



## **AIRPORT COMMISSION**

**Airport Conference Room**

**Tuesday**

**January 8, 2013**

**3:00 p.m.**

**Members Present:** Heath Gatlin, Paul Gavin, and Jeff Jaran,  
**Members Absent:** Victor Seltsam & Michael Valenti (both excused)  
**Others:** Michelle Haynes and Butch Lisenby  
**JACOBS Staff:** Mike Garrity and Derek Choi (architect)

The meeting was called to order at 3:03 p.m.

Chuck Ferrara from Cape Air was on the phone with Butch prior to the meeting and he offered to field any questions regarding Cape Air about LEO Coverage Funding. Chuck requested that the commission keep Cape Air in the loop in regards to LEO funding.

Heath Gatlin, chair of the Commission, didn't want to have a free ranging conversation with Chuck. Heath can see getting Chuck's feelings about this shortfall issue but Heath would prefer having a list and then asking questions. He also doesn't want to spend an hour with a back and forth banter.

Michelle Haynes then chimed in and said that both Chuck and Dan Wolf are well aware of the financial problems. Heath wondered if they have any solutions. Michelle said that they are aware but don't have any big suggestions and/or solutions.

Heath offered that there have been no motions regarding the problem.

Michelle said that Cape Air doesn't want the cost of the LEO's being passed on to the passengers. All the meetings would be public and anything that would impact the passengers would have to go through a public meeting.

Jeff Jaran, Police Chief and Commission member, said that we haven't received any alternatives – so - what are the alternatives?

Paul Gavin, Provincetown Assessor and Commission member, said – so, who's going to support the LEO's? Who takes the hit? The Town, Cape Air, the state? Who – where do we get the money?

Heath said that there was – at this point – nothing to discuss with Chuck and Heath opted to go back to the original meeting agenda.

## **MEETING AGENDA**

### **MINUTES:**

**Motion: Move to approve the minutes of the November 27<sup>th</sup> meeting as written.**

**Motion: Heath Gatlin                      Seconded: Jeff Jaran                      Vote: 3-0-0.**

### **REPORTS:**

Monthly Enplanement Totals

For November 2012 we had 469 Ptown to Boston                      0 to White Plains

For November 2011 we had 478 Ptown to Boston                      0 to White Plains

White Plains service has been suspended for the winter and early spring months.

For December 2012 we had 364 Ptown to Boston

For December 2011 we had 314 Ptown to Boston

Overall total for 2012: 11,541 Enplanements

11,272 Ptown to Boston                      269 to White Plains

Michelle said Cape Air is not entirely satisfied with what they have done.

Competition reigns supreme and the Cape Air fare is double the ferry fare.

One reason is that the water shuttle in Boston has made the ferry easy to access.

Heath asked – have you done an analysis? Lebanon had really cheap flights to get to 10K enplanements.

Heath then said that this is good news from the airport's perspective – despite the subject of LEO. Is there is something we can reasonably discuss?

## **OLD BUSINESS:**

### **LEO Contract Funding Update: (Law Enforcement Officer)**

Paul Gavin asked - why not charge taxis a minimum service charge. Butch said that the cab fare is already \$8/person. The shuttle has already cut into taxis.

Jeff Jaran said that he had clocked it coming up here – it's 2 miles. If the new police station were to be built at the Route 6 proposed location, it would mean a much faster response time to the airport and that could reduce the need for a LEO on sight some of the time.

Heath said that we're just brainstorming.....normally we should have a work committee so that everything that's uttered is not particularly under consideration.

Heath asked Jeff – how far away is the new police station? Jeff – possibly two years away. Monitoring the airport from police dispatch could come sooner due to the Open Cape fiber optic wiring plan. This would help.

Heath asked – since the last time we met – was there a conversation with TSA and Butch said that we sat down and floated some possibilities. TSA is currently looking into adjusting LEO response times. So TSA is moving toward getting us some kind of relief if possible.

Since the flight schedule of Cape Air drives the needs of the LEO's things can change at any time. Heath asked – is there a reason to have these painful discussions? Jeff said yes because when he goes before the FinCom on the budget areas this item is one that always comes up.

By April we should know if the Cape Air schedule will change.

Butch said that one of the reasons these discussions are important is because the funding for TSA is being cut more and more each year and we are currently \$30K +/- in the hole each year right now.

Jeff said that even if he could assign someone up here part time - he couldn't cover that for an indefinite time.

Jeff said – until we have an answer – it is important for Cape Air to be in the loop. Jeff said that he has some creative ideas so that it's not all doom and gloom.

Chuck and Michelle met with George Price, superintendent of the National Seashore Park, and the bottom line for using park rangers would be that it would

cost more money. It is also something that would have to be worked out between the National Park and Chief Jaran

Jeff said that this is deceptive – he wants to talk to George Price – they have the powers BUT there are other issues.

Heath said that - if we are concerned – it would be nice to have a list of what we've considered. Heath continued – re: LEO payments – the Airport Commission is on the hook for paying for the officer and that is dictated by TSA. Should Cape Air decide to add another flight it could be costly for us because we'd have to supply the coverage necessary. If Cape Air is going to make a decision for revenue reasons – it doesn't seem completely fair that we would have to be on the hook for the additional coverage.

Jeff asked - what about the Visitors Service Board (VSB)? Michelle said that it's primarily geared to the off-season business. Jeff said that he is not advocating going there yet.

Heath concluded by saying that we're not in any place yet where we can make a decision. Butch said that if we can get Chuck's thoughts it might aid in the decision.

