

**PROVINCETOWN AIRPORT COMMISSION
21 FEBRUARY 2003**

The Provincetown Airport Commission met for its stated meeting on Friday, 21 February 2003 at the Provincetown Municipal Airport Conference Room. Those in attendance were:

Richard Silva	Commissioner
Steve Page	Commissioner
Joan M. Drysdale	Commissioner
Steve Tate	Commissioner
Leonard Alberts, M. D.	Commissioner
Butch Lisenby	Airport Manager

Keith Gatlin, alternate, was absent with permission. Some confusion was discussed as to whether or not Gatlin's position was in need of reappointment.

The meeting was called to order at 5:35 P. M. by Chairman Silva.

I. RUNWAY IMPROVEMENT PROJECT UPDATE

The update from Steve Flecchia of Edwards & Kelcey was submitted.

- Construction substantially completed on January 10, 2003.
- Summary of FAA NAVAIDS
 - Localizer Complete (back in service as of 1/9/03)
 - DME Complete (back in service as of 1/9/03)
 - Glide Slope Complete (back in service as of 1/27/03)
 - NDB Complete (back in service as of 11/30/02)
 - Approach Lights Complete (back in service as of 1/23/03)
 - AWOS Complete (back in service as of 1/19/03)
 - REILS Complete (scheduled to be back in service by 2/21/03)
 - PAPI's Complete (scheduled to be back in service by 2/21/03)

There will be some final peaking and tweaking in the spring including landscaping and clean up.

II. PARKING APRON/SECURITY IMPROVEMENTS PROJECT UPDATE

- Engineering scope of work and fee for design and construction services negotiated.
- Survey completed and preliminary design started on 13 January 2003. 90% design scheduled to be submitted by Airport, FAA (including TSA) and MAC in early March.
- Completed pavement design report.

Camera monitoring was also discussed. We're in the talking stage with the local police who want to have all movement at the airport monitored at the police station at real time.

III. BUDGET

The Board of Selectmen approved the budget for presentation to the FinCom and Town Meeting. They want to see it enhanced. There will be an approximate 10% reduction in the next fiscal year. There was discussion of a tax levy for airport and ferry passengers. The budget was presented to the FinCom and unanimously approved.

IV. PAYMENT VOUCHERS

A. FRUEAN UTILITIES	\$ 685.00
FOR RUNWAY LAMPS AND SIGN AND TAXI LAMPS	
MOTION:	TO PAY FRUEAN UTILITIES THE SUM OF \$685.00 FOR LAMPS
MOVE:	LEN ALBERTS
SECOND:	STEVE TATE
VOTE:	4 YES 0 NO 0 ABSTENTIONS

B. FAA **\$ 13,029.78**
FOR THERE PORTION OF THE RUNWAY PROJECT
MOTION: TO PAY THE FAA THE SUM OF \$13029.78 FOR INVOICE 1
OF THE RUNWAY IMPROVEMENT PROJECT UPON RECEIPT
OF FUNDING
MOVE: LEN ALBERTS
SECOND: STEVE TATE
VOTE: 4 YES 0 NO 0 ABSTENTIONS

C. KEN WHEELER, ELECTRICIAN **\$665.00**
FOR REPLACEMENT OF FRONT OVERHEAD LIGHT FIXTURE
MOTION: TO PAY KEN WHEELER THE SUM OF \$665.00 FOR THE
REPLACEMENT OF THE FRONT OVERHEAD LIGHT FIXTURE
MOVE: LEN ALBERTS
SECOND: STEVE PAGE
VOTE: 4 YES 0 NO 0 ABSTENTIONS

D. LAWRENCE/LYNCH CORPORATION, INV. 7 **\$ 29,058.21**
FOR RUNWAY PROJECT
MOTION: TO PAY LAWRENCE/LYNCH THE SUM OF \$ 29,058.21 FOR
INVOICE 7 FOR THE RUNWAY PROJECT
MOVE: LEN ALBERTS
SECOND: STEVE PAGE
VOTE: 4 YES 0 NO 0 ABSTENTIONS

V. OTHER BUSINESS

If for any reason the Dept. of Homeland Security issues a directive that no motor vehicle will be allowed to park within 300 feet of the airport, we will have to meet with that directive. Discussion was held with Andy Fisher, North District Head Ranger of the C.C. National Seashore Park asking if vehicles could be parked in the lower level of the Race Pt. Parking Lot. He seemed to have no problem with that in and of himself. Upon discussion the matter with Maria Burks, the park superintendent, it became an issue. The Commission will have to submit a written proposal to the Dept. of Interior, C.C. National Seashore for formal determination. This effects only the passengers' parking area, not that of the employees. This will not only effect passengers but any car rental agency that uses the lot.

VI. MINUTES

The minutes of the meeting of 8 January 2003 were submitted for consideration. After two minor corrections were noted, the minutes were approved as amended.

MOTION: TO APPROVE THE MINUTES AS AMENDED
MOVE: RICHARD SILVA
SECOND: STEVE PAGE
VOTE: 4 YES 0 NO 0 ABSTENTIONS

Due to the vacation schedule of several of the commissioners, the next meeting will be held on 26 March 2003.

The meeting was adjourned by unanimous voice vote at 6:11 P.M.

Respectfully submitted,

Joan M. Drysdale, Commissioner
Recording Secretary

APPROVED: MAR 26, 2003