

CAPE COD GATEWAY AIRPORT COMMISSION
Tuesday, February 18, 2025
Meeting to be held in the Airport Conference Room at 4:00 PM

- This meeting will be replayed via Xfinity Channel 8 or high-definition Channel 1072. It may also be accessed via the Government Access Channel live video on demand archives on the Town of Barnstable's website:
<https://streaming85.townofbarnstable.us/CablecastPublicSite/?channel=1>
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PUBLIC SESSION AGENDA

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, I 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:**
January 21, 2025
5. **Public Comment**
6. **Commissioner's Response to Public Comment**
7. **Report from Sub-Committees**
 - **Finance** (*Commissioners Weill, Bailey, Guidod*)
 - **Infrastructure & Marketing** (*Commissioners DiGeorge, Bierwirth, Maillho*)

PUBLIC SESSION

8. OLD BUSINESS

None

9. NEW BUSINESS

COM0225-1 – Approval of the Airport Capital Improvement Plan FY2026-2030

MOTION to review, discuss, and approve the FY2026 – FY2030 Airport Capital Improvement Plan for submittal to the Town of Barnstable. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0225-2 – Approval of the Recommendation of Award and Contract for a 3-year On-call Environmental Services to HRP Associates, Inc.

MOTION to approve the award to HRP Associates, LLC and to approve the subsequent contract by and between HRP Associates, LLC and the Cape Cod Gateway Airport for the 3-year on-call Environmental Services. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0225-3 – Approval of the Change Order #1, for Runway 6/24 EMAS Replacement Project in the amount of \$102,000.

MOTION to approve the Amendment #1 to the contract dated June 3, 2022, by and between Cape Cod Gateway Airport and Lawrence Lynch Corp. for additional work associated with Leachate in the EMAS Blocks in the amount of \$102,000.00. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0225-4 – Approval of the Change Order #1, for Aircraft Firefighting Vehicle Replacement Project in the amount of \$0.00.

MOTION to approve the Amendment #1 to the contract dated August 21, 2024, by and between Cape Cod Gateway Airport and Rosenbauer Minnesota, LLC for body changes to the Aircraft Firefighting Replacement Vehicle in the amount of \$0.00. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0225-5 – Discussion and Approval of the Recommendation of Award for Recruitment Services to ADK Consulting, Inc. for a total contract price of \$49,999.00.

MOTION to approve the award to ADK Consulting, Inc. and to approve the subsequent contract by and between ADK Consulting, Inc. and the Cape Cod Gateway Airport for the Airport Manager position Recruitment Services in the not to exceed amount of \$49,999.00. **SPONSOR:** Finance Subcommittee **(May be acted upon)**

COM0225-6 – Civil Rights Presentation.

COM0225-7 – Approval to adopt the proposed Cape Cod Gateway Airport (CCGA) MVPStrategic™ Plan as written and presented.

MOTION to approve the adoption of the proposed Cape Cod Gateway MVPStrategic™ Plan as written and presented. **SPONSOR:** Airport Commission **(May be acted upon)**

10. Reports of Special Committees:

- Yarmouth Representative Comments

Updates:

- Terminal Seasonal Structure – update to be provided by management
- Strategic Planning Updates
 - Next steps to be presented by Mark Guidod
- Airline Updates
 - American Airlines – expanded service to PHL and ORD, Management met with PHL Marketing team to discuss both airport’s efforts – Manager Servis to provide an update.
 - JetBlue – working on modified lease for terminal – 2025 will be their 12th season!
 - Cape Air – more robust winter schedule – included JFK through February, they are also adding service to other airports in the region
 - Gull Air –
 - Breeze – in discussions but nothing to report
- Electric Aviation Update –
 - BETA/ CIP FY2025 Charging Stations – Meeting on 1/17/2025 and again on 2/11/2025 to discuss implementation of charging station. Meeting with FAA on 2/13/2025 to discuss funding – update to be provided
 - Archer – no updates at this time
 - Smart Grid Program – working with DOT regarding 20% design plan and asset priorities for planned connections to the system
 - Airport priorities =
 - Airfield/Navigational Aids
 - ARFF Building/SRE Building

- Tower
 - Fuel Farm/GasBoy
 - Terminal (step 1 emergency power/security)
 - Terminal (step 2 would be the full building)
- EV Make Ready Charging Stations –
- Projects Update/Status
 - Tower HVAC Project & OPM Selection
 - Project update by Matt Elia/Chris Bostwick
 - ARFF/Maintenance Facility Floor Drain Improvements Project
 - Project update by Matt Elia/Chris Bostwick
 - Flight Departure Procedure Analysis
 - Project update by Katie Servis
 - SOW was modified by consultant
 - Next steps – airport/consultant meeting, airport commission and town council approval of project funding. Funding is 100% airport reserves (MassDOT and FAA indicated that the project is ineligible since we already meet a standard). We are committed to this analysis based on community requests for review.
- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - Final Environmental impact Report (FEIR) for the Cape Cod Gateway Airport's Master Plan projects has been formally submitted to the MEPA office.
 - The FEIR MEPA certificate received
 - FEIR NEPA certificate in process
- PFOS/Public Involvement Plan & Update
 - Next status report = April 2025
 - Next public informational meeting = November 2025 (time and date TBD)
- Upcoming Events:
 - March 21 and 22 2025 – A Night in the Terminal – Scout Sleepover for two troops (Plymouth and Hopedale)
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11. Announcements – Commissioner’s Comments

12. Matters not reasonably anticipated by the Chair

EXECUTIVE SESSION

Executive Session pursuant to M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to litigation as a discussion in open session may have a detrimental effect on the litigating position of the Airport Commission and the Town of Barnstable.

MOTION: As Chair of the Airport Commission, I move to enter Executive Session pursuant to M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to litigation as a discussion in open session may have a detrimental effect on the litigating position of the Airport Commission and the Town of Barnstable. Specifically, the Airport Commission will discuss litigation strategy with respect to the multi-district litigation in South Carolina’s U.S. District Court regarding Aqueous Film-Forming Foams Products Liability Litigation, and, in particular, with respect to the Town of Barnstable’s member civil case, Town of Barnstable v. 3M Company, et al. The Airport Commission will not reconvene in Public Session after the Executive Session.

13. Adjournment – Next Meeting, March 18, 2025

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

PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THE MEETING REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITH PROPER POSTING.

For your information the section of the M.G.L. that pertains to postings of meetings is as follows:
Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.