

AUBURN-LEWISTON AIRPORT
Airport Board of Directors Meeting Minutes
September 5, 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 Bettyann Sheats

Board Members Present: Hunter, Williams, Eastman, LaChapelle, LaFontaine, Hayes and Marcotte.

Also Present: Rick Lanman, Airport Director; Dave Vachon from Wood Environment & Infrastructure Solutions, Inc.; Bob Furey and Suzanne Sheppard from HTA; Brian and Candice Carrier adjoining residents.

Board Members Absent: Theriault.

Chair Sheats called the meeting to order at 5:33 p.m.

MINUTES – July 11, 2019 Board Meeting.

ON MOTION BY MS. HUNTER SECOND BY MR. LACHAPELLE VOTE (1) TO TABLE THE MINUTES OF JULY 2019 UNTIL THE NEXT MEETING FOR A MOTION AND COMPANY NAME UPDATE.

VOTE: 8:0

FINANCIAL REPORT – AUGUST 2019

Annual budget has not been updated into the MUNIS program, due to closing of the last fiscal year budget. The printed report is for the second month of the new fiscal year and only shows actual expenditures without budget comparison. Overall the airport is doing as expected with no large deviations. The insurance premium should be higher, but payments made at the end of June 2019 have not been carried into the new budget yet.

ON MOTION BY MS. EASTMAN SECOND BY MR. HAYES VOTE (2) TO APPROVE THE FINANCIAL REPORT AS PRESENTED.

VOTE: 8:0

MANAGERS REPORT

1. Construction Plan Update –
 - a. Runway Reconstruction/Resurfacing Project – Funding for the AIP grant request has been slow to arrive at FAA. This has caused the FAA to delay sending the expected grant offers during August as expected. There should be announcement Monday on FAA funding availability. This may be FAA telling us that the grant may will be less than the requested amount with a second grant to follow later. The strategy may end up being our planned work on Runway 4/22 may be funded first so that the schedule will still be usable. Runway 17/35 was expected

to begin work next year. The problem with the strategy is if the second grant doesn't happen by the end of September, it may be offered next federal fiscal year and may require another construction bid and delay the project. At the Airport Director's request, the board agreed to consider the new grant obligation amounts with a breakout of the budgeted amount, scope of work, local matches adjusted accordingly sent to the board for consensus with ratification for approval at the next board meeting.

- b. Landside Parking Lot –The project is now with our second consulting firm Gale Associates to review for cutbacks with the airport limitations for a plan to satisfy the State for a reasonable amount of money for this project. The current parking lot is not meeting the FAA regulations due the way the road leads into the airport and improve the traffic flow for the large trucks entering the hangar.
- c. Life Flight Crew Facility- Director Lanman has spoken with Mr. Judge, at Life-Flight, and he stated he would like to find a way to make this project work. Again, bid received came in way higher than budgeted amount. Director Lanman suggested the airport act as the general contractor, purchase the materials, contract out the services to construct the building with refrigerator and microwave, **no stove**, and install the utilities. The modular construction companies that Director Lanman spoke with, will not do commercial, they only do residential buildings. The area is not zoned for trailers or mobile homes. City Code is holding this building as a hotel type construction and holding it along these codes. Board requested all quotes for design, materials, and verification that we are not exceeding the cost of the bids.
- d. Fuel Farm-HTA will be forwarding a plan for review on the new fuel farm.
- e. Intermodal Facility- An 85-foot lift was available due to some other work at the airport and the city electrician came out and installed the red lights for the pole tops as required by FAA in 2018.

PUBLIC COMMENT –

A neighbor reported some low flying aircrafts have been spotted recently and asked if there was anything that could be done. Director Lanman said that given a tail number he could help identify the pilot and get word out to the pilots regarding the disturbance.

The disabled plane which is currently parked at the airport on the Hotel Road section, by the Roundy house, was in the process of being relocated when part of it just ripped apart. Decommissioning of airplanes is part of Elite's maintenance program which was not contemplated when the lease was negotiated and therefore not included in the lease. Foreign object debris needs to be off ramp and moving the plane is less likely to get on the runway. Using the airport's ramp space for such large planes was not envisioned when the lease was signed. The board requested an addendum be drawn up to the lease due to the hindsight of this activity to include limits of how many planes, how long before demolition, responsibility for removal of all materials, and compensation to the airport. Director Lanman stated he would check other airports with this operation and report back to the board.

The Wings of Freedom will be at the airport on September 25 -27, 2019. The Cities of Auburn, Lewiston and the Airport will have additional information on their websites. A press release will be sent to the local papers.

OLD BUSINESS - none

NEW BUSINESS - none

ON MOTION BY MS. HUNTER SECOND BY MS. LAFONTAINE VOTE (3) TO GO INTO EXECUTIVE SESSION TO DISCUSS REAL ESTATE.

VOTE: 8:0

ON MOTION BY MS. LAFONTAINE SECOND BY MS. HUNTER VOTE (4) TO COME OUT OF EXECUTIVE SESSION AND ADJOURN THE MEETING AT 6:55 P.M.

VOTE: 8:0

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Rick Lanman', is written over a horizontal line.

**Rick Lanman, AAE, ACE
Airport Director**