



## **AIRPORT COMMISSION**

**Airport Conference Room**

**Friday**

**February 24, 2012**

**3:00 p.m.**

- Members Present:** Heath Gatlin, Paul Gavin, Jeff Jaran (arr. 3:10p), Steve Tait, and Michael Valenti.
- Member Absent:** none
- Staff:** Michelle Haynes (arr 3:18p) and Butch Lisenby
- Others:** Victor Seltsam (prospective alternate)

Heath Gatlin called the meeting to order at 3:01 p.m.

### **MEETING AGENDA**

#### **MINUTES**

**Motion:** Move to accept the minutes of the January 20<sup>th</sup> meeting as written.

**Motion:** Steve Tait      **Seconded:** Paul Gavin      **Vote:** 4-0-0.

(Heath wanted the amended minutes from DEC 19, 2011 for his notebook and he was told that he can easily get them online because – once they're amended – they are filed on the Town's website.)

### **REPORTS**

#### **Enplanements**

There were 340 in January 2012 and only 307 for January 2011 so we are up a bit. Butch feels that a lot of this is due to the mild winter we've been having.

#### **FY2013 Budget Update**

Steve Tait reported that he met with FinCom and they approved the budget as submitted. They fully comprehend how its derived. There were no changes requested in the budget and there was also NO discussion about parking revenues. Steve said that it's really a flat budget. They even asked Steve why we didn't

budget more. Three years ago we went up on maintenance and now the Town's picking up the telephone bills; they reduced the budget by that amount.

## **OLD BUSINESS**

### **EA/FEIR/DRI PHASE IV Update**

Mike Garrity – due to prior commitments – took advantage of the land line connection and reported to the Commissioners via that method. He filled in the Commissioners on the process:

Mike said: A certificate has been received from the secretary so basically we were told whatever we proposed is fine. The next step is the Cape Cod Commission (CCC) and the National Park Service (NPS) will have a little say on this. Then we have to go through the Developmental Regional Impact (DRI). Their regs are a little more stringent than the state regs. Basically we've gone through the state agency and we have National Heritage on our side. Mike said that he talked to the agent and – as soon as he can – it will be completed. The final hurdle is what is going to be permitted and – at this point – we will go through the actual permitting. The CCC is very interested in any disturbance at the fence. Also the parking lights are in question. They do not want them to reflect upward and then the parking and the terminal building come next.

They will probably stay away from the aircraft parking lighting because they are there for a specific reason. The question is, “what are people going to see when they're coming in to the airport?” All the regulatory agencies that we've been dealing with already know that this mitigation has and will continue to be very costly for us.

Last month the CCC held a public hearing so that anyone can comment on this. The next public hearing will open up the actual DRI and that will happen within the next few weeks. None of the comments so far have been anything really beyond what is in the DRI. So in part of the regs – we don't comply because we can't, i.e., wetlands, grasslands, and the dunes. We don't comply and we're asking for hardship – and they understand all of that – thus, they could also accept it partially.

Steve T. asked about the timing - about 6 months. Michael G. doesn't think the Town will lay down and accept environmental oversight, i.e., Hatches Harbor - so if something like that happens the town could pull in their political chip. They also understand that the town won't lie down but will fight for fairness. They really have to stick to what we agreed to in mitigation and they also have to look good for

their CCC, so it's a process and they are all fervently wanting to work with us. There are certain things that they've agreed upon.

Michael V. asked - so after the 6 months – what's the next step? Ans: We're doing the permitting as well as the DRI so the proposals that go out for bidders will be going out very soon. Hopefully by March because it has to be in to the ConCom by March 15<sup>th</sup>.

Next question, "How about the building (terminal)?" That depends..... the FAA is not going to pay for the full design plans and this is contingent upon what we receive. As for the NPS - we're not doing a full design but we're contingent upon the design plans for the terminal.

Mike G. said that the NPS is going to say – "Is this what the NPS wants and so far they have not said anything - but just about the lighting." We're in good shape and we should be in a good position – the partial parallel taxiway reconstruction will be the next actual project constructed.

