

AIRPORT COMMISSION
Airport Conference Room
April 10, 2018

Members Present: Rob Compton, Steve Katsurinis, John Reed and Jim Keefe

Staff: Butch Lisenby

Others Present: Morgan Drouin (Jacobs) and Bill Richardson (Jacobs)

Steve Katsurinis called the meeting to order at 2:00 p.m.

1) Minutes

John Reed made a motion to accept the minutes of Feb 20, 2018 which was seconded by Jim Keefe and passed 4-0-0

2) Reports

Enplanements: Feb 2018 = 245 MAR 2018 = 263

Butch Lisenby discussed enplanement totals which are behind at this time due to weather and issue with pilots. He also discussed that Cape Air may no longer continue the Provincetown to White Plains route. The members also discussed that many people are taking the ferry due to price. Rob Compton discussed festivals and other town activities and the possibility of offering a discount for plane fares. Jim Keefe also asked about airfare costs and questioned other airlines flying into Provincetown. Butch stated that the runway is too short (3500') for most other airlines at full capacity and they possibly don't have the connections Cape Air has. Steve Katsurinis stated that Cape Air will be a tenant in the new lease proposal and that there is the possibility for other tenants. Butch Lisenby stated there is interest in a Boston and New York connection. Steve asked Rob to speak with Cape Air about offering discounted ticket prices.

3.A) Cape Air Lease Renewal Update

Steve Katsurinis reported that the Selectmen did another extension which he signed. He again stated that Cape Air would be a tenant in the new lease proposal.

3.B) Master Plan

Morgan Drouin reported that copies of the Master Plan were previously distributed, and that Jacobs is awaiting any comments. The forecast chapter was discussed. Steve stated that the building height (lifting the terminal) would be revisited. Bill Richardson discussed Hatches Harbor and flooding issues.

3.C) Taxiway C, D, Electrical and Environmental Design Project Update

Butch Lisenby stated that the project was near end and that the construction planning and bidding phase is nearing, information would be solicited, and that Spring 2019 is the anticipated date for construction.

3.D) FY2019 Budget Update

Members discussed that the FY2019 budget had been approved at Town Meeting.

3.E) TSA LEO Detail Reimbursement Funding Update

The TSA amount of partial reimbursement has been extended until 6/30/2018. Members discussed cost effectiveness.

4.A) Taxiway

Butch Lisenby stated that the design was almost completed, bids should be in by April 26th, and that contracts would be reviewed to proceed for a grant. The project is slated for Spring 2019 as there are less enplanements in the Spring. Steve Katsurinis discussed reviewing the bid process, and a pre-bid meeting was scheduled for April 19th.

4.B) SRE Replacement Purchase

2008 Ford F750 Dump Truck and Plow will be replaced thru a FAA 90%, MassDOT 5% Grant. Planning and bid documents are currently in process.

4.C) Security / Wildlife Perimeter Fence (Design Only)

Butch Lisenby reported on the design, and stated that the State would pay 100% of the cost of the design project.

4.D) Wind Sock Replacement

Butch Lisenby reported that the wind sock collapsed, the probable cost to replace will be \$10,000, and that the MassDOT would pay 100% of the cost.

5.) Other Business

Commission Housekeeping:

Move to authorize Steve Katsurinis, Chairman and/or John Reed, Vice Chairman and/or Arthur "Butch" Lisenby, Airport Manager Approval to sign/execute all documents and contracts, including all grant contracts on behalf of the Provincetown Airport Commission.

Motion: Jim Keefe

Second: Rob Compton

Vote: 4-0-0

6.) Payment Vouchers

No questions at this time.

The next meeting will be held on April 30, 2018 at 2:00 p.m. in the Airport Conference Room.

Jim Keefe made a motion to adjourn at 2:50pm which was seconded by Rob Compton and the motion passed 4-0-0.

Respectfully submitted,

Katherine Barrett

APPROVED: APR 30, 2018