



AIRPORT COMMISSION

Airport Conference Room

Wednesday

May 17, 2010

3:00 PM

Members Present: Heath Gatlin, Jeff Jaran, and Steve Tait.

Member Absent: Paul Gavin and Michael Valenti (both excused)

Others: Butch Lisenby

The meeting was called to order at 3:10 p.m.

MEETING AGENDA

MINUTES

Motion: Move to accept the minutes of the April 26th meeting as written.

Motion: Steve Tait **Seconded:** Heath Gatlin **Vote:** 2-0-1 ab (JJ)

REPORTS

Enplanements

There were 435 enplanements for April 2010 which is up from last year. The year-to-date is 1,219 enplanements.

Security Camera System Update

May 25th is the scheduled date for installation. All the parts have been ordered and should be here by next week. Everything will be installed except for the TSA area. Butch will look into be able to monitor the cameras from the conference room.

Minimum Standards Update

Heath had an update on this and had the Hyannis standards. Hyannis hired a consultant to do theirs but it was felt that these would be overkill for us to adopt. Hyannis has shops, training schools, etc. but what we really need is a subset of this.

It's not copyrighted and was provided freely by Hyannis. It was Chris Willenborg's suggestion to contact Hyannis. Heath noticed that there doesn't seem to be information regarding TSA and their operation in Hyannis.

Butch said that one of the reasons they don't have a lot of TSA references might be because that their offices are out of a separate terminal area.

The Hyannis document even has regulations about people who sell apples in-house. After a bit more discussion the following motion was made:

Motion: Move to form a work group with posted public meetings with the date set when everyone agrees to a convenient time. The meeting will be convened to draft a revised Minimum Standards document for the Provincetown Airport Commission.

Motion: Heath Gatlin Seconded: Steve Tait Vote: 3-0-0.
(Heath wants to set up meetings via e-mail; he'll send out a couple of Monday dates for the work sessions. Butch reminded him that you need 48 hrs to post.)

Airport Website Update

Paul Gavin was absent but Butch said that there has been good feedback. We still have the color issue with many users complaining that it's hard to see BUT the neutral colors of town hall were selected for the website so..... The Commissioners were asked to forward any website problems to Butch and/or Heath.

OLD BUSINESS

EA/FEIR/DRI PHASE III Update

EA/FEIR/DRI Permits Update

Butch said he told Mike Garrity not to bother coming to the meeting since there was nothing new to report and Butch wasn't sure that we'd have a quorum. The basic update is that we're still waiting for comments from the National Park Service.

Cell Phone Booster / Tower Update

Butch said that he's still waiting for IT to come out. There are a couple of spots at the Airport where you can get a signal. Hopefully the booster will solve the problem.

Hangar Event – Wedding Reception Update

Butch said after e-mailing forms, etc. to David Flowers as the bride's representative he has heard nothing.

TSA Trailer Lease Renewal Update

The one bit of news is that GSA/TSA has not paid for either April or May. Butch contacted them and he explained to them that we're still trying to get a separate meter and we're trying to put this together. Butch asked, "What's our recourse?" He continued by saying that the agreement was not valid and their position is that the lease wasn't valid so they want to see what the cost of electricity is.

Butch said the separation of electricity is more convoluted than anyone realized. The original discussion was that GSA/TSA would pick up the expense of making the change over for the electric.

Butch said that when GSA/TSA began researching this they realized that the whole thing was unclear so for now they've stopped paying. Heath said that he'd want a written commitment from them.

Mike Leger Memorial Update

Heath reported that the plaque has been ordered. There were a couple of options to mounting it and the manufacturer really didn't want holes in the plaque. It will be processed within two weeks and will be delivered to the Airport.

SRE Truck Update

They are still waiting for the state grant and the delay stems from it now coming under the MA Dept. of Transportation Aeronautics Department. The Federal grant is all done and in hand. (2½ % on the state grant.)

ARFF Vehicle Update

We're still working with the fire department to see just which one we want. On the 26th of May they will have an engineers' meeting when they will indicate their choice. This will give us enough time to do the bid process and submit the grant by July 3rd. The FAA has cleared us up to \$600,000.00 for the grant. It will be a standard type airport ARFF vehicle and it will carry about 1K gallons of water, dry foam, chemical, etc.

Clear Zone Maintenance Update

Most of the excess water has receded and it's dry enough now. Butch will come back with estimates at the next meeting and then we'll go from there. The FAA has been fine – just the usual maintenance. It's usually done by the guys with the weed whackers.

NEW BUSINESS

There was none.

OTHER BUSINESS

Heath said that the fascia boards on the terminal look worse and worse. Butch said that he's brought Buildings and Grounds out here several times and they agree that maintenance is needed and they will tend to it as soon as they are able. He has to call them and remind them. The only other thing we can do is to hire someone – and then pay for it.

Jeff suggested coming up with an itemized list of the repairs that are needed. Butch was encouraged to do this and send it to David Guertin with a cc to Sharon Lynn. It's a more formal way to do this and it will give you a paper trail so that a reminder would be more than a phone call. Heath would like the subject put on the agenda for the next meeting.

Butch informed the group that the NPS is having a meeting on emissions in the park – this actually started being discussed last year.

Jim Golden is going to training in Boston to become an Airport Security Coordinator (ASC) for the Airport. He is also the security liaison officer for the police department. Lt. Golden will be the security back up for Butch and he was selected because he knows the ins and outs of airport function.

Jeff expressed his reservations about Jim taking on more duties – in that he doesn't want him to be taken out of town for any great lengths of time. Butch said that once he gets the training, then that's the only travel involved. TSA requires an airport to have an ASC and an alternate if possible. Butch said that Jim will be a reserve.

PAYMENT VOUCHERS

N-Star \$705.97

Motion: Move to pay N-Star in the amount of \$705.97

Motion: Steve Tait Seconded: Heath Gatlin Vote: 3-0-0.

NEXT MEETING
JUNE 21st @ 3:00 PM

The meeting adjourned 4:00 p.m.

Respectfully submitted,

Evelyn Gaudiano

Evelyn Rogers Gaudiano

APPROVED: JUN 21, 2010