

**AIRPORT COMMISSION**  
**October 16, 2018 – 2:00 p.m.**  
**Judge Welsh Hearing Room**

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

**Staff:** Butch Lisenby

**Others Present:** Robin Lapidus, Nina McCormack, Louise Venden, Tom Donegan, Lisa Cohen, Michelle Haynes, Bill Richardson, Morgan Drouin

**Airport Logo / Mission Statement / Tagline:**

Steve Katsurinis called the meeting to order at 2:00 p.m., presented a brief history of the Provincetown Airport, and discussed enplanements. This part of the meeting is being held to discuss an Airport Logo / Mission Statement / Tagline being developed for the airport.

Lisa Cohen was introduced and background history was shared. Lisa has agreed to volunteer to help develop the logo, mission statement, and tagline for the Airport. Lisa and the group members developed ground rules and discussed brainstorming. The large group was broken down into small groups to discuss ideas for the logo and mission statement. Each group shared their ideas, and Lisa will review and have data available for the next meeting which will be at the end of November or early December

**1. Minutes**

Bill Lord made a motion to accept the minutes of the September 11, 2018 meeting which was seconded by Jim Keefe and passed 5-0-0.

**2. Reports**

A. Monthly Enplanements were discussed, and Butch Lisenby stated that the 10,000 figure is within reach. Rob Compton submitted a handout for the group, and discussed the decrease during July and August.

**B. Subcommittee Report was presented by Jim Keefe and Rob Compton regarding airport connections for travelers to town. Also discussed was establishing a relationship with the Seashore Park Superintendent. Steve Katsurinis stated that discussion of what time period is being targeted will be on the next agenda.**

**3. Old Business**

**A. Cape Air Update**

**Planning for the maintenance shutdown is continuing with Jacobs. Butch Lisenby stated that the lease extension expired, and a new extension is needed. After some discussion Rob Compton made a motion to extend the lease to December 31, 2018 which was seconded by Bill Lord and passed 5-0-0.**

**B. Airport Minimum Standards & Rules/Regulation Update  
No update at this time**

**C. Taxiway C,D & Partial A, Electrical/Environmental Construction Update  
Work is progressing for the March 2019 construction start.**

**D. Master Plan**

**Morgan Drouin stated that Jacobs is awaiting cost estimates, and looking into replacing fuel farm costs and environmental issues. Butch Lisenby questioned the shelf life on the current fuel farm.**

**E. SRE Replacement Purchase Update**

**Butch Lisenby stated that the Federal grant is in hand, and that the State grant has been submitted and awaiting approval  
This project has been bid and awarded**

**F. Security/Wildlife Perimeter Fence (Design Only) Update**

**Butch Lisenby stated that the project has had two bids received, and a grant request has been submitted.**

**G. Security/Wildlife Perimeter Fence Construction Update**

This project is awaiting funding.

**H. Runway 07 Approach Lights Reconfiguration (MALSF) Update**

Butch Lisenby stated that the grants are in hand

**I. Aviation Gasoline (100LL) Fuel Farm Update**

Previously discussed

**J. SRE / Maintenance Building Update**

Butch Lisenby discussed continuing need for space for this project, and suggested the possibility of being across from the hanger on the south east side of the terminal ramp.

**4. New Business**

No new business at this time

**5. Other Business**

None at this time

**6. Payment Vouchers**

No questions at this time

The next meeting will be held on November 29, 2018 at 2:00 p.m. in the Judge Welsh Hearing Room at Town Hall

Jim Keefe made a motion to adjourn the meeting at 4:15 p.m. which was seconded by Rob Compton and passed 5-0-0.

Respectfully submitted:

Katherine Barrett

APPROVED: NOV 29, 2018