

**PROVINCETOWN AIRPORT COMMISSION
MINUTES OF 3 SEPTEMBER 2003
PROVINCETOWN MUNICIPAL AIRPORT
CONFERENCE ROOM**

The posted meeting of the airport commission to place at the stated place and time as printed. Steve Page, Acting Chair, called the meeting to order at 5:31 P.M. Those in attendance were Steve Page, Len Alberts, Steve Tait and Joan Drysdale, Commissioners, Steve Flecchia, consultant and Butch Lisenby, Airport Manager. Also in attendance was Jason Stover, alternate member to be. Dick Silva was excused.

I. RUNWAY IMPROVEMENT PROJECT UPDATE

- Most punch list items have been completed by the contractor; however, a few items remain outstanding. These outstanding items were scheduled to be completed over the past few weeks; however, certain items still remain incomplete. The contractor has been notified of these items and is working on ways to complete whatever they are able to over the next few weeks. Contractor's retainage still being held until punch list items are complete. Project close out report submitted last month. Final FAA A/F Invoice discrepancy resolved.
- Fully executed FAA Grant Amendment, required to close the project out, due back to FAA by September 10, 2003, in order to process \$71,015.62 payment to the airport.

The amendment will be presented to the Board of Selectmen on 8 September, with the hope of their signing it that night. Otherwise it must be signed and in the hands of the FAA by 9.10.03.

II. PARKING APRIL/SECURITY IMPROVEMENTS PROJECT UPDATE

- FAA grant has been partially executed and the funding has been secured for project. MAC grant scheduled to be voted in on September 17, 2003, at the MAC Commissioner's meeting.
- The contractor has executed the contract with the required bonds and insurance. The contracts now await approval at the next Board of Selectmen's meeting.
- Construction is tentatively scheduled to begin late September 2003. The contractor is preparing a construction schedule to determine if the project can be built this fall with a temporary shut down for electrical items, or built in the spring of 2004. A decision will be made by September 12, 2003, at the schedule pre-construction meeting.

III. PARK SERVICE/MOA UPDATE

There was a joint meeting with the Park Service two weeks ago but things are still up in the air. The grant was awarded by the FAA knowing the Park Service is time consuming and the Airport Commission is doing all it can to secure agreement.

IV. PAYMENT VOUCHERS

1. J. J. Roderick - septic system cleaning \$1,100.50
This was done to try to locate and eliminate odor
- MOTION: TO PAY J. J. RODERICK \$1,100.50
- MOVED: L. ALBERTS SECOND: STEVE TAIT
- VOTE: 4 YES 0 NO 0 ABSTENTIONS

V. OTHER BUSINESS

The contract amendment for the runway grant for the MAC was signed by S. Page.

After finally determining who and when is to appoint the alternate commissioner, Jason Stover, the following motion was made.

MOTION: TO APPOINT JASON STOVER AS ALTERNATE COMMISSIONER
MOVED: L. ALBERTS SECOND: J. DRYSDALE
VOTE: 4 YES 0 NO 0 ABSTENTIONS

It was requested to allow the Town to place a "No Place for Hate" sign on the airport property. The commission approved.

Lisenby asked if he could dispense information on the commissioners and the manager of the airport to the MAC. The commission approved.

VI. MINUTES

The minutes of 30 April were amended in paragraph one - "being". The minutes of 25 June and 6 August were accepted as presented. L. Alberts requested that a less time consuming font be used. So noted by the secretary.

MOTION: TO APPROVE THE MINUTES OF 30 APRIL WITH AMENDMENT AND MINUTES OF
25 JUNE AND 6 AUGUST AS PRINTED.
MOVED: L. ALBERTS SECOND: S. TAIT
VOTE: 4 YES 0 NO 0 ABSTENTIONS

Lisenby reported that enplanements for August were basically flat. He said that being open this fall would be our saving grace.

The next meeting will be on 1 October 2003.

MOTION: TO ADJOURN
MOVED: L. ALBERTS SECOND: S. TAIT
VOTE: UNANIMOUS FAVORABLE.

The meeting was adjourned at 5:50 P. M.

Respectfully submitted,

Joan M. Drysdale, Commissioner
Recording Secretary

APPROVED: OCT 16, 2003