

AIRPORT COMMISSION
Airport Conference Room
Wednesday
OCTOBER 19, 2009
5:00 PM

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

Members Absent: Michael Valenti (excused)

Others: Michael Garrity, Butch Lisenby,
and Stephen Riesland

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

AGENDA

MINUTES

Motion: Move to accept the minutes of the September 21st meeting as written.

Motion: Heath Gatlin Seconded: Roger Lookingbill Vote: 4-0-0.

REPORTS

Enplanements There were 1,537. It looks as though this will be the best year for Cape Air overall but the Provincetown to Boston business is still a worry. Michael L. would like to have a whole history of Cape Air from 1989 on..... 1995 was one of the best years and M. L. wants to show the impact of September 11th on air travel.

Michael L. then gave a mini history of air routes when they were regulated and then what happened to some of the smaller airports with deregulation causing them not to be included if they were remote locales.

Security Camera System Update

Butch reported that he is still waiting for complete estimates and trying to get answers. Security Design gave some estimates to fix existing cameras and lightning protection. Cobol Utilities still hasn't supplied estimates. Security Team had a fellow come down and research all our needs and at the last MAMA meeting, Butch found out that the company is reorganizing and the fellow who came down was downsized. Butch has also reached out to G & L Security from Norwood. Security Design has done most of the work for the estimates but once the company heard that we were getting other estimates, they seemed to lose interest. Butch reasoned that we're so far out it's difficult for us to get anybody out here. Roger L. suggested contacting Hyannis and maybe we can get together and pool our efforts. Butch will look into it.

Minimum Standards Update

Nothing has been done and M.L. said to just leave it on the agenda.

OLD BUSINESS

EA/FEIR/DRI Update

M.L. said that they had recently had an excellent meeting with all interested parties. The new Deputy Superintendent was in attendance and seemed to be very eager to move things along.

Mike Garrity said that his meeting with the National Seashore (NPS) was to get them to agree to finalize the plan and Mike also felt that the new Deputy Superintendent appeared to be enthusiastic. M.L. said that she was like a breath of fresh air. Mike G. said that now we have timelines and the plans will be reviewed by the NPS and they'll get back to us by January 31st. Also, Mike continued, we've set up working groups with the NPS. Now – with this working group – the hope is that information will flow easier and the project will move along. One of the stumbling blocks continues to be the passenger parking lot. The park would like to see only one phase of fewer parking spaces than we are looking for.

M.L. made reference to a new paving material. It can be found online at the following website - www.naturalpavexl. It's a paving material with a polymer that holds it together and NPS is very interested in it. Mike G. said the main requisite is that a paving material be permeable in order to prevent puddling. Roger mentioned the polymer material to a guy working on the bike trail and they know of a plant in New Hampshire that makes it. Butch will call Steve Flecchia and have him look into it.

Mike G. felt that they had made a lot of progress in the 2nd part of the meeting. We went through the document and we're submitting the document on October 29th. Butch said that we now have dates set up for follow-up meetings. M.L. said that all communications regarding the plan should be sent to all the Commissioners. Mike G. said that it was productive and they've accepted the time lines.

Roger Lookingbill said – in the meeting – the NPS offered land purchases as trades for mitigation – and he wondered where? Some parcels are in Truro and Butch said it could be feasible, i.e., the Hatches Harbor mitigation. Cliff and Michelle explained how it could be done. NPS may think that this is the greatest thing - we're going to help them with mitigation on one of their wetland projects. Butch cautioned that you have to get all the groups to agree.

Roger said that it seems - based on the things that they have the most problems with - the terminal and the parking lot are the two big issues.

At the conclusion of the report, accolades were given to Mike G. from M.L. for having

such a great meeting.

Cell Phone Booster / Tower Update

Beau Jackett is currently re-evaluating his information because the Town Hall is having problems with their booster. Beau is still working on something that will be good for us. (Even a little booster would help!)

Hangar Event – Wedding Reception Update

The discussion regarding this proposed event took up a great deal of meeting time. Cape Air has approved it and Michelle Haynes has turned the entire issue back to the Commissioners.

Amid the lengthy discussion, Butch kept asking, “What do you want me to tell these people when they call back for information?”

Final answer: The Commissioners are in the process of assembling a check list for the prospective wedding group but in the meantime, if they call, it is suggested that they contact the Town Hall and ask what permits are necessary and from whom, i.e., Licensing, Police, Fire, Insurance, Board of Health, etc. Steve Tait strongly insisted on the group having a Wedding Planner to smooth all the requirements. After all this, Cape Air will be told that any problems with clean-up and/or damage will be theirs to deal with; it is hoped that a contract will be generated by them. Steve T. suggested that an agreement be drawn up between Cape Air and the Commissioners regarding the responsibility for events.

