

**AIRPORT COMMISSION**  
**Airport Conference Room**  
**Tuesday, September 15, 2015**  
**2:00 p.m.**

**Members Present:** Michael Valenti, John Reed, Darin Janoplis

**Members Absent:** Heath Gatlin (excused), Clinton Parker (excused), Stephen Katsurinis

**Others Present:** Bill Richardson, Irvin Baptiste

**Staff:** Butch Lisenby

The meeting was called to order at 2:07 p.m.

**MINUTES:** Minutes from June 22, 2015, July 20, 2015, and August 7, 2015 were approved.

**Motion:** Michael Valenti      **Seconded:** John Reed      **Vote:** 3 – 0 - 0

**REPORTS:**

<b>Enplanements:</b>	<b>2015 = PVC to BOS</b>	<b>PVC to HPN</b>	<b>Total</b>
	<b>August 2361</b>	<b>164</b>	<b>2525</b>

**Year to Date 2015: 7,448**

	<b>2014 = PVC to BOS</b>	<b>PVC to HPN</b>	<b>Total</b>
	<b>August 2434</b>	<b>150</b>	<b>2584</b>

**Year to Date 2014: 7,799**

**351 enplanements behind year-to-date which is still fluctuating.**

**Cape Air: Enplanements and 2017 Lease Renewal**

Amanda Carlo visited. There was a discussion on ways to help marketing and employment. Michael Valenti suggested possibly doing a presentation at the airport to discuss marketing with business people, and several options for marketing were discussed. Darin Janoplis asked about the number of daily flights. Butch Lisenby stated that Cape Air has 12 flights from Boston to Provincetown, and that the airport goes to the winter schedule gradually which decreases to 3 flights per day.

Possible marketing with New York (Jet Blue) was discussed. Bill Richardson mentioned possibly using an inflight magazine on Jet Blue for advertising. Some members stated that they have

heard people mention that no pre-check affects using Cape Air, and positive comments when pre-check is available.

#### **OLD BUSINESS:**

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

Bill Richardson gave the members a report and shared that the variance was submitted. A site visit is scheduled for 9/16/15, and that agencies are sending representatives (FAA, DOT, DEP, Army Corp of Engineers). Mitigation can be discussed at the site visit, including all 12 projects, as well as agreeing to a joint meeting.

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

Irvin Baptiste stated that progress is being made, and an airport plan is being compiled. Surveying has been completed and data is being processed. Bill Richardson referenced the grant from the FAA to study the floodplain.

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

Butch Lisenby shared that the airport needs to change all of the new fixtures due to a manufacturer defect, and that the manufacturer has sent replacements. The airport is waiting for conservation to give the final approval. There is a need to remove corrosion controls, and we might have to wait for a new conservation agent to close out the project. He also shared that the lights are working well, but there is a small angle issue that can possibly be adjusted when the replacements are done as there is a glare when the lights are up too high and a spotlight when they are too low.

##### **Floodplain Analysis & Wildlife Hazard Management Plan (WHMP)**

Butch Lisenby discussed that without a fence, there are security and safety issues including wildlife. There is a question of the need for wildlife gaps in the fence. The fence would be more a "people" fence and large animal fence than a small animal fence, and again, without a fence, there would possibly be liability. Butch discussed his concerns about maintenance. Also discussed was a floodplain analysis aimed at the height of the building and parking lot.

##### **Runway Lights Repair / Replace:**

Butch Lisenby reported that corroding limits repairs or changing the lights. There are no grants by the FAA until probably Spring of next year. The airport will band aid until funding becomes available. The estimate to fully replace the runway light system is approximately \$725,000 to \$800,000.

### **Hangar Door Repair / Replacement:**

Butch reported that the original company has the plans of the original door, but will have to wait until Spring to replace. He reported that possibly someone from Plymouth could install the door, but there is no state money available to help with the door.

### **NEW BUSINESS:**

#### **Security Cameras:**

Jacobs and the MA DOT have proposed upgrading security cameras at the airport. The MASS DOT AERO is willing to replace 2 or 3 and add 2 new cameras plus fiber optic wiring between the cameras and the DOT is planning to cover 100% of the cost. The project should start in October.

### **OTHER BUSINESS:**

1. The pump and parts are in for the septic repair.
2. TSA/GSA is taking over the electrical bill cost for the TSA trailer.
3. Vehicle replacement is still in the process.

### **PAYMENT VOUCHERS:**

No voucher report was submitted at this time.

### **NEXT MEETING DATE: TUESDAY, NOVEMBER 10, 2015 AT 2:00 P.M.**

The meeting adjourned at 3:07 p.m.

Respectfully submitted,

Katherine Barrett

APPROVED: MAR 07, 2016