



**CAPE COD GATEWAY AIRPORT
COMMISSION MINUTES OF THE REGULAR SESSION
Held at the Cape Cod Gateway Airport
TUESDAY, February 20, 2024**

The meeting was held via ZOOM

Commissioners Present:

John T. Griffin, Jr., Chair; John G. Flores, Vice Chair; Norman Weill, Clerk, Wendy Bierwirth; Bradley J. Bailey; Joseph DiGeorge; and Mark Guid

Commissioners not present:

None

Yarmouth Representative:

Christine Greeley was not present

Airport Staff Present:

Katie Servis, Airport Manager; Matt Elia, Assistant Airport Manager; Chris Bostwick, Senior Project Manager/Airfield Compliance Supervisor; and Suzanne Kennedy, Administrative Assistant to the Airport Manager

Public Members:

Jim Reynolds; Joseph Martorano, Gabrielle Berns, and Eric Kupcinkas, Arup (Smart MicroGrid); Helyne Medeiros, Atlantic Aviation; and Braveen Mahendran, Blue Hills Helicopter

Call To Order:

Chairman Griffin called the regular meeting of the Cape Cod Gateway Airport Commission to order at 4:03 p.m. He stated this meeting of the Cape Cod Gateway Airport 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, please make their presence known.

Attendance roll call was taken followed by the Pledge of Allegiance.

Minutes of the previous meetings:

The minutes of the December 19, 2023, Airport Commission meeting were approved and will be signed at a later date.

The minutes of the January 16, 2024, Airport Commission meeting were tabled pending a small verbiage update to the Yarmouth Representative's comments.

Public Comment:

None

Commissioners Response to Public Comments:

None

Finance Subcommittee (Commissioners Weill, Flores, and Bailey)

The Finance Subcommittee met on Tuesday, February 6, 2024. Commissioner Weill read a review of the meeting (attached).

Infrastructure & Marketing Subcommittee (Commissioners Young, and Bierwirth)

The Infrastructure & Marketing subcommittee met on Tuesday, February 13, 2024. Commissioner DiGeorge read a review of the meeting (attached).

Old Business:

None

New Business:

COM0224-1 Update on the Smart Microgrid Planning Process

- The airport was the only airport in the nation to receive a grant to investigate and plan for the installation of a Smart Microgrid system.
- The planning project was awarded to Arup. Their team will present an update to the Commission on various aspects of the study.
- Manager Servis gave a brief overview of the project; the project purpose and the focus of the MassDOT key pillars for the project. This is a contract between Arup and MassDOT to implement this project on the Airport's behalf. This is to design a robust infrastructure to provide a cutting-edge model for Clean Energy at Cape Cod Gateway Airport. She introduced the Project Manager for Arup, Joseph Martorano Associate Principal - Professional Engineer and oversees Urban Energy for Arup.
- Mr. Martorano gave a brief overview of the Arup Engineering Firm. This team is out of both the Boston and New York offices.
- He reviewed some of the Integrated Energy groups that Arup has to offer. It is an employee owned company that focuses on the sustainability of the environment.
- He gave a background of the grant process, and the location of where the other 59 DOT grants were awarded out of 392 applicants.
- The Cape Cod Gateway Airport was the only airport to receive a grant and the only applicant to receive a grant for a Smart Microgrid at an airport. This is for the preliminary planning work and then we will need to apply for a second grant to help implement the project.
- A Smart Microgrid will create a way for the Airport to operate independent of a major electrical grid. There may be times when the Airport may lose power for an extended period of time. This would create a way to provide power in a sustainable way, potentially indefinitely, to maintain the Airport without the need for an electric utility. This will also allow for rapid recharge of electric aircraft and vehicles separate from the grid if necessary.
- This may include flexibility in various forms of cogeneration engines, photovoltaic cells, or fuel cells and energy storage.
- Mr. Martorano showed some examples of other Airport SMART Microgrids.
- The period of performance will occur in phases during approximately 18 months during which time the project will be completed to the 30% to 50%, hopefully 90%, design phase depending on timing and funding.
- The Project Goals were reviewed and the three major areas of expected project outcome include - financial, resiliency, and sustainability.
- Stakeholder engagement has occurred with tenants, Cape Cod Regional Transit Authority (CCRTA), Eversource, MassDOT and the Airport.
- Commissioner's questions were answered:
 - The Grant was written by MassDOT Aeronautics. They chose this Airport and the CCRTA for this program based upon the infrastructure that was already using green technology and Airports that would be most applicable based on existing green initiatives. Commissioner Weill acknowledged that this reflects on the management and staff of the Airport. The hidden talent that exists at this Airport to work toward the future of the Airport.
 - A Microgrid has two main purposes. It is a self-contained generation dedicated to a site that, when the grid is not available, can self-sustain from the grid if needed or wanted at full capacity. Transition would be instantaneous. It may be a viable option to become self-sufficient using a SMART Microgrid, but keeping ties to the utilities for a second point of power would be prudent. Also, the SMART microgrid would be able to determine when the cost of the power source would be most efficient.
 - Arup is named after the founder Ove Arup, a British Engineer.
 - Energy storage and then reselling the energy for profit may be an option depending on storage and needs of the Airport.

- In an extreme emergency The Airport would not be able to send power across Eversource lines and into the grid. Only third-party generators can do this.

The Arup representatives left the meeting at 4:48 pm.

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)**

- This agenda item was moved and read by Commission Weill; and seconded by Commissioner Bailey.
- The airport users are varied with everything from year-round residents, contractors, doctors & nurses, hospitality industry workers, Military, medical evacuation flights, etc.
- To continue to provide various activity at the airport, management has been approached by Braveen Mahendran Chief Pilot, of Blue Hill Helicopters (a sublessor to Atlantic Aviation) to operate helicopter tour operations and potential 135 operations in the future at the airport.
- He has received a Business License from the Town of Barnstable, a Letter of Authorization from the FAA under FAR Part 91 for Commercial Air Tour Operations, and insurance coverage for his operation and has named the Airport as additionally insured.
- He will be operating as Blue Hill Helicopters year-round from HYA and anticipates a future 135 operation, which he is now seeking.
- Helicopter operations are not new to the airport. In Calendar year 2023 there have been nearly 850 helicopter operations that include: medical evacuation flights, military flights, corporate flights (CVS, Raytheon, Charles Schwab), and existing flight tour operations by other helicopter tour operators.
- In the past, the Airport received comments from the public in regard to this type of operation.
- In correspondence with the Federal Aviation Administration (FAA), the airport is not obligated to go through a public review or approval process for this type of operation.
 - The Airport must remain in compliance and not violate the Federal Grant Assurances #22, Economic Nondiscrimination and Grant Assurances #23, Exclusive Rights.
 - The FAA stated that the Airport must allow the company to operate and to treat them in the same manner as any other operator at the airport.
- We have received responses from Blue Hills Helicopter on the following questions:
 - How long will each tour last? Under an hour. Most likely 30-minutes/flight
 - How many per day? Unknown currently, it depends on the customers. Existing operators, on average, conduct 50 to 60 flights per year
 - Will this be seasonal or year-round? Year round but fewer flights than the other operators as they are looking at high-end tours @ \$300 per tour
 - Are special procedures being developed for the arrival and departure of this helicopter? The Airport will use the existing Fly Friendly Fly Quiet Program but intends to review the voluntary noise procedures and modify if necessary and/or develop helicopter tour routes. A scope of work is under development.
 - How far will the helicopter fly? 25 nautical miles is the limit
 - What altitudes? 1,000 - 1,500 feet (it meets FAA requirements to be at least 500 feet above populated areas) but they may drop down lower than 1,000 during the tour
 - Where will they operate? From Atlantic Aviation's facility on the North ramp and following a north shore and south shore route, like the other tour operators. North of the airport to the bridges and south of the airport to Woods Hole.
 - Any noise analysis? The type of helicopter proposed for use is an R-44 and the Bell 206B.
- There is a lease with Atlantic Aviation, so there is no lease to approve with the Airport, just the Aeronautical Activity Permit.
- Commissioner Weill commented that below 2500 feet and generally within a 5-mile radius the Air Traffic Control Tower has control of the inbound and outbound traffic.

- The Blue Hills company has been operating for 20 years out of Norwood Airport and they have internal maintenance. Braveen is currently a commercial airline pilot and is very aware of all the regulations and he would be very happy to be involved with management to create helicopter routes. He did not receive any noise complaints last year flying over Boston. Hopefully the Part 135 certificate approval will be complete by the end of the year.
- The Insurance coverages were reviewed.
- This agenda item was unanimously approved by verbal vote.

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**)

- This agenda item was tabled.

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**)

- This agenda item was tabled.

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**)

- This agenda item was moved and read by Commission Flores; and seconded by Commissioner Weill.
- With the advent of American Airline's arrival in June 2024, the Airport has asked Cape Air to make modifications to their leased terminal space to allow for baggage belt access for American Airlines.
- There is a provision in the tenant Leases that identifies that if needed modifications may be made to the leased spaces. Management is grateful to Cape Air for modifying their space.
- Cape Air will be relocating one of their offices next week, moving their sign, and dismantling and moving one of their counters that is only used for cargo. This will be complete by the end of February.
- Cape Air has reduced their lease space from 1,440 sq. ft. to 1,168 sq. ft.
- Manager Service reviewed the Airline Incentive Program and the impacts on revenue for the result of the reduction of Cape Air and the addition of American Airlines leases. This will create a slight increase in the revenue.
- This agenda item was unanimously approved by verbal vote.

