



# TOWN OF PROVINCETOWN PUBLIC MEETING NOTICE

## AIRPORT COMMISSION

The Provincetown Airport Commission will hold a public meeting on **FRIDAY, AUG 07, 2015 at 3:00PM** in the Airport Conference Room located at 176 Race Point Road, Provincetown, MA. 02657

### MEETING AGENDA

#### 1.) MINUTES:

- A. Review minutes of prior meetings. Votes may be taken.

#### 2.) REPORTS:

- A. Monthly Enplanement Totals. Votes may be taken.

#### 3.) OLD BUSINESS:

##### A. Cape Air: Enplanements and 2017 Lease Renewal:

Airport enplanements are decreasing at an alarming rate and are projected to possibly go under our 10,000 Enplanement AIP Funding threshold. The commission would like to discuss this with Cape Air and see if there are ways to slow down the decrease and or create an increase. The commission would also like to open 2017 Lease discussions. Votes may be taken.

##### B. EA Variance & Terminal Development Update:

Ongoing environmental process controlling our list of 12 safety, maintenance and capacity projects to be completed at the airport. This project also includes some work on the variance needed to get certain permits.

FAA Grant: In place. State Grant: In Place. Votes may be taken.

##### C. Master Plan, Sustainability Program, Airport Layout Plan, Environmental Notification Form, Environmental Impact Report and Development of Regional Impacts Application and Hearings Update:

This Scope of Work covers the preparation of an Airport Master Plan (AMP). This includes an Environmental Overview, an ENF, an environmental scoping process, an Airport Layout Plan (ALP) update and an extensive aerial surveying / mapping process. It also includes environmental coordination meetings with the NPS and the Cape Cod Commission (CCC). The preparation of an Environmental Overview chapter and an ENF

scoping document is also part of the project. The ENF will be used to scope the MEPA environmental review process. The Master Plan will also focus on sustainability.  
FAA Grant: In Place MassDOT Grant: In Place Votes may be taken.

**D. Replacement of Lighting Poles and Fixtures Update:**

The Lighting Poles and Fixtures on Airport have corroded to the point that they need to be replaced even though they have not reached their 20 year life span. This project has been evaluated and approved by the FAA and MassDOT.  
Currently waiting for the Light Poles to be delivered.  
FAA Grant: In Place MassDOT Grant: In Place Votes may be taken.

**E. Architectural Design Consultant Selection Process Update:**

The Airport Commission will solicit and select an Architectural Design Clerk of the Works and a Architectural Design firm for the architectural design and construction of a new terminal building in two phases. The first phase is the 30% design to complete the Cape Cod Commission DRI process. The second phase is the Final Design with Specifications, Bid Documentation and Project Overseeing of the construction of the new terminal building. This project will include new FEMA flood map information and FAA clear zone areas. The Project Overseeing will be shared with our Owners Project Manager (OPM). The RFQ Request is being reworked for submittal.  
Progress has been delayed by new MEMA Floodplain Maps and FAA Clear Zone issues.  
Votes may be taken.

**F. Septic System Pump and Float Failure Update:**

Status of repairs. Votes may be taken

**4.) NEW BUSINESS:**

**A. Floodplain Analysis & Wildlife Hazard Management Plan (WHMP):**

**Part One:** With the new Floodplain Maps that have been released there is a need to reevaluate the conditions and requirements that will control some of our 12 planned future projects. Terminal Building included.

**Part Two:** Complete a Wildlife Hazard Management Plan (WHMP) as a safety enhancement for the Airport.

FAA Grant: Pending MassDOT Grant: Pending Votes may be taken.

**B. Runway Lights Repair / Replace:**

The runway lighting system has corroded to the point of needing extensive repair / replacement. An FAA / MassDOT Grant to replace the lighting system will not be available until spring of 2016 so a repair to keep the lights up and running is planned.  
Votes may be taken.

**C. Hangar Door Repair / Replace:**

The Hangar Door has corroded to the point of needing extensive repair / replacement. The process of gathering estimates has started and also trying to find out if there is any grant money available. Votes may be taken.

**5.) OTHER BUSINESS:**

Any other matters that may legally come before the commission not known at the time of posting. Votes may be taken.

**6.) PAYMENT VOUCHERS:**

Any Payment Voucher Questions. Votes may be taken.

Posted: [www.provincetown-ma.gov](http://www.provincetown-ma.gov) 8/3/15 12:40 pm dj