

City of Biddeford
Airport Commission

May 25, 2021 6:30 PM Via Zoom

Please click the link below to join the webinar:

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Webinar ID: 986 4698 0793

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1. Roll Call

Acceptance of Minutes:

April 27, 2021 Airport Commission Meeting Minutes

[4-27-2021 Airport Commission Minutes.docx](#)

2. Presentation

2.1. Gale Associates Update:

1) Final Design and Construction Phase Services for Runway 6-24

2) Airport Master Plan Update: Ch. 5 - Facility Requirements

3) Other Items

[May Gale Associates Update.pdf](#)

[5-25-2021 Airport Master Plan-Chapter 5.pdf](#)

3. New Business

3.1. Review of Airport Security Plan

[Airport Security Plan 4.13.2021.docx](#)

4. Airport Managers Report

4.1. Airport Gate Access and Ground Rules

[5-25-2021 Pedestrian Ground Vehicle Rules and General Information.docx](#)

[5-25-2021 Gate Card Application.xlsx](#)

5. Adjourn

**Airport Commission Meeting
April 27, 2021**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

Committee Vice Chair, Carmen Morris called the meeting to order at 6:35 p.m.

Roll Call: Rick Laverriere (joined at 6:51p.m.), Gerald Bernier, Thomas Bryand, Carmen Morris, Frederick Oliver, Roland Pelletier, Dean Tourigny

Also present were Airport Manager, Peter Donaher and representatives from Gale Associates, Jacklyn Marks, Matthew Caron, Adam Cutler and Nikolas Ippolito

Presentation: Pine Tree Helicopters Scenic Flight Operations

Owner of Pine Tree Helicopters, Parker Montano presented his proposed business operation to the Commission. The proposal is to offer Scenic Flight Operations leaving from the Biddeford Airport. Parker discussed ground operations and flight operations, as well as the support positions and their roles. Parker noted that all tours will be scheduled, which will assist with crowd control at the airport. He is hoping to begin operation at the Biddeford Airport as soon as possible.

There was some discussion on the best location for the helicopter to land and take off from. It was concluded that Parker will meet with Airport Manager, Peter Donaher in the near future to determine the best and safest location to operate.

Presentation: CHI Aerospace Fuels, LLC

Owner of CHI Aerospace Fuels, LLC, Chris Hosford presented his proposed business operation to the Commission. Chris explained that the intent is to build a flight school at the Biddeford Airport as an extension to CHI's operations at Portsmouth International. The plan includes keeping two planes at the Biddeford Airport, which means hangar space is needed. Three options were identified to handle the need for hangar space:

- 1) Rent hangar space in an existing building
- 2) Remodel/replace an existing hangar, for which plans were submitted as part of this proposal
- 3) Build a new hangar on the west side of the parking apron

Stemming from this proposal, CHI Aerospace hopes to eventually install a full-time staff at the Biddeford Airport, which would include instructors and dispatchers. There is also hope to develop a relationship with the University of New England in an effort to work towards opening a flying club. Finally, CHI Aerospace would like to integrate with vacationing pilots and offer plane rentals for their use while in the Biddeford area.

Commissioner Tom Bryand expressed his concern with allowing a business to use the hangar space that had previously been used as maintenance space. He feels that the airport needs to have a maintenance building on-site for any business or individual who may need that service.

The Airport Manager responded that there are currently some fire code issues in that space that need to be addressed before any type of business can locate there.

Gale Associates Update:

Final Design and Construction Phase Services for Runway 6-24:

Nikolas Ippolito of Gale Associates provided an update on the tree clearing work, stating that the project is just about finalized. Once a final inspection has been conducted and all loose ends have been taken care of by the contractor, the project will officially be completed.

One final item is the installation of breakers in the FAA power distribution panels, equipment calibration and inspection with the FAA Division that will be taking ownership of the NAVAIDs.

Commissioner Fred Oliver asked about tree clearing on Ben Avenue and if that work had been completed. Matt Caron from Gale looked into it and confirmed that the tree clearing on Ben Avenue had been done and the owner of the affected property was pleased with the work.

When asked, Nikolas assured the Commission that the project did come in within budget, with approximately \$4.3 million having been spent out of the allocated \$5,783,470.

Airport Master Plan Update:

Jacklyn Marks of Gale Associates gave an update on the Master Plan. Thus far, Chapters 1 through 4 are completed, and Chapter 5 has been submitted to the Commission and FAA for review. Jackie did receive feedback from FAA on the prepared Chapters and is currently working on incorporating the suggested edits. Once the Chapters have been updated, they will be posted on the City's website for public review.

Chapters 5 and 6 will be presented at a meeting in the near future.

Other Items:

Jackie mentioned a couple of Airport Coronavirus Response Funding Acts that the Biddeford Airport has taken advantage of. Airport Manager Peter Donaher confirmed that he did complete the application for the CRRSAA and received approval to get the funds.

Airport Manager Report:

Airport Manager, Peter Donaher had the following updates:

- At their April 20th meeting, the Finance Committee approved the replacement of the hangar roof
- A Porta-Potty has been installed at the Airport for use by transient pilots who are not able to access the administration building. The Porta-Potty is being funded out of the Airport Operational budget.
- The person who does the banner towing arrived at the Airport today, which is a sure sign that summer is coming!
- He is working with the Public Works Dept. to do some road improvements at Gate 1.
- He has updated the procedures and prepared a letter for Airport users card access and request for insurance and will get that distributed in the near future.

Upcoming Meetings:

May 10, 2021 - Airport Commission Workshop to continue working on Rates and Minimum Standards

May 25, 2021 – Airport Commission monthly meeting

Acceptance of Minutes: **March 23, 2021**

Motion by Fred Oliver, seconded by Rick Laverriere to accept the minutes as printed.

Vote: Unanimous.

Motion by Rick Laverriere, seconded by Tom Bryand to adjourn.

Vote: Unanimous.

Time: 7:45 p.m.

MONTHLY PROJECT UPDATE

Biddeford Municipal Airport

Biddeford, Maine

May 25, 2021

Gale Associates, Inc. (Gale) is currently administering the following projects on behalf of the Biddeford Airport Commission:

1. Final Design and Construction Phase Services for Runway 6-24, AIP No. 3-23-0009-015-2020

Project Description: This project includes the preparation of final construction phase design plans and specifications (Bid Documents) for the Runway 06-24 Reconstruction and associated Drainage, Compliant Runway Safety Area, and Vegetation Obstruction Removal in the Runway 24 End. This project will include grant funding for Project 1 above, as well as all Gale and FAA Reimbursable Contracts, and the Construction Contract with the low bidder.

Project Funding

FAA Share (100%)	\$5,783,470.00
MaineDOT Share (0%)	\$0.00
City of Biddeford Share (0%)	\$0.00
TOTAL PROJECT	\$5,783,470.00

Project Status:

- Tree clearing work is nearing completion. The Contractor is currently using heavy mowers to clear and prepare the area around cut trees for stump grinding. In completed areas restoration efforts are underway.
- All Airport Owned equipment is now installed and being powered from the new electrical vault. The only remaining work on Airport owned equipment at the time this update was prepared is the installation of the supplemental windcone near the Runway 24 end. This will be completed by May 1st at the latest.
- The FAA Owned NAVAIDs are nearing completion. The remaining work includes installation of breakers in the FAA Power distribution panels, equipment calibration, and inspection with the FAA Division that will be taking ownership of these NAVAIDs.
- A final inspection with the FAA will be scheduled for some time in late May/early June to walk the site and identify any items that the Contractor will need to repair. Upon completion of punchlist work the grant will be ready for final reimbursement and close out.
- [Gale is currently preparing the penultimate reimbursement request to finalize the construction quantities ahead of the final inspection.](#)
- [Tree clearing work has been completed, properties restored to their original or better condition,](#)

and property owners' concerns have been addressed. Gale has provided the commission with aerial and ground photos of the subject properties to document restoration condition.

- A construction punchlist for on-airport work has been prepared and Gale will be coordinating with the Contractor to address these items.

Recommended Discussions and/or Action Items:

- o None at this time.

2. Airport Master Plan Update (AMPU), AIP No. 3-23-0009-14-2020

Project Description: The Airport's Master Plan was last completed in 2005. This AMPU will review the adequacy of the Airport's landside and airside facilities with respect to compliance with Federal Aviation Administration (FAA) design standards and ability to address the needs of the Airport through the planning period (FY-2020-2039). Included in this project is an update to the Airport's ALP to include current conditions and recommended improvements as outlined in FAA Order 5100.38D. A schedule of improvements will be generated to organize the implementation of various improvements in the short- (0-5 years), medium- (6-10 years), and long-term (11-20 years) periods to assist the sponsor in defining the Airport's Capital Improvement Plan. This project will also include a wildlife hazard site visit.

Project Funding:

FAA Share (90%)	\$173,855.00
MaineDOT Share (0%)	\$0.00
City of Biddeford Share (0%)	\$0.00
TOTAL PROJECT	\$173,855.00

Project Status:

- The CARES Act includes funding to cover Airport projects at 100% for FY 2020. This means that the Airport Master Plan will not require a local or state share.
- To date, the Commission has reviewed and approved the following chapters:
 - o Draft Chapter 1 – Introduction
 - o Draft Chapter 2 – Inventory of Existing Facilities
 - o Draft Chapter 3 – Existing Environmental Conditions and Sensitive Areas
 - o Draft Chapter 4 – Forecasts of Aviation Demand and Capacity
- Gale will facilitate a discussion on Chapter 5, Facility Requirements, during this evening's meeting.
- Remaining chapters are as follows:
 - o Chapter 6 – Development and Evaluation of Alternatives
 - o Chapter 7 – Schedule of Improvements
 - o Chapter 8 – Airport Recycling, Reuse, and Waste Reduction
- Gale has begun developing draft alternatives as part of Chapter 6 and will forward a draft to the Commission and the agencies for review in the coming weeks. Chapter 6 will be presented to the public at a future meeting, and the Commission will be asked to vote on preferred alternatives at that time.
- The Wildlife Hazard Site Visit occurred on 5/13. NewEarth Ecological is currently preparing a

WHSV report. We anticipate receiving a draft report sometime in the next few weeks and will update Master Plan recommendations based on the results of the site visit if necessary.

Recommended Discussions and/or Action Items:

- Following this evening's discussion, we would like to request a formal vote from the Commission to approve Chapter 5.
-

Other Items:

- In December of 2020, FAA announced additional Airport Coronavirus Response funding, the Coronavirus Response Relief Supplemental Appropriation Act (CRRSAA), which is intended to provide relief to eligible airports, similar to the CARES Act. Under CRRSAA, B19 is eligible to receive an additional \$13,000 toward expenses related to operations, personnel, cleaning and sanitization, janitorial services, preventing the spread of pathogens, and debt service payments.
 - **FAA encourages airports to spend these funds expeditiously, requiring airports to apply for reimbursement by the end of June 2021.**
 - Payments will be processed through the Delphi system, in the same way CARES Act funds are processed. Airports will be required to submit an SF-424 Form, along with backup documentation, in order to receive reimbursement for eligible expenses.
- On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law. To distribute these funds, the FAA has established the Airport Rescue Grants. The FAA will make grants to all airports that are part of the national airport system, including:
 - Non-primary commercial service and general aviation airports will share \$100 million based on their airport categories, such as National, Regional, Local, and Basic.
 - Airport Improvement Program (AIP) grants awarded this year will be awarded at a 100-percent Federal share.
 - Gale will update the Commission as additional details about ARPA become available.

CHAPTER 5 – FACILITY REQUIREMENTS

The purpose of this chapter is to determine the improvements required to address capacity shortfalls identified in Chapter 4, *Forecasts of Aviation Demand and Capacity*; security requirements, non-compliant designs, and outdated facility conditions, while considering the needs of airport businesses and the surrounding community. This chapter utilizes FAA Advisory Circular 150/5300-13A, *Airport Design* (AC 150/5300-13A), and other FAA design documents, to determine airfield design requirements and 14 CFR Part 77, *Objects Affecting Navigable Airspace* (Part 77), to identify protected airspace penetrations.