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**)

- This agenda item was moved and read by Commission Bailey; and seconded by Commissioner Weill.
- Horsley Witten Group, Inc. has completed a detailed review of analytical data, preformed groundwater fate and transport studies and has utilized environmental forensic techniques to determine the extent of the Cape Cod Gateway Airport's impact to the Maher Wells with PFAS substances PFAS related to the historic use of aqueous film forming foam (AFFF) - the only "HISTORIC" firefighting foam approved for use by the FAA.

- As part of the Massachusetts Contingency Plan (MCP), the Massachusetts Department of Environmental Protection (MassDEP) Bureau of Waste Site Cleanup was tasked with ensuring the cleanup of oil and hazardous material releases pursuant to the Massachusetts Oil and Hazardous Material Release Prevention and Response Act (M.G.L. Chapter 21E).
- The Airport has followed the MCP process since being notified in 2015 and is now at Phase V in the process, which is the implementation of an approved remedy and monitoring of the plume.
- A majority of the PFAS impacted soil at the Airport was covered with an engineered barrier (a "cap") consisting of either a 30-mil geomembrane (Deployment Area) or asphalt (Airport Rescue and Firefighting/Snow Removal Equipment [ARFF/SRE] Building Area) in 2020.
- The caps have significantly reduced the concentration of PFAS within the two source areas.
- The caps are inspected bi-annually, and to date, the groundwater samples collected document that the caps are working.
- Because the PFAS plume moves rather slowly, modeling, sampling and the forensics used recently show airport PFAS reaching only one of the two Maher Wells, ME-2 sometime between September 2021 and June 2022.
- Considering that multiple lines of evidence support the fact that ME-1 and ME-3 have not been and will not be impacted by the Airport's PFAS plume, the Airport presented cost allocations for the Airport's impact to the Maher Wells.
- The Maher treatment plant was designed for the treatment of *1,4-dioxane, PFAS and select metals*. The Maher Treatment Plant cost \$10,875,261 to construct to protect drinking water. DPW is seeking funding for this development from those that have impacted the plant, upgradient of the wells. This includes the airport and other sources such as Industrial sites north of the airport and the Barnstable Fire Training Academy.
- The Airport is responsible for a very small portion of this impact as follows:
 - The Airport's Total PFAS impact to ME-2 is 34 percent based on forensic data
 - The number of Years requiring Treatment = 10 years (2033) which is three more than predicted by the Fate and Transport model detailed in the Final Phase IV Report.
- Considering the above factors, the Airport has developed the following cost allocation formulas to monetize its contribution towards the construction of the plant and the on-going operation and maintenance:
 - 1). Airport payment towards Maher Treatment Plant construction
 - Cost of Plant = \$10,875,261
 - Percent of Wells Impacted by Airport = 1/3 or 33.3 percent
 - Percent of Treatment Required = 1/3 or 33.33 percent
 - Percent of Total PFAS Contribution = 34 percent
 - = **$(\$10,875,261)(0.333)(0.333)(0.34) = \$410,022$**
 - 2). Airport Payment towards carbon
 - Annual Carbon Cost for plant is \$180,000
 - Percent of Wells Impacted by Airport = 1/3 or 33.3 percent
 - Percent of Treatment Required = 1/3 or 33.33 percent
 - Percent of Total PFAS Contribution = 34 percent
 - Number of Years requiring Treatment = 10 years
 - = **$(\$180,000)(0.333)(0.333)(0.34)(10) = \$67,865$**
- The airport and DPW have reached consensus on the cost allocation method and the total lump sum onetime payment from Airport Enterprise Fund to the Water Supply Enterprise Fund of \$477,887.
- The airport's attorneys from Anderson & Kreiger developed the MOA that has been approved by the Town's Attorney
- The next step is to present this in a Town Council meeting for a funding transfer from the Airport Enterprise Fund to Water Supply Enterprise Fund of the Town
 - Funds were set aside for this in the FY2024 Capital Budget
- Manager Servis described the method by which the plume will detach from the well due to the mitigation system located at the well, and the absence of any additional rainwater that would move the PFAS as the area is now capped.
- Commissioner Weill commented that the Airport gets a lot of attention for the contribution of PFAS but is only one of many contributors.

- Commissioner Flores mentioned that Carbon Filters were installed about 40 years ago at the Firefighting academy. These wells primarily impacted the village of Hyannis, not all the Town. There has been an increase from the Cape Cod Commission had had to come up with a lot of money for treatment of the water.
- There is no Grant funding available for this mitigation, so the funding will come from the Airport reserves that were certified at \$13 million in August of last year.
- This agenda item was unanimously approved by verbal vote.

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)**
- This agenda item was moved and read by Commission Weill; and seconded by Commissioner Bailey.
- Prior to existing Airport Management, the Airport had been in conversations with MassDOT Aeronautics and the Town of Barnstable's attorney about the grant assurances presented to the Airport for various grants.
 - The Airport and the Town wanted to make changes to the text could be made, and until the changes could be accepted, the Airport had many outstanding grant assurances.
 - Although the grants were received, the funds spent and the airport reimbursed, several assurances were never signed and MassDOT is asking that this be corrected as the Airport signed the grants that still obligates them to the assurances.
- As an Enterprise Fund, the Town of Barnstable was concerned with some of the language used in the assurances and did not want to sign the assurances.
 - However, with the help of the Airport's attorneys, slight modifications were accepted by MassDOT, and revised grant assurances developed that the town would sign.
- The town also produced a cover letter that would accompany each assurance.
- Manager Servis will get a list of the total value of this list of Assurances to the Commissioners. This would have an impact on the need to reimburse any grants if the airport were to relocate.
- These were not previously signed because the Town had difficulty with the language in the Grant Assurance document and they were trying to have the State make modifications on

the determination of the Sponsor. The Sponsor is named as the Town of Barnstable and that would make the taxpayers ultimately responsible if the Grants could not be paid back by the Airport. The State determined that if the Grants were to be issued, the language would need to remain, and the Town is providing a cover letter to submit with the Assurances.

- This agenda item was unanimously approved by verbal vote.

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**)

- This agenda item was moved and read by Commission Bierwirth; and seconded by Commissioner Bailey.
- Horsley Witten Group is the airport's current on-call firm for environmental engineering, permitting and DEP Remediation services.
- They have been the Airport's consultant on record and licensed site professional for a number of years.
- The Airport extended their contract to coincide with the fiscal year budget rather than end mid-year during a fiscal cycle but failed to identify the amount of funds available in FY2024
- The Airport budgeted and the Airport Commission approved the FY2024 budget that allocated \$65,000 for environmental on call services but the PO was not opened in the beginning of the fiscal year. Amendment #7 extended the length of time of the contract to align with the fiscal year but did not take into account the monetary change.
- The amendment would rectify that.
- This agenda item was unanimously approved by verbal vote.

10. Report of Special Committees

- **Noise Report (July, October, January, April)**
- **Yarmouth Representative Comments** - not present

Updates:

- Monthly Financial Review (Finance)
 - Will be provided to the Commissioners via email
- Strategic Planning Subcommittee Development - Mark Guiod (Chair), Norm Weill
 - Future workshop to update the Strategic Plan
- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - Comment Period extended and was open for two months through February 9, 2024. 15 comments were received. These will be sent to the Commissioners.
- 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

Commissioner Flores asked if the April/May event was in partnership with the Chamber. This will be. Day one will centralize around Electric Aviation (EA) so MassDOT, Beta, and other EA entities will be on site. Day 2 will be about Marine Environmental.

An update was requested from WS Development. Manager Servis will invite them to the March Commission meeting to provide information.

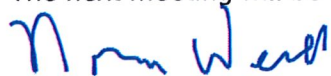
Chairman Griffin sent information to the Commissioners about the Aero Club of New England events.

12. Matters not reasonably anticipated by the Chair

None

Adjournment -

Upon Motion duly made and seconded, the meeting was adjourned at 5:42 PM.
The next meeting will be held on March 19, 2024.



03/22/2024

NORMAN WEILL, CLERK

Documents attached:

Finance Subcommittee speaking notes
Infrastructure & Marketing Speaking notes
SMART Grant-Smart Microgrid presentation
Map of PFAS Plume

Met Tuesday, February 6, 2024

The meeting was held via ZOOM

The meeting was called to order at 8:32 a.m.

Commissioners Weill and Bailey were present via zoom.

Commissioner Flores was absent.

Minutes of the January 9, 2024, Regular Session Finance meeting was not addressed at this meeting and will be on March 5th, 2024 agenda.

OLD BUSINESS

None

NEW BUSINESS

FIN0224-1 Review and Approve Lease Agreement By and Between Cape Cod Gateway Airport and American Airlines, Inc.

