

AIRPORT COMMISSION
September 11, 2018 – 2:00 p.m.
Airport Conference Room

Members Present: Steve Katsurinis, John Reed, Jim Keefe and Bill Lord

Staff: Butch Lisenby

**Others Present: Michelle Haynes and Steve Phillips (Cape Air),
Tim D'Agostino, Eric Strand, Morgan Drouin, and Heath Marsden (Jacobs)**

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

1) Minutes

A. John Reed made a motion to approve minutes from the last meeting which was seconded by Jim Keefe and passed 4-0-0.

2) Reports

A. Monthly Enplanements

Butch Lisenby discussed enplanements and stated that the trend is going up and the number 10,000 is in sight. Steve Phillips stated that flights from White Plains will be added next summer season.

B. Sub Committee

Committee did meet and the report will be on the next agenda.

3) Old Business

A. Cape Air Update

Steve Katsurinis stated that the lease extension runs until 9/21/18, and a meeting is scheduled for next week.

B. Taxiway C,D

Erik Strand reported that Jacobs is working with Cape Air on a solution to reduce airport closure time during the construction. Steve Phillips stated that there are three roundtrip flights a day. Eric Strand

reported that the draft construction is ready which includes a safe environment and a safety operation area which is required. The airport could possibly open for flights that are due in and then will close again.

C. Master plan and Airport Layout Plan

The ALP final is submitted. The environmental overview has been incorporated into the Master Plan.

D. SRE Replacement Purchase Update

The bid proposal has been received and approved by FAA and MassDOT. The new vehicle will not be delivered until spring 2019. The cost of the vehicle is double the original estimate due to rising costs and buy American standards.

E. Security / Wildlife Perimeter Fence (Design Only) Update

Eric Strand reported that the project is complete and bids were opened on 8/31/18. The project is 1.362 million with an experienced contractor and will be coordinated when the funding is clear. He also reported that the Park Service is on board with the plan.

F. Security / Wildlife Perimeter Fence Construction Update

No additional report at this time.

G. Runway 07 Approach Lights Reconfiguration (MALSF) Update

The grant was submitted last week. Federal has been approved. With lights being elevated, there will be better visibility and less maintenance. The lights will be in the same area.

4) New Business

A. Aviation Gasoline (100LL) Fuel Farm

Butch Lisenby discussed the fuel farm and stated there are sediment and maintenance issues. He stated that although the filter is working, there are still issues which might require it being replaced due to age. Eric Strand stated that to replace the dispenser (entire fuel farm) could

cost up to a half million dollars. The current tank is now underground, and a new tank would be above ground. Replacing the Fuel Farm would have to go thru a permitting process.

B. Airport Minimum Standards

Butch Lisenby stated that there will be a draft for members to review before the next meeting, and then will be available to Cape Air for discussion. Steve Katsurinis discussed talking with contractors and Cape Air. Michelle Haynes will have Dan review and respond.

C. SRE / Maintenance Building

Butch Lisenby discussed the need for a place to store equipment and possibly a maintenance garage. He shared that it is a challenge due to environmental concerns, and the size would need to be reviewed.

D. Airport Logo / Mission Statement / Tagline

Steve Katsurinis stated that he has spoken to Lisa Cohen who will work (on a volunteer basis) with the commission to develop ideas for a mission statement and tagline. A meeting will be set up for October 16, 2018 at 2pm, possibly in the Judge Welsh Conference Room, which should last approximately 1 ½ hours. Steve Katsurinis questioned possibly inviting the Tourism Board, Chamber of Commerce, and the Select Board to participate in the initial meeting. The group also discussed inviting Town Managers from Truro, Wellfleet, and Eastham. Michelle Haynes will also send a list of names. Jim Keefe discussed the importance of a mission statement as well as counting charters for enplanement numbers. Putting an announcement of the meeting in the Banner was also discussed.

5) Other Business

A. Seaplane Operation

Butch Lisenby discussed that the Seaplane has not been full going in either direction. He also discussed that bringing back White Plains flights should make a difference in enplanement numbers.

B. Other matters that may legally come before the commission not known at the time of posting
None at this time

6) Payment Vouchers
None at this time

Board Members discussed that the next meeting will be held on October 16, 2018 in the Judge Welsh Room at Town Hall to accommodate the Mission Statement / Tag Line / Logo part of the meeting.

John Reed made a motion to adjourn the meeting at 3:00 p.m. which was seconded by Jim Keefe and passed 4-0-0.

Respectfully submitted:

Katherine Barrett

APPROVED: OCT 16, 2018