

**Airport Commission Meeting
August 26, 2021**

Committee Chair, Rick Laverriere called the meeting to order at 6:34 p.m.

Roll Call: Rick Laverriere, Gerald Bernier, Carmen Morris, Frederick Oliver, Tom Bryand

Roland Pelletier and Dean Tourigny were excused.

Also present: Airport Manager Peter Donaher; Jackie Marks and Matt Caron from Gale Associates

The Commission recited the Pledge of Allegiance.

Acceptance of Minutes: June 14, 2021

Motion by Fred Oliver, seconded by Jerry Bernier to accept the minutes as printed.

Vote: Unanimous.

Presentation: Gale Associates Project Updates:

Gale Associates Representatives, Jackie Marks and Matt Caron gave the update.

Runway Project (Outstanding Items):

The FAA has approved a change order for the additional work to fix the NAVAID groundwater issue that is causing manholes to fill with water. Gale Associates is working with the Contractor, Sargent, to get this additional work completed, as well as re-seed the bare turf areas on the airport. This work is expected to be completed during the last week of August. All additional costs to complete this project are expected to be covered by the funds from the original Grant.

Once the NAVAID work is completed, a final inspection with the Airport and FAA/MaineDOT will be scheduled.

Discussions continue with the Contractor and the City to finalize the scope of work for the remaining restoration of non-airport properties where tree clearing had taken place.

Motion by Fred Oliver, seconded by Tom Bryand to approve the change order for the additional work to fix the NAVAID drainage issues.

Vote: Unanimous.

NOTE: This change order amounts to \$31,400 in additional costs; and has no financial impact on the City.

Airport Master Plan Update:

Gale Associates has completed Chapters 1 through 5 of the Master Plan, and has submitted the Chapters to the Airport Commission for review. These Chapters can be found on the City's website for public review and comment – <https://www.biddefordmaine.org/2255/Airport-Master-Plan>

The remaining Chapters to be completed and submitted for review are:

- Chapter 6 – Development and Evaluation of Alternatives

- Chapter 7 – Schedule of Improvements
- Chapter 8 – Airport Recycling, Reuse and Waste Reduction

Gale has provided a draft of Chapter 6, Development and Evaluation of Alternatives to the Commission and to the FAA and MaineDOT and has received comments from all entities.

Gale Associates Representatives Jackie Marks and Matt Caron presented Chapter 6, Development and Evaluation of Alternatives via a PowerPoint presentation. The Alternatives that were discussed include:

- Runway:
 - ✓ No action – leave as is
 - ✓ Construct Runway 24 end extension and RSA to achieve 3,200 feet
 - ✓ Construct paved runway safety areas to achieve 3,241 feet of takeoff distance on both runway ends
- Taxiway:
 - ✓ No action – leave as is
 - ✓ Construct partial parallel taxiway on Runway 24 end
 - ✓ Construct taxiway turnaround area on Runway 24 end
- Hangar Buildings:
 - ✓ No action – leave as is
 - ✓ Construct box hangars and T-hangars north of existing hangar complex
 - ✓ Construct box hangars southeast of Runway 06-24
 - ✓ Construct T-hangars southwest of west apron
 - ✓ Construct box hangars north of existing hangar complex
 - ✓ Construct T-hangars southwest of west apron
- AWOS – (Automated Weather Observation System):
 - ✓ No action – leave as is
 - ✓ Construct AWOS east of Runway 06-24
 - ✓ Install Weather Monitoring Cameras
- Fuel Farm:
 - ✓ No action – leave as is
 - ✓ Construct fuel facility in terminal area
 - ✓ Construct fuel facility southwest of west apron
- Fence:
 - ✓ No action – leave as is
 - ✓ Construct fencing behind the Granite Street neighborhood
 - ✓ Construct full perimeter fencing around airport property
- SRE Building (Snow Removal Equipment):
 - ✓ No action – leave as is

- ✓ Construct SRE Building in existing hangar complex area
- ✓ Construct SRE Building adjacent to west apron
- ✓ Construct SRE Building adjacent to existing hangar complex

➤ Apron:

- ✓ No action – leave as is
- ✓ Construct in existing hangar complex – Row 2
- ✓ Construct behind EAA Hangar
- ✓ Construct in existing hangar complex – Row 4

Gale Associates would like the Commission to vote on which Alternative(s) they want to be part of the ALP (Airport Layout Plan) at the next Airport Commission meeting.

Airport Manager Report:

Airport Manager Peter Donaher had the following items:

- ❖ On August 7th, the EAA sponsored a Coffee & Donuts event for all pilots
- ❖ Owner of CHI Aerospace Fuels, LLC, Chris Hosford, has had an electrician take a look at what hangar work would need to be done in order to meet the codes for fire safety.
- ❖ The skydiving business operating out of the Airport has seen an uptick in business, despite the uncooperative weather we've had this summer.
- ❖ The hangar roof has been completed, with the work being done by Troy Tanguay Construction.
- ❖ The re-seeding of turf areas at the Airport is underway; but has had issues due to delays in grass seed delivery.
- ❖ The Airport has been awarded another ARPA Grant (COVID-related) for \$32,000. Funds are to be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Any airport development must be directly related to combating the spread of pathogens at the airport.
- ❖ Per a recent City mandate, face coverings are now required on Airport property.

Motion by Tom Bryand, seconded by Fred Oliver to adjourn.

Vote: Unanimous.

Time: 7:34 p.m.