5.1 PERMITTING REQUIREMENTS

According to Maine Revised Statutes, Title 38, Chapter 3, §481-490, the State of Maine, in consultation with appropriate state agencies, may control the location of developments to ensure that such developments will have a “minimal adverse impact on the natural environment within the development sites” and “protect the health, safety and general welfare of the people.” A “development” includes, among many others, any commercial or industrial development that is a structure as defined in the section. A “structure” means, “buildings, parking lots, roads, paved areas, wharves or areas to be stripped or graded and not to be revegetated that cause a total project to occupy a ground area in excess of 3 acres. Stripped or graded areas that are not revegetated within a calendar year are included in calculating the 3-acre threshold.”

Under this section, no development may be constructed without obtaining approval from the Maine Department of Environmental Protection (MaineDEP), and all construction activities must abide by the conditions of the Site Location of Development (SLOD) permit. During the permitting process for the 2020 Runway 06-24 reconstruction, MaineDEP confirmed that any upcoming construction projects resulting in additional impervious surface area would likely trigger the threshold requirements for a SLOD permit. Prior to the implementation of capital improvements, the Airport is advised to coordinate with MaineDEP regarding the need for a SLOD and other applicable permits.

5.2 AIRSIDE CAPACITY AND REQUIREMENTS

Airside facilities are those facilities that are accessible to aircraft, and include runways, taxiways, aprons, navigational aids, and airfield lighting systems. Through the planning period, the following facilities will be designed according to the standards of the design aircraft, the Cessna 182A, or a family of aircraft with similar characteristics, which has an approach speed of 70-80 knots, a wingspan of 39.17 feet, and a tail height of 9 feet. The dimensions of the Cessna 182A determine the classification of B19 as Airport Reference Code (ARC) A-I, as prescribed by FAA AC 150/5300-13A¹.

5.2.1 RUNWAY CAPACITY

Airfield capacity is defined as the number of airport operations that a particular runway and taxiway configuration is able to accommodate in a given period. This number is typically expressed as annual capacity (or annual service volume, ASV) and hourly capacity (or throughput). FAA AC 150/6050-5, *Airport Capacity and Delay*, utilizes computer models developed by the FAA to evaluate airport capacity and reduce aircraft delay. These models use an airport's ASV to approximate the capacity of the runway, while accounting for differences in runway configuration, fluctuations in aircraft fleet mix, touch and go activity levels, and weather conditions, among other factors.

The FAA models estimate the Airport's ASV capacity to be up to 230,000 operations per year. The Airport's annual operations volume in 2019 was approximately 7,200, and forecasted annual operations are expected to remain around 9,437 through the planning period. Therefore, runway capacity is not an existing problem, nor does it appear that it will be a problem during the planning period. Further, according to FAA requirements, the Airport's runway capacity will be considered adequate until operations reach 60% of its ASV (138,000 annual operations).

Finding: Runway capacity is currently meeting the needs of the Airport and is anticipated to do so for the duration of the planning period.

¹ The ARC is used for planning and design only and does not limit the aircraft that may be able to operate safely on the airport.

5.2.2 RUNWAY REQUIREMENTS

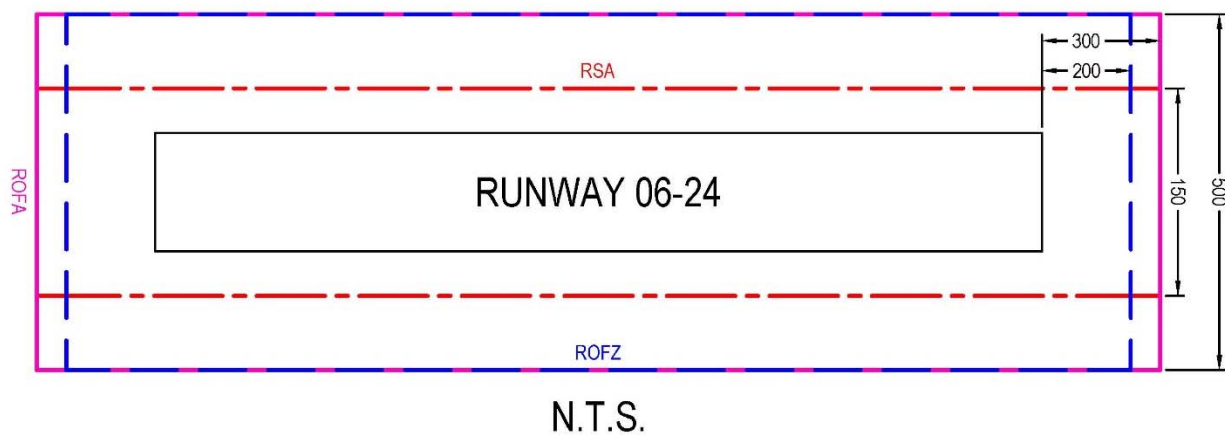
Runway dimensional requirements at B19 are based on the Airport Reference Code of A-I (small aircraft). An outline of B19's compliance with FAA standards can be found in Table 5-1 below:

Table 5-1: Runway 6-24 Dimensional Requirements

Facility	FAA Design Criteria (A-I Small)	Existing RW 06-24	RW 06-24 Compliance
Runway centerline to holdline	125'	125'	Compliant
Runway centerline to parallel taxiway centerline	125'	215'	Compliant
Runway centerline to edge of aircraft parking	125'	130'	Compliant
Runway Protection Zone:			
Length	1,000'	1,000'	
Inner width	250'	250'	Compliant
Outer width	450'	450'	
Runway pavement width	60'	75'	Compliant
Runway safety area width	120'	150'	Compliant
Runway safety area length beyond runway end	240'	300'	Compliant
Runway object-free area width	250'	250'	Compliant
Runway object-free area length beyond runway end	240'	240'	Compliant
Runway obstacle-free zone width	250'	250'	Compliant
Runway obstacle-free zone length beyond runway end	200'	200'	Compliant

Source: AC 150/5300-13A

Figure 5-1: Runway 06-24 Protection Areas



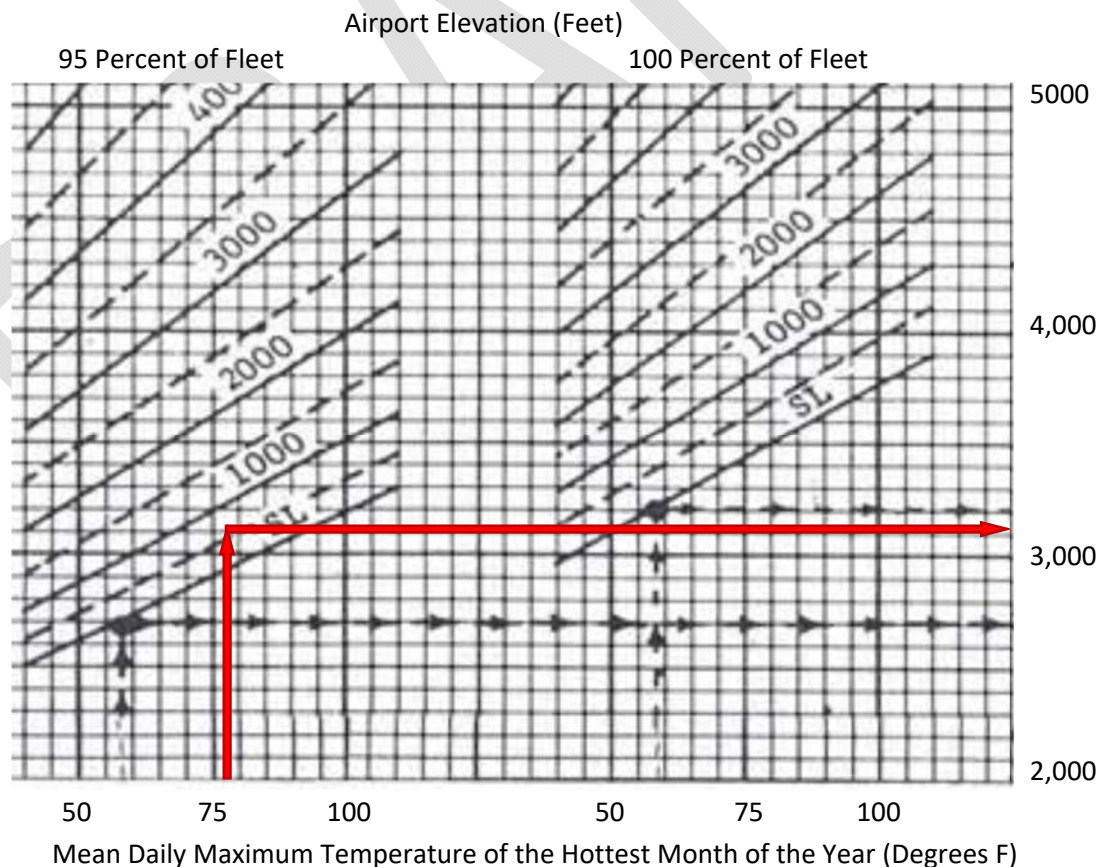
5.2.2.1 Runway Length Requirements

FAA's runway length design recommendations are contained in FAA AC 150/5325-4B, *Runway Length Requirements for Airport Design*, which utilizes characteristics of an airports' design aircraft and other airport factors to calculate runway length. The factors that determine recommended runway length at B19 are as follows:

- The Cessna 182A is categorized as a small airplane because it has a maximum certified takeoff weight under 12,500 pounds;
- The Cessna 182A has an approach speed between 70 and 80 knots (category A);
- Because B19 is not located in a major metropolitan area or on the fringe of a major metropolitan area, the percentage of fleet at B19 was determined to be 95 percent;
- The mean daily maximum temperature of the hottest month of the year (July) in Biddeford is 79 degrees; and
- The airport elevation is 157 feet above mean sea level.

Using the table provided on Page 7 of AC 150/5325-4B (*Small Airplanes with Fewer than 10 Passenger Seats*), it was concluded that 3,100 feet of runway length is recommended to accommodate the Cessna 182A at B19. See Figure 5-2 below:

Figure 5-2: Runway Length Calculation for Cessna 182A



Source: AC 150/5325-4B, Figure 2.1 Small Airplanes with Fewer than 10 Passenger Seats

A summary of available runway lengths at B19 is contained in Table 5-2 below:

Table 5-2: Available Runway Lengths at B19

Runway End	Pavement Length (feet)	Threshold Displacement (feet)	Maximum Takeoff Length (feet)	Maximum Landing Length (feet)
06	3,001	None	3,001	3,001
24	3,001	None	3,001	3,001

Source: Gale Analysis

Findings per AC 150/5325-4B: The Airport's existing runway length is 99 feet shorter than the recommendations for small airplanes with fewer than 10 passenger seats. It is important to note that discussions with FAA for the development of this Master Plan indicated that failing to construct additional runway length is not considered a safety concern.

Recommendation per AC 150/5325-4B: As funding permits, the Airport should make considerations for a 99-foot runway extension to satisfy the recommendations of AC 150/5325-4B, for a total runway length of 3,100 feet.

Findings per AC 150/5300-13A: The recommended length for runways with instrument approach procedures is 3,200 feet per *Table 3-4, Standards for Instrument Approach Procedures*. Though not required to satisfy the Airport's existing non-precision approach, a runway length of 3,200 feet is required to support approaches with vertical guidance.

Recommendation per AC 150/5300-13A: As funding permits, the Airport should make considerations for a runway extension to 3,200 feet on its Airport Layout Plan for potential long-term development to serve its existing fleet by opening up the possibility of an approach with vertical guidance in the future. A runway extension of 199 feet should be planned for the Runway 24 end, with a displaced threshold on the Runway 24 end. This will allow the Airport to gain an additional 199 feet of landing and takeoff distance on Runway 06 without the need for additional tree clearing or easement acquisitions.

