

**AUBURN-LEWISTON AIRPORT  
BOARD OF DIRECTORS  
MEETING NOTIFICATION  
7 OCTOBER 2021**

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**PLEASE BE ADVISED THIS IS A HYBRID ZOOM MEETING. THOSE WISHING TO ATTEND IN-PERSON MAY APPEAR AT AUBURN CITY HALL, 60 COURT STREET, SECOND FLOOR IN THE COMMUNITY ROOM.**

**\*\*THOSE WISHING TO PARTICIPATE VIA ZOOM MUST REGISTER IN ADVANCE FOR THIS MEETING. DEADLINE FOR REGISTRATION IS 4:30 P.M. SEPTEMBER 2ND. ANYONE ATTEMPTING TO REGISTER AFTER THAT DATE AND TIME WILL NOT BE ADMITTED TO THE MEETING.\*\***

**\*\*TO REGISTER, THE FOLLOWING WILL BE REQUIRED: FIRST AND LAST NAME, VALID EMAIL ADDRESS AND PHONE NUMBER. INCOMPLETE REGISTRATIONS WILL NOT BE ACCEPTED.\*\***

**\*\*PARTICIPANTS WILL BE MUTED FOR THE DURATION OF THE MEETING UNLESS YOU RAISE YOUR HAND AND REQUEST TO SPEAK. AT THAT TIME, A REQUEST TO UNMUTE WILL BE SENT TO YOU BY THE HOST. PARTICIPANTS WILL NOT BE ALLOWED TO UNMUTE THEMSELVES WITHOUT PERMISSION FROM THE HOST.\*\***

**\*\*THIS MEETING WILL BE RECORDED, SAVED TO THE CLOUD AND SHARED. PLEASE NOTE, CLOUD RECORDINGS MAY TAKE UP TO 72 HOURS TO UPLOAD\*\***

**Auburn Lewiston Airport is inviting you to a scheduled Zoom meeting.**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89878669138>**

**Meeting ID: 898 7866 9138**

# AGENDA

## 10/07/2021

### Regular Monthly Meeting – 5:30 pm

1. Call to Order and declare a quorum is present (Chair)
2. Approval of Minutes: August 5, Aug 26 and **September 2, 2021** (Chair)
3. Acceptance of Ms. Sheats resignation as Board Chair (Chair)
4. Election of new Board Chair and other positions as necessary (Chair)
5. Financial Report (Treasurer)
6. Public Comments – Open for members of the public for items other than on this agenda; agenda items will be discussed during the item's time. When recognized by the Chair, please stand, and clearly state your name and relationship to the airport.
7. Lewiston CIP coming up, Auburn soon
8. Airport Manager's Report
  - a. Fuel Ramp Construction update: tank removal began Monday, October 4<sup>th</sup>
  - b. Harassment Training done online and reviewed at monthly staff/safety meeting
  - c. Early payoff of ABDC in order to finalize FAA grant
  - d. MOU with 911 on Antennae Placement
  - e. Press release
  - f. Conversations: Hertz will be doing reservation training at the airport. Sanford Flight School is too busy to start an annex school here but provided good ideas to pursue. Manager will speak about the Auburn Lewiston Airport and Maine aviation in general at the Exchange Club meeting in November. The Kiwanis are considering having their June Pancake Fundraiser at the airport. The 99's will work on a spring fly in event (like we had a few years ago) and will consider adding the Auburn Lewiston Airport to their next "poker run".
9. Board approval of Sexual Harassment Prevention Policy
10. MEPERS new policy requires board approval to offer to employees
11. Discussion of Board  
make up and Bylaw/ Interlocal Agreement coordination
12. Through the gate Fuel Sales discussion, 100LL
13. Old Business: Update by Hiring Committee  
Update on restaurant
14. New Business: Discussion on raising landing fees
15. Executive Session – Real Estate Matter
16. Next regular meeting: 4 November 2021
17. Adjournment