- Airport Management & Airport's attorney's, Anderson & Kreiger worked to develop the lease for American Airlines. .
- The lease has a two-year term with three one-year option renewals.
- Year one includes incentive program discounts -Year Two rates return to fair market value.
- Leased space will be 513 square feet which includes office and counter space.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

FIN0224-2 Review and Approve Lease Agreement By and Between Cape Cod Gateway Airport and Atlantic Aviation.

- Airport Management and Airport's attorney's, Anderson & Kreiger worked to develop the lease for Atlantic Aviation.
- The Lease has a twenty-year term with no option renewals.
- The Lease includes the hangar that is owned by Atlantic, vehicle parking and aircraft parking ramps.
- One of the aircraft parking ramps is adjacent to the terminal. A special clause was added to the lease stating that if that area was needed to serve commercial aviation in the future, that with a 30-day notice, the airport can modify the lease for that ramp area and remove it from the premises list.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

FIN0224-3 Review and Approve Lease Amendment by and Between Cape Cod Gateway Airport and Hyannis Air Service, Inc., dba Cape Air and Nantucket Air.

- American Airline's arrival is in June 2024,
- In preparation of their arrival the Airport has asked Cape Air to make modifications to their leased terminal space to allow for baggage belt access for American Airlines.
- Cape Air will be relocating one of their offices, moving their sign and dismantling one of their counters that is only used for cargo by the end of the month to allow for baggage belt access for American Airlines.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

FIN0224-4 Review and Approve Memorandum of Agreement Between the Town of Barnstable and the Cape Cod Gateway Airport Commission

- Horsley Witten Group, Inc. completed a detailed review of analytical data, performed groundwater fate and transport studies and has utilized environmental forensic techniques to determine the Airport's impact to the Maher Wells with per- and polyfluoroalkyl substances (PFAS) related to the historic use of aqueous film forming foam (AFFF).
- As part of the Massachusetts Contingency Plan, the Massachusetts Department of Environmental Protection (MassDEP) Bureau of Waste Site Cleanup was tasked with ensuring the cleanup of oil and hazardous material.
- The Airport has followed the process and is now in Phase V, which is the implementation of an approved remedy and the monitoring.
- The Airport and DPW have reached an agreement,
- The airport's attorney's Anderson & Kreiger developed a MOA which has been approved by the Town Attorney.
- Next step is to present this in a Town Council meeting for a funding transfer of a lump sum from the Airport Enterprise Fund to Water Supply Enterprise Fund of the Town. These funds were set aside for the FY2024 Capital Budget.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

FIN0224-5 Review and Approve Past Grant Assurances Between Cape Cod Gateway Airport Commission and MassDOT Aeronautics Division

- The Airport had been in conversations with MassDOT Aeronautics and the Town of Barnstable attorneys about the grant assurances presented to the Airport for various grants.
- The Airport and the Town wanted to make changes to the text and until that time, the Airport has had many outstanding grant assurances. Although the grants were received, the funds spent and the airport reimbursed, several assurances were never signed and MassDOT is asking that this be corrected.
- As an Enterprise Fund, the Town of Barnstable was concerned with some of the language used in the assurances and did not want to sign the assurances. However, with the help of the Airport's attorneys, slight modifications were accepted by MassDOT and revised grant assurances developed that the town would sign along with a cover letter that would accompany each assurance.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

FIN0224-6 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

- Horsley Witten Group the airport's current on-call firm for environmental engineering, permitting and DEP Remediation services.
- They have been the Airport's consultant on hazardous materials such as PFAS remediation and responding to emergency spills of hazardous materials.
- When extending their contract to coincide with the fiscal year budget. failed to identify the amount of funds available in FY2024.
- The Airport budgeted and the Airport Commission approved the FY2024 budget that allocated \$65,000 for environmental on call services, but the PO was not opened in the beginning of the fiscal year.

The agenda item was moved to the February 20, 2024, Full Commission meeting for approval.

Updates:

- Monthly Financials were reviewed.
- 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 and perhaps a smaller facility at Hangar II on the North Ramp
 - Site visits occurred on 11-1-2023 by the engineering firm and development team to assess site.

- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - Draft Environmental Assessment (EA)(the federal action)/Environmental Impact Report (DEIR) (the state action) submitted jointly are available to the public for review and comment
 - Comment Period extended into February 9th due to MEPA on draft if DIRA due 22 .
- Upcoming Events:
 - March 22/23, 2024 – A Night in the Terminal – planning underway.
 - Peirce Cote is working on having a photographer present.
 - April 30/May 1, 2024 – Cape Cod Blue Economy Foundation's Event (Big Blue Conference) first day of event is in Atlantic Hangar.

The meeting was adjourned at 9:41 am.

Speaking Notes: Infrastructure & Marketing 02-13-24

Met Tuesday, February 13th at 10:34 am

Commissioners DiGeorge, Bierwith, and Guiod were present. The meeting was held via ZOOM.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

IN0224-1 Update by Cape Air, Fleet Building Door Replacement at 660 Barnstable Road

- As Jim Wolf, Cape Air, was unable to attend the meeting, Manager Servis gave a brief update on the status of the progress of the Hangar Door replacement on the 660 Barnstable Road property that they lease from the Airport.
- The frame is installed, and door I is now substantially complete. The skin is not installed yet, so there were concerns over the effects of the snow and wind today.
- Door II will hopefully be completed within the next couple of weeks.
- An amendment to the existing lease, or a new lease, will be negotiated to allow for consideration of the costs of the facility improvements.

IN0224-2 Update on the BETA Electric Aircraft Charging Station Installation

- Airport Management has been working with BETA of Burlington VT on the installation of a Fast electric aircraft charging station on the East Ramp between Aloft Aviation and the Maintenance facility.
- The conduit will run outside the fence to a Level II vehicle charging station.
- The airport requested a Categorical Exclusion (CATEX) determination from the FAA for Facility Siting, Construction, and Maintenance. This category includes the list of CATEXs for FAA actions involving acquisition, repair, replacement, maintenance, or upgrading of grounds, infrastructure, buildings, structures, or facilities that generally are minor in nature.
- The result of the CATEX determination was that no further NEPA review was required, and the project is categorically excluded.
- This process was paid for by BETA not the Airport.
- A lease for the property has been drafted and is in BETA's hands for review.

IN0224-3 Overview and Report on the 2023 Marketing Campaign with Cape Cod Broadcasting Media

- Airport Management has been working with Cape Cod Broadcasting (CCB) Media for several years to seasonally market airline activity and destinations as well as our events.
- Last year was the first time the airport provided more digital marketing using mobile conquesting and behavioral targeting.
- Michelle Resendes, Marketing Consultant for CCB, reported on the FY2023 campaign and the proposal for the FY2024 digital campaign.
- The FY2024 campaign will incorporate a wider digital net with local conquesting and behavioral targeting being expanded during the high season May – September and mobile conquesting and behavioral targeting for New York and DCA for a shorter time period. Radio will resume for airline and event advertisement.
- The commissioners requested to review the google analytics and specific user information at the next meeting. How to best show the results from the FY2023 campaign will be reviewed.

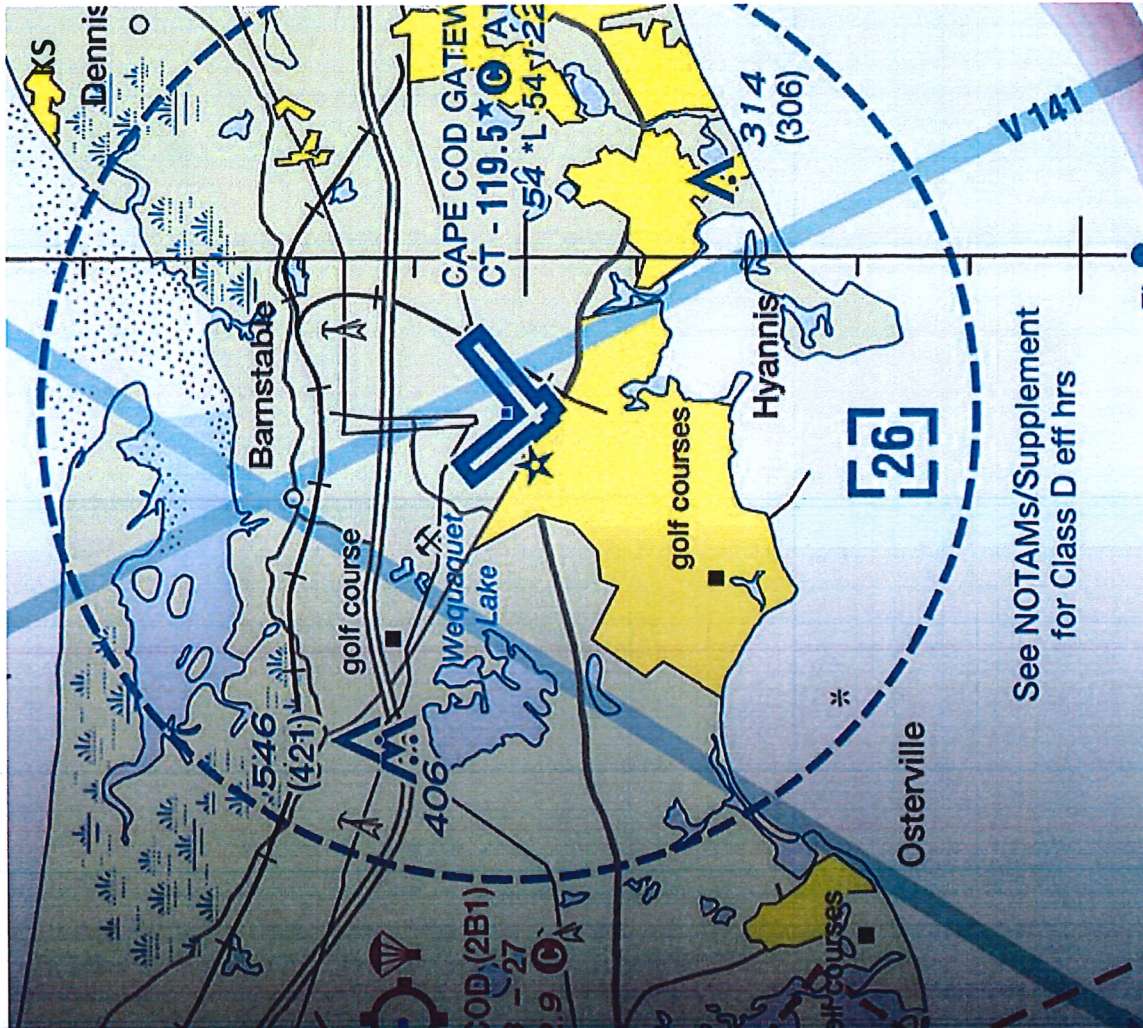
Updates:

