

CHATHAM AIRPORT COMMISSION
January 8, 2009
AIRPORT MEETING ROOM

13 OCT 9 2:55PM
CHATHAM TOWN CLERK

Commissioners Present: Chairman Richard Hunter, Nancy Patterson and David Rauscher

Airport Representative: Tim Howard, FBO

Public: Barry Hammer of Gale Associates

Chairman Hunter called the meeting to order at 5:00 pm.

Correspondence: The Airport received a signed "waiver of liability" from Christopher Ripa holding the Town and Cape Cod Flying Circus harmless of liability from any damages to his aircraft while he keeps his plane in the current tie-down area. This was necessary due to "encroaching vegetation and tree growth". Mr. Ripa was given the option to move his plane to another tie-down, but by signing the waiver, has chosen to stay put.

FBO Report: Mr. Howard reported that no significant work had been done to the fuel farm project since the last Commission meeting.

Mrs. Patterson made a motion to hold BayState Regional Contractors final payment until all work was completed to satisfaction. Mr. Rauscher seconded the motion and all were in favor.

Replacement of the green t-hanger roof continues at a good pace.

The vehicle gate failed to open and after calling the mechanic, found that the clutch and chain need repair and adjustment. Mr. Howard will look into warrant paperwork from the fence company.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Rauscher. All voted in favor.

ENGINEERS REPORT: Mr. Hammer reviewed the progress of the construct runway 6-24 project. The Commissioners agreed to replace the electrical vault because of the decrease in costs in other areas of the projects. The runway electric vault will power the field, runway lights and fuel farm. The administration buildings electrical vault will be replaced with that buildings new construction.

Mr. Hammer also suggested setting up a provision for back-up power. The Commissioners agreed it was a good idea to have the ability for generator power in place and then generator can be purchased at a later date/project.

Mr. Rauscher moved to accept the Engineers report and Mrs. Patterson seconded the motion. All were in favor.

At 5:45 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted – Amanda Monahan

13 OCT 9 2:55PM

CHATHAM TOWN CLERK

CHATHAM AIRPORT COMMISSION
February 12, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Nancy Patterson, Craig Pennypacker and David Rauscher

Airport Representative: Perry Kophammer, Airport Assistant

Public: Barry Hammer and Nik Ippolito of Gale Associates

Chairman Hunter called the meeting to order at 5:00 pm.

Correspondence: None

Bills: There was a bill from Dennis Jordan Electric that Chairman Hunter will discuss with the FBO. The bill was for the replacement of all motion sensors.

FBO Report:

Mr. Kophammer reported that the roof replacement of the green t-hanger was complete. Only some equipment has been left behind. The work seems to be of good quality.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Pennypacker. All voted in favor.

ENGINEERS REPORT:

Mr. Hammer said he will follow up on the fire extinguisher issue as well as with the bolt covers paint job. He did report that Hydro-works did fix the catch basin. Also, the photo cells will be replaced, because the lights are staying on all the time.

The runway 6-24 design plans are 95% complete and a preliminary construction date would be set for the second week of August. The entire runway would be shut-down for two months after Labor Day.

An updated estimated cost of the runway project is between 3.1 and 3.2 million. The airfield electrical vault and other details are still being worked on.

Mr. Rauscher moved to accept the Engineers report and Mrs. Patterson seconded the motion. All were in favor.

At 5:30 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,
Amanda Monahan

RECEIVED AT OFFICE OF
STATE CLERK
2009 APR 16 PM 3:55

CHATHAM AIRPORT COMMISSION
March 12, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Nancy Patterson and David Rauscher

Airport Representatives: Tim Howard, FBO

Public: Barry Hammer and Nik Apolito of Gale Associates

Chairman Hunter called the meeting to order at 5:00 pm.

Minutes

The Minutes of the February 12, 2009 meeting were moved to be approved as amended by Mr. Rauscher and seconded by Mrs. Patterson. All voted in favor.

Correspondence

The Commission received Gerry Dexter's independent fee estimate in regards to Gale Associates contract. Chairman Hunter indicated that the contract services cost submitted by Gale Associates was within Mr. Dexter's estimate of range for the services.

