

PROVINCETOWN AIRPORT COMMISSION MEETING

December 10, 2019 – 2:00 p.m.

Airport Conference Room

Members Present: Steve Katsurinis, Bill Lord, Rob Compton and Jim Woods (by phone)

Staff: Arthur “Butch” Lisenby

Others Present: Bill Richardson

Steve Katsurinis called the meeting to order at 2:00 p.m. He informed the group that Jim Woods would be participating by phone.

1. MINUTES

Rob Compton made a motion to accept the minutes from October 15, 2019 which was seconded by Bill Lord and passed 4-0-0.

2. REPORTS

A. Airport Logo / Mission Statement / Tagline

Steve Katsurinis thanked Jim Woods for his help with a rating system as there was 40 entries for the airport logo. Qualifications were discussed as well as dates for possible phone interviews with finalists determined to be David Shackelford, Susan Matthews, and Pryme Creative. Butch Lisenby will schedule phone interviews for January 2, 2020. Rob Compton made a motion to limit the interviews to the three finalists which was seconded by Bill Lord and passed 4-0-0.

B. Monthly Enplanement Totals

Year to date 10,111

Numbers are very good, and members now have data and trend lines.

C. Budget Submittals

Butch Lisenby stated he has a meeting with the Finance Director and the Town Manager tomorrow (12/11/19), and will report results of meeting to Commission Members.

3. OLD BUSINESS

A. Cape Air Update

Steve Katsurinis stated he had spoken to Attorney John Giorgio to follow up with Cape Air. It appears part of the delay is that Cape Air is not comfortable with the fuel farm.

B. Airport Minimum Standards

Butch Lisenby discussed the FBO Section, and the need to be able to store fuel. The fuel farm has been inspected and some reports have been received. One report states it is still functioning, it has corrosion issues, and since it is 22 years old, there is no way to determine how long it will last. Steve Katsurinis discussed willingness for a truck/tanker for storing fuel as a Plan B. Butch stated that a tanker would be possible, but fuel would be more expensive if purchasing a smaller amount for a tanker. Butch will contact Chuck at Cape Air to discuss using a tanker as a Plan B.

C. Taxiway C, D

Butch Lisenby and Bill Richardson discussed that the construction is complete on this project.

D. Taxiway B

Butch Lisenby stated that the grants with FAA and MA DOT are in place, and contracts for the bidder are being processed. The airport is scheduled to be closed starting April 2020 for approximately one month to address this project. Steve Katsurinis discussed the possibility of using the employee lot since space will be limited. Rob Compton made a motion stating that the airport will be closed for the construction project in Spring 2020 which was seconded by Bill Lord and passed 4-0-0.

E. SRE Replacement Purchase Update

Received and in the process of closing out the contract.

F. Security / Wildlife Perimeter Fence Construction Update

This project is completed and close out is being processed.

G. Fuel Farm Update

Discussed above under Old Business (B).

H. Invasive Grass Species Management Update

Butch Lisenby stated that the spraying has been completed, but may need additional spray and cutting which is an ongoing process.

4. NEW BUSINESS

Nothing at this time.

5. OTHER BUSINESS

Rob Compton made a motion for a six-month extension on the Cape Air lease until 6/30/2020 which was seconded by Bill Lord and passed 4-0-0.

The next Airport Commission meetings are scheduled for:

JAN 2, 2020 at 2pm in the Airport Conference Room and

FEB 4, 2020 at 2pm in the Airport Conference Room

Steve Katsurinis closed the meeting at 3:00 p.m.

Respectfully submitted:

Katherine Barrett

APPROVED: FEB 2, 2020