

AIRPORT COMMISSION
November 29, 2018 – 2 p.m.
Judge Welsh Hearing Room

Members Present: Steve Katsurinis, John Reed and Bill Lord

Absent: Rob Compton and Jim Keefe

Staff: Butch Lisenby

Others Present: Lisa Cohen, Heath Marsden, Bill Richardson, Morgan Drouin, Michelle Haynes, Tony Fuccicco

Lisa Cohen discussed needing more facts and data in developing logo and mission statement. Michelle Haynes stated that the European market has been down and that most visitors are from New York, New Jersey, Pennsylvania, and Austin, TX. Butch stated that a large number of people are from Boston and New York and Steve Katsurinis discussed the LGBT market.

Lisa also asked what messaging points should be prioritized, and what is the focus? The group discussed advanced booking, and emphasizing that it's minutes from Boston to Provincetown. Bill Lord suggested also targeting private pilots.

The group discussed the logo "Fly With Pride" and will continue the discussion at the next meeting. Michelle Haynes will draft an idea for the logo.

Discussion on the Logo, Mission Statement, and Tagline was complete.

1. Minutes – A motion to accept the minutes was made by Bill Lord, seconded by John Reed, and passed 3-0-0.
2. Reports
 - A. Enplanements: Butch Lisenby stated that enplanements are over 9,000 at this time.
 - B. Sub Committee: will report at the next meeting

3. Old Business

- A. Cape Air Update:** Michelle Haynes reported that White Plains Service will be reinstated, and recruitment continues for new pilots.
- B. Airport Minimum Standards & Rules/Regulations:** Butch Lisenby stated draft form will be available in December.

- C. – G.:** Morgan Drouin passed out a handout, and discussed the contract status with the group members. Heath Marsden stated that the draft of the Master Plan needed to be signed. Group members also discussed the runway project (March 4, 2019) and perimeter fencing.

- H. Aviation Gasoline Fuel Farm Update:** Butch Lisenby stated inspection had been completed with no deficits identified. Steve Katsurinis discussed looking at jet fuel, possible tankard trucks, and that the airport is committed to having fuel on site. Members will discuss adopting a policy statement.

- I. Maintenance Building:** Continues in the planning stage.

4. New Business: None at this time

5. Other Business: None at this time

6. Payment Vouchers: None at this time

The next meeting will be held on January 3, 2019, 2:00 p.m., at the Airport Conference Room

Respectfully submitted:

Katherine Barrett

APPROVED: APR 2, 2019