Bills

The Commissioners requested an estimate before any work is done by Jordan Electric. This comes as a response to Jordan's recent bill charging for replacement of all motion sensor detectors on the flood lights when he was just suppose to check them.

FBO REPORT

Mr. Howard said he had been contacted by the Cape Wind organization asking for the airports support of the project. The FAA has done research on the project and Mr. Howard felt that that research should stand as he has no position on the matter at this time. The Commissioners agreed to have Mr. Howard email back stating CQX has no position on the project at this time.

Mr. Howard reported that the flood lights on the fuel farm would not shut off. He called Brian Smith at Gale Associates who indicated that the lamps were not longer under warranty. Therefore, Jordan Electric had to be called in to fix the lamp for \$125.

Also at the fuel farm, the power real for the fuel hose failed. Again Mr. Howard notified Mr. Smith who has ordered a replacement switch.

Mr. Howard indicated that soon the airport truck will need repairs. The Commissioners agreed to let Mr. Howard take the truck to Chatham Motor Service for servicing and if the cost was to exceed \$1000 to call Chairman Hunter before any work is to be done.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Rauscher. All voted in favor.

ENGINEERS REPORT

Mr. Hammer said the Runway 6-24 project continues to be on schedule. Recently the 95% design meeting was held and the 95% design plans were submitted to the FAA. The FAA has 30 days to comment on any portion of the plan. MAC was also at the review meeting.

Mr. Hammer said that the turn-around for the fuel farm would be constructed and paved in the fall when the contractor (if Lawrence Lynch is the contractor) is in for the runway project.

Mrs. Patterson moved to accept the Engineers report and Mr. Rauscher seconded the motion. All were in favor.

NEW BUSINESS

Mrs. Patterson inquired if the Commission had been notified of a feasibility study regarding the proposal for wind turbines at the landfill. Chairman Hunter said they had not been notified and that likely the FAA would be contacted for data.

At 5:35 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan

CHATHAM AIRPORT COMMISSION
April 9, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Nancy Patterson, Craig Pennypacker and David Rauscher

Airport Representatives: Tim Howard, FBO

Chairman Hunter called the meeting to order at 5:00 pm.

Minutes

The Minutes of the March 12, 2009 meeting were moved to be approved Mr. Rauscher and seconded by Mrs. Patterson. All voted in favor.

Correspondence

The Commission received a notice from the Airport's insurance company that the file had recently been closed on the claim filed by Bob Long.

Bills

The Commissioners approved various bills from NStar, Verizon and Chatham Motor Company.

FBO Report

Mr. Howard did not have much to report other than some repairs to the Airports truck.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Rauscher. All voted in favor.

Engineers Report

The engineers were not in attendance for the meeting, so Chairman Hunter reported that the pre-bid conference for the Runway 6-24 Project held the day before, had at least six major contractors in attendance. Many of the contractors asked questions and took a tour of the project area. Mr. Hunter said he expects several bids to be submitted.

New Business

None

Old Business

None

At 5:21 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan

'13 OCT 9 2:55PM

CHATHAM TOWN CLERK

CHATHAM AIRPORT COMMISSION
May 14, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Vice Chair W. Thomas Whiteley, Nancy Patterson, Craig Pennypacker and David Rauscher

Airport Representatives: Tim Howard, FBO

Public: Barry Hammer of Gale Associates

Chairman Hunter called the meeting to order at 5:00 pm.

Minutes

The Minutes of the April 9, 2009 meeting were moved to be approved as amended by Mrs. Patterson and seconded by Mr. Pennypacker. All voted in favor.

Correspondence

Secretary Monahan reported that the MAC and FAA grant applications had been received all the required signatures and have been forwarded on to MAC and the FAA.

Bills

The Commissioners approved bills from Cape Cod Flying Circus for repairs to the green t-hanger door roller.

FBO Report

Mr. Howard reported that the Ambroult Estate auction had been held and the majority of the estate had been sold off. Any airplane parts left over will be picked up and taken to salvage.

