



AIRPORT COMMISSION

Airport Conference Room

Wednesday

April 19, 2011

2:00 PM

Members Present: Heath Gatlin, Paul Gavin, Steve Tait,
and Michael Valenti.

Member Absent: Jeff Jaran (unexcused)

Staff: Butch Lisenby.

Others: Michelle Haynes

The meeting was called to order at 2:00 p.m.

MEETING AGENDA

MINUTES

There were no minutes to be approved at this time.

REPORTS

Enplanements

There were 337 in March which is up from 290 last year.

OLD BUSINESS

EA/FEIR/DRI PHASE III Update

EA/FEIR/DRI Permits Update

Butch gave the report on the above updates and said that we're still working toward the end of doing some projects. We're going to have one last meeting with the National Park Service (NPS) and then hopefully we can move on to the Cape Cod Commission. It is all coming together. We've talked the agencies involved in the 90% drawings and hopefully we'll have the blessing of the NPS by the middle of May.

TSA Trailer Lease Renewal Update

N-Star did not charge us an installation fee for the trailer's electric meter. We're left with the \$108 lease fee that we have agreed on plus Kobo's bill which will be paid by the TSA. We haven't seen any electric bill as yet. Butch signed the paper work for the installation and the name will be under the Airport Commission. It was suggested that Butch ask the town if they've received it since sometimes invoices are misdirected to the Town Hall where they can languish for quite some time.

Butch just went through this for the insurance for the new pick-up truck. The invoice bounced around town hall.

Rotating Beacon Replacement Update

The state has approved the pre-application for 80% of the beacon which means that the state will cover \$6,500 dollars of the cost. It now needs to be done by June 30th which is the state's fiscal year end.

RWY 07/25 Crack Seal / Re-Stripe Project Update

The state has opened bids and the crack seal will take place on April 27th during the overnight; the marking will take place during the overnight on May 10th and 11th. Everyone who needs to know will know about it a week before through the no tams and notices from Butch. The projects will be entirely paid for by the state. Michelle asked that she be notified so that she can alert all of Cape Air since there's always the possibility of a late shuttle flight.

Summer Shuttle Bus Service Update

Michelle Haynes and Julie Quintero-Schultz have been discussing the kick-off date of the shuttle bus service for the Airport. First they thought that the Memorial Day week-end would be a great way to celebrate the service but then realized that this is one of the busiest holidays for the entire town and that week-end may not be the best. Anyway, Michelle will get together with Julie and firm up arrangements for the celebration, i.e., visiting dignitaries, food offerings, etc. The tentative date set was for May 19th. The Airport Commissioners' meeting will take place at 2:00 p.m. and the festivities will follow. Michelle will e-mail further details to Butch and Heath who will then contact the rest of the group.

Paul called up the shuttle bus information that Julie had given to the airport; this information has already been put on the web-site and will be checked for any changes that may be in the works.

Butch said that at the original ribbon cutting for the shuttle bus hosted by the airport there were only about 50 participants so he did not think there would be a crowd of hundreds.

The shuttle service will commence officially on the following week-end, Memorial Day.

NEXT MEETING
THURSDAY
MAY 19TH
2:00 P.M.

PAYMENT VOUCHERS

Kobo Utilities	weather instruments	\$2,798.00
Kobo Utilities	TSA trailer electrical meter install	\$1,895.00
N-Star Electric		\$823.55
JACOBS	phase 3 – invoice #3	\$40,000.00

The above four invoices were moved, seconded, and approved by all the Commissioners present.

Vote: 4-0-0

The meeting adjourned at 2:35 pm

Respectfully submitted,

Evelyn Gaudiano

Evelyn Rogers Gaudiano

APPROVED: MAY 18, 2011