

AIRPORT COMMISSION

Airport Conference Room

Wednesday

June 15, 2009

5:00 PM

Members Present: Heath Gatlin, Michael Leger, Roger Lookingbill, Steve Tait, and Michael Valenti.

Members Absent: none

Others: Michael Garrity, and Butch Lisenby.

The meeting was called to order at 5:00 p.m.

MEETING AGENDA

MINUTES

Motion: Move to approve the minutes of May 27th as amended.

Motion: Steve Tait Seconded: Michael Leger Vote: 5-0-0.

REPORTS

Security Camera System Update

Butch said that the company hasn't been able to get here yet to give an estimate on the TSA checkpoint area. He spoke & e-mailed the TSA screening manager of this area.

The response was that they would like to see the cameras in their area but they don't have the funding available. They further said that if we want to do it – it's o.k. with them. TSA is going to come for a visit next week and Butch will ask about funding.

Heath said that if there is an issue involving surveillance, TSA could possibly take the entire camera system for investigation – at least that's been his experience with government agencies and investigations.

After this both Roger L. and Michael L. questioned if we should pursue the issue at all. The status of the camera acquisition/repair/update is that the security company broke down different estimates, i.e., to replace the three remaining cameras would be \$6,365; further breakdown is the speed dome would cost \$3,920 and the two stand-alones would cost \$2,445.

It isn't known when the cameras stopped functioning but it was also found the UPS back-up systems on the cameras have burned out. If the power goes out the terminal and equipment garage cameras will continue to work after a slight delay because of the generator back up. The sightseeing shack cameras are not on the generator system so they will not continue to work with a power outage. To replace the battery back-up will cost \$3,970 and the back-ups only run for two hours.

Heath G. felt that these are nice to have but – do we need them? Say if we replaced the speed dome with two fixed cameras - just a suggestion?

The MAC Grant request for 80% of the current expended funds has been submitted and we are waiting for the MAC decision. We can always put in a request for any additional expended funds in the new fiscal year. The drawback is that the grant system is a reimbursable set up. The money has to be expended before you put in the request for repayment.

One more thing, Butch said that there's no lightening suppression on any of the cameras. There is a \$2,600 estimate for this. Butch felt that a fixed camera on the sightseeing shack facing the terminal building might be sufficient.

Michael V. said that he likes the idea of cameras but would like to protect them from lightening. Butch has had issues before with lightening at the Airport. The commission would like to see other estimates on any possible future work to be done. Butch will pursue other security companies. It was suggested that Arthur Allen might be the person to call for advice.

Michael L. is concerned about spending a lot of money on a system which may be obsolete.

Door Security Lock Update

A combination lock has been ordered and will be completed by the end of the month.

TSA Visit

On Wednesday a TSA representative will be visiting the airport. She's never been here before but since she's visiting Hyannis to check on ferry security, she thought that she'd drop by to meet the PVC people.

OLD BUSINESS

EA/FEIR/DRI Update

Mike Garrity received the 3rd and final draft of the submission which went out to the National Park Service (NPS) on Wednesday. They are going to take up to 6 weeks to review this and should be through by July 24th and then we have to turn it around by the end of July. We're still hoping that we'll have a final decision by December. Michael L. said that he will eventually have a conversation with George Price.

M. Leger requested a short synopsis of the steps needed before final permission is given for the plan. Scenario goes like this: NPS will agree to all the alternatives here, and then the FAA will submit to MEPA. In the meantime we're consulting with the Cape Cod Commission for their Development of Regional Impact (DRI) and once MEPA signs off – then we just go through the approval process. Then we begin a long permitting process with the different agencies. Mike G. has been before all these agencies before so there's

nothing new in all of this.

The NPS will review the document at their Wellfleet offices as well as their Boston offices at the same time. Mike G. said that he's never had to prepare a document this large; part of the problem is that many of the things that had been ruled out as not feasible had to be included because the NPS requested it.