As discussed in the bills section, Mr. Howard said he performed emergency repairs to the green t-hanger door as it wouldn't open and close.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Rauscher. All voted in favor.

Engineers Report

Mr. Hammer handed out worksheets giving the results of the Runway 6-24 bid. Seven bids were received. After the bid opening, Gale Associates reviewed all of the bids, confirming the figures given and found Lawrence Lynch to have the lowest bid while satisfying all of the requirements.

Mr. Rauscher made a motion to award the Runway 6-24 project to the lowest bidder, Lawrence Lynch Company. Mrs. Patterson seconded the motion and all voted in favor; 5-0-0.

Mrs. Patterson moved to accept the Engineers report and Mr. Rauscher seconded the motion. All were in favor.

New Business

Chairman Hunter reported that he will be giving the Airports annual report to the Board of Selectmen on May 19th. He will update the Board on all completed and ongoing projects.

At 5:35 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan

13 OCT 9 2:55PM

CHATHAM TOWN CLERK

CHATHAM AIRPORT COMMISSION
August 12, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Vice Chair Tom Whiteley,
Nancy Patterson and David Rauscher

Commissioners Not Present: Craig Pennypacker

Airport Representatives: Tim Howard, FBO

Public: David Nelson of Gale Associates

Chairman Hunter called the meeting to order at 5:00 pm.

Correspondence

The Commission received a letter from Cape Cod Flying Circus requesting relief from the rent/lease payment during the runway closures. Mr. Howard explained that he was not looking for 100% relief, but some reduction in rent because of the loss in revenues due to the runway closures. (Section "K" in the Management Agreement" allows for this type of reduction.) He added that some t-hanger renters will be moving their planes and he will need to decrease their rent because of the construction. The flight school will be impacted during the construction as well, another loss in revenue.

By the next meeting, Mr. Howard will know how many hangers will be unoccupied during the construction and will bring in more data on the history of fuel sales.

The Commissioners agreed some form of reduction in the lease payments would be warranted.

Mr. Whiteley made a motion to table the vote until actual figures are presented to base a per diem reduction off of. Mrs. Patterson seconded the motion and all voted in favor.

Bills

The Commissioners paid the yearly Commerce Insurance bill as well as invoices from FedEx.

FBO REPORT

Mr. Howard said he had received a request from SkyDivers of Cape Cod for use of the Airport for a two week period at the end of August. Normally the skydivers run out of Marstons Mills Airfield, but during the Presidential visit to the Vineyard, the airspace may not be available. SkyDivers of Cape Cod are awaiting official word from the FAA if they'll be able to operate in Marstons Mills or not. At this time, they are trying to plan ahead in case they are not allowed to operate in the Mills.

Chairman Hunter said he checked with the Airports insurance carrier and there is not skydiving restrictions listed. Chairman Hunter noted that before SkyDivers of Cape Cod were to operate at CQX, they would have to provide insurance and liability

coverage listing the Town of Chatham and CQX. Other than that, he did not see of any problem with a two week visit.

Mr. Howard reported that the large rain gutter above the restaurant is failing and overflow from the gutter is causing flooding of the patio area which has come into the lobby. Mr. Howard requested permission to call Aluminum Products of Cape Cod for an estimated cost to fix the gutter. Chairman Hunter gave the go ahead.

While the runway is closed down for construction, Mr. Howard said he and his employees will be doing the panel replacement and painting of the administration building as approved early in the year by the Commission.

The construction will close the runway effective September 14. While work is going on, Mr. Dawes from Lawrence Lynch will not allow the grass runway to be used. Mr. Howard said the grass runway will be available on the weekends and after hours, however, navigation lighting will not be available.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Rauscher. All voted in favor.

ENGINEERS REPORT

Mr. Nelson reported that the Town of Chatham's Conservation Commission Order of Conditions had expired and he and Chairman Hunter were currently working on a new order being issued. Chairman Hunter was able to get on the agenda for the public meeting of the ConsCom scheduled for August 19. Paul Davis from BayState Environmental will be there along with a Gale Assoc. representative. The Order of Conditions must be in place before construction can begin.

Lawrence Lynch plans to be at the Airport on August 27 starting work. The runway can remain open during this section of work of clearing, grubbing and construction of the retaining wall.