- WS Development Update
 - They have been working to fill a restaurant space (Cardi's) and the remainder of the Kmart space
 - The stairs are complete, but not in use. The Airport will need to look into installing a crosswalk.
- Airport Environmental Assessment Status (EA)
 - The Draft EA is complete.
 - There were 9 comments received during the public comment period.
- Upcoming Events were reviewed.

Commissioner Guiod requested that an in-person workshop be scheduled for the Strategic Plan Ad Hoc Committee with Pierce Cote.

Adjournment: Having no other business to discuss, the meeting was adjourned at 11:39 a.m.

SMART Grant – Smart
Microgrid
Cape Cod Gateway Airport,
Hyannis, MA
Airport Commission Update
2-20-2024





Meeting Agenda

Project Team & Purpose

Project Background

What is a Smart Microgrid?

Project Scope & Goals

Project Outcomes

- Financial
- Resiliency
- Sustainability

Stakeholder Engagement

Community Concerns

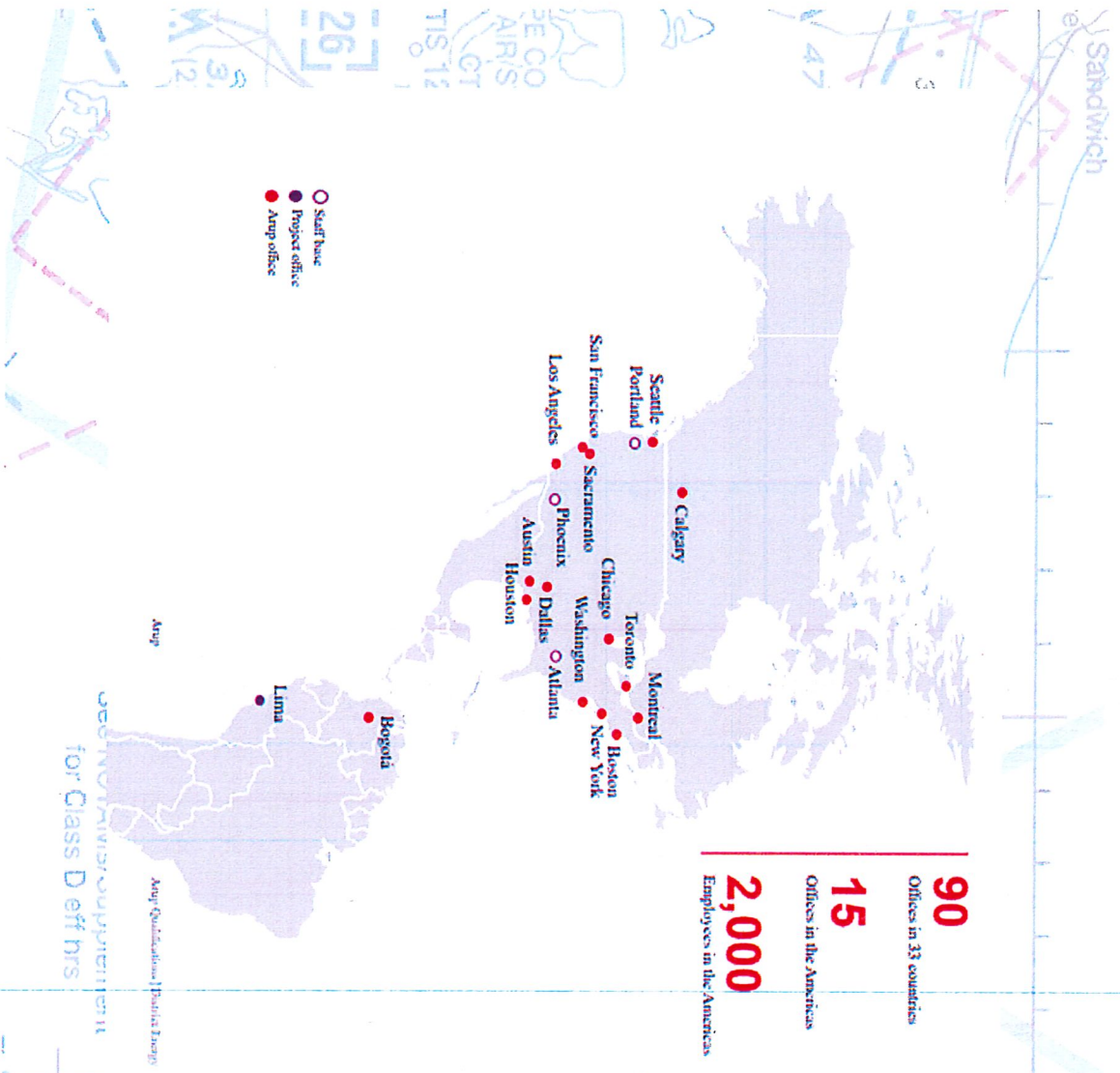
Project Proposed Schedule

Project Team

- Arup chosen as the Project's Prime Consultant
 - PM = Joseph Martorano, Associate Principal - Professional Engineer (District Energy)
- MassDOT Aeronautics is the Project Lead

Project Purpose

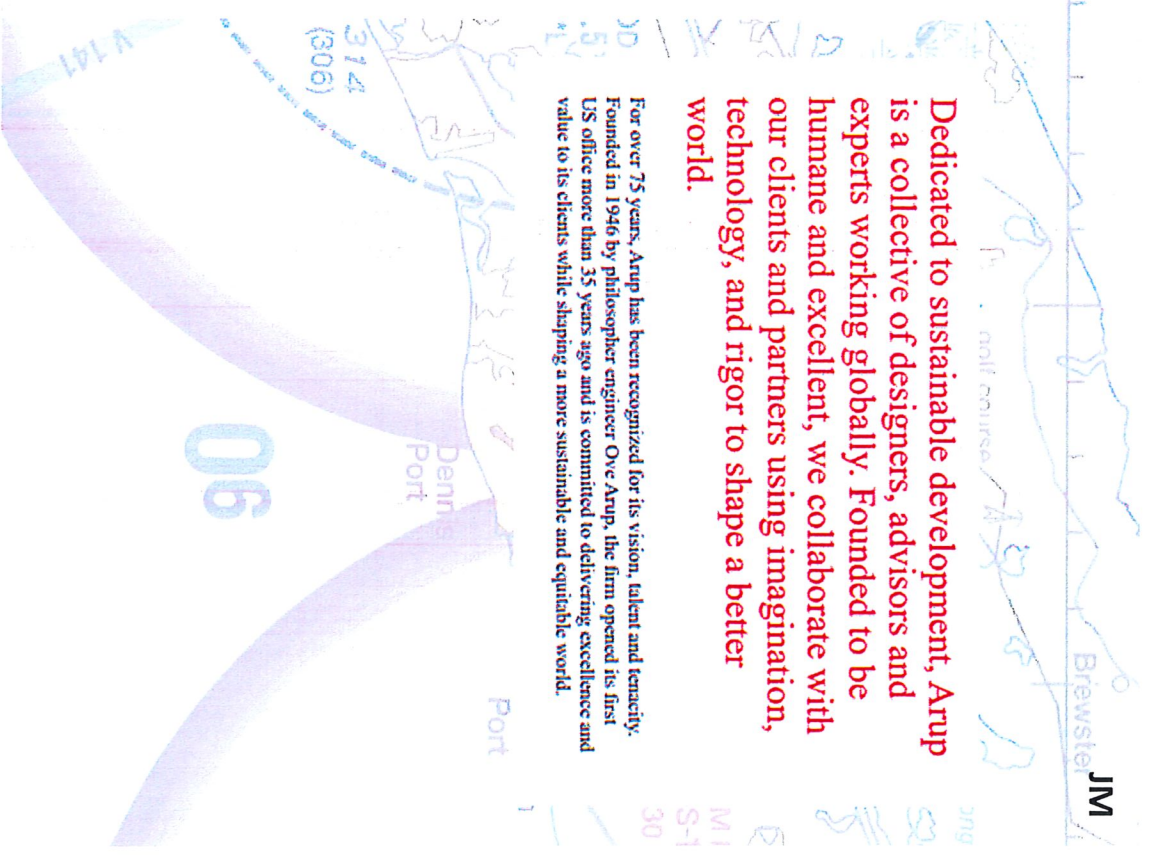
- Designing robust infrastructure to provide a cutting-edge model for clean energy at Cape Cod Gateway Airport, and
- Maintaining focus of MassDOT's key pillars:
 - Setting the standard for resilient clean energy in the Commonwealth of Massachusetts and airports around the country
 - Positioning the Cape Cod Gateway Airport as a model of how to drive multi-modal transportation decarbonization
 - Incorporate opportunities that benefit the community of Cape Cod and the airport
 - Delivering forward-looking solutions which leverage flexible infrastructure and cost-effective procurement approaches