David Flowers Productions Update

Michael L. said that he had gotten the e-mails with the Police Chief and Fire Chiefs approvals. Michael then opened it up to the other Commissioners. The last piece of documentation was with the insurance. David said that all the additionally insured are in the last paragraph, but it didn't mention the Airport Commission. Michael L. said that he heard that the event was sold-out. The sales are for only 500 or 600 and the last time there were 900 people. David F. said that attendance is down with every event. He has 4 buses reserved and attendees will get on at the bus stop in the center of town. David has people putting them on and others taking them off.

There will be one bus at a time and as soon as it is full – it will take off. The round trip will take about 20 min to ½ an hour. The last time, David said, we were surprised that people left early to avoid the back-up. D.F. said that the event was advertised as having constant transportation. He anticipates using school buses for the economy of the party – also the size is more appropriate.

People will be able to buy tickets at the door and D.F. plans to have a ticket booth. He said that both he and Kiki will be on-site the whole time. The last flight of Cape Air will happen at 6:50p.m. – the last inbound will be at 6:49 p.m. so there should be no conflict in the scheduling of the party.

Butch said that he needs a copy of the licensing permit. D.F. said that he can drop this off tomorrow. D.F. also said – when asked – that he has 13 people engaged for security. D.F. also said he will use the tenting to safeguard the airport.

It was wondered if the Commissioners wanted a “no smoking” area? David said that he'd do that and the fire truck will stay where it is and there will be access to it.

Minimum Standards Update

Michael Leger said that he has not worked on that – as yet.

LEO Contract Update

Butch said that he had good news – he had put in an application to TSA for extra money and stated that we'd be \$67,720.16 short. We were granted \$21,436.86. TSA has made a change and they gave us the money up front. They have determined that this was now going to be a one-time payment which is based on the FY2009 Federal Fiscal Year. This will pay for about 90 % of our cost for FY2010. We have enough to get through this year and most of FY2010. Butch said that this amount will go into our FY2010 budget because of the difference in fiscal years. (Our fiscal year ends June 30th and theirs ends September 30th).

NEW BUSINESS

Summer Job

Michael Leger wanted to start a discussion on hiring a local person (possible teen-ager) to serve as a laborer who would work for the airport. Someone who would cut grass, check on equipment, etc. and deal in preventive maintenance.

Butch said that he has people to look over most of the equipment. M.L. said that Russ and he scraped the porch today and this was something that a kid could do; there's always stuff to do. He'd also like somebody that was interested in aviation.

Heath G. said that the job description would have to exclude a number of things. .

Bob Callary

Bob Callary is coming back. Bob is the guy who works for Cape Air and he's usually at the sightseeing shack greeting people, etc. Russ & Roger work for Cape Air and also work at the shack but it's sporadic – depending on the weather. (Bob and another investor bought the airplane “Willie” the by-plane that was out here originally owned by Gwen Bloomingdale and Barbara Gard.)

OTHER BUSINESS

Cell Tower

Everyone wanted to know - what's new with the cell tower? Butch said that they normally put up a monitor pole to test and he has not seen that yet. Beau Jackett said that he can do something for about \$500 to get us better service for cell phones. The current local access phone out front is working great - the biggest problem is that people don't close the phone door. Mike L will look into it with David Guertin.

Catering Services

Roger Lookingbill talked to Farland and they seemed enthusiastic about servicing the airport. Michelle Haynes – who was going to talk with Farland has not come back to the commission with information. Mike L will check with Michelle to see if she has any new information.

Cape Air Numbers

Cape Air enplanements are down and it's not looking that good right now. Butch said that 10,000 is the magic number and we did a little over 11,400 last year. The big problem is that if you go under 10,000 then you lose your entitlement money from the FAA. Butch will recap the enplanement numbers at each commission meeting. Cape Air business seems to be down in most markets but Provincetown has been affected even more.

Employees Parking Lot Sign

The Sightseeing Next Left sign at the employee's parking lot entrance needs to be replaced. Butch asked if there was any thought of updating the sign. It was decided to replace the sign as it is.

