



## **AIRPORT COMMISSION**

**Airport Conference Room**

**Friday**

**July 27, 2012**

**4:00 p.m.**

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

**Members Absent:** Jeff Jaran and Victor Seltsam

**Staff:** Butch Lisenby

### **MEETING AGENDA**

Heath called the meeting to order at 4:00 p.m.

### **MINUTES**

**Motion: Move to approve the minutes of the June 22<sup>nd</sup> meeting as written.**

**Motion: Steve Tait      Seconded: Heath Gatlin      Vote: 3-0-1 ab (MV)**

### **REPORTS**

Monthly Enplanement Totals

There were 1,196 for June 2012; last year there were 1,173 so we are up overall. We're also doing O.K. on the White Plains' trips; they take place on Thursdays, Fridays, Saturdays, and Mondays.

### **OLD BUSINESS**

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

Chuck Ferrara from Cape Air has approved the addendum for the lease and the Airport Commission concurs. Both parties feel that guidelines for responsibilities have been provided.

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

Mike Garrity was not able to attend the meeting.

Butch updated the Commissioners on Phase IV and said that one of the things the DEP and the Cape Cod Commission is questioning is about us being below the floodplain. They are concerned about the parking and also building the terminal. Butch continued - if you have to go by the regulations – we'd have to build the terminal and some sort of parking structure on stilts. There needs to be a 3 foot buffer to be out of the floodplain.

Right now the DEP is talking about an elevated parking garage. They're saying – why can't you put the terminal on stilts – what this means is that this will be a real issue in the future.

Steve asked – it came up last time? The short answer is that we were allowed to have flood panels on the building that were to be put in place if there was a flood. Also the flood plan for our area has been rewritten.

Butch said that ADA compliance is one of the big hang-ups. A building and/or parking structure on stilts (or pilings) would necessitate having an extensive ramp system.

### **Taxiway A – Partial Reconstruction Project Update**

Butch reported that things are moving along. The FAA grant has been signed, sealed, and delivered. The Jacobs contract goes before the BoS on August 13<sup>th</sup>. Everything is moving along and we are still planning for a September 18<sup>th</sup> start time.

Butch said that he will put out a notam that there will be no parking for airplanes from September 16<sup>th</sup> on.

### **LEO Contract Funding Update**

Butch said that the application has been submitted and he went through 3 conference calls to be able to do it. We probably won't hear until September – and it has not been decided what the amount of funding will be. It could be possibly less than the current rate of reimbursement.

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

Butch is still working down the over payment of the electric charge. It'll probably be at least two more months before we actually start receiving money.

## **SWPPP & SPCCP Plans Update**

JACOBS is still putting the grant together. It will be coming before the BoS in mid-August. Both of our plans need to be updated and in place because of environmental concerns in the case of a large storm water event or hazardous spill of some kind.

## **Open Meeting Laws Update**

Both Paul Gavin and Butch Lisenby attended a meeting to learn about the new updated Open Meeting Law. Both discussed it in detail and – in essence – e-mails to one another must be merely informational and not contain any opinions. Also they have to be careful about being part of a larger group (if there are more than two of them) and discussing anything to do with their Commission which could be construed as a violation of the Open Meeting Law.

## **NEW BUSINESS**

### **Fuel Farm Regulations (Underground Storage Tanks)**

Massachusetts – following other states – has created new rules. All underground storage tanks that have to do with fuel sales or used for fueling of a fleet have to be managed by a licensed individual. We also have to have licensed individuals to operate the fuel farm. An operator's license has 3 different categories, A, B and C. A – Site specific training and General knowledge. B – Site specific training and Specific day- to-day knowledge. And C – Site specific training, Familiar with response requirements and Trained annually by Class A or B Operator. All operators of the fuel farm must be at least a C operator.

The state will put this rule into effect as of August 8<sup>th</sup>. Butch said that this is primarily aimed at gas stations and fueling facilities. There is a test that facilities' managers (such as Butch) have to take to qualify for licensure. The test consists of modules and there are 5 questions on each module – BUT – if you flunk 2 questions in one module – you've flunked the test. There were 112 people who took the test and all of them flunked. The test is now being reassessed due to the high failure rate.

There is an environmental group – MECO Environmental Services – who will be happy to be our Licensed A-B operator and train our people so we can conform to the new requirements by August 8<sup>th</sup>. The startup cost is \$450.00 and then \$240/mo to monitor and maintain the system with additional cost if more training is needed.

Eventually Butch may become the A-B operator but it will depend on the Fuel Farm liability issue. Once you're an A-B – then you can train a person for the C. However the C licensed people would operate under the A-B's license.

Cape Air could take over this responsibility if they chose to do so.

Eventually – an above ground tank would be the way to go.

**Motion: Move to enter into an agreement with MECO Environmental to adjust to the new requirements for underground tanks.**

**Motion: Steve Tait      Seconded: Heath Gatlin      Vote: 4-0-0.**

### **OTHER BUSINESS**

#### **Airport Entrance Sign Repair**

Sign repair in progress. Seed Signs of Truro. The Commissioners agreed to the repair.

There was a discussion on the two recent incidences that occurred at the Airport. They were both problems with private planes landing. One landed short of Runway 7 and the other over shot the runway. In both incidences no-one was hurt.

#### **PAYMENT VOUCHERS: Votes May Be Taken.**

#### **MECO Environmental Services - \$1,000.00**

Fuel Farm Third Party Inspection

**Motion: Move to pay MECO Environmental Svs - \$1,000.00**

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

#### **KOBO Utility Construction - \$3,057.13**

Runway Light, Wind Cone Maintenance and Parts

**Motion: Move to pay KOBO Utility Construction - \$3,057.13**

**Motion: Steve Tait      Seconded: Michael Valenti      Vote: 4-0-0.**

#### **K D A L - \$4517.24**

Runway & Approach Lights Grass & Brush Cutting.

**Motion: Move to pay K D A L - \$4,517.24**

**Motion: Steve Tait      Seconded: Heath Gatlin      Vote: 4-0-0.**

#### **JACOBS - \$120,000.00**

EA/FEIR PHASE IV Invoice #5

**Motion: Move to pay JACOBS - \$120,000.00**

**Motion: Steve Tait      Seconded: Michael Valenti      Vote: 4-0-0.**

NEXT MEETING  
MONDAY  
AUGUST 20<sup>TH</sup>  
4:00 P.M.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

*Evelyn Gaudiano*

Evelyn Rogers Gaudiano

APPROVED: AUG 20, 2012