5.2.2.2 Runway Approach Requirements

The following section reviews the adequacy of the airport's approach types and outlines the airport's protected airspace. Currently, the airport has RNAV (GPS), VOR, and Circling approaches to Runway 06. Runway 06-24 is supported by the following navigational/visual/communication aids:

- Runway lighting (MIRLS – Medium Intensity Runway Light System)
- Runway End Identifier Lights (on Runway 06)
- Precision Approach Path Indicator (PAPI) (on Runway 06)
- Airport Rotating Beacon

FAA airport design guidance defines the following Standards for Instrument Approach Procedures:

Table 5-3: Standards for Instrument Approach Procedures

Visibility Minimums	< ¾ statute mile	¾ to < 1 statute mile	≥ 1 statute mile non- precision	Circling
Height Above Touchdown Zone	< 250'	≥ 250'	≥ 250'	≥ 350'
TERPS Chapter 3, Section 3	34:1 clear	20:1 clear	20:1 clear, or penetrations lighted for night minimums	
Precision Obstacle Free Zone	Required		Recommended	
Minimum Runway Length	4,200' (paved)		3,200' (paved)*	
Runway Markings	Precision	Non-Precision	Non-Precision	Visual (Basic)
Holding Position Sign & Markings	Precision	Non-Precision	Non-Precision	Visual (Basic)
Runway Edge Lights	HIRL/MIRL	HIRL/MIRL	MIRL/LIRL	MIRL/LIRL (for night minimums only)
Parallel Taxiway	Required	Required	Recommended	Recommended
Approach Lights	MALSR, SSALR, or ALSF	Recommended	Recommended	Not Required
Airport Layout Plan	Required	Required	Required	Recommended

Runway 06 standards identified in **bold**.

Source: FAA AC 150/5300-13A, Table 3-4

*However, runways as short as 2,400 ft could support an instrument approach provided the lowest HATh is based on clearing any 200-ft obstacle within the final approach segment.

5.2.2.3 FAR Part 77

The airspace surrounding public use airports is governed by regulations found within 14 Code of Federal Regulations (CFR) Part 77. This regulation is known by its more common title as **14 CFR, Federal Aviation Regulation (FAR) Part 77- Objects Affecting Navigable Airspace** (Part 77), which was promulgated by the FAA, and includes areas around airports (sometimes called Imaginary or Protected Surfaces) that must be kept clear of penetrating objects, called “obstructions”. By accepting FAA funding, an airport agrees to make all reasonable efforts to keep its Part 77 protected surfaces clear of obstructions. Part 77 also includes guidance for analysis and marking of penetrating objects in specific cases. Objects are defined by Part 77 as:

“any object of natural growth, terrain, or permanent or temporary construction or alteration, including equipment and materials used therein, and apparatus of a permanent or temporary character; and

alteration of any permanent or temporary existing structure by a change in its height (including appurtenances), or lateral dimensions, including equipment or materials used therein."

Part 77 specifies the dimensions of imaginary surfaces for each individual airport based on the type and size of aircraft using the facility, the runway surface treatment, as well as the type of navigation and approach aids available to pilots. The following five imaginary surfaces are identified and defined under Part 77: Primary Surface, Approach Surface, Transitional Surface, Horizontal Surface, and Conical Surface.

Figure 5-3 depicts the relationship of these surfaces to a typical runway. Dimensions for each of these surfaces are stipulated in Part 77. Depending upon the application of criteria outlined in the regulation, surface dimensions may vary from runway to runway. The surfaces are defined as follows:

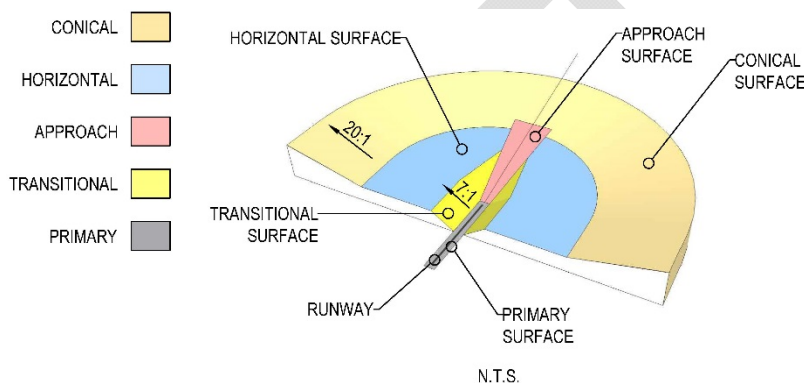


Figure 5-3 Part 77 Surfaces

- **Primary Surface**- A rectangular shaped surface longitudinally centered on the runway centerline with the same elevation as the nearest corresponding point on the runway centerline. The primary surface dimensions will vary depending on the runway approach type and the type of runway surface.
- **Approach Surface**- A trapezoidal shaped surface centered on the runway centerline and extending outward and upward from each end of the primary surface at a prescribed slope angle. Approach surface dimensions and slope angle will vary according to the runway approach type.
- **Transitional Surface**- This surface is an inclined plane running parallel to the runway centerline beginning at the edges of the primary and approach surfaces. They then extend upward and outward at a slope of seven feet horizontally for every one foot vertically (7:1) from the sides of the primary and approach surfaces to the horizontal surfaces (150' above the Airport elevation).
- **Horizontal Surface**- This surface is an oval shaped, horizontal plane established by Part 77 to be 150 feet above the Airport elevation. It is established by swinging arcs from the intersection of the extended runway centerline and primary surface at each end of the runway then closing each area with tangent lines. In areas where the primary, approach, and transitional surfaces may overlap, the surface with the lowest elevation is the controlling surface.

- **Conical Surface**- This surface extends upward and outward from the edge of the horizontal surface at a slope of twenty feet horizontally for every one foot vertically (20:1) for 4,000 horizontal feet from the edge of the horizontal surface.

The Part 77 surface dimensions and their compliance status for Runway 06-24 at the Airport are shown below in Table 5-4 and on ALP Sheet 7, Part 77 Approach Plan. Clear, as identified below, means that the surface is unobstructed by penetrating objects or that penetrating objects are properly mitigated through FAA approved lighting or other means.

Table 5-4: Non-Precision Instrument Runway Part 77 Compliance

<i>Protected Surfaces</i>		<i>Dimensions (Non-precision RW 06)</i>	<i>Dimensions (Visual RW 24)</i>	<i>Compliance</i>
Primary Surface	Width	500 feet	500 feet	Clear
	Length beyond R/W End	200 feet	200 feet	
Approach				Obstructions
	Width at Inner end	500 feet	500 feet	
	Width at Outer end	2,000 feet	1,500 feet	
	Length	10,000 feet	5,000 feet	
	Slope	34:1	20:1	
Transitional surface slope		7:1	7:1	Obstructions
Horizontal surface radius		10,000 feet	10,000 feet	Unknown
Conical surface	Slope	20:1	20:1	Unknown
	From Edge of Horizontal Surface	4,000 feet	4,000 feet	

Source: Federal Regulation Title 14, Part 77, Safe Efficient Use and Preservation of the Navigable Airspace

According to the FAA Flight Procedures database, obstructions to the 20:1 approach surface to Runway 06 are imposing nighttime restrictions at the Airport. Based on a preliminary investigation using drone photographs and estimated elevations, it appears that the identified obstructions were removed as part of the 2017 Runway 06 tree clearing project and were not updated in the Flight Procedures database at the time. A letter from Airport Management to FAA Flight Procedures dated October 4, 2017 indicates that a survey of the approach was conducted by a licensed surveyor following obstruction removal and that the 20:1 approach to Runway 06 was clear at that time. Consultation with Flight Procedures regarding this issue took place during the development of this Master Plan, and subsequently, a flight

check was scheduled for late fall of 2021 (the earliest available time slot). Based on the results of that survey, Flight Procedures will issue one of the following determinations:

- Satisfactory – This will occur if no obstructions to the 20:1 approach surface are identified at the time of the survey and will result in the re-authorization of nighttime operations by December 2, 2021.
- Satisfactory with changes – This will occur if a small change (e.g., removal of 1 tree) is required at the time of the survey. After the Airport has removed the identified obstruction and confirmed its removal with Flight Procedures, nighttime operations can be restored.
- Unsatisfactory – This will occur if obstructions are identified at the time of the survey and will result in the NA at night restriction remaining in place. Restoration of nighttime operations after an unsatisfactory survey will require removal of identified obstructions and re-scheduling a flight check with Flight Procedures.

The Airport completed an obstruction analysis and Vegetation Management Plan (VMP) in 2007 to identify vegetative obstructions to the Airport's Part 77 surfaces and propose methods for removal and management. The VMP identified obstructions to B19's primary surface, approach surfaces, and transitional surface but did not include obstruction data for the horizontal or conical surfaces. The VMP recommended a combination of tree clearing and lighting to mitigate identified obstructions, including removing all penetrations to the primary and approach surfaces and lighting obstructions to the transitional surfaces. Primary and approach surface obstructions have been removed in accordance with the VMP, as identified above, but obstructions to the Airport's transitional surfaces have not been addressed to date.

The 2007 VMP also recommended management activities to be conducted periodically to maintain previously cleared areas, including:

- Regular mowing of turf areas surrounding the aprons, terminal facilities, and the perimeter of the Runway from May through October.
- Hiring a contractor to brush hog the remainder of the airfield and upland areas every 2-3 years.
- Conducting a biennial survey of wetland areas and performing selective clearing as needed.
- Conducting a field survey of avigation easement areas every 3-5 years and performing selective clearing as needed.

Recommendation: It is recommended that the Airport consult a professional surveyor to identify any obstructions to the Runway 06 approach surface that might have grown since the time of the 2017 obstruction removal project in advance of the fall 2021 flight check. The Airport should promptly remove any identified obstructions before the flight check takes place.

Following certification that the Runway 06-24 approach surfaces are clear, it is recommended that the Airport conduct periodic vegetation management activities in accordance with the VMP to ensure that their protected surfaces remain clear. The Airport should coordinate with FAA and MaineDOT

regarding the priority of transitional surface obstruction lighting and obstruction identification and analysis within the horizontal and conical surfaces².

5.2.2.4 Approach/Departure Standards

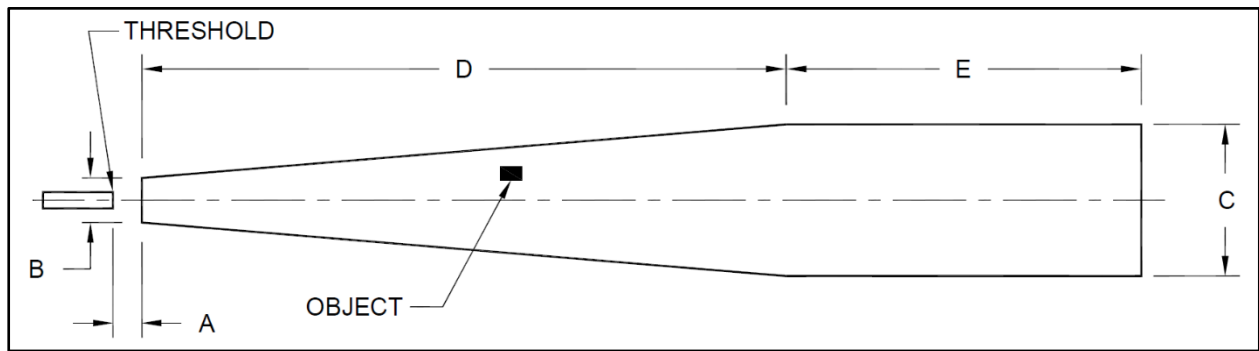
AC 150/5300-13A, Table 3-2 Approach/Departure Standards Table, as updated in Engineering Brief No. 99A, contains dimensional standards for approach and departure surfaces according to aircraft categories, approach categories, and instrument minimums. Approach/Departure Standards recommend minimum obstacle clearances considered by the FAA to supply a satisfactory level of vertical protection to aircraft approaching the Airport. These are not requirements, but rather guidelines for enhancing aircraft safety. Table 5-5 shows the Approach/Departure standards for Runway 06-24:

Table 5-5 Approach/Departure Standards Table

Dimensional Standards

Runway Type		Start of Surface (A)	Inner Width (B)	Outer Width (C)	Length (D & E)	Slope
06	Line 4 – Approach end of runway expected to accommodate instrument approaches having visibility greater than or equal to $\frac{3}{4}$ statute mile.	200' from runway end	400'	3,400'	(D) 10,000' (E) 0'	20:1
24	Line 2 – Approach end of runways expected to serve small airplanes with approach speeds of 50 knots or more. (Visual runways only, day/night).	Threshold	250'	700'	(D) 2,250' (E) 2,750'	20:1

² Following the 2017 Runway 06 clearing and the 2021 Runway 24 clearing projects, both approach surfaces are assumed to be clear. The other Part 77 surfaces (transitional, horizontal, conical) were not analyzed due to budgetary constraints.



