TOWN OF PROVINCETOWN - AIRPORT COMMISSION
MINUTES OF THE MEETING
TUESDAY, 16 JULY 2002

The Provincetown Airport Commission met at the Provincetown Municipal Airport Conference Room on Tuesday, 16 July 2002 for the purpose of a stated meeting. Those in attendance were:

Steve Tait	Commissioner
Steve Page	Commissioner
Joan M. Drysdale	Commissioner
Arthur "Butch" Lisenby	Town/Provincetown Airport Manager
Steve Flecchia	Edwards & Kelcey, consultants
Chris Bowker	Edwards & Kelcey, consultants
Heath Gaitlin	Guest

Richard Silva, commissioner, was excused from this meeting.

The meeting was called to order at 5:3o P. M. by Steve Page.

I. AIRPORT SECURITY

An informational meeting was held for an update of the cape and islands district. Issues are money and what projects. TSA representative said that all airports will have to have bag screening. Our issues are security enclosure, where and now to put bag scanner. The fencing is almost complete - the gates need adjustment and the sliding gates are not in yet.

II. RUNWAY IMPROVEMENT PROJECT

- Lawrence-Lynch Corp. (gen. contractor has completed most of Change Order No. One (1) work that included the installation of chain link fence and gates in the area adjacent to the terminal building and ramp areas.
- Edwards and Kelcey is addressing DEP and Cape Cod Commission comments on the Airport's Storm Water Pollution Plan and Storm Water Operation and Maintenance Plan; issues need to be addressed prior to start of construction.
- Lawrence-Lynch has begun the installation of erosion controls for the project that includes silt fencing and hay bales; this is an environmental require prior to starting construction.
- Construction is scheduled to begin on 12 August 2002. Runway scheduled to close beginning Tuesday, 10 September 2002.
- FAA Airway Facilities is addressing an issue with the proposed location of the glide slope antennal as well as power and transformer issues between NSTAR and FAA A/F. Glide slope plans do not meet new regulations. Close to wetland buffer zone and includes more brush and tree clearing. Will need to deal with environmental agencies to satisfy.
- Environmental Monitor discovered an endangered plant (crowberry plant) in the area to be graded for the glide slope critical area; issue is currently being addressed to be resolved.

III. TERMINAL HVAC

Everything is basically the same as last month. it appears that the revamped system works well in the back offices but not as well in the terminal.

IV. PAYMENTS

1. EDWARDS & KELCEY Inv. 2 of construction portion $10,268.08
MOTION: TO PAY EDWARDS & KELCEY THE SUM OF $10,268.08 FOR INV. 2 UPON RECEIPT OF GRANT FUNDING
MOVED: STEVE TATE SECONDED: JOAN DRYSDALE
VOTE: 3 YES 0 NO 0 ABSTENTIONS

2. KEN LAMBERT - mowing and clearing of brush $800.00
MOTION: TO PAY KEN LAMBERT THE SUM OF $800.00 FOR MOWING/CLEARING

MOVED: STEVE TATE SECONDED: JOAN DRYSDALE
VOTE: 3 YES 0 NO 0 ABSTENTIONS

V. OTHER BUSINESS

1. Heath Gaitlin is applying for the position of commissioner. Pending information from town clerk's office as to whether it will be the full or alternate position the commission made the following motion.

MOTION: TO APPOINT HEATH GAITLIN AS COMMISSIONER (FULL/ALTERNATE)
PENDING INFORMATION FROM TOWN CLERK'S OFFICE
MOVED: JOAN DRYSDALE SECONDED: STEVE TATE
VOTE: 3 YES 0 NO O ABSTENTIONS

2. Funding issues for repairs and maintenance for airport. A discussion with town manager is needed. We shall need approximately $10,000 for the security enclosure. We need up front money. We also have door problems, need of painting of both buildings. We hope to discuss setting up a fund to be renewed annually of $25-50K.

VI. MINUTES

There were none.

The next meeting will be held on Tuesday, 20 August 2002. The meeting was adjourned by unanimous approval at 6:05 P. M.

Respectfully submitted,

Joan M. Drysdale, Commissioner

Recording Secretary

APPROVED = NOV 26, 2002