#### **EA/FEIR/DRI PHASE IV Update:**

Mike Garrity from JACOBS and Derek Choi, the architect were in charge of the presentation.

Mike said that he had been working with the Cape Cod Commission (CCC) and he's been running into snags with the new terminal design. According to the National Seashore Park (NSP), the building cannot look like a national park building.

Derek began each of his many presentations by saying that he just wanted to *briefly* review some designs. The CCC and NPS will make design changes that have to do with the exterior of the building. The flood plain is going to be a big part of it. There are many regulations and some contradict each other. Mike said that we're going to comply with as many of these regulations that we are able to and then go with a hardship for those that can't be met. Filling the vehicle parking area to bring the grade up to the front of the terminal building would require 2800 cubic yds of fill which should be approvable.

There will be no terminal building on stilts - there will be a 32" difference. Derek said that we would like to develop one final scheme that we can use for presentation and – at this point - we're making progress. Herring Cove bathhouse is what they felt we should be looking at last summer since there is a regional elevation requirement. In the process we've developed a scheme and we have presented various ways so that we could provide a ramp. We have to be 1 foot above the flood plain and we would have to go up. We have developed a plan to show how terrible it would look.

At this point there were quite a few scenarios presented: i.e., different roof lines, etc. Basically we raised the height of the plan 2% or less – we raised the whole area - it will be visually pleasing – the parking is increased. A computer generated finalization of the roof massing plan was presented and the Commissioners thought it was a very pleasing design.

Heath had an idea of a different access road to the parking and Butch cautioned that we would have to go back to the NPS for permission for any deviations to the original proposal so this might be something to think about.

Jeff asked - how many parking spaces do we gain with the new plan. Ans: We now have 62 parking spaces and with the new plan phase I we add 28 parking spaces and phase II would add 29 more to a total of 119.

Butch said that - we've been approved for phase 1.

The next discussion centered on the ramp for handicapped and the problems this might entail for baggage handling. (In terms of baggage operations – we're just talking about lifting the incoming baggage up about 2 ft.)

Derek said there were many challenges but we will ultimately make a decision on the building's skin.

We've looked at how to get as much light in there as possible. We're getting a lot of strong winds from the north. And now we are looking into solar opportunities. – we could make it more energy efficient. Derek has not engaged the CCC in any of these discussions as yet since the design is still undergoing changes and the presentation just wanted to find out feelings of the Commissioners. On the suggestion of a café - Butch said our biggest stumbling block for a something like a café would be the NPS. Something that could cover the need but

there would be no cooking. Jeff said that we just have to find ways to pay for this facility and raise money at the same time.

Butch said that the conference room is a very important space. He continued by saying that when he does project meetings, etc. – there just isn't enough space in the present conference room. The Commission only numbers a few people but some of the other meetings require space for 20 people or more.

There were 3 roof options presented – one worried about the snow load – one enclosed the elevator shaft and the last one had a more domestic view. The name of the game is to minimize the cost, the cost of flashing.

The decision bandied about was - if you can't get the solar panels – then change the design that would accommodate the other options. If solar panels are used you would have to go up about 5 ft more.

Derek Choi has to still determine the amount of the snow load.

Heath asked – want us to choose an option?

Finally, after the many “brief” possibilities, the following motion was made:

**Motion: Move to approve Option 1 for roof massing and if solar panels are ruled out then we would go with the reverse with the inverse slope of Option 1.**

**Motion: Heath Gatlin                      Seconded: Paul Gavin                      Vote: 3-0-0.**

(Jeff opined that a combination of the Option 1 might be a viable solution.)

#### **TSA Trailer Lease Renewal Update:**

TSA has determined that \$179.50/month will be the new monthly rate and will be evaluated at the end of the next 12 month period.

#### **N6249C Update:**

There has been no movement on that. Blame the Christmas holidays. The subject will be picked up – again - this month.

#### **FY 2014 Budget Update:**

Butch and Paul will go before the Selectmen tomorrow night for their bite at the budget apple. The budget has passed the Town Manager and the Town Accountant. So far - even though we've increased the budget because of security issues.

### **Security Camera System Update:**

Due to vacations and or holidays – there has been little progress. We have working cameras and we have leased a dvr so for right now we are good.

### **NEW BUSINESS:**

NONE

### **OTHER BUSINESS:**

Heath passed around a copy of his Airport Commission report for the 2012 Town Report. The only thing he was foggy on was the number of emergency flights accommodated by the Airport. There were 2 that Jeff was aware of but it was decided to put in a “few” med flights. Other than that everyone was supportive of the report.

### **Payment Vouchers**

As was decided at the last meeting – Butch sent around a list of voucher payments to the Commission members. Heath’s one comment was that he would like a bit of an explanation on what the voucher covered, i.e., repairs to \_\_\_\_\_ or service for \_\_\_\_\_ as a means of explanation for the invoice.

Also, Jeff wanted to know - WHEN TO ASK – if there were any questions about the vouchers. At the next meeting – or – an immediate questioning phone call when the list is received? Butch said to ask as soon as you have a question.

Heath then asked – why the ribbons tied around the plants out front? Mike said that it’s to delineate the proposed plan for the proposed additional parking places.

**NEXT MEETING  
TUESDAY – 3:00 P.M.  
FEBRUARY 26, 2013**

The meeting adjourned at 5:33 p.m.

Respectfully submitted,

**Evelyn Gaudiano**

Evelyn Rogers Gaudiano

APPROVED: FEB 26, 2013