Source: AC 150/5300-13A, Table 3-2 Approach/Departure Standards Table & Figure 3-2 Threshold Siting Based on Approach Slope

Recommendation: Maintain the Runway 06-24 approach surfaces so that they remain clear of obstructions by conducting periodic vegetation management in accordance with the methods identified in the VMP.

5.2.2.5 Runway Pavement Conditions

According to MaineDOT's 2018 Pavement Condition Index, prior to its reconstruction in 2020, Runway 06-24 was in poor condition, having been last maintained in 1992 with an overlay. Runway 06-24 was reconstructed in place to full depth in the summer of 2020, including compliant Runway Safety Areas.

Recommendation: Perform maintenance activities (i.e., preservative treatments, crack sealing, etc.) as necessary to preserve the life of newly-constructed pavement.

5.2.3 TAXIWAY CAPACITY

Taxiway capacity calculations are typically computed only at airports where aircraft operational demand levels are very high and have taxiways that cross active runways where a capacity-limiting condition would exist. Since these situations aren't applicable at the Airport, taxiway capacities are considered adequate through the planning period. B19 currently has two stub taxiways – one leads from Runway 06-24 to the Main Apron and the other leads from the Main Apron to the West Apron. B19 does not currently have a parallel taxiway.

According to AC 150/5300-13A, a parallel taxiway is only required for instrument approach procedures with visibility minimums below one mile; however, it is recommended in AC 150/5300-13A for all other conditions. Discussions with FAA for the development of this Master Plan indicated that constructing a full-length parallel taxiway was not justified based on the peak hour operations forecast, which currently estimates 7 operations during the peak hour, with an estimated 9 peak hour operations by 2039. FAA confirmed that a partial parallel taxiway could be a viable solution for accessing a new hangar complex or other facilities, depending upon the location of new facilities on the airfield.

During the development of this Master Plan, the Airport Commission emphasized that a parallel taxiway or a taxiway turnaround/runup area would provide a great benefit and enhance safety for its existing

fleet by giving pilots an area to turn around to position for takeoff, eliminating the need for back-taxiing on the runway.

Recommendation: Though FAA has confirmed that there is no near-term justification for construction of a parallel taxiway at this time, the Airport should evaluate the impacts of constructing a partial parallel taxiway to allow aircraft that have landed past the exit taxiway a safe place to exit without back taxiing to service future hangars and other airside and landside facilities. As an alternative, the Airport should evaluate constructing a taxiway turnaround as an interim solution to a partial parallel taxiway to allow aircraft that have landed past the exit taxiway a place to turn around safely, or to provide a place for aircraft that have back-taxied to position for takeoff. It is recommended that a taxiway alternative be included on the Ultimate Airport Layout Plan with the understanding that actual demand must materialize before the project can be implemented.

5.2.3.1 Taxiway and Taxilane Pavement Conditions

Table 5-6 below outlines the dimensions, type of pavement, and condition of each taxiway or taxilane.

Table 5-6: Taxiway and Taxilane Pavements

<i>Taxiway/Taxilane</i>	<i>Dimension</i>	<i>Type of Pavement</i>	<i>Condition</i>
<i>Stub Taxiway: Runway to Apron</i>	93' x 50' (Approx.)	Flexible	Good ³
<i>Stub Taxiway: Main Apron to West Apron</i>	85' x 45' (Approx.)	Flexible	Poor (PCI 41)
<i>Hangar Row 1 Taxilane</i>	690' x 22' (Approx.)	Flexible	Very Poor (PCI 39)
<i>Hangar Row 2 Taxilane</i>	670' x 18' (Approx.)	Flexible	Fair (PCI 69)

Source: B19 MaineDOT 2018 Pavement Condition Report

5.2.4 APRON CAPACITY

The Airport has two aprons: The Main Apron (approx. 217' x 250') and the West Apron (approx. 238' x 223'), which together can accommodate 26 aircraft. In 2019, the Airport reported 38 based aircraft, of which 34 are stored in hangars. The Airport's based aircraft fleet is projected to increase to 45 aircraft by the end of the planning period in 2039. Assuming that 10 percent of based aircraft will require tie-downs at the end of the planning period, 5 tie-downs will be needed to accommodate them.

Additionally, transient aircraft make use of the parking aprons. Airport operations are anticipated to reach 9,437 by 2039 with 1,418, or 15 percent, being performed by transient aircraft. In order to identify the number of required parking spaces for potential transient aircraft, the formula listed below was used. The formula multiplies the number of operations per peak month (1,887) by the percent of itinerant aircraft operations (15 percent), dividing by the number of days in the month (31), multiplying that number by 100 percent, and dividing by 2, assuming that only half of itinerant operations will require apron space:

³ Reconstructed as part of 2020 Runway 06-24 Reconstruction

$$\begin{aligned} & \left(\left[\frac{3,000 \times 12.6\%}{31} \right] \times 100 \right) / 2 \\ & = 5 \text{ transient parking spaces} \end{aligned}$$

The calculation concluded that 5 transient parking spaces would be needed to accommodate the transient fleet during the planning period. Based upon the calculation, it is reasonable to conclude that the Airport will require 10 tie-down spaces by the end of the planning period. Since, the Airport currently has a total of 26 tie-down spaces between its two aprons, it is assumed that apron space will be adequate through the planning period.

The Main Apron was last reconstructed in 1977, and the West Apron was last reconstructed in 1987. According to MaineDOT's 2018 Pavement Condition Report for B19, the Main Apron and West Apron are both in poor condition with PCI ratings of 42 and 41 respectively.

Recommendations: Since apron pavements have long exceeded their useful life of 20 years and are in poor condition, the Airport should consider reconstructing the Aprons as funding allows. Timing for the Main Apron reconstruction should be carefully considered due to upcoming 2028 expiration of the Airport's underground fuel storage tank, which is currently located under the Main Apron (see section 5.2.4 Fuel Facility for details). Removal of some tie-down spaces from the West Apron may be required to accommodate construction of hangar taxilanes.

5.2.5 HANGAR BUILDINGS

There are currently box 30 hangar buildings on site at B19 with a combined capacity for 34 aircraft. These existing buildings vary in age and are in generally fair condition; however, they are not meeting the Airport's existing demand. Airport management currently has a list of 12 individuals waiting to hangar their aircraft at B19 when additional units become available. Private developers have expressed interest in funding the construction of additional hangar units on airport property as soon as possible. Included in these interested parties is a flight school owner, who hopes to open a branch operation at Biddeford as soon as areas are designated and approved for hangar construction.

Recommendation: The Airport should designate areas on airport property for the construction of additional hangar units in preparation for the private development of hangars on airport property. Further, it is recommended that the Airport create a "developer's tool kit" outlining federal, state, and local requirements necessary to build additional hangars at the Airport.

5.2.6 NAVIGATIONAL AND APPROACH AIDS

Navigational and approach aids provide pilots with information to assist in locating the Airport and guidance for safely approaching the runway, especially during inclement weather conditions. Navigational and approach aids at B19 include a rotating beacon, two windcones, a precision approach path indicator (PAPI), runway lights, runway end identifier lights (REILS), and taxiway lights. The Airport does not have an Automated Weather Observing System (AWOS) and currently relies on weather information from nearby weather stations. Pilots have reported weather data from other facilities being inaccurate for Biddeford, causing them to turn around due to poor visibility to land at a different facility. It should be noted that, although AWOS systems are AIP eligible, they are not eligible for discretionary funding, which would require the Airport to save its non-primary entitlements for a number of years

before an AWOS system could be implemented. To move this project forward, the City could elect to invest additional local funding for its construction.

A weather camera system could be utilized as an interim or alternative solution to installing an AWOS system. Weather cameras provide pilots with nearly real-time weather condition reporting by updating images from various vantage points on the airfield approximately every ten minutes. This allows pilots to compare images of current conditions against images of ideal weather conditions to determine current visibility.⁴

Recommendation: Identify a suitable location⁵ for the construction of an AWOS at B19 or consider the installation weather cameras as an alternative or interim solution.

5.2.6.1 ROTATING BEACON

The Airport's rotating beacon, located behind the maintenance hangar, was installed in 2014 and is currently in good condition.

Recommendation: Provide periodic routine maintenance.

5.2.6.2 WINDCONES

There are two windcones on the airfield – a lighted windcone and segmented circle located southwest of the Main Apron, and a supplemental windcone located approximately 100 feet to the west of the Runway 24 end. Both windcones were installed as part of the 2020 Runway 06-24 reconstruction project and are in new condition.

Recommendation: Provide periodic routine maintenance.

⁴

https://www.faa.gov/about/office_org/headquarters_offices/ato/service_units/systemops/fs/alaskan/weather_cams/

⁵ According to FAA Order 6560.20C, Siting Criteria for Automated Weather Observing Systems, the AWOS wind sensor must be mounted at 30 to 33 feet above the average ground height within a radius of 500 feet, all obstructions must be at least 15 feet lower than the height of the sensor within the 500-foot radius and be at least 10 feet lower than the height of the sensor from 500 to 1,000 feet.

5.2.6.3 PRECISION APPROACH PATH INDICATOR (PAPI)

A two-light PAPI was installed on the Runway 06 end as part of the 2020 Runway reconstruction project. The PAPI is FAA-owned and is in new condition.

Recommendation: Coordinate with FAA as necessary for periodic routine maintenance.

5.2.6.4 RUNWAY END IDENTIFIER LIGHTS (REILS)

The Airport's REILS were installed on the Runway 06 end as part of the 2020 Runway reconstruction project and are in new condition.

Recommendation: Provide periodic routine maintenance.

5.2.6.5 RUNWAY LIGHTS

The Airport's medium intensity runway lights (MIRLs) were installed on the Runway 06 end as part of the 2020 Runway reconstruction project and are in new condition.

Recommendation: Provide periodic routine maintenance.

5.2.6.6 TAXIWAY LIGHTS

Taxiway lights were installed along the stub taxiway between Runway 06-24 and the Main Apron as part of the 2020 Runway reconstruction project and are in new condition.

Recommendation: Provide periodic routine maintenance.

5.3 LANDSIDE CAPACITY AND REQUIREMENTS

Airport facilities that are not required for the movement of aircraft are referred to as landside facilities. These facilities usually consist of terminal and maintenance buildings, hangars, and automobile parking areas. This section will provide a review of the capacity and functionality of the Airport's landside facilities.

5.3.1 TERMINAL BUILDING

The Airport's terminal building consists of an approximately 1,550 square foot facility containing a pilot lounge, Airport Manager's office, and restrooms, among other facilities. Attached to the terminal building is the Airport's maintenance hangar. According to discussions with airport personnel, this facility was constructed in approximately 1985 and fails to comply with the Americans with Disabilities requirements including ramps to the main entrance, width of hallways, and bathrooms. The steel on the outside of the building is beginning to corrode and leaks in the roof are present.

Recommendation: The Airport should renovate the terminal building to repair corrosion and leaks, and to comply with accessibility requirements in the short-term.

5.3.2 ELECTRICAL VAULTS

There are two electrical vaults on the airfield – one FAA-owned vault, which powers the FAA-owned equipment (PAPIs and REILs), and one Airport-owned vault, which powers the remaining airport facilities, including but not limited to the terminal building, hangar buildings, runway and taxiway lights, and the fuel facility. Both of these vaults were upgraded in 2020 as part of the Runway 06-24 reconstruction project.