90
 Offices in 33 countries
15
 Offices in the Americas
2,000
 Employees in the Americas

Dedicated to sustainable development, Arup is a collective of designers, advisors and experts working globally. Founded to be humane and excellent, we collaborate with our clients and partners using imagination, technology, and rigor to shape a better world.

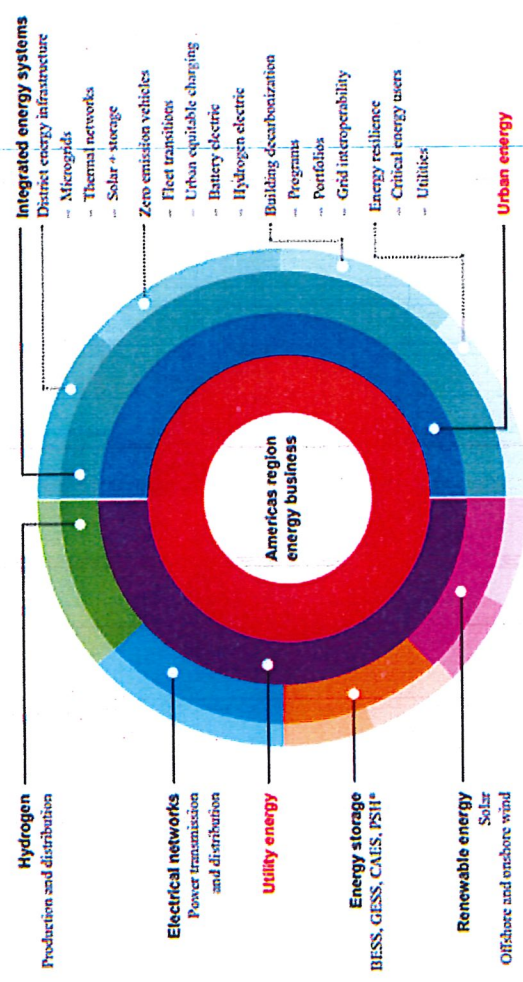
For over 75 years, Arup has been recognized for its vision, talent and tenacity. Founded in 1946 by philosopher engineer Ove Arup, the firm opened its first US office more than 35 years ago and is committed to delivering excellence and value to its clients while shaping a more sustainable and equitable world.



06



Our Integrated Energy Offering



*Energy storage acronyms
 BESS --- Battery energy storage system
 GESS --- Gravity energy storage system
 CAES --- Compressed air energy storage
 PSH --- Pumped storage hydropower

