

AUBURN-LEWISTON AIRPORT
Airport Board of Directors Meeting Minutes
January 10, 2019

The Auburn-Lewiston Airport Board of Directors began at 5:30 p.m. in the Auburn Lewiston Airport Terminal Building, 80 Airport Drive, Auburn, Maine.

Present: Chair Sheats.

Board Members Present: Hayes, Hunter, Conrad, Theriault, LaChapelle, Williams, Eastman and Marcotte.
Also Present: Rick Lanman, Airport Director; Sue Sheppard, HTA; Nikolas Ippolito and Adam Cutler, Gale Associates; Steve Swan and Walter Hebold representing Bel Air Condo Association; and Ms. Carrier.

Board Members Absent: None

Chair Sheats called the meeting to order at 5:30 p.m.

ON MOTION BY MS. HUNTER SECOND BY MS. EASTMAN VOTE (1) TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTER.

VOTE: 8:0

ON MOTION BY MR. HAYES SECOND BY MR. LACHAPELLE VOTE (2) TO COME OUT OF EXECUTIVE SESSION.

VOTE: 9:0

MINUTES – December 13, 2018 Board Meeting.

ON MOTION BY MR. HAYES SECOND BY MS. HUNTER VOTE (3) TO APPROVE THE MINUTES OF DECEMBER 13 AS PRESENTED.

VOTE: 8:0:1

MS. WILLIAMS ABSTAINED.

FINANCIAL REPORT – December 2018

With the activity involved with announcing a new major tenant, Director Lanman told the Board that he did not have the time to prepare the financials as he intended. He asked the Board to table the Financial Report until the next meeting so he can better prepare a proper mid-year report.

ON MOTION BY MS. HUNTER SECOND BY MR. LACHAPELLE VOTE (4) TO TABLE THE FINANCIAL REPORTS.

VOTE: 9:0

MANAGERS REPORT

1. Construction Plan Update –

- a. Runway Reconstruction/Resurfacing Project – Request for proposals for construction bids will be sent out in the next few weeks. The Target date may need to be adjust as some numbers needed for the grant are from some furloughed employees with the FAA. Some of the action dates for the project may be pushed back.
- b. Landside Parking Lot –The request for military support, to get the dirt work and blue top work completed, has not been confirmed.
- c. Life Flight Crew Facility- It has been determined the airport can build a permanent structure provided it meets all codes. Funding for the project has not been determined yet. Gale & Associates is working to create drawings and plans for a construction bid.

- d. Fuel Farm- Pilot and public meetings will continue to discuss possible locations and scoping of the project. Director Lanman is looking to locate the new fuel farm over behind the maintenance building, off Flightline Drive.
2. New Tenant at the Airport- Elite Airways will be joining the Auburn Lewiston Airport on January 15th, to operate a maintenance facility for some of their fleet. Elite will be working out of the hangar the former Constellation was located in.

PUBLIC COMMENT –

Members of the Bel Air Condo Association were present Walter Hebold and Steve Swan.

Director Lanman took a moment to announce that a large darker animal is inside the fence. Animal control has been out and seen the animal and thinks it is an imported dog-wolf mixed that has gone feral. He is not afraid of humans but doesn't like humans. Keeps rodents under control and he is not aggressive. Currently he hasn't bothered the customers or aircrafts. He had been first spotted in July, he comes and goes as he pleases.

NEW BUSINESS

Airport Budget FY 2020

ON MOTION BY MR. THERIAULT SECOND BY MR. HAYES VOTE (5) TO TABLE THE FY 2020 DRAFT BUDGET UNTIL THE NEXT MEETING TO IMPLEMENT THE ADJUSTMENTS REQUESTED.

VOTE: 9:0

Election of Officers

ON MOTION BY MS. HUNTER SECOND BY MS. CONRAD VOTE (6) TO KEEP THE SAME SLATE OF OFFICERS UNTIL NEXT YEAR, BETTYANN SHEATS-CHAIR, ROBERT HAYES-VICE CHAIR, JILL EAST-MAN-TREASURER.

VOTE: 9:0

OLD BUSINESS

Real Estate Matter

Chair Sheats requested volunteers to start an Ad Hoc committee to discuss the renewal of the Bel Air Condo Association Lease. Mr. Theriault, Mr. LaChapelle, and Director Lanman, have volunteered their time and dates will be emailed to meet with Mr. Swan and Mr. Hebold for the re-negotiation of the Bel Air lease agreement.

ON MOTION BY MR. HAYES SECOND BY MS. WILLIAMS VOTE (7) TO ADJOURN THE MEETING AT 6:45 PM.

VOTE: 9:0

Respectfully submitted,


Rick Lanman, AAE, ACE
Airport Director