Recommendation: Provide periodic routine maintenance to the Airport-owned vault, and coordinate with FAA as necessary for periodic maintenance of the FAA-owned vault.

5.3.3 AUTOMOBILE PARKING

The Airport's vehicle parking lot, located adjacent to the terminal building, is marked for 14 vehicles. The parking lot is in fair condition and is generally meeting the current needs of the Airport.

Recommendation: Provide periodic routine maintenance.

5.3.4 FUEL FACILITY

The Airport's 100-LL fuel facility consists of a 10,000-gallon, double-walled underground storage tank, as well as a QTPod service system. The tank is equipped with a leak indicator, which sounds an alarm if moisture is detected between the tank walls. Installed in 1998, the fuel system is in good condition. According to the Underground Oil Storage Tank Annual Inspection Report conducted by the Maine Department of Environmental Protection (Maine DEP) in October 2020, the Airport's underground storage tank (UST) will expire on January 15, 2028. In accordance with 38 M.R.S. §564(5), a tank and its associated piping must be taken out of operation and properly abandoned upon the expiration date of the tank warranty unless the tank, its associated piping and other facility components meet certain requirements,⁶ including but not limited to tightness testing and secondary containment system. An extension cannot be pursued until six months before the expiration of the existing tank, or July 15, 2027.

Once the tank reaches expiration, it must be taken out of service and subsequently removed by a certified tank installer within 60 days. Under existing regulations, a replacement tank may be installed in the location of the expired tank. Though Maine DEP does not have any specific regulations for distance between an underground tank and a building, they do require that the tank be installed in a location that does not hinder the safe removal of the tank in the future. Additionally, National Fire Protection Code 30A specifies that fuel dispensing systems installed outside at motor fuel dispensing stations must be located 10 feet or more from property lines, 10 or more feet from buildings having combustible exterior wall surfaces or buildings having noncombustible exterior wall surfaces that are not a part of a 1 hour fire-resistive assembly, and such that the nozzle, when the hose is fully extended, will not reach within 5 feet of building openings. Coordination and consultation with Maine DEP, The City of Biddeford's Code Enforcement Office, and the Maine Fire Marshall should be conducted in advance of tank replacement.

⁶ Maine Department of Environmental Protection, Chapter 691: Rules for Underground Oil Storage Facilities

The Airport does not currently offer jet fuel; however, the Commission feels that the lack of jet fuel is limiting the Airport's ability to serve potential customers, and would like to consider constructing a facility over the planning period.

Recommendation: The Airport should explore alternative locations for constructing an aboveground fuel facility. The existing 100-LL fuel tank should be relocated in advance of the UST expiration date, prior to the reconstruction of the Main Apron. Reconstruction of the Main Apron is currently on the Airport's CIP for FY-2023. The fuel facility should be sited in a location that will allow for the addition of Jet-A fuel as demand warrants in the future.

5.4 SUPPORT FACILITY CAPACITY AND REQUIREMENTS

Support facilities are amenities that assist the airport in maintaining efficient operations. Support facilities at B19 include snow removal equipment (SRE) and security fencing, which must be maintained and upgraded as needed to sustain efficient day-to-day operations.

5.4.1 FENCING AND GATES

Fencing at B19 consists of approximately 1,500 LF of 8-foot-high chain link fencing, including two motorized slide gates and one vehicle pedestrian gate, running from the terminal area to the hangar complex. This fencing was constructed in 2014 and is in good condition.

According to discussions with the Airport Commission and Airport personnel, wildlife incursions by deer and other mammals is an ongoing issue at the Airport. The upcoming Wildlife Hazard Site Visit Report will provide valuable recommendations for managing wildlife on the airfield. The findings from that report will be incorporated into this chapter as they become available. In addition to known wildlife concerns, there is a consistent history of trespassing taking place on airport property. This creates a safety hazard to pilots and individuals accessing the airfield without permission, as well as a security risk to public and private property.

Recommendation: Construct perimeter fencing as necessary.

5.4.2 SNOW REMOVAL EQUIPMENT

The Airport's existing SRE was purchased in 2004 and consists of a John Deere loader with 3-yard snow bucket, 14-foot snow blade, snow blower, and snow basket and is currently in good condition. Snow removal of priority areas at B19 is completed by airport personnel following each weather event.

Advisory Circular 150/5200-30D defines the Priority 1 clearance areas as those that directly contribute to safety and re-establishment of aircraft operations at a minimum acceptable level of service. For B19, this includes Runway 06-24, the stub taxiway leading from Runway 06-24 to the Main Apron, and the Main Apron. Together, these areas account for approximately 280,000 square feet of pavement.

Per Advisory Circular 150/5220-20A, Table 2-2, a noncommercial service airport with fewer than 10,000 annual operations, and greater than 30 inches of annual snowfall, is eligible for one high-speed rotary plow supported by two snow plows. The Airport is eligible for two carrier vehicles – one for a rotary plow and one for a displacement plow.

Recommendation: Though the Airport's equipment is in working condition, it has exceeded its 10-year useful life. The Airport should maintain existing equipment and replace as funding allows. Consider purchasing a second carrier vehicle as necessary and as funding permits.

5.4.3 SNOW REMOVAL EQUIPMENT STORAGE BUILDING

Snow removal equipment buildings are intended to protect AIP-funded snow removal equipment and materials. The Airport does not currently have a snow removal equipment building and stores its equipment in the hangar building adjacent to the West Apron. Funding snow and ice control buildings is limited to space in the building necessary for eligible Snow Removal Equipment as well as storing chemicals used in treatment of paved areas. FAA AC 150/5220-18A, Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials, provides recommendations for equipment storage based on the number and type of equipment comprising the fleet. According to the AIP Handbook (FAA Order 5100.38D), snow and ice control buildings are limited to the space in the building necessary for eligible equipment, and all other areas must be paid for by the sponsor.

For airports that are not 14 CFR part 139 certificated airports and are only eligible for one snow removal carrier vehicle, it is FAA policy that a 1,600 square foot SRE building is eligible.⁷

Recommendation: Construct a snow removal equipment building as funding allows.

5.4.4 SKYDIVING LANDING ZONE

The Airport's skydiving operation, Skydive Coastal Maine (SCM), currently utilizes the vacant area adjacent to the existing hangar complex as its drop zone. The location is clearly identified by the coordinates marked in red in Figure 5-4 below:

Figure 5-4: SCM Skydiving Landing Zone



⁷ FAA Order 5100.38D, AIP Handbook, Table O-3, Item c.(9)

SCM takes the safety of its customers and fellow airport users very seriously. Safety protocols include escorting all customers to and from the administration building before and after their dives. All customers meet the instructors inside of the administration building in advance of their jump, and no customer is permitted to enter the airfield or cross movement areas without an escort.

Recommendation: Identify alternative locations for the skydiving landing zone as additional hangar units are constructed.

DRAFT

SECURITY PLAN

BIDDEFORD MUNICIPAL AIRPORT

April 24, 2019

For Official Use Only (FOUO)

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PART 1 – INTRODUCTION

A. Purpose:

The Biddeford Municipal Airport Commission and the City of Biddeford have developed this security plan to enhance the security of general aviation operations at the Biddeford Municipal Airport. Although the airport is not currently regulated by the Transportation Security Administration (TSA), guidelines issued by the Aviation Security Advisory Committee (ASAC) working group on general aviation security were reviewed during development of this plan. The intent of this security plan is to help the airport commission, tenants, and local law enforcement enhance security of the airport grounds, facilities, buildings and procedures. The security plan will also identify procedures to use in an emergency and to report suspicious behavior.

B. Airport Security Committee

A security committee is recommended, with a minimum of three people and a maximum of seven people on the committee. The airport manager must be one of the committee members. Other individuals that qualify to be on the airport security committee are as follows: airport employees, fixed base operator, airport commission member, police officer, fire fighter, city manager, or city employee holding a supervisory or management position. The purpose of the committee will be to review the security measures at the airport and establish or update procedures accordingly.

Airport Security Committee Members:

Name:	Title/Position:	Phone Number:	Email:

C. Point of Contact

The Airport Security Primary Point of Contact is the Airport Manager. The airport manager can be reached at 207-282-1893 during working hours, and 207-468-3261 after hours.

The Airport Security Point of Contact is available as the emergency contact for information from the Maine DOT, Maine Homeland Security, or the TSA on a 24 hour basis. If unavailable for any reason, the City Police Dispatch should be contacted at 284-4551.

PART II – COMMUNICATION

A. Contact Information

All emergency airport contact information is listed in Appendix 1. Also included is a listing of all tenant contact information in Appendix 2. Emergency contact information is posted in FBO hangars, the pilot lounge, and on the office bulletin board.

B. Pilots/Tenants/Airport Personnel

The GA Security brochure and emergency point of contacts have been distributed to local pilots, tenants and airport personnel. As needed, but at least annual communication or meetings with tenants and pilots will be provided to address security concerns. The airport security contact person will disseminate the information as needed.

Information is posted in strategic locations including the pilot lounge, FBO hangars and main office.

PART III – PHYSICAL AIRPORT REVIEW

A. General Information

The Airport is a general aviation airport with a runway length of 3011 feet, 43 based single engine aircraft and 3 ultralights, and is classified as a General Aviation Airport, with Class G airspace. Approximately 15,000 operations (take offs and landings) take place at the Airport in one year. Activities include: *Flight instruction, aircraft rental, charter service, banner towing, and parachute operations routinely operate at B19 throughout the year. On occasion, agricultural sprayers also use the airport during the summer. Some cargo is transported in or out of this airport.*

B. Access Control

The airport has chain-link fencing along the entrance and adjacent road. The airport perimeter is not entirely fenced. Access to the airfield would not be difficult from several different points around the airport perimeter and not easily noticed in some of the areas. No fencing of this area is planned at this time.

Vehicle access to the airside area is restricted through fencing. Only authorized automobile traffic is allowed on aircraft operating areas. Emergency personnel have been provided a key to all locked gates at the airport.

Access to the apron area and privately owned hangars, is controlled through signage, an electronic gate and a secure doorway. Although an electronic gate is installed, it is only operated through the use of, an assigned gate access card.

There are two gates (entry points for vehicles) located at the airport, one access gate (entry point for persons) to the apron, and several doorways (entry points for persons) to main building and hangars, and are identified on the Airport Diagram in Appendix 3. All doorways are secured with security devices (cypher locks, keyed locks, or door latches/pins) and the hangar doors in Hangar A, are electric with continuous – contact switches located on the inside of the hangar.

C. Hangars

The airport has 31 conventional hangars, with a capacity of approx. 50 aircrafts. Each hangar is equipped with padlocks on pedestrian doors and a locking system for the main hangar door. A list of tenants is attached in Appendix 2. It is a policy of this airport to keep hangar doors shut and locked when tenants are not present and aircraft(s) are in the hangar.

D. Lighting

The hangars and terminal buildings are lit with motion sensor lighting and/or standard lighting. The aprons and parking lot are lit with standard outdoor lighting from dusk until dawn.

E. Signage

Restrictive signs are posted at vehicular and pedestrian access points. AOPA Watch signs are also posted at strategic locations. No Trespassing signs are posted along the perimeter fencing.

F. Fueling

One below ground tank holds 10,000 gallons of avgas. Pump is open 24 hours, every day. Self-fueling is conducted at this airport. Proper signage is displayed around fuel pump and emergency shut off switch is labeled and located near fuel pump.

G. Airport Diagram

An airport diagram is attached in Appendix 3 showing the fencing and access points, access to hangars and buildings, and emergency shut off switches.

PART IV – SURVEILLANCE AND LAW ENFORCEMENT SUPPORT

A. Airport Watch Program

The Airport uses the AOPA Airport Watch Program. Signs are posted at vehicular and pedestrian access points. Training has been provided to airport tenants and pilots on recognizing suspicious behavior. Posters reminding pilots are posted in the pilot lounge and the hangars. Local police are aware of the Airport Watch Program and assist in training programs.

