

AIRPORT COMMISSION
Airport Conference Room
Wednesday
NOVEMBER 23, 2009
5:00 PM

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

Members Absent: Michael Valenti (excused absence)

Others: Michael Garrity, Butch Lisenby, and Sharon Lynn

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

MEETING AGENDA
MINUTES

Motion: Move to accept the minutes of the Oct. 19th minutes as written.
Motion: Roger Lookingbill Seconded: Heath Gatlin Vote: 4-0-0

At this point in time Sharon Lynn, Town Manager, came in and it was decided to accommodate her time constraints by taking her remarks out of order under Other Business.

OTHER BUSINESS

Passenger Fee Update

Sharon said that she had spoken to Dan Wolf, President of Cape Air, about possible passenger fees. One of the first items on her agenda when she came on the scene a couple of years ago was the airport. There was a lack of sufficient funding for TSA and we tried to get the state legislature involved and no one would touch the problem. She made cold calls to other airports to see how they were handling the TSA problem. We were just starting a new contract with TSA and we were able to have the limited response time – which starts on December 1st. Sharon said that what she heard last year from the FinCom was that if we're having this TSA shortfall – then maybe we could have some type of a fee for passengers. She then called Dan Wolf and he suggested a meeting; she didn't think about the Airport Commission before talking to Dan and setting a meeting. She apologized profusely for the oversight. Since that time she now knows - why we need 10,000 enplanements as a threshold, etc. Michael Leger and Butch then went before the FinCom and explained why fees for passengers are ill advised. Dan said if we're having problems he would be able to step up to the plate to see what could be done. Dan is a long time friend of the airport and Sharon feels confident that if they were to face problems, he would step up to the plate. She hopes the fee issue will be put to rest.

Michael L. and Steve Tait said that they had a good feeling about the meeting they recently had regarding their proposed budget. Steve reminded the commission that currently we get \$7,200 from TSA in rent per year.

Butch Lisenby said that we're set for this fiscal year and we should be O.K. with a level funded budget for FY2011.

Cell Tower Update

Sharon gave an update on the cell tower – it's still T-Mobil and – at this point - they're going to the County for their Development of Regional Impact (DRI) review. T-Mobil is still interested and they realize they can reduce the height and have no inclination to take on the FAA – so right now we're going back and forth. If the tower is lowered the airport won't be able to get service from it – and on and on.

Sharon was thanked for her input and she, once again, apologized for originally eliminating the input of the Airport Commissioners.

Budget Update

Butch said that the budget process has started and we figure we'll stay even funded. We put some in capital expense and we shuffled some things around but as long as we stay level funded he figures we should be ok.

REPORTS

Enplanements

We have broken 10,000 and that was the magic number. There were 853 for October which brought the count up to 9,929 and the numbers for November so far have brought us over the 10,000 mark.

Security Camera System Update

Butch said that he didn't have much of a report. He's still trying to get estimates. He has spoken to CGL Electrical Security who takes care of the cameras for Hyannis. They were very responsive and will look over the airport shortly.

Minimum Standards Update

Michael L. said that this is still a work in progress.

OLD BUSINESS

EA/FEIR/DRI Update

Mike Garrity said that he had meeting with Robert Cook (NPS) who took a tour of the airport and had comments. We overdid the wetlands and underbid the grasslands and the dunes. Mike detailed the plan with the wall map. Toward mitigation the National Park Service (NPS) thought that putting a new culvert in the Hatches Harbor area would help flushing it. Mike felt that ultimately it would help us, too. They're going to do some hydrodynamic modeling and then go through FAA and do the test to make sure that everything works. This change is what the NPS has proposed and Mike feels this is the

best possible plan change. The DEP refers to it as “altered but not impaired.” Everyone is on hold and we’ll just keep talking. On December 3rd we’re going to have a sit down meeting to go through whatever has changed. Everything is working out great so far. Michael L. read comments from the NPS about the airport lease and it makes the airport sound more tentative.

Cell Phone Booster / Tower Update

Sharon Lynn had covered the tower update. Butch spoke about the possibilities of getting the booster – a new and improved version which has done a better job at the town hall. The booster unit has been ordered and we’ll be putting it up; the cost is around \$600 and will be installed on the roof and as long as we can site it to aim at the Truro tower.

Hangar Event – Wedding Reception Update

Butch has not heard from anyone. The bridal pair got involved with Michelle Haines and she said that Butch will be hearing from them soon. Butch wants to know if we want to do something with this event form. Heath said he hates spending all this time on this but Butch said that we still have to be ready with the event form. Steve T. said that there should be a start time, single person responsible for all and a myriad of requirements which he detailed, i.e., security plan, transportation details, clean up, security deposit, # of people attending, etc. Butch said he’ll put something together for the commission to review.

Michelle Haines will be told that if any problem arises it will be Cape Air’s to deal with. Butch had hoped to hear from her but - as yet - has not.

Airport Consultant Selection

After a very brief discussion, the following motion was made:

Motion: Move to renew JACOBS. ASG will be the second choice and Faye, Spofford, Thorndike is the third choice.

Motion: Michael Leger Seconded: Roger Lookingbill Vote: 4-0-0.

TSA Trailer Lease Renewal

Butch proposed the \$60/month increase and TSA didn’t have a problem with the money. They did have a problem with a lease renewal taking place each year. They propose starting at \$780 for the first year and leaving it there for the full 5 years; they don’t want to do it on an annual basis. The problem as seen by the “money man” Steve Tait is that at the end of 5 years the base will be only \$780. Michael L. suggested having Butch go back and propose \$900/month and leaving it in place for the full 5 years. Stay tuned.....

PAYMENT VOUCHERS

JACOBS	restriping	invoice #4	\$3,150.00
JACOBS		invoice #5	\$5,815.99
JACOBS		invoice #6	\$5,940.63
Markings, Inc.			\$70,940.25

Markings, Inc.		\$7,882.25
JACOBS	phase 2 invoice #6	\$80,000.00
New Horizons	brush cutting	\$2,000.00
N-Star		\$993.12
Constantly Clean	carpet cleaning	\$623.00

Motion: Move, second, and approve to pay the above vouchers.
Vote: Unanimous.

THE NEXT MEETING WILL BE HELD ON
MONDAY, DECEMBER 21ST AT 5:00 P.M.

The meeting adjourned at 6:10 p.m.

Respectfully submitted, **Evelyn Gaudiano**
Evelyn Rogers Gaudiano

APPROVED: JAN 12, 2010