

AIRPORT COMMISSION
Airport Conference Room
176 Race Point Road, Provincetown, Ma.
Tuesday, FEB 20, 2018

Meeting called to order at: 2:00pm

Members Present: John Reed, Steve Katsurinis and Rob Compton

Absent Members: Jim Keefe (Excused)

Staff: Butch Lisenby

Others Present: Bill Richardson, Heath Marsden, Eric Strand, and Morgan Drouin

Motion: To make Steve Katsurinis Commission Chairman

Motion: John Reed Second: Robert Compton Vote: 3-0-0

Motion: To make John Reed Commission Vice Chairman

Motion: Robert Compton Second: Steve Katsurinis Vote: 3-0-0

1) MINUTES:

John Reed made a motion to accept the 12/04/2017 minutes as presented.

Seconded Robert Compton Vote: 3-0-0.

2) REPORTS:

A. Monthly Enplanement Totals

Year to date enplanements as of December 31, 2017 is 8,760 which is 1,257 down from 10,017 at this time last year. Members discussed the decrease in monthly enplanements and that it is an ongoing problem. The 10,000 yearly enplanement level was not made in 2017.

3) OLD BUSINESS:

A. Cape Air Lease Renewal Update:

Negotiations continue. Nothing to report at this time.

B. Master Plan, Sustainability Program, Airport Layout Plan, Environmental Notification Form, Environmental Impact Report and Development of Regional Impacts Application and Hearings Update:

The Master Plan is proceeding and is currently in the financial information gathering phase. Jacobs and Butch had a meeting with FAA / MassDot to fine tune the Master Plan. It should be complete within the next few months.

C. Verizon Wireless Update:

The National Park is open for a discussion about a cell tower in the Airport area. Sean Mahoney from Verizon will put together some information for the Park Service.

D. Taxiway C, D, Electrical and Environmental Design Project Update:

The project is moving along with information gathering, surveying, water quality testing and soil testing. Environmental mitigation is being addressed.

E. FY2019 Budget Update:

The Airports FY2019 budget request has been approved by the Town Manager, Finance Director and the Selectmen. Butch is waiting for the review schedule for the Finance Committee.

F. Airport Consultant Selection Process Update:

Motion: To select the current slate of consultants the Commission has currently in place (Jacobs as nbr 1 and Stantec as nbr 2) for a 3 year selection.

(Jan 1, 2018 to Dec 31, 2020)

Moved: John Reed Second: Robert Compton Voted: 3-0-0

G. TSA LEO Detail Reimbursement Funding

TSA has informed the Airport that they will no longer be partially funding the cost of the LEO Screening Coverage. This will be effective 03/31/2018 and as a result will leave the total cost of the coverage to the Airport Operating Budget.

4) NEW BUSINESS:

None at this time

5) OTHER BUSINESS:

Time for the annual department report for the annual town report.
Steve Katsurinis will submit the report for the Airport.

6) PAYMENT VOUCHERS:

No questions at this time

The next commission meeting will be TUE, APR 10, 2018 at 2:00pm.

Meeting adjourned at: 3:45pm

Respectfully submitted:

Butch Lisenby

APPROVED: APR 10, 2018