B. Routine Patrols

The city police department provides routine patrols around the vicinity of the airport and will periodically patrol the main parking lot/entrance to airport property.

C. Homeland Security Alert System (HSAS)

The processes under each level can be changed to meet the local needs of the airport.

The five HSAS Alert Conditions correspond to various levels of threat to security. The TSA will determine whether to increase or decrease the HSAS Alert Condition for civil aviation security. The Biddeford Municipal Airport has identified additional procedures when the threat level increases.

Upon notification by Homeland Security, TSA, or the Maine DOT, that an HSAS Alert Condition has been implemented, upgraded or downgraded, the Biddeford Municipal Airport will follow the plan contained within the corresponding Alert Level.

Condition Green: This condition is declared when there is a low risk of terrorist attacks.

- Verify and maintain effective communications to ensure reliable communications between the airport and first responders.
- Report suspicious activity to local law enforcement and the TSA GA Secure program.
- Law enforcement maintains routine patrols at the airport.
- AOPA Watch Program is encouraged.
- Fuel farms are secured.
- Awareness of TFRs and flight restrictions.

Condition Blue: This condition is declared when there is a general risk of terrorist attacks. Same as Condition Green plus:

- Practice increased vigilance.

Condition Yellow: This condition is declared when there is a significant risk of terrorist attacks. Same as Condition Green and Blue plus:

- Law enforcement increases patrols at the airport.
- Continue to implement AOPA Watch Program and renew training.
- Be aware of increased TFRs and flight restrictions.
- Verify contacts and communications for all airport responders including civilian/military bomb squads/EOD units, explosive detection canine teams, medical, fire, etc.

Condition Orange: This condition is declared when there is a high risk of terrorist attacks. Same as Condition Green, Blue, and Yellow plus:

- Law enforcement adds additional patrols at the airport.
- Increased vigilance through the AOPA Watch Program is encouraged and promoted.
- Post additional advisories.

Condition Red: This condition reflects a severe risk of terrorist attacks. Same as Condition Green, Blue, Yellow and Orange plus:

- Restrict access as necessary.
- Airport Security Point of Contact disseminates information as necessary.
- Law enforcement adds additional patrols at the airport.
- Extreme vigilance through the AOPA Watch.
- Report suspicious activity to local law enforcement and the TSA GA Secure program.

D. Training

The city police department, have been trained on the airport facility, pilot identification, and security procedures at the airport. At least once a year, officers will be updated on any changes at the airport.

E. Contact Information

The local law enforcement agency have been provided contact information of all tenants and emergency contact information for the airport.

PART V – INCIDENT MANAGEMENT / EMERGENCY RESPONSE

A. Suspicious Activity

Any person on the airport that observes suspicious behavior needing immediate attention in or around aircraft should contact local law enforcement immediately by calling 911.

If the activity is not an emergency situation, but needs reviewed, the activity should be reported to 1-866-GA-SECURE and the local airport security contact. The local airport security contact will complete a Security Incident form, included in Appendix 4, and fax, mail or e-mail to the City of Biddeford Chief Operating Officer and send a copy to the Maine DOT Office of Aviation.

B. Unauthorized Unmanned Aircraft System (UAS) Activity on Airport Property or within Runway Approach Surfaces

All unauthorized UAS operations, commonly referred to as drone operations, on airport property or within the runway approach surfaces require immediate attention. If the UAS is or appears to be within the runway approach surface or possible flight path of an aircraft, then a notice to airman (NOTAM) should be posted immediately closing the runway that is affected and law enforcement should be contacted immediately.

C. Trespassing on Airport Property

All trespassers will be reported to the local authority and the airport will pursue charges against the trespasser(s). The airports protocol is to request the trespassers name and notify them, they are trespassing and need to vacate the premises and the airport employee will contact the local authorities. If the trespasser is on an ATV then the airport employee will also get the registration sticker information if possible. All information will be given to the proper authorities.

D. Vandalism, Theft, or Threatening Acts.

Any person on the airport that observes or witnesses vandalism, theft, or threatening acts is required to contact local law enforcement immediately by calling 911.

E. Active Shooter

In the event of an active shooter, the main building will be locked down, if possible. Employees are to direct any bystanders to a safe area. Once in a safe location, contact law enforcement immediately by calling 911. If you are in a room, if possible lock the door, barricade the doorway, shut off all lights, move away from the doorway and windows, stay low and wait for law enforcement to arrive.

F. Bomb Threats, or other Threat of Sabotage

Upon direct or referred receipt of; bomb threats, threats of sabotage, aircraft piracy, and other unlawful interference to civil aviation operations, the airport will immediately evaluate the threat in accordance with this security plan and report to the appropriate authorities on the contact list. Contact 911 immediately.

*A bomb threat checklist is provided on the following page.

BOMB THREAT PROCEDURES

This quick reference checklist is designed to help employees and decision makers of commercial facilities, schools, etc. respond to a bomb threat in an orderly and controlled manner with the first responders and other stakeholders.

Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

If a bomb threat is received by phone:

1. Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. If your phone has a display, copy the number and/or letters on the window display.
6. Complete the Bomb Threat Checklist immediately. Write down as much detail as you can remember. Try to get exact words.
7. Immediately upon termination of call, DO NOT HANG UP, but from a different phone, contact authorities immediately with information and await instructions.

If a bomb threat is received by handwritten note:

- Call _____
- Handle note as minimally as possible.

If a bomb threat is received by e-mail:

- Call _____
- Do not delete the message.

Signs of a suspicious package:

- No return address
- Excessive postage
- Stains
- Strange odor
- Strange sounds
- Unexpected delivery
- Poorly handwritten
- Misspelled words
- Incorrect titles
- Foreign postage
- Restrictive notes

*** Refer to your local bomb threat emergency response plan for evacuation criteria**

DO NOT:

- Use two-way radios or cellular phone. Radio signals have the potential to detonate a bomb.
- Touch or move a suspicious package.

WHO TO CONTACT (Select One)

- 911
- Follow your local guidelines

For more information about this form contact the DHS Office for Bombing Prevention at OBP@dhs.gov



Homeland Security

2014

BOMB THREAT CHECKLIST

DATE:

TIME:

TIME CALLER
HUNG UP:

PHONE NUMBER WHERE
CALL RECEIVED:

Ask Caller:

- Where is the bomb located?
(building, floor, room, etc.)
- When will it go off?
- What does it look like?
- What kind of bomb is it?
- What will make it explode?
- Did you place the bomb? Yes No
- Why?
- What is your name?

Exact Words of Threat:

Information About Caller:

- Where is the caller located? (background/level of noise)
- Estimated age:
- Is voice familiar? If so, who does it sound like?
- Other points:

Caller's Voice	Background Sounds	Threat Language
☐ Female	☐ Animal noises	☐ Incoherent
☐ Male	☐ House noises	☐ Message read
☐ Accent	☐ Kitchen noises	☐ Taped message
☐ Angry	☐ Street noises	☐ Irrational
☐ Calm	☐ Booth	☐ Profane
☐ Clearing throat	☐ PA system	☐ Well-spoken
☐ Coughing	☐ Conversation	
☐ Cracking voice	☐ Music	
☐ Crying	☐ Motor	
☐ Deep	☐ Clear	
☐ Deep breathing	☐ Static	
☐ Disguised	☐ Office machinery	
☐ Distinct	☐ Factory machinery	
☐ Excited	☐ Local	
☐ Laughter	☐ Long Distance	
☐ Lisp		
☐ Loud		
☐ Nasal		
☐ Normal		
☐ Ragged		
☐ Rapid		
☐ Raspy		
☐ Slow		
☐ Slurred		
☐ Soft		
☐ Stutter		

Other Information:

APPENDIX 1

AIRPORT EMERGENCY CONTACT INFORMATION

	Name	Primary Phone Number	Secondary Number
Airport Security Point of Contact	Pete Donaher	207-468-3261	207-282-1893
Airport Manager	Pete Donaher	207-468-3261	207-282-1893
Airport Commission Chair	Rick Laverriere	207-282-5272	207-286-6269
Police Department	Roger Beaupre	911	207-282-5127
County Sheriff		911	
Fire Department	Scott Gagne	911	207-282-6632
County Emergency Manager			
Maine Department of Homeland Security	Daisy Mueller (Critical Infrastructure Protection)	207-215-9402	
Maine DOT Office of Aviation	Stacie Haskell Tim LeSiege	207-624-3243	207-624-3249
Federal Bureau of Investigation (Local Field Office)		207-774-9322	
AOPA Watch		1-866-GA-SECURE	1-866-427-3278
Transportation Security Administration			
TSA Airport Watch Hot-Line		866-427-3287	
Local TSA Federal Security Director			

APPENDIX 2
AIRPORT TENANT CONTACT LIST

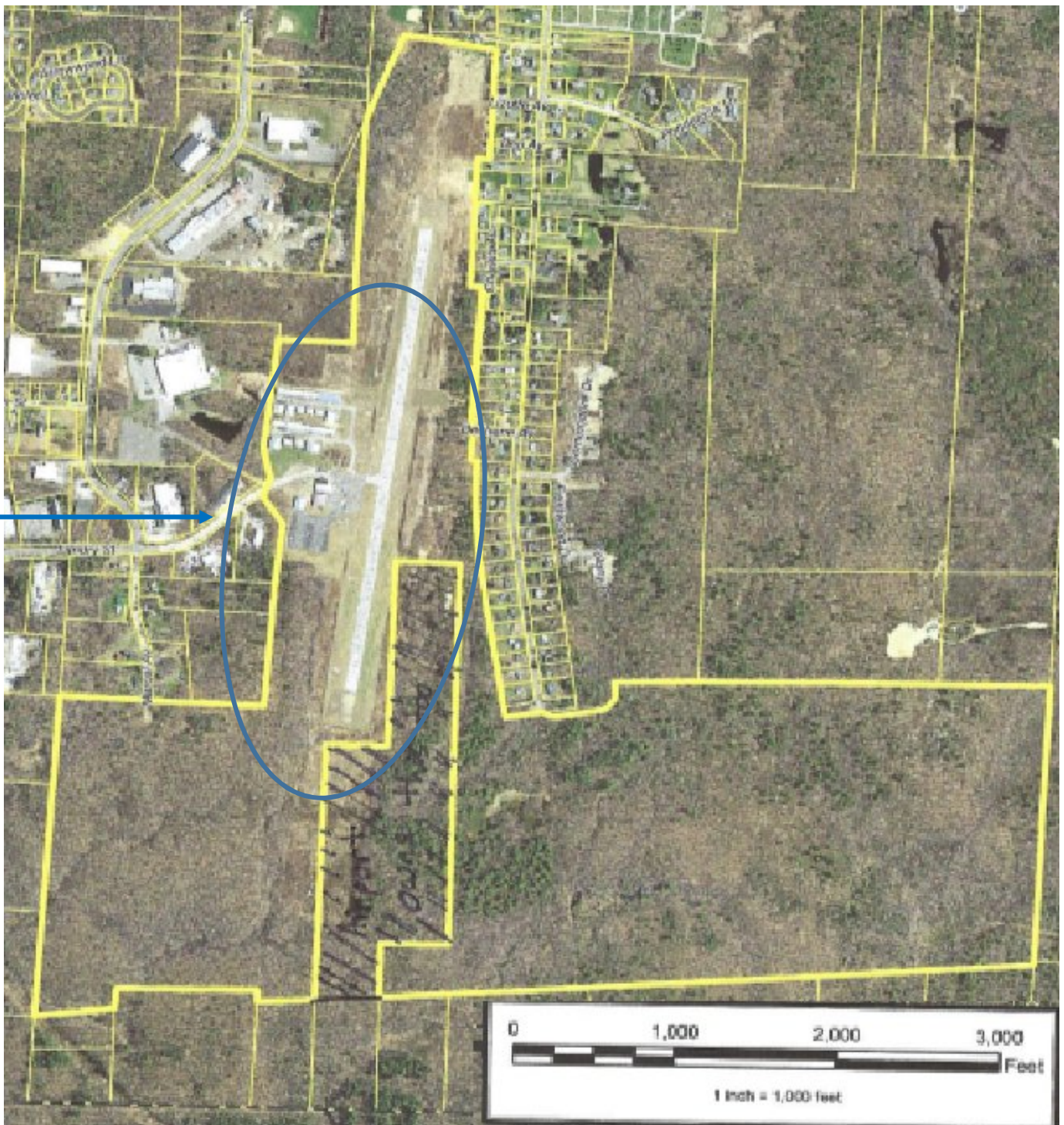
Fixed Base Operator: CITY OF BIDDEFORD

Phone Number: 207-282-1893

Airport Tenants

Name	Phone Number	Aircraft	N – Number	Hangar Location
Steve Welch				EAA
Paul B. Lariviere				100
Marcel Bertrand				101
Joel Keller				103
Marcel Bertrand				105
John O'Donnell				102
Thomas Sinclair				104
Gerald Polakewich				106
Roland Belair				108
Len Clow				110
Frederick Celce				112
Theodore Poirier				114
Thomas Bryand				116
Peter Hertel				118
Michael Glaude				131
John Apte				133
Richard Rousseau				135
Christopher Griffith				137
Donald Saucier				139
Claudette Gadbois				141
Richard Pate				130
Alan Godburn				132
Edward Gallagher				134
Lannie McGahey				136
Roger Cross				138
Steve Morris				140
Eldon Morrison & Ward Hand				142
Eldon Morrison & Ward Hand				144/146

