

**Airport Commission Meeting
June 14, 2021**

*NOTE: This was held in-person in the Council Chambers,
as well as offered virtually (via ZOOM),*

Committee Chair, Rick Laverriere called the meeting to order at 6:30 p.m.

Roll Call: Rick Laverriere, Gerald Bernier, Carmen Morris, Frederick Oliver, Roland Pelletier, Tom Bryand, Dean Tourigny

Also present: Airport Manager Peter Donaher and Adam Cutler from Gale Associates

The Commission recited the Pledge of Allegiance.

Acceptance of Minutes: **May 25, 2021**

Motion by Dean Tourigny, seconded by Fred Oliver to accept the minutes as printed.

Vote: Unanimous.

Presentation: **Gale Associates Project Updates:**

Gale Associates Representative, Adam Cutler gave the update.

Runway Project (Outstanding Items):

An inspection of the completed work will be scheduled with the FAA and MaineDOT. The FAA's NAVAIDS Division would like to address the groundwater issue that is causing manholes to fill with water. Gale has come up with a proposed solution and will coordinate with the FAA to obtain approval. Once FAA approvals are given, Gale will consult with the environmental subconsultant and permitting agencies for approvals and a Change Order for Sargent, as well as a supplemental agreement for Gale. It is expected that all costs will be covered by leftover funds from the original grant.

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 has asked for comments by Friday, June 18th. After the Commission has conducted a review, the Chapter will be forwarded to the FAA and MaineDOT for comment.

NewEarth Ecological has provided a draft Wildlife Hazard Site Visit report to Gale. Once Gale has reviewed the report, any necessary recommendations will be incorporated into Chapter 5 and the final copy of the WHSV report will be provided to the Commission.

Old Business: *Final Review and Approval of Rates and Minimum Standards*

The Commission had no further comments or discussion on the Rates and Minimum Standards.

Motion by Fred Oliver, seconded by Rick Laverriere to approve the *Rates and Minimum Standards*, as was discussed and amended by the Commission; and to forward to the City Council for final approval.

Vote: Unanimous.

New Business: *Review of Airport Security Plan*

The Commission reviewed the Airport Security Plan and made some minor changes to bring the information consistent with the Airport Master Plan.

Fred Oliver suggested that the City's Code Enforcement Officer, Police Chief and Fire Chief review the Airport Security Plan and offer recommendations. Peter Donaher will forward to the appropriate folks.

Airport Manager Report:

Peter Donaher let the Commission know that the new roof is being installed on the cold hangar on June 20th.

He has been diligently working to distribute information about card access and hangar owner requirements to all the Biddeford Airport tenants.

The next meeting date was not discussed.

Motion by Fred Oliver, seconded by Roland Pelletier to adjourn.

Vote: Unanimous.

Time: 6:51 p.m.