



## **AIRPORT COMMISSION**

**Airport Conference Room**

**Wednesday**

**June 18, 2014**

**3:00 p.m.**

**Members Present:** Michael Valenti, John Reed, Heath Gatlin, Steve Katsurinis and Darin Janoplis

**Members Absent:** None

**Staff:** Butch Lisenby

**Others:** Mike Garrity

The meeting was called to order at: 3:05 p.m.

### **MINUTES:**

No Minutes to be approved

### **REPORTS:**

<b>Enplanements:</b>	<b>2014 =</b>	<b>PVC to BOS</b>	<b>PVC to HPN</b>	<b>TOTAL</b>
	<b>MAY</b>	<b>599</b>	<b>22</b>	<b>621</b>

**YEAR to DATE : 1724**

	<b>2013 =</b>	<b>PVC to BOS</b>	<b>PVC to HPN</b>	<b>TOTAL</b>
	<b>MAY</b>	<b>676</b>	<b>23</b>	<b>699</b>

**YEAR to DATE: 1998**

**HPN = White Plains N.Y.**

## **OLD BUSINESS:**

### **EA/FEIR/DRI PHASE IV Update:**

Phase IV is complete except for the Wildlife Hazard Assessment which should be complete soon.

### **EA Variance & Terminal Development Update:**

The DRI process has been restarted and Jacobs is moving forward with the Cape Cod Commission.

### **Septic System Pump and Float Failure Update:**

Pumps and parts have been ordered and Ling Electric is waiting to receive them. Work will start once everything is in.

### **Ford Expedition Replacement Update:**

Butch is working with MHQ specking out a replacement vehicle.

### **Airport Consultant Selection Process Update:**

Three RFQ's were received for the selection process.

Jacobs Engineering, Stantec and Louis Berger Group.

All commissioners had a chance to go over the RFQ's before the commission meeting and after some discussion it was decided that staying with Jacobs would be the best decision for the commission. Jacobs gives the airport the best position to move forward with the planned projects especially with the environmental concerns with our upcoming projects.

Motion: To select Jacobs as our Airport Consultant and Stantec as our number two selection for the period of June 1, 2014 to June 30, 2017.

Motion: Heath Gatlin 2<sup>ND</sup>: Mike Valenti Vote: 5-0-0

### **Architectural Design Consultant Selection Process Update:**

The Airport's Request for RFQ's is in the hands of the town attorneys and should be clear shortly. If there are no major rewrites it should go to print in early July.

This would mean the RFQ's would come to the commission at their August meeting. Butch will keep the commissioners updated on the process.

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

The Grant Application for the project is ready to be submitted to the FAA and MassDOT. Mike Garrity will be submitting it shortly. Approvals should be forthcoming.

### **Replacement of Lighting Poles and Fixtures Update:**

Due to the FAA's new position on our clear zones of the runway the Lighting Poles on the aircraft parking apron and the poles in the employee parking lot need to be adjusted to a lower height. Lowering the poles means we will need more poles and fixtures to supply the needed lighting for the areas. Currently the engineers are planning to split the project into two phases so as not to delay the project. Phase I would be the three light poles originally planned on the aircraft parking apron and the rest of the planned poles and fixtures for the vehicle parking lot and the employee's parking lot. This would give us some light but not the amount we fully need for the aircraft parking apron. The vehicle parking lot lights would be adjusted when we do the terminal / parking lot project. The employee's parking lot would be ok with the replacement lights we are planning and by adding a light fixture to the south east corner of the equipment garage. Phase II would be the rest of the poles and fixtures we need to get back to the current levels we now have with the old poles and fixtures in the aircraft parking apron. Engineers are working the plans and bid documents are being prepared. All grants are pending.

### **NEW BUSINESS:**

#### **Cape Air: Av Gas Fuel Flowage Fee:**

The 1,400,000 gallon mark has been met.

Due to fact the commission does not have a construction cost number for the fuel farm and the fact that at the end of the current Cape Air lease a new negotiated amount of flowage fee will be set the commission proposes that a flowage fee of .05 cents per gallon be established now thru the end of the current Cape Air lease. The .05 cent per gallon flowage fee would be paid quarterly.

Butch will propose this to Cape Air.

### **OTHER BUSINESS:**

Is has been reported that some of the TSA employees have been walking to close to the runway. Butch will bring this up with the TSA supervisor.

**PAYMENT VOUCHERS:**

No questions at this time.

**NEXT MEETING DATE: THURSDAY, AUG 14, 2014 at 3:00PM**

Meeting Adjourned at: 4:45 p.m.

Respectfully submitted,

*Arthur "Butch" Lisenby*

Arthur "Butch" Lisenby

APPROVED: SEP 23, 2014