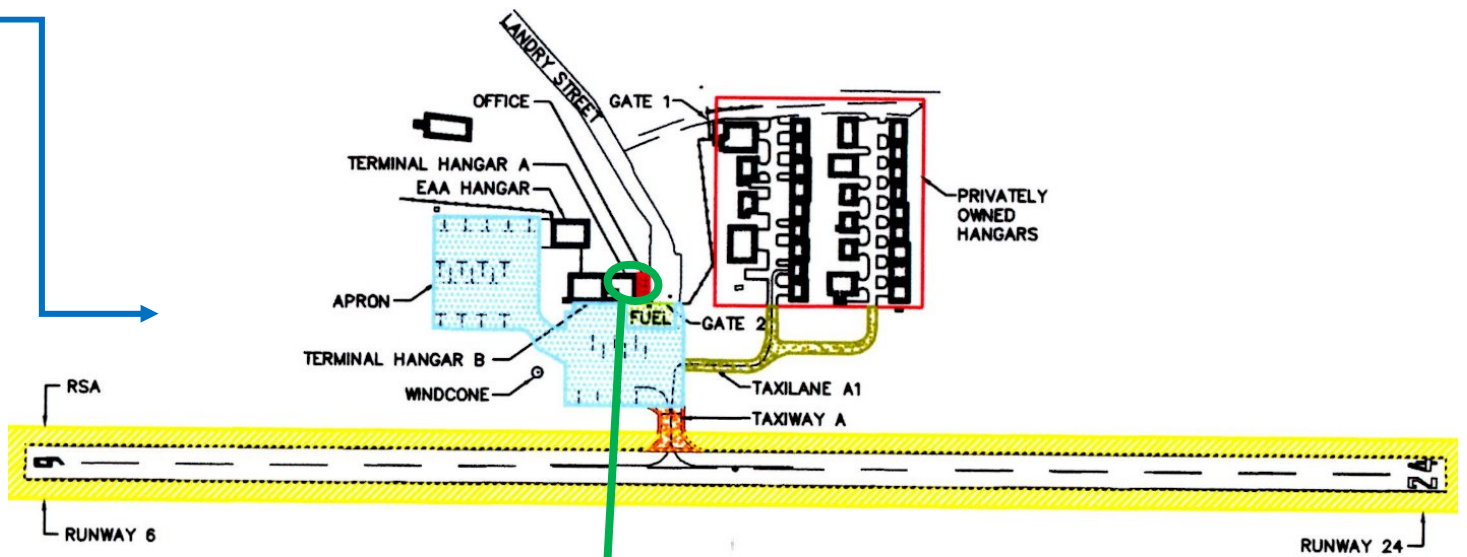
APPENDIX 3
AIRPORT DIAGRAM



***Area 1 Enlarged**

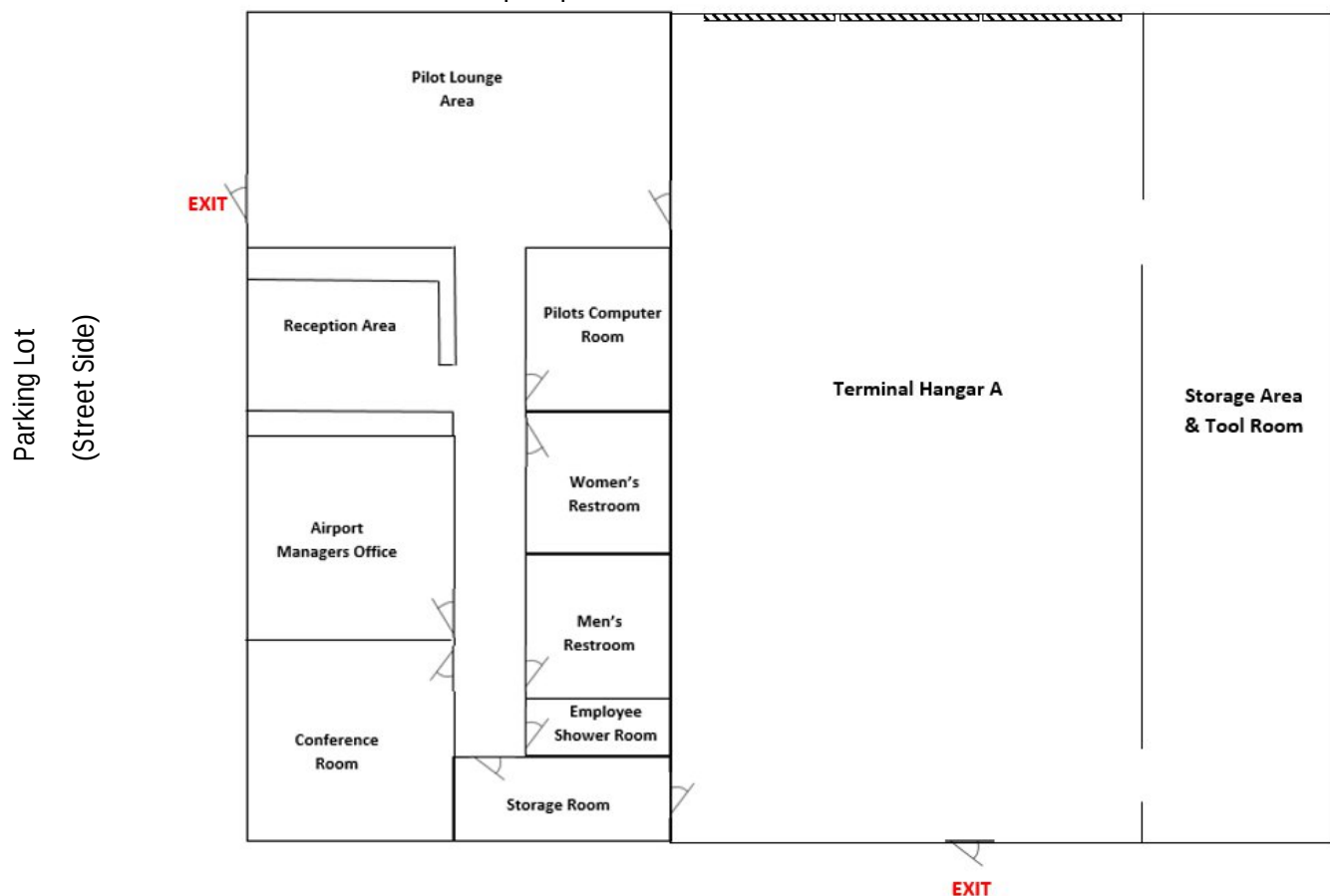
FOUO

***Area 1 Enlarged**



***Area 2 Enlarged**

Fuel Pump / Apron



FOUO

***Hangars/Apron/Main Entrance Enlarged**



FOUO

APPENDIX 4

AIRPORT SECURITY INCIDENT REPORT

Airport Security Contacts should complete and submit this form to the Maine Dept. of Transportation; Office of Aviation, after a security incident has been reported to local law enforcement or 1-800-GA-SECURE.

Airport Name: BIDDEFORD MUNICIPAL AIRPORT (B19)

Associated City Name: CITY OF BIDDEFORD

Security Contact Person: _____

Telephone Number: _____

E-mail: _____

Date of Incident: _____

Reported to: _____

Description of Incident:

Description of follow-up by law enforcement:

Definitions:

Aviation Security Advisory Committee (ASAC) - Established in 1989 after a terrorist attack on Pan Am flight 103, the Aviation Security Advisory Committee provides advice to the TSA administrator on aviation security matters, including the development, refinement, and implementation of policies, programs, rulemaking, and security directives pertaining to aviation security.

Biddeford Municipal

Airport



Ground Vehicle Rules

The Biddeford Municipal Airport (B19) is a non-towered airport, meaning it does not have an air traffic control tower. The only vehicles allowed within the fenced in area of the airport are those who own a hangar, rent space in a hangar or tie down area, or are otherwise associated with the airport. Anyone requiring vehicle access to the airport must provide the vehicle information for each vehicle they plan on driving, copy of a valid driver's license, and proof of insurance in accordance with minimum standards. Speed limit of 10mph shall be observed inside the gated area.

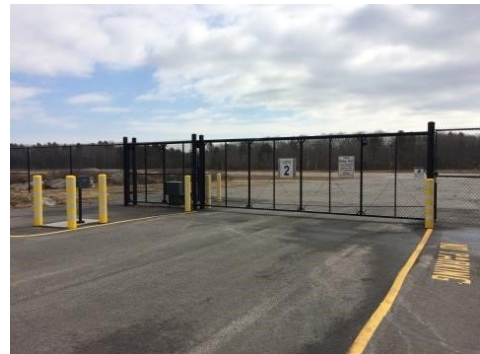
Parking at the Airport:

For those who have access to a privately owned hangars, parking within the fenced-in area of the airport, but only at a designated parking area for the privately owned hangar and not to interfere with safe transit of aircraft or vehicles on taxi lanes. Vehicles/equipment shall not be stored outside of hangars. For all others that have vehicle access, you must park your vehicle in the parking lot outside the fenced-in area, if you will be leaving your vehicle unattended for any amount of time. If you will be leaving your vehicle at the airport overnight, then you will need to park in the long-term parking area. For anyone who parks in the long-term parking area, you will need to provide the Airport Manager with your contact information and vehicle information.

Gate Access:

Anyone who requires gate access will need to see the Airport Manager, and complete the *Gate Access Card Application*, and pay the associated fee, before being given a gate access card. In order to improve safety and mitigate potential conflict between vehicles and aircraft, Gate 1 shall be utilized by all private hangar owners and their guest. Gate 2 may be utilized for access to by plane owners leasing city owned hangars, apron tiedowns, and for EAA hangar access.

Exceptions will be granted if Gate 1 is found inoperable for any reason or posted out of order. For those who require gate access just one time, they may see the Airport Manager, who can open the gate for them, if access to the airport required.



All vehicles are required to stop and wait for the gate to fully close upon entering and exiting the grounds. If a gate is malfunctioning or broken the Airport Manager will shut off the power and place a lock on the power source to prevent further damage, until such a time, when the gate can be repaired. If anyone should notice a gate that is not operating correctly, please notify the Airport Manager immediately.

If a gate access card is lost, stolen or damaged, it is the card holders responsibility to immediately report it to the Airport Manager, so that the card maybe disabled and a new card can be issued.

Cards shall not be loaned out. Only the individual issued the card is authorized to utilize the card. Failure to follow this rule will result in card deactivation.