M.L. is designing a form and it was based on the rental of McMillan Pier; he promised a form within a couple of days. He will email the form to all the Commissioners.

Roger said that the last thing we want to do is “tick-off” the NPS so they should be asked/told first. Heath Gatlin said that we should be reviewing all the plans and we’re responsible for setting up the minimum standards.

Replacement SRE Truck Update

This was approved by FAA and MAC.

Replacement ARFF Vehicle Update

Butch said that the airport is not entitled to one because of our size. However after weighing the issues it was approved by the FAA and MAC because of the airports unique position.

Thus, both of these vehicles have been approved. A financial page was handed out and the Commissioners were told that this represents the estimate of the cost and it has been approved up to this amount. Our purchases such as these are based on the 90% FAA, 5% MAC and 5% Town split. Butch said that currently it is a 95% FAA, 2½% MAC and 2½% Town split but that is supposed to change with the new federal allocation.

Butch said that special training for the Fire Department will be required for the use of the ARFF Vehicle.

NEW BUSINESS

Airport Consultant Selection

Stephen Riesland, P.E., with Fay, Spofford & Thorndike, attended the entire meeting as one of the prospective airport consultant applicants.

Butch explained that every 3 years we're required to select an airport consultant; every airport has to have a consultant. The airport in the past has made a list of there top 3 picks which is then submitted to FAA and MAC. Butch put out a request for qualifications and he received 4. The plan is for the commissioners to go over the qualifications and at our next meeting decide to have interviews or pick the top 3 at that time. Someone asked when was the last time that we had a different consultant other than Jacobs? Butch said it has been about 4 years.

M.L. asked, "What if we select other than Jacobs?" Butch said the Commissioners have the total ability to select whomever and the new consultant would have to stay within the timeframe that has been set up for our ongoing projects.

Steve T. said - refresh my memory - when we review these we're just reviewing their qualifications? and rates are set thru the FAA and MAC? So we're really looking at qualifications and more interested in what they have done in the state. Butch confirmed that that is correct. He asked the Commissioners to come back with an idea of their top three.

TSA Trailer Lease Renewal

Butch said that it's that time again. Basically only thing that fluctuates is the amount of rent paid. We originally wanted to set it up a lease with escalating figures but TSA did not have a procedure for that, however to get a 5 year lease TSA will adjust to our request. Heath asked - who owns the trailer. William Scotsman owns the trailer and it is leased direct to TSA. The airport lease is just for the land and electrical hook up. They have a reinforced skirt around it. M.L. said he would have lobbied to have it placed someplace else but Butch explains the logistics of the location.

The lease runs out January 31st and M.L would like to increase it somehow; he feels we should increase 10%/year. They offered to entertain increments to get a 5 year lease. The Commissioners decided on a 5 year lease starting at \$600/yr and going up \$60/yr (10%). These terms were agreed upon by the commissioners.

OTHER BUSINESS

M.L. said that it's budget time again and Sharon Lynn sat down with the Town Accountant, Alex Heilala to brainstorm. They decided on a great idea to raise revenue and make up for the TSA shortfall would be to have a Cape Air collect a passenger facility tax which the town would get a portion of. Without talking to the Commissioners,

Sharon Lynn called Dan Wolf, owner of Cape Air, who volunteered to look into some sort of an additional payment per year.

M.L. said that the airport is worried about enplanements and adding a tax is certainly not the way to add to business. Also, he said, that if enplanements fell below 10,000 – our grants would dry up totally. Michael and Butch will be meeting with Sharon and Alix on Thursday and they will list their objections and the whys for them. The meeting will be reported on in the future.

Birds in Hangar

The panacea (moveable owl!) arrived just today and hasn't been set up yet. Butch said the strange thing is that – once he ordered the owl to frighten the birds away, there haven't been any birds sighted in the hangar. Go figure!

Carpet Cleaning

It's scheduled for November 3rd.

Runway Lights Replacement

We're waiting for Kobo to come down with their bucket truck.

Michael Leger's Request

M.L. would like Roger and Russ's planes to be housed in the hangar if there is room. He feels they deserve strong consideration.

PAYMENT VOUCHERS

N-Star \$889.97

Markings, Inc. \$78,822.50

The above two payment vouchers were moved, seconded, and approved by all 4 Commissioners present. 4-0-0.

THE NEXT MEETING WILL BE HELD ON
MONDAY
NOVEMBER 23RD
5:00 P.M.

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Evelyn Gaudiano

Evelyn Rogers Gaudiano

APPROVED: NOV 23, 2009