#### **TSA Trailer Lease Renewal Update**

Butch reported that we have a check. The TSA has paid all of the money that they should pay. They had agreed to \$108/month as well as the payback for the meter that we had installed. They then sent us a check for \$265.95/month for 21 months; which caused an overpayment of \$1,400. The correction will be made once it is figured out what the proper monthly payment should be as of April 1<sup>st</sup>.

#### **Lease Payment Responsibilities Update**

Butch said that Chuck hasn't had a chance to get back to him but Michelle Haynes said Chuck will definitely make the April 13<sup>th</sup> meeting. Butch then handed out a breakdown of what each invoice amount is for. Heath said the biggest thing was about the maintenance issues, i.e., if the electrician is called in for a job he's asked to do, it is really multi-faceted. Sometimes it's maintenance for an in-house problem (Cape Air's responsibility) and then perhaps he replaces parking lot bulbs with a cherry picker (Commission's responsibility) so it needs to have the onus shaken down and stated. Also items like the HVAC system, the alarm system (fire & burglar) are multi-faceted. Heath said that there are a lot of things here that wouldn't fall into the maintenance system. Butch said that Cape Air and the Commission have to sit down and negotiate. Steve said that it's unclear and not defined.

This discussion went on for quite a while and Butch said that he has created an in-house report that should help with the break down.

Steve said that it would be beneficial if Chuck had the same information that we have. Heath who brought up the “responsibility subject” initially said that he would not like another meeting where we go round and round; we just want clarity.

### **Pay Parking Study Update**

This – at this time – is a non-issue and Heath said to table it for now.

## **NEW BUSINESS**

### **Airport Commission Appointments**

Victor Seltsam who attended the meeting had applied for the Alternate’s position on the Commission. He was interviewed by the Commissioners and said that he has over 2K hours of flying time and he owned his own construction company. Steve said - you don’t have an e-mail address and that’s a problem since a lot of our correspondence is done via e-mail. Victor said that he will have one at the beginning of May and right now he’s in transition.

He continued that he’s retired and he has a lot of spare time on his hands and would like to use his time productively. He’s now a full-time, year-round Provincetown resident. He’s involved in small construction jobs.

**Motion: Move to approve Victor Seltsam for the Alternate’s position for the Airport Commission with the stipulation that he get an e-mail address.**

**Motion: Jeff Jaran                      Seconded: Paul Gavin                      Vote: 5-0-0.**

Butch then told Victor that he has to go down to the Town Clerk’s office and get sworn in.

### **New Car Rental Agency**

The vehicle parking lot isn’t leased to Cape Air but accommodations have been made in the past for rental car agencies to park their cars. Michelle said that Enterprise Rental Car doesn’t want to give up their spaces.

Raphael Richter (Mercedes Cab / Cape Cab) wants to start a rental car business with an office at the airport. The request was tabled until more information is brought to the commission.

**OTHER BUSINESS**

**MassDOT Aeronautics Fact Sheet**

The airport economic sheet that MassDOT Aeronautics has put out is aimed at what they see as Provincetown’s and the State’s benefits from the airport. Michelle said that she’s not happy about the sheet because it was not fact checked with Cape Air and it mentions things like 45 minutes Boston to Provincetown instead of the correct 45 air miles from Boston to Provincetown. Michelle will take this up with the MassDOT Aeronautics Director.

**Fiber Optics**

The airport has received an e-mail from Sharon Lynn regarding Open Cape which is proposing to connect the town offices to the main frame through fiber optics. Paul Gavin suggested that – if more information is needed – they should invite Gary Delius to the next meeting to make a presentation and answer any questions.

Heath said how could they do fiber optics through the NPS when it has taken us years to get anything else approved.

**PAYMENT VOUCHERS**

<b>SimplexGrinnell</b>	<b>leak in sprinkler system</b>	<b>\$939.44</b>
<b>N-Star</b>	<b>electricity</b>	<b>\$607.11</b>

**The above two vouchers were approved by all the Commissioners by a vote of 5-0-0.**

**NO MARCH MEETING**  
**NEXT MEETING**  
**FRIDAY**  
**APRIL 13<sup>TH</sup>**  
**3:00 P.M.**

The meeting adjourned at 4:25 p.m.

Respectfully submitted,

*Evelyn Gaudiano*

Evelyn Rogers Gaudiano

APPROVED: APR 13, 2012