



AIRPORT COMMISSION

Airport Conference Room

Friday

June 22, 2012

4:00 p.m.

Members Present: Heath Gatlin, Paul Gavin, Victor Seltsam,
and Steve Tait,

Members Absent: Jeff Jaran (excused) and Michael Valenti

Staff: Butch Lisenby

Others: Mike Garrity, Derrick Choi & Nicole Marple

MEETING AGENDA

MINUTES

Motion: Move to approve the minutes of the May 18th meeting as written.

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

REPORTS

Enplanements

There were 708 in May 2012 and there were 701 in May 2011. The year-to-date figure is 2,154 enplanements – by comparison the figure in 2011 was 1,941.

OLD BUSINESS

Lease Payment Responsibilities Update

Heath began the meeting by asking Butch if Chuck Ferrara had received the draft and if he had any comments. None so far but Butch will e-mail Chuck to make sure that he had received the draft.

EA/FEIR/DRI PHASE IV Update

Mike Garrity said that he and other Jacobs's employees have been working with the National Park Service (NPS) in order to get our permits. The plan that has been submitted must include ever possible option that may or may not be built. Most government agencies require this. If a project is not done – you're never

asked “how come” but should you need an additional project done after the entire plan has been submitted – it’s almost impossible to get it approved. (It has to be in the plan to be even considered.)

Mike continued by saying that the new terminal project may happen over the next 10 years. We’ve worked through it with the NPS and they agree – yes, we need more room here. So now the NPS will have input on the design they’d like to have. Derrick and Nicole from XChange Architects firm in Brookline presented possible plans for the terminal and said that it is at the conceptual level. Derrick helped in the design for the Hyannis terminal. Naturally there will be changes and it’s a long journey from the plan to the actual implementation. This is one package of the entire list of improvements for the airport and we are trying to get the permits for all of the improvements – there is a time line. Permits have a 5 year window.

Most of you are familiar with the “environmental impact statement.” Given our needs – we have operational issues which require a larger facility. Derrick said that he’d send samples of what he had to go through with Hyannis so some of the attendant problems can be appreciated and perhaps foreseen.

We have to recognize our site is one of only two in the NPS in the country. There are things that have to be taken into consideration, i.e., the environment, the seashore, etc.; everything has to be right. At the end of the day this is still an airport. The facility has to respond to the needs of the airport, to make sure they are sustainable and that’s our performance desire.

Derrick gave the names of the engineers and lighting experts involved in the design. They will be enhancing our natural daylight opportunities.

The design calls for a vertical building and the present terminal will have to be razed since it was found that the current one is not a load bearing design. There were three designs presented. One visual detailed the floor plans and the other depicted the outside design. The architect said that they are meeting with the NPS in about a week and he hoped to have a preferred plan to show to them and to detail what the basic needs are.

There is also a regional impact report that they will be submitting. They’ve been talking to all the players and finding out what everyone’s expectations are. They have developed 3 options and we have to talk about how we evaluate these different plans.

We want to develop a modeling process – 1st is the modeling and reducing the load of the building and the available energy options based on solar exposures. There are 3 basic steps. We are now at the mapping stage to plan this and the energy analysis; what kind of energy efficiency we're going to get. Also can we get a geo-thermal well which is the most economical and efficient way to heat. In working with Mike - the consultants want to evaluate each choice again. We have budget constraints and environmental issues. It has to work for everyone. Each of these choices has to make sense. (There are overhang issues and many other site issues.)

The choices shown were color-coded and explained by Derrick. The plans represented 9,500 sq ft on average. It is known that when you go beyond 10K sq ft you are subject to far more review and analysis. Derrick continued by saying that the design is being planned for peak area usages.

Each Commissioner received copies of the design options (Butch has two for the Commissioners who did not attend the meeting.) The Commissioners favored Option 1 and this is the one that will be presented at next week's meeting with the NPS.

Butch said if anyone had any suggestions about the terminal give them to him and he will forward them to the team.

Taxiway A – Partial Reconstruction Project Update

The bids were opened and Lawrence Lynch got the project. We have received the contract from JACOBS and the grant from FAA. We are waiting for the grant from MassDOT Aeronautics. We plan to start the project on September 18th.

LEO Contract Funding Update

The Local funding portion of the LEO Coverage is becoming more of a problem. The police chief, Jeff Jaran is trying to make some adjustments but it is in the beginning stages. We are being allowed \$22.96/hr which is down from the \$25.94/hr that had been reimbursed. We are currently paying the officers \$33.97/hr so there is a definite shortfall. Under the current numbers it will cost the commission 30K a year for the local share. Steve Tait said that this is where it makes sense to revisit the entire deal. Heath said that we really have to talk to the chief and discuss this issue. Also, Butch has submitted the application for the new LEO Reimbursement Contract which will cover the next 3 years and there is no projection for the final hourly amount that will be granted.

Paul said that we have to start getting a passenger charge – that’s the answer. Most of the airports that deal with screening already have coverage. Steve said that at other airports this might be included in landing fees, etc.

The LEO Schedule is tied to the Cape Air flight schedule. As the departing flights get earlier or later the Leo requirements get longer. Steve said that there should be a way to create a set amount for an addition to the ticket that could be used for LEO coverage. This of course would have to be approved and put into place by Cape Air. This is very important and has to be included in the renegotiation of the Cape Air’s lease.

Butch said that right now the increase is being covered by the commission’s budget. The costs may change October 1st (New LEO Reimbursable Contract).

TSA Trailer Lease Renewal Update

This is the same as before. We are currently working off what we owe GSA for the over payment of the electrical charges.

NEW BUSINESS

SWPPP & SPCCP PLANS

A Storm Water Pollution Prevention Plan (SWPPP) and a Spill Prevention Control and Countermeasures Plan (SPCCP) is about to be updated by Jacobs for the airport. These are environmental plans required by FAA and EPA. Both plans refer to - how are you going to handle having a spill and how will you prevent it. The cost + / - \$60K and will be funded by an FAA 90% and MassDOT 7.5% grants. It will cost the town is 2.5%.

Heath asked - when did this requirement come about? Ans: Both plans have been required for years and these plans are updates of our current Airport SWPPP and SPCCP plans.

OTHER BUSINESS

The HVAC needed a new belt and realignment. Butch said that the system is in tough shape and the HVAC company is recommending replacing it.

Also, Butch is looking into patching the roof and not put a new one on due to the possible terminal replacement in the future.

A note from Chief Jaran said that Fridays are difficult for him to make commission meetings. Heath said Friday is the only day that he can really do. The commission as a whole will probably revisit this at a later date.

Butch is still working on estimates on replace the broken part of the main entrance sign. The estimate he has received is quite large.

PAYMENT VOUCHERS

KDAL	grass trimming	\$1,272.47
KOBO	runway lights repair	\$1,860.00
Chatham Ford	maintenance-Expedition	\$925.90
Open Sesame	access gates repairs	\$1,623.40
R.W. Townsend	treating cracks in taxiways	\$700.00
R.W. Townsend	cut infield	\$2,360.00
JACOBS	inv. #4 – EA Phase IV	\$65,000.00

The above 7 invoices were moved, seconded, and approved by all the Commissioners.

**NEXT MEETING
FRIDAY JULY 27TH
4:00 P.M.**

The July 27th date may be tentative.....Stay tuned.

The meeting adjourned at 6:00 p.m.

Respectfully submitted,
Evelyn Gaudiano
Evelyn Rogers Gaudiano

APPROVED: JUL 27, 2012