Gale Associates is also investigating the cost of a generator and Runway 6 PAPI placement for a possible change order to the project. More information will come at a later meeting.

Mr. Nelson included a meeting schedule for MAC's CIP meetings. A meeting time is not required unless Chatham wants to make a change to the timeline of the projects.

Mrs. Patterson moved to accept the Engineers report and Mr. Rauscher seconded the motion. All were in favor.

NEW BUSINESS

None

OLD BUSINESS

Mrs. Patterson inquired about any progress to the fuel farm corrections, as the turn around at the fuel farm is supposed to be built by Lawrence Lynch during the runway project. Mr. Nelson said he had not been briefed on anything, but will ask Mr. Smith at Gale Associates for an update.

At 6:00 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan

CHATHAM AIRPORT COMMISSION
September 9, 2009
AIRPORT MEETING ROOM

Commissioners Present:

Chairman Richard Hunter, Vice Chair Tom Whiteley and Craig Pennypacker

Commissioners Not Present:

Nancy Patterson and David Rauscher

Airport Representatives: Tim Howard, FBO

Public: Brian Smith and Nik Ippolito of Gale Associates, Town Liason Paul Lagg

Chairman Hunter called the meeting to order at 5:00 pm.

FBO REPORT

Mr. Howard requested use of the Airport truck to pick up a donated "doodle-bug" (kids size playground plane) that is in Sandwich. None of the Commissioners saw any problem in this.

Mr. Pennypacker made a motion to allow Mr. Howard use of the truck to pick up the donated item. Mr. Whiteley seconded the motion and all were in favor.

Mr. Howard continued to report that the rain gutter repair above café deck was scheduled for later in September.

Being the Airport Manager, Mr. Howard said he would issue NOTAM's advising pilots that runway 6-24 would be closed beginning Sept. 14 at 6am. He also has contacted all airport customers advising them of this and giving them a choice to remain at the airport or move their aircraft prior to the closure.

Again with a considerable amount of rain the Veeder-Root Fuel Facility Monitoring System Alarm went off. After inspection, Mr. Howard found the tank to be completely full of water. It would appear, he said, that the water/fuel separator valve installed does not function properly. Brian Smith of Gale Associates was contacted and is working to rectify the problem.

Lastly, Mr. Howard asked the Commission to revisit the rent payment relief request he had submitted prior to the August meeting. Mr. Howard discussed how many t-hanger lessees would be remaining at the airport versus those who are leaving. He then explained the pie chart and graphs included in the FBO Report of airport services that will be affected by the closure of the runway. He also detailed the various types of sales at the airport one year ago.

After reviewing those figures, **Mr. Whiteley made a motion to allow a 50% rent reduction for the days in September when the runway is closed and then to**

revisit the reduction allowed each month after. Mr. Pennypacker seconded the motion and all voted in favor.

Mr. Howard appreciated the gesture and will send along the pro-rated rent check.

The FBO report was moved to be accepted by Mr. Pennypacker and seconded by Mr. Whiteley. All voted in favor.

ENGINEERS REPORT

Mr. Smith reported that the truck turn-around at the fuel farm will be done when the runway is paved. The valve malfunction that Mr. Howard reported will be watched by Mr. Ippolito as he will be at the airport daily overseeing the runway project. Mr. Smith hopes that Mr. Ippolito will be able to identify the malfunction in the system.

Mr. Ippolito explained that erosion control measures (hay bails) had been installed so that work can begin. The tentative date for project completion of a paved runway is November 2. However, the electrical work may take additional time to complete.

Chairman Hunter said the Mr. Smith will be looking into the costs of a generator and extra PAPI lighting.

Lastly, Mr. Smith will contact Tom Huckman regarding the grate on the fuel pad.

Mr. Whiteley moved to accept the Engineers report and Mr. Pennypacker seconded the motion. All were in favor.

NEW BUSINESS

None

OLD BUSINESS

None

At 5:45 p.m., the meeting was moved to be adjourned by Mr. Pennypacker and seconded by Mr. Whiteley.

