

**TOWN OF PROVINCETOWN
AIRPORT COMMISSION
MINUTES OF THE MEETING
TUESDAY, 15 JANUARY 2002**

The Provincetown Airport Commission met at the Provincetown Municipal Airport Conference Room on Tuesday, 15 January 2002 for the purpose of a stated meeting. Those in attendance were:

Richard Silva	Commissioner
Steve Page	Commissioner
Steve Tait	Commissioner
Joan M. Drysdale	Commissioner
Arthur "Butch" Lisenby	Airport Manager
Steve Flecchia	Edwards & Kelcey, consultants
David Graham	Edwards & Kelcey, consultants
Patrick Casey	Town of Provincetown
	Visitors Services Board
Michelle Haynes	Cape Air
	Communications Director
Sally Rose	<u>The Banner and the Advocate</u>
	Reporter

The meeting was called to order at 5:38 P. M. by R. Silva.

I. AIRPORT SECURITY

Nothing has changed since last meeting primarily due to funding which hinges on the Special Use Permit and its approval. Our options are to go to the Board of Selectmen and ask for the money needed or do a change order for the Runway Improvement Project asking for that portion of the money to be available up front. But this option depends on the Special Use Permit approval before the grant is approved.

Currently there is no specific date as to when the Special Use Permit will go through the Federal Register portion of its approval. It then has to be signed by the National Park Service.

It was the decision of the Commission to go before the Board of Selectmen to ask for the money with the understanding that the Town will be reimbursed once the funding is granted.

II. RUNWAY IMPROVEMENT PROJECT UPDATE

We are still waiting for the Special Use Permit to be approved and because of that delay we are so far behind schedule that the project will most likely have to be postponed to the fall of 2002. The FAA cannot finalize the grant until the Federal Register process is completed for the Special Use Permit. At a meeting last week with numerous parties such as Cape Air, business owners from town, Richard Silva and Butch Lisenby from the airport

commission, and others, the general consensus of opinion was that the townspeople and Cape Air would all prefer that the project be done in the fall. This would be make it easier to provide transportation alternatives as all the summer services would already be in place. Many are concerned that if it is done in the spring and there is any delay, it will push the completion of the project in to the prime summer season and ruin business for the community. It appears that the best option would be to postpone it to the fall season unless the Special Use Permit is signed and in our hands immediately, which most likely will not occur.

This causes a problem with the MAC in that their fiscal year ends on June 30 and they do not usually carry funding from one fiscal year to another. MAC went out on a limb by allowing the commission to file for the grant without the signed Special Use Permit and all other paperwork completed and in hand, but because they did go out on a limb, the commission was able to get the project to the point it is now, and would be actually preparing to do the work if it were not for the delay in the Special Use Permit approval.

The option of spring 2003 was brought up by S. Tait. M. Haynes stated that no one wanted to see it happen any spring due to the possible delays that could occur that would adversely affect the prime season. Haynes stated that Cape Air (and the town's businesses) rely on the prime summer season (Memorial Day through Labor Day) to subsidize the remainder of the year. Without the volume of business seen during that period, there would be no flight service from Cape Air in the off season.

Lisenby stated that if the project overruns in the fall and goes into the winter there is the possibility that there will be no runway all winter. Haynes stated that Cape Air is aware of that and still wants the project done in the fall.

The Commission will send a letter to the contractor stating that the commission does intend to issue the contract to Lawrence Lynch. The Commission will ask that they and their subcontractors will agree to a later start date, probably 15 August for the actual start of the project with a runway close date on the Monday or Tuesday following 15 September.

No matter whether the project will begin in the spring or the fall it is of vital importance that the Special Use Permit process be continued.

III. SRE/ARFF GARAGE UPDATE

The good news is that all the paperwork is done, signed and has been submitted. We are now waiting on the FAA.

IV. TERMINAL HVAC UPDATE

Status is that no news for the last three or so weeks. Waiting for REB to come and work on system.

V. PAYMENT VOUCHERS

- | | |
|---|-------------|
| 1. Edwards & Kelcey, consultants
for consultant service for runway project | \$ 9,600.00 |
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MOTION:

MOVE TO PAY \$9,600.00 TO EDWARDS & KELCEY ONCE FUNDING IS RECEIVED

MOVED: STEVE TAIT
SECOND: JOAN DRYSDALE
VOTE: 3 YES 0 NO 0 ABSTENTIONS

2. South Shore Generator \$ 1,032.54
for installation of remote start/stop system for
emergency generator

MOTION:

MOVE TO PAY SOUTH SHORE GENERATOR THE SUM OF \$1,032.54 FOR SERVICES RENDERED FOR GENERATOR

MOVED: STEVE TAIT
SECOND: JOAN DRYSDALE
VOTE: 3 YES 0 NO 0 ABSTENTIONS

VI. OTHER BUSINESS

Lisenby stated that MAC/State requires that since there has been a change in the chairmanship of the commission, that a vote be taken with the new chair in place regarding acceptance of the grant.

MOTION:

MOVE TO APPROVE ACCEPTANCE AND EXECUTION OF THE STATE GRANT IN THE AMOUNT OF \$231,700.00

MOVED: JOAN DRYSDALE
SECOND: STEVE TAIT
VOTE: 3 YES 0 NO 0 ABSTENTIONS

A special meeting will be necessary if the project is begun in the spring or if the contractor wants to push the date of closing the runway up to 1 September 2002, if the project is delayed to the fall season.

VII. MINUTES

There were none to be accepted.

The next stated meeting will take place on Tuesday, 19 February 2002

MOTION:

MOVE TO ADJOURN THE MEETING

MOVED: STEVE PAGE
SECOND: STEVE TAIT
VOTE: UNANIMOUS

The meeting was adjourned at 6:29 P. M.

Respectfully submitted,

Joan M. Drysdale, Commissioner
Recording Secretary

Approved FEB 19, 2002