Air

MOTION to approve the Lease Amendment # 1 by and Between Cape Cod Gateway Airport and Hyannis Air Service, Inc., dba Cape Air and Nantucket Air effective March 1, 2024, to reduce the leased space in the terminal from 1440 square feet to 1168 square feet. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0224-6 Approval of Memorandum of Agreement Between the Town of Barnstable and the Cape Cod Gateway Airport Commission

MOTION to approve the Memorandum of Agreement Between the Town of Barnstable and the Cape Cod Gateway Airport Commission for a one-time transfer of funds from the Airport Enterprise Fund to the Water Supply Enterprise Fund of \$477,887 which represents the Airport Commission's allocable share of the costs to address PFAS contamination in the affected water system. **SPONSOR:** Finance Subcommittee **(May be acted upon)**



COM0224-7 Approval of Past Grant Assurances Between Cape Cod Gateway Airport Commission and MassDOT Aeronautics Division

MOTION to approve the Acceptance of the State Grant Assurances by and between the Cape Cod Gateway Airport and the Massachusetts Department of Transportation- Aeronautics Division; and to Approve Authorization of the Airport Commission Chair to execute said Grant Assurances on behalf of the Airport Commission. Approval of this motion will approve the assurances for the following 19 projects:

- ASMP-2020-HYA-28 Airport Tree Clearing Project Phase I,
 - ASMP-2020-HYA-29 Airport Tree Clearing Project Phase II,
 - ASMP-2020-HYA-25 Purchase of 60" Battery Operated Zero Turn Mower with Solar Canopy,
 - ASMP-2020-HYA-24 Purchase of Propane Tractor with Attachments,
 - ASMP-2019-HYA-23 Rates and Charges Study,
 - ASMP-2019-HYA-22 Purchase of 2 Snow Removal Equipment Trucks with Plows, ASMP-2018-HYA-21 Upgrade Drainage around Hangar II,
 - ASMP-2018-HYA-20 Replace ARFF Building Bay Doors,
 - ASMP-2018-HYA-19 Purchase Forestry Mulcher,
 - ASMP-2018-HYA-18 Airport Café Expansion,
 - ASMP-2017-HYA-17 Purchase of Airport Tractor with Mower Deck Flex Wing,
 - ASMP-2017-HYA-16 Purchase of Rotary Cutter with Flail Attachment,
 - AIP-3-25-0025-068-2017 Rehabilitate Runway 15-33, Taxiway C and Taxiway B (Grant 1),
 - AIP-3-25-0025-066-2019 Conduct Airport Master Plan Study and Airport Layout Plan Update,
 - AIP-3-25-0025-065-2016 Slurry Seal and Paint Terminal Apron,
 - AIP-3-25-0025-064-2016 Reimbursable Agreement for AIP-3-25-0025-063-2016,
 - AIP-3-25-0025-063-2016 Rehabilitate Runway 15-33, Taxiway C and Taxiway B (Grant 2),
 - AIP-3-25-0025-062-2015 Remove Obstructions in the Runway Visibility Zone (RVZ), and
 - AIP-3-25-0025-061-2015 Reconstruct Taxiway C and a portion of Taxiway D.
- SPONSOR: Finance Subcommittee (May be acted upon)**

COM0224-8 Approval of Amendment #8 to the contract dated August 18, 2020, by and between Cape Cod Gateway Airport and Horsley Witten Group (HWG) for ON-CALL ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES

MOTION to approve the Amendment #8 to the contract dated August 18, 2020, by and between Cape Cod Gateway Airport and Horsley Witten Group (HWG) for ON-CALL ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES in the amount of \$65,000 for Fiscal Year 2024. **SPONSOR: Finance Subcommittee (May be acted upon)**





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