See NOTAMs/Supplement for Class D eff hrs



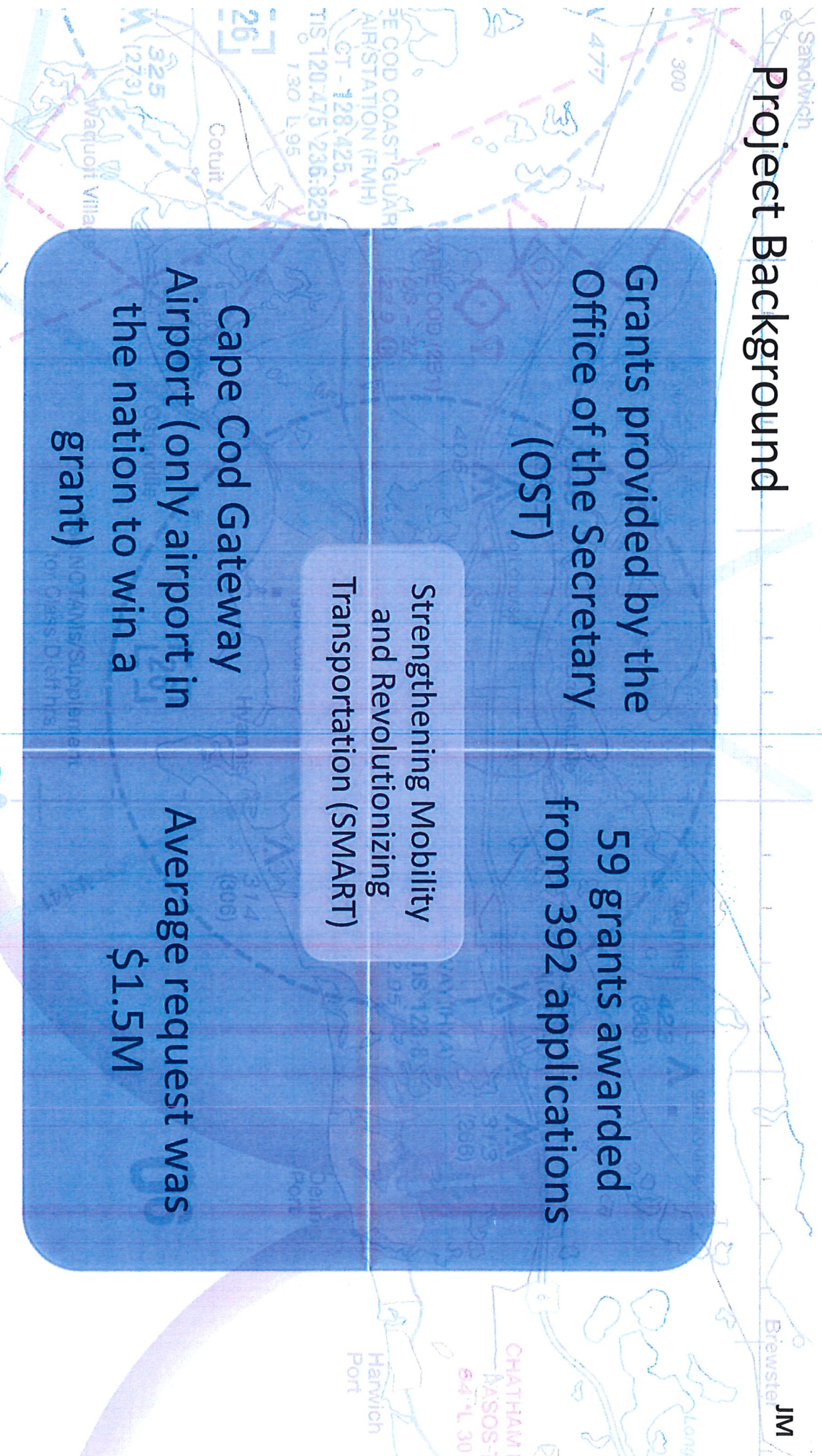
Project Background

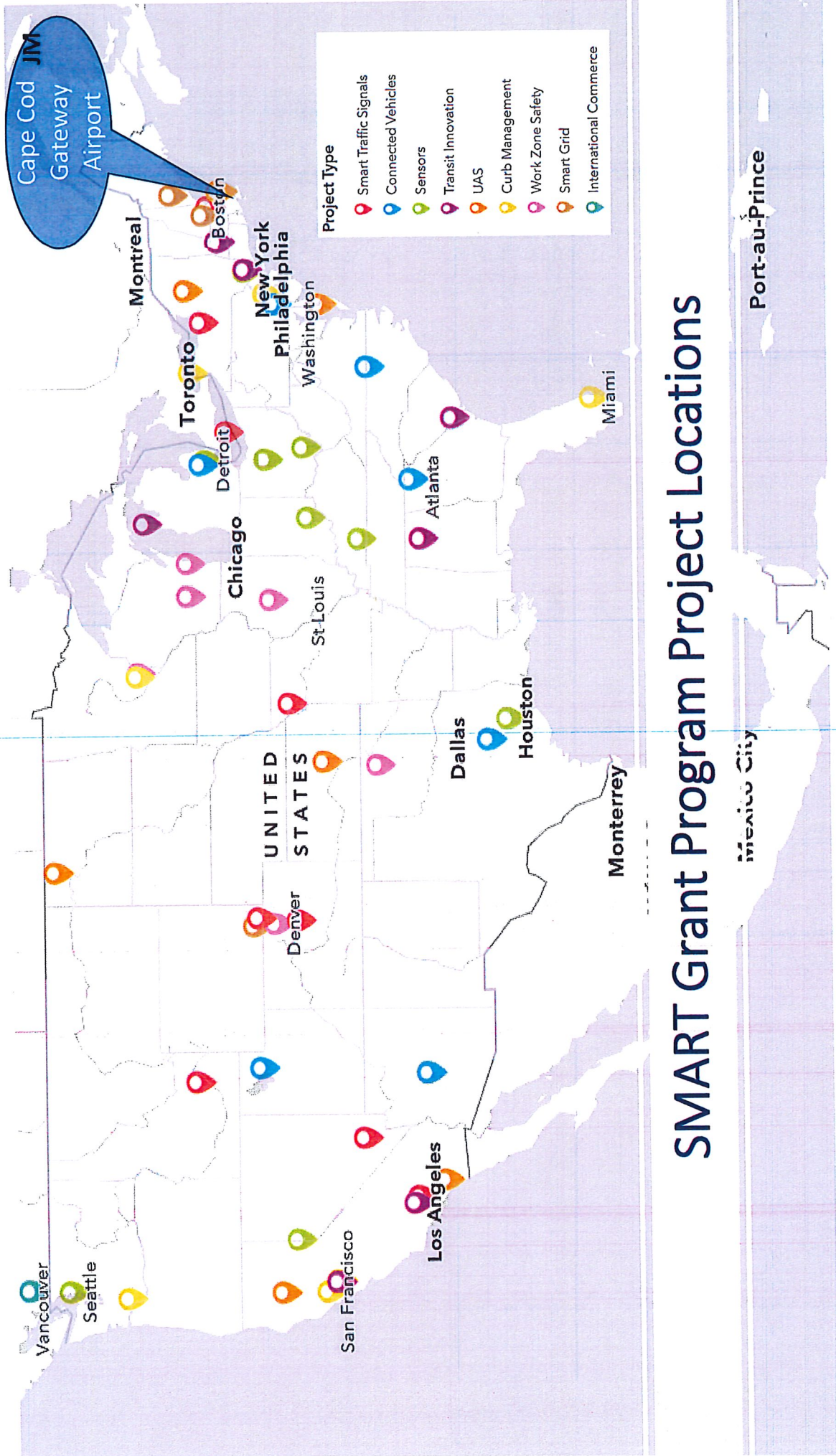
Grants provided by the
Office of the Secretary
(OST)

Strengthening Mobility
and Revolutionizing
Transportation (SMART)

Cape Cod Gateway
Airport (only airport in
the nation to win a
grant)





































Average request was
\$1.5M



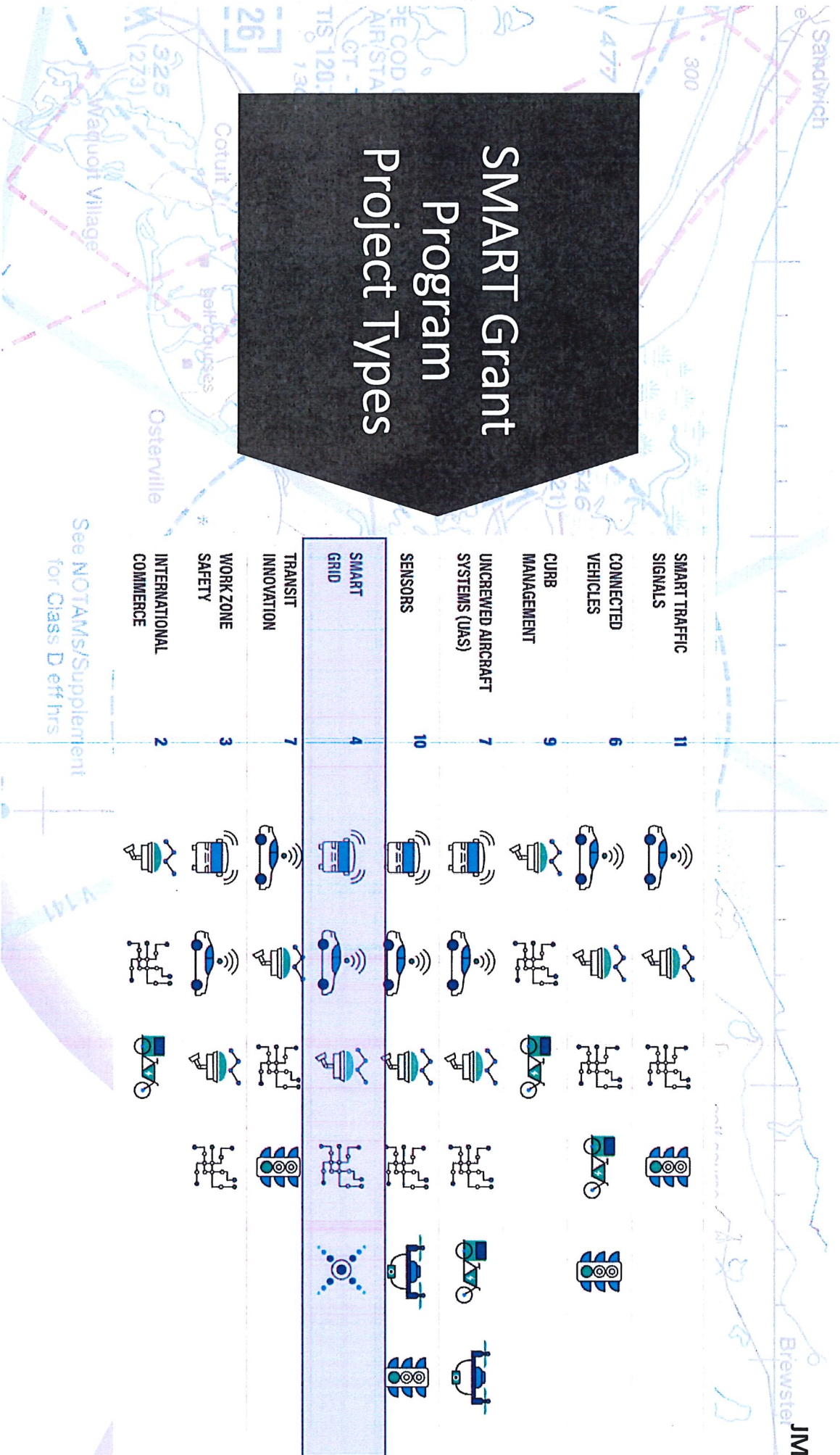


SMART Grant Program Project Locations

SMART Grant Program Project Types

SMART TRAFFIC SIGNALS	11				
CONNECTED VEHICLES	6				
CURB MANAGEMENT	9				
UNCREWED AIRCRAFT SYSTEMS (UAS)	7				
SENSORS	10				
SMART GRID	4				
TRANSIT INNOVATION	7				
WORK ZONE SAFETY	3				
INTERNATIONAL COMMERCE	2				

See NOTAMs/Supplemental for Class D eff hrs

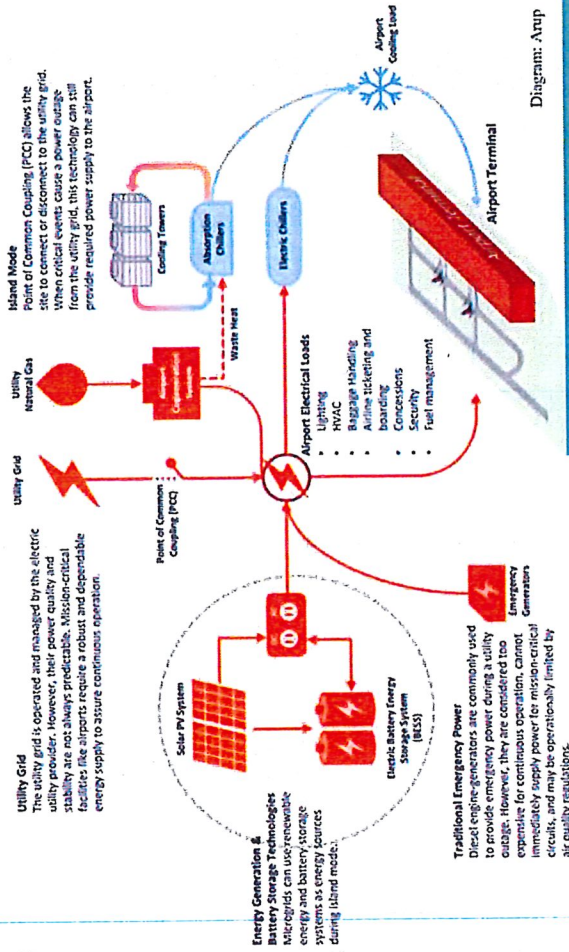


What is a Smart Microgrid Project?

- A Smart Microgrid at KHXA will improve efficiency of operations while maintaining uninterrupted service.
- Microgrid technology as an instantaneous and dependable supplementary source of power.
- Microgrids are a purpose-built local electrical system that can operate either in parallel with or separate from the utility, providing their own generation and load balancing to achieve stable operations.
- They often integrate several different local generation resources, including cogeneration engines, fuel cells, and solar photovoltaics, as well as some type of energy storage to allow for flexibility in peak conditions.

