

**PROVINCETOWN AIRPORT COMMISSION  
3 DECEMBER 2003  
PROVINCETOWN MUNICIPAL AIRPORT**

The Provincetown Airport Commission met at the airport in the Conference Room on 3 December 2003 for the purpose of a posted public meeting. Those in attendance were Richard Silva, Steve Page, Steve Tait, Leonard Alberts and Joan Drysdale, Commissioners, Butch Lisenby, Manager, Steve Flecchia of E& K, consultants, and Michelle Haynes of Cape Air. The one guest present was Jeff Dubois of Defresne and Henry. The meeting was called to order at 5:38 PM by Chairman Silva.

**I. RUNWAY IMPROVEMENT PROJECT UPDATE**

Outstanding punch list items completed week of 17 November, according to printed info. This is incorrect. There are still erosion control, soil and salt, gravel walkway, and plants, etc. all needing completion and approval by CC Commission which will happen in spring of 2004.

**II. PARKING APRON/SECURITY IMPROVEMENTS PROJECT UPDATE**

Contractor has submitted shop drawings for proposed flood light fixtures and poles. E&K is working with contractor weekly to track remaining long-term lead item submittals (e.g. security cameras and equipment).

**III. AIRPORT MASTER PLAN UPDATE**

E&K has submitted a draft scope of work that reflects MAC's notice on funding

**IV. PARK SERVICE MOA UPDATE**

Getting nowhere with MOA. Park Service wants nothing in paper work saying we have the right to be here. Counsel Giorgio trying to reach a compromise.

**V. AIRPORT CONSULTANT SELECTION UPDATE**

After considerable discussion, the commissioners agreed that the top three choices were Edwards and Kelcey, Dufresne & Henry, and Hoyle, Tanner and Associates, Inc. in that order.

**MOTION: TO APPROVE THE THREE FIRMS AS AFOREMENTIONED AS OUR THREE CHOICES FOR CONSULTANTS.**

**MOVED: ALBERTS                      SECOND: TAIT**

**VOTE:                      4 YES 0 NO 0 ABSTENTIONS**

**VI. PAYMENT VOUCHERS**

There were none.

**VII. OTHER BUSINESS**

Shuttle bus stop at the airport may be in works for next year. Haynes and Lisenby attended recent BOS meeting. BOS surprised to hear they did not want bus at airport. There is a \$37,000 assessment, which is exorbitant, and CCRTA needs to reassess. Gov. Romney is now concerned. Local taxis against bus service. Airport Commissioners want service to airport, and the beach, due to traffic congestion and lessening of autos parking at airport. Secretary to send letter to BOS and Town Manager stating they are in favor of having bus service. It will positively affect Cape Air passengers, the general aviation population, sightseers and beach goers.

## **VIII. MINUTES**

There were none.

The next meeting will be held on 7 Jan. 2004. The meeting was adjourned on a motion by Alberts, seconded by Tait and unanimously approved at 6:25 PM.

Respectfully submitted,

Joan M. Drysdale, Commissioner  
Recording Secretary

**APPROVED: FEB 4, 2004**