Operating Vehicles within the Fenced-in Area at the Airport:

Any vehicle authorized to operate on the airport Runways, Taxiway A, or Runway Safety Area (RSA) shall be equipped with a flashing amber light and a two way VHF radio, capable of transmitting and receiving on the airport's Universal Communication (UNICOM) frequency 123.00. Any vehicle not equipped with such a radio and operating in these areas shall carry with it, a hand-held portable radio with the same frequency capabilities. Prior to entering on to the runways or taxiway the vehicle operator shall notify aircraft in the local area of his/her destination & purpose over the radio, on the proper frequency. Upon clearing the movement areas he/she shall also notify the air traffic that they have cleared the area. Self-announcements shall be made frequently while operating and working in the movement area. If communication should happen to fail while a vehicle is in the movement area or safety area, the Airport Manager will turn the runway lights on to get the attention of the vehicle.

If you are operating a vehicle on the movement areas and safety areas, your vehicle must always have an operational flashing amber light mounted/displayed on the top of the vehicle and you must carry a radio tuned to the airports UNICOM frequency (123.00).

Note: In the event that a vehicle does not have a flashing amber light, and/or radio tuned to 123.00, then that vehicle must be escorted by another vehicle so equipped.



Whenever you are driving or walking in the movement area, you must monitor the UNICOM frequency for aircraft activity and you must make position and intention announcements over the radio, when applicable. The *Movement Area*, is defined as the runways, taxiways, and other areas of the airport, which are used for taxiing, takeoff, and landing of aircraft.

Whenever you are driving or walking in the apron areas, you are not required to monitor the UNICOM frequency or have a flashing amber light on your vehicle. The *Apron Area*, is defined as the area where the aircraft park, load, unload or refuel. Accidents do occur in apron areas, there can be many pedestrians and aircrafts maneuvering around the area at the same time, so continuous vigilance is necessary.

NOTE: If driving a vehicle on a movement area or apron area, the speed limit is 10 mph.

Announcements are structured in the following way:

“Biddeford Traffic,” Identity, Specific Location, Intention, “Biddeford Traffic”

For example: "Biddeford Airport, Airport Maintenance Vehicle, Holding short runway six, Proceeding down runway six, Biddeford Airport"

Should violations of ground vehicle rules occur, the following consequences will result:

1st Offense: The operator will receive a verbal warning and on-the-spot remedial training. If the operator refuses to receive remedial training, then their driving privileges will be suspended until remedial training is completed.

2nd Offense: The Airport Manager will suspend airport driving privileges of the offending driver for a period of not less than 5 days and the driver shall take remedial training.

3rd Offense: The driver's rights to operate a motor vehicle on the airport will be revoked for a period of time not less than 60 days, with the potential to become permanent. Within the first 30 days of a driver's 3rd offense, the Airport Manager will discuss the situation with the Airport Commission and both parties will cooperatively determine the length of time the operators driving privileges will be revoked.

Note: If unsafe driving is observed that poses a serious hazard to aircrafts, the facility, or others operating at the Airport, the Airport Manager reserves the right to impose the penalties equal to the 3rd offense even if the driver has had no prior offenses.

Pedestrian Rules

This airport welcomes the public to enjoy have people not associated with the airport, come visit and watch planes takeoff, land and operate around the pattern. There is nothing wrong with showing people around the airport, but safety is of the utmost importance and it's imperative anyone unfamiliar with the airport operating rules be accompanied by someone, who do not have an operational need. Pedestrians must be accompanied by a pilot, the Airport Manager, or a member of the Airport Commission,.

Children under the age of 16 must be accompanied by an adult at all times on airport

property. General Information Aviation Fuel:

Aviation Fuel is for AIRCRAFT USE ONLY! If anyone needs to use a portable container to get aviation fuel, they must see the Airport Manager to sign a form stating that they intend to use a portable container to get aviation fuel for aviation purposes only. The airport cannot be held responsible for fuel stored in portable containers and all users should be aware of risk of cross-contamination.



Due to the aviation fuel being highly flammable Smoking is Prohibited on Airport Property.

All fuel & oil spills must be cleaned up and immediately reported to the Airport Manager. A spill kit is located next to the Emergency Stop Button for fuel, outside next to the fuel pump. There are directions in the spill kit, which outline how to handle fuel & oil spills. Any fuel or oil spill requiring the use of speedy-dry, rags, or socks must be recorded according to EPA regulations.

Alcohol & Tabaco Products:

Alcoholic beverages consumption is strictly prohibited on airport property.

Smoking is prohibited on airport property. The use of an E-Cigarette is prohibited inside any building on airport property.

Aircraft Storage:



All aircrafts stored outside must be located on an approved airport tie down spot and the aircrafts are required to be chocked and tied down using the standard three point tie down system. All aircrafts stored in either Terminal Hangar A, Terminal Hangar B, or Tiedown area on the Apron, are subject to the fees associated with those locations.

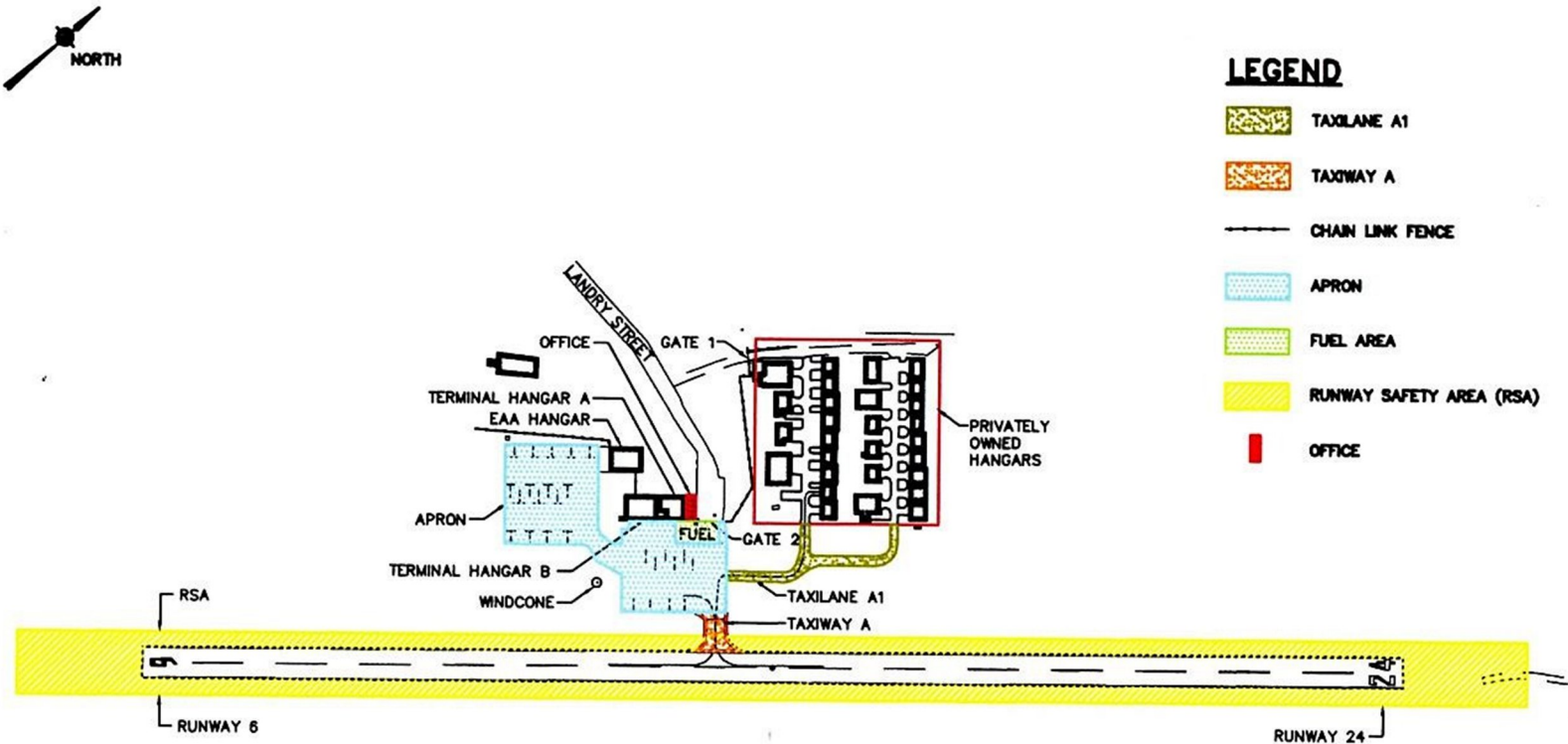
Terminal Hangar A & B are both community hangars. Terminal Hangar A is a heated hangar and Terminal Hangar B is a cold storage hangar. For information pertaining to the hangar rules, please contact the Airport Manager.

There are two tiedown areas located on the apron, where aircrafts may be tied down for extended periods of time. The tiedown area located in front of Terminal Hangar A & B and the fueling area, is primarily used for short term use, such as for the day, or overnight. The tiedown area located in the back lot of the apron, by the EAA Hangar, is primarily used for long term parking, but maybe used for short term parking, if the front lot is full or if the aircraft owner prefers to use it.



Please check the Airports website or with the Airport Manager for more information on current rates for Terminal Hangar A, Terminal Hangar B, and the Tiedown area.

Airport Layout



Apron:

Aircraft aprons are the area where the aircraft park, load, and unload. They vary in size, from areas that may hold five or ten small planes, to the very large areas that the major airports have. Unlike the runways or taxiways, aprons may be used by vehicles. If you are operating a motor vehicle on the apron watch out for pedestrians, parked aircrafts and aircrafts that are moving; ensure you yield the right of way to moving aircrafts. Do not assume the pilot will see you and stop, he or she may be busy with other things like radio communications or checking the aircrafts instruments. Accidents do occur involving vehicles and aircrafts, which may result in property damage, personal injury, and in some cases, death. The speed limit on the apron is 10 mph at B19.



Taxiway A:

This taxiway is an apron taxiway, this is designed for low speed and precise taxiing. Providing access from the runway, to aircraft parking positions and other terminal areas. Only vehicles

with an operational need should be driving on this taxiway and must be equipped with a flashing amber light and a radio capable of transmitting on the UNICOM frequency.

Taxilane – A1:



This taxilane provides access to the privately owned hangars at the airport. Only those that require access to the privately owned hangars are granted access to Taxilane – A1. Taxilanes are usually, but not always, located outside the movement area, providing access from taxiways to aircraft parking positions and other terminal areas. Vehicles are not required to have an amber flashing light or radio when driving on this area, but it is recommended.

Runway 6 & 24:

These are the only two runways, at the Biddeford Municipal Airport and are oriented Northeast and Southwest. Runway 6 is on the Southwest end and Runway 24 is on the Northeast end. Runway 6 is equipped with a VASI to help assist pilots in their approach. There is no taxiway at this airport, which allows pilots to taxi to the ends of the runway. From Taxiway A, pilots have to back-taxi down the runway to reach the end of the runway, in order for them to take off.



Runway Safety Area (RSA):

A defined surface surrounding the runway prepared or suitable for reducing the risk of damage to aircraft in the event of an undershoot, overshoot, or excursion from the runway. This airport's RSA extends down both sides of the runways and past the ends of the runways, the approximate area of the RSA at the end of the runways is 150' x 300'. Vehicles in this area are required to have a flashing amber light and radio capable of transmitting on the UNICOM frequency and pedestrians are required to carry a radio with the same capabilities.

Foreign Objects and Debris (FOD)

Items big and small, such as trash, rocks, branches, nuts & bolts, and other debris can be considered as FOD and these items can create a serious hazard for aircrafts. Something as simple as everyday trash, could potentially puncture a tire, dent or puncture wings and cause damage to other parts of an aircraft, making the aircraft unsafe. It is everyone's job to look for FOD and pick up any FOD they see.



There are a few things everyone can do to help make our airport a safer place and minimize FOD by following these basic principles:

- Put all your trash in a covered container. It is almost always breezy on the airfield, so wrappers and bags can blow away easily.
- Get in the habit of picking up any trash and rocks that may be a hazard.
- Keep an eye out for nails, bolts and other small metal pieces that can puncture tires easily. If you see any, pick them