• See [Arup Qualifications](#)

See NOTAMs/Supplement for Class D eff hrs



Smart Microgrid Project Scope

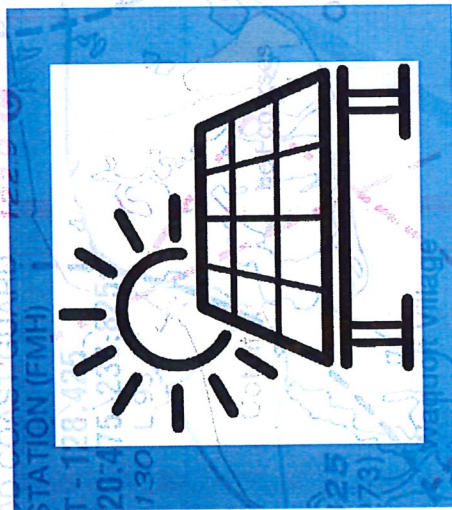
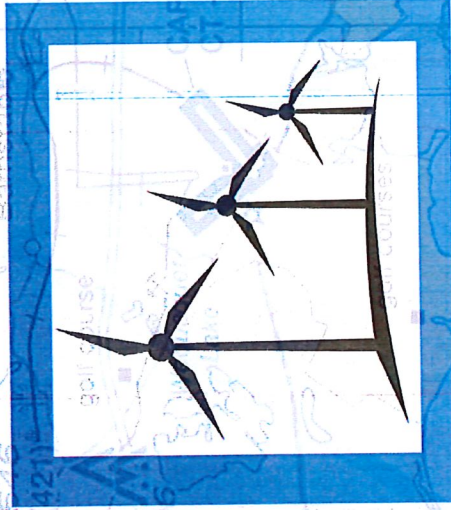
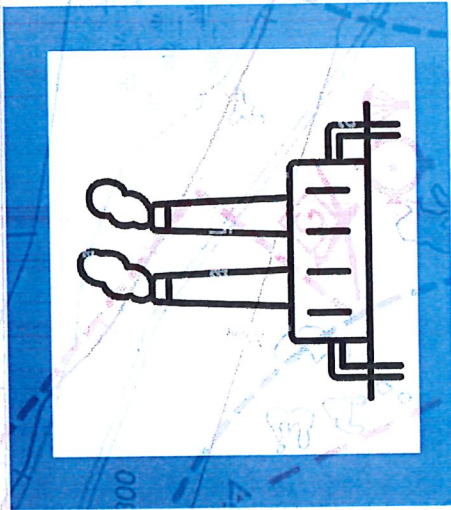
- Plan, permit, and design a smart microgrid at Cape Cod Gateway Airport (HYA) with support by the Cape Cod Regional Transit Authority (CCRTA)
- The project will be completed to a stage of 30 to 50% design, hopefully to 90% depending the timing and funding
- Period of performance is 18 months
- 15% Disadvantaged Business Enterprise Goal

See NOTAMS/Supplement for Class D eff hrs



Smart Microgrid Project Goals

- Develop reliable sources of electrical power generation from solar, wind, geothermal, and potentially hydrogen
- Develop a smart microgrid to provide sustainable and more resilient energy supplies while balancing and prioritizing the needs of the airport, traveling public, and the transit authority to support electric buses, aircraft, ground support vehicles, maintenance vehicles, rental cars, and person vehicles as well as supplying the airport with excess electrical power for airfield lighting, and building needs (terminal, tower, and maintenance buildings)
- Goal is to provide a model for airports across the country

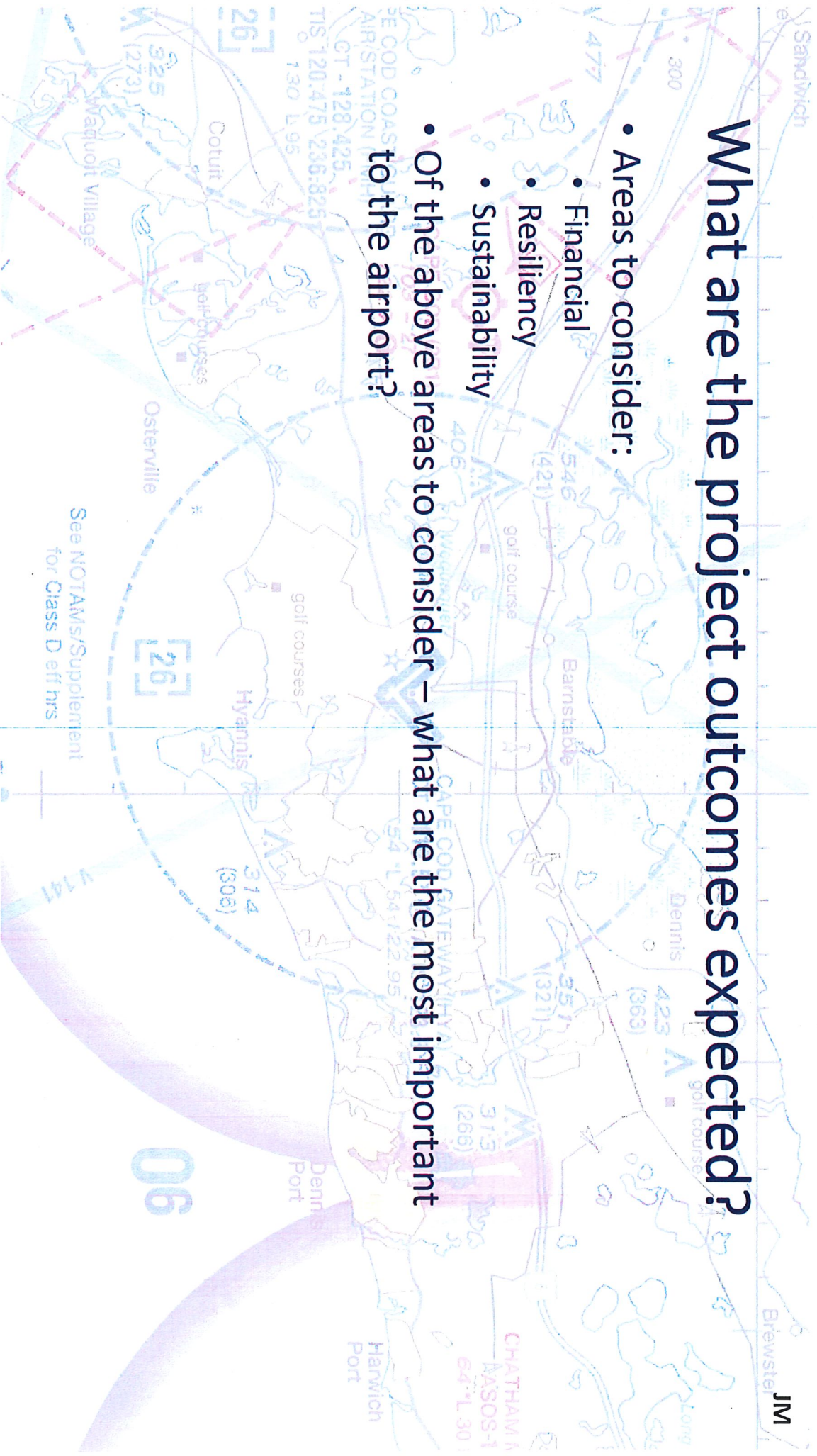


See NOTAMS/Supplement for Class D eff hrs

26

What are the project outcomes expected?