Respectively submitted,

Amanda V. Monahan

CHATHAM AIRPORT COMMISSION

October 8, 2009

AIRPORT MEETING ROOM

RECEIVED AT OFFICE OF
CHATHAM, MA TOWN CLERK

2010 MAR 12 PM 3: 57

COMMISSIONERS PRESENT:

Chairman Richard Hunter, Vice Chair Tom Whiteley, Nancy Patterson and Craig Pennypacker

COMMISSIONERS NOT PRESENT:

David Rauscher

AIRPORT REPRESENTATIVE: Tim Howard, FBO

PUBLIC: Nick Ippolito of Gale Associates, Town Liason Paul Lagg

Chairman Hunter called the meeting to order at 5:00 pm.

BILLS:

None

CORRESPONDENCE:

None

FBO REPORT:

Mr. Howard continued to report that the rain gutter repair above café deck was scheduled for later in October.

Being the Airport Manager, Mr. Howard reported that all NOTAM's were still on file during reconstruction.

Brian Smith of Gale Associates was contacted and is working to rectify the problem with the containment system.

Crack sealing had been completed.

The FBO report was moved to be accepted by Mrs. Patterson and seconded by Mr. Whiteley. All voted in favor.

ENGINEERS REPORT:

There was no written engineers report due to an electronic correspondence problem. Nick did report that the runway project was at least 4 days ahead of schedule.

NEW BUSINESS:

None

OLD BUSINESS:

None

At 5:31 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Pennypacker.

Respectively submitted,

Richard E. Hunter

13 OCT 9 2:55PM
CHATHAM TOWN CLERK

CHATHAM AIRPORT COMMISSION
November 12, 2009
AIRPORT MEETING ROOM

Commissioners Present: Chairman Richard Hunter, Nancy Patterson, David Rauscher and Craig Pennypacker

Commissioners Not Present: Vice Chair W. Thomas Whiteley

Airport Representatives: Tim Howard, FBO

Public: Dave Nelson of Gale Associates, Town Liason Paul Lagg, Frank Murphy of Skydive Key West and Jimmy Mendonca of Skydive Cape Cod

Chairman Hunter called the meeting to order at 5:00 pm.

SKYDIVING PRESENTATIONS

Two skydiving companies presented proposals to the Commission. The first company to present was Skydive Key West. Their proposal is a tandem operation, with the instructor attached to the student and with only two canopies in the air at once. Their jumps peak at 10,000 feet. Skydive Key West would like to have an office on site that would run from April through November with hopes to attain as many as 1,000 jumps in a season.

The second presentation was from Mr. Mendonca of Skydive Cape Cod. He was also the company that had use of the airport for two weeks this past summer and had received a lot of positive feedback during his attendance. Mr. Mendonca offers the same type service as Skydive Key West and would also like to have an office on-site.

There was discussion among the Commissioners about the concept of offering skydiving at the Airport. It was the consensus that it may bring more visitors to the airport and may increase business for both the restaurant and the fixed based operations.

Chairman Hunter said that a formal vote on the issue will be taken at a future meeting.

MINUTES

Minutes of the October 8, 2009 meeting were moved to be approved by Mrs. Patterson and seconded by Mr. Pennypacker. All voted in favor.

FBO REPORT

Mr. Howard first presented the quote received from Gutter Pro for the rain gutter work above the Café. The quote was high at \$1820, however if Gutter Pro did not have to remove the canopy frame currently installed on the patio deck and the reinstall it, the quote would significantly decrease. Chairman Hunter suggested he with the help of Mr. Howard remove the canopy and then approve the work to be done by Gutter Pro. All decided that was the best option.

He was pleased to report that Runway 6-24 re-opened ahead of schedule on Friday, Oct. 23.

There were no updates on the fix for the fuel farm's in-ground containment tank alarm problem. The construction, paving and seal coat for the fuel farms delivery pad had been completed; however, there is still considerable difficulty for the fuel truck to pump into the tanks. The method that the fuel truck has to use to correctly enter the pad area is tricky and most drivers will not perform the various maneuvers in order to be set on the pad correctly. After much discussion, the Commission left the decision up to Mr. Howard to decide whether the pad needs to be reconstructed or left as is. Mr. Howard said he would give his answer careful consideration and will discuss with the Commission in the future. The Commission feels this is a serious problem that should be made right for the FBO.

Mr. Howard reported that an extensive amount of damage was done to the windsock stand and the radio antenna on the terminal building during a recent Nor'easter. Enterprise Machine has been approved to make the repairs. Chairman Hunter hopes to have the damages paid out of the uninsured damages account.

The survey to get the PAPI lights in place will start in early November. Gale Associates will also oversee that portion of the project.

The FBO report was moved to be accepted by Mr. Rauscher and seconded by Mrs. Patterson. All voted in favor.

ENGINEERS REPORT

Mr. Nelson indicated that the fuel farm fuel delivery situation is in the hand of Mr. Flight.

He continued to say that the phase of the Runway 6-24 reconstruction and paving had been completed almost two weeks ahead of time, which allowed Mr. Howard to re-open the runway. The remaining project work includes installing the new electrical vault, PAPI's and the installation of a new generator. After reviewing costs, Mr. Nelson said it appears at this point that the project may come in as much as \$229,000 under the grant amount for the project!

Mr. Rauscher moved to accept the Engineers report and Mrs. Patterson seconded the motion. All were in favor.

NEW BUSINESS

None

OLD BUSINESS

None

At 6:30 p.m., the meeting was moved to be adjourned by Mr. Pennypacker and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan

**CHATHAM AIRPORT COMMISSION
December 17, 2009
AIRPORT MEETING ROOM**

Commissioners Present: Chairman Richard Hunter, Nancy Patterson and Craig Pennypacker

Airport Representatives: Tim Howard, FBO

Public: Dave Nelson of Gale Associates and Town Liason Paul Lagg

Chairman Hunter called the meeting to order at 5:06 pm.

FBO REPORT

Mr. Howard thanked the Commission for getting the rain gutters replaced above the café deck and the classroom. With the Herculean efforts from Chairman Hunter, the awning was taken down so that the gutters could be replaced.

Mr. Howard reported that Lawrence Lynch had been on-site to try to repair areas of the runway that had washed out during recent heavy rains. He said repairs will continue until spring when the grass will grow and anchor in the soil.

The FBO report was moved to be accepted by Mr. Rauscher and seconded by Mrs. Patterson. All voted in favor.

ENGINEERS REPORT

Mr. Nelson said that in the near future, Mr. Flight would like to discuss with the Commission any outstanding issues regarding the projects at CQX.

In regards to the runway project, Mr. Nelson said the new electrical vault is currently being "fitted out" in the electrical sub-contractors yard and will be installed shortly. Also, the generator will be set up next to the electrical vault. The generator will be powered by natural gas. If the FBO wants the runway lights connected to the generator power, he'll have to hire an electrician to make that happen as it is not apart of the improvement plan.

Mr. Nelson asked the Commission to decide on the angle of the PAPI lights. A 3.5 degree PAPI angle on Runway 6 allows for a straight-in approach, which would allow jets to make that landing. However, a 4 degree angle would accommodate the majority of the aircraft landing at CQX. The difficulty in making the decision stems from the surrounding tree tops. If the PAPI's were placed at a 3.5 degree angle, it would appear a great deal of tree trimming would have to take place.

Chairman Hunter said he would look into whether or not the Airport has a "blanket cutting easement" of the area and will get back to the Commission.

Mrs. Patterson moved to accept the Engineers report and Mr. Rauscher seconded the motion. All were in favor.

NEW BUSINESS

Chairman Hunter reported that the sprinkler valve in the control room which had set off fire alarms on two different occasions was being repaired.

OLD BUSINESS

As reported by Mr. Howard, Chairman Hunter and he took the framework of the awning down which ultimately led to a (huge gash AND) cost savings of \$600 off the gutter replacement estimate. Great job Howard and Hunter!

At 5:45 p.m., the meeting was moved to be adjourned by Mrs. Patterson and seconded by Mr. Rauscher.

Respectively submitted,

Amanda V. Monahan