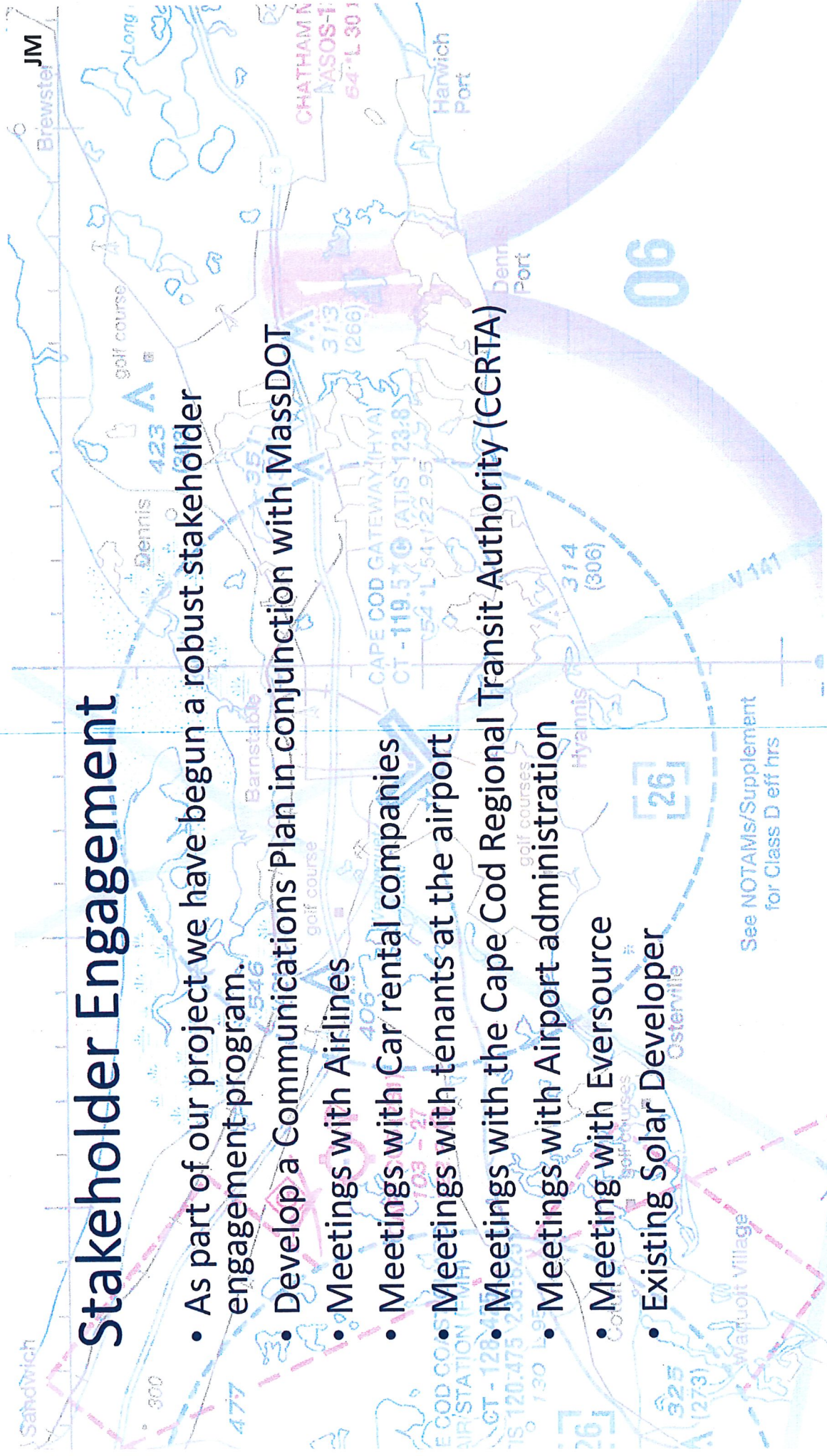
- Areas to consider:
 - Financial
 - Resiliency
 - Sustainability
- Of the above areas to consider – what are the most important to the airport?



Stakeholder Engagement

- As part of our project we have begun a robust stakeholder engagement program.
- Develop a Communications Plan in conjunction with MassDOT
- Meetings with Airlines
- Meetings with Car rental companies
- Meetings with tenants at the airport
- Meetings with the Cape Cod Regional Transit Authority (CCRTA)
- Meetings with Airport administration
- Meeting with Eversource
- Existing Solar Developer

See NOTAMs/Supplement
for Class D eff hrs



Are there any potential community concerns?

• Intent of project is to identify reliable “green” power generation that will feed into the Smart Microgrid

• Arup has been reviewing various combinations of options including:

- Solar
- Battery Energy Storage
- On-Site Generation
- Better use of existing Solar Field
- Hydrogen Fuel
- Use of Offshore Wind
- Fuel Cells
- Vehicle to Grid

• Solar, wind, geothermal, hydrogen are at the forefront in technology. What are the potential issues with these sources on Cape Cod.

- Not in My Back Yard
- Interconnect to Eversource
- FAA siting issues
- Environmental Impact
- Cost
- Visual Appearance
- Community concerns with Wind

See NOTAMs/Supplement for Class D eff hrs



Smart Microgrid Schedule

- Completed Elements:
 - Award Announcement: March 2023
 - DOT Grant Award: July/August 2023
 - MassDOT RFR Released: July 14, 2023
 - MassDOT Pre-bid Meeting: July 26, 2023
 - RFR Responses Due: August 17, 2023
 - Review of Responses: Mid-to-Late August 2023
 - Notice of Award: Late August 2023
 - Project Scoping: Early September 2023
 - Project Contracting: Mid-to-Late September 2023
 - Project start date: mid-to-late September 2023
- Phase 1 (Underway) - data gathering and project plan plus building a methodology for future development. They will identify all possible technologies that can be used at the airport.
- Phase 2 (March/April) - model the realistic models for use at the airport
- Anticipated Project end date: March/April 2025

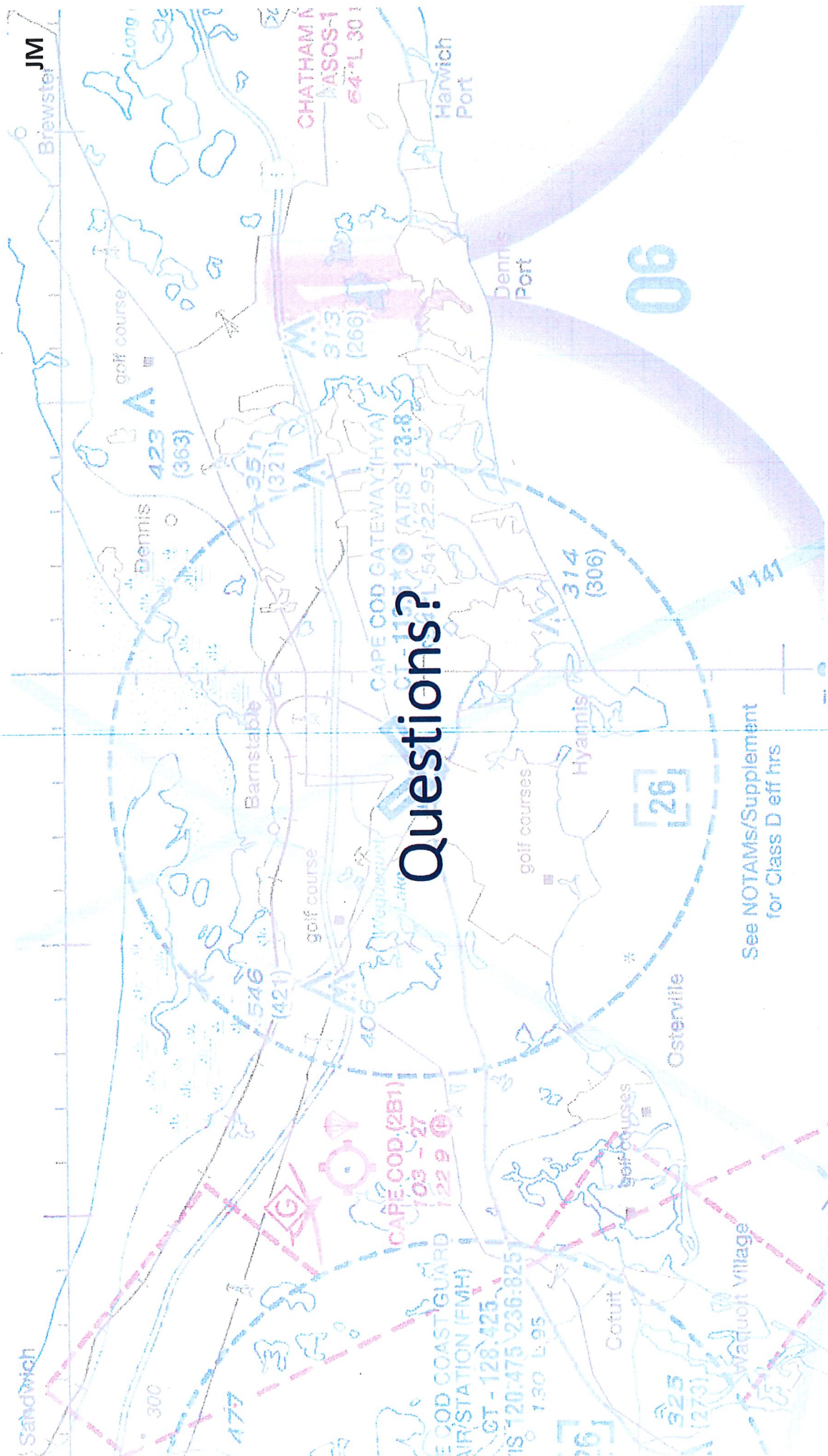
See NOTAMs/Supplement
for Class D eff hrs

Smart Microgrid Next Steps

- Coordinate with the FAA for ALP Update and EA/CATEX
- Preliminary Design and Interconnectivity Agreements
- Complete Phase 1
- Prepare for submission of Phase 2 which could be for up to \$15M to implement the results of Phase 1
- Including potential work force development to assist with Maintenance and Repair (M&R) of the connected systems and vehicles

See NOTAMS/Supplement
for Class D eff hrs

06



Questions?

See NOTAMs/Supplement
for Class D eff hrs

The Airport also submitted groundwater samples from HW-I(s), HW-I(m), HW-I(d) and Maher Wells 1 through 3 (ME samples) for forensic PFAS analysis at Battelle (see attached report). HW-I(s) is representative of the Airports PFAS Plume, and HW-I(m) and HW-I(d) are representative of upgradient non-airport related sources (i.e., the Barnstable Fire Training Academy). The forensic report prepared by Battelle concluded that sample *“HW-I(d) seems most like the ME samples”*

Based on the forensic fingerprints discussed above, the Airport’s PFAS signature is evident in Maher Well 2. In addition to forensic techniques, a fate and transport analysis documented in the Final Phase IV Report indicates that the Airports PFAS plumes would not result in impacts to ME-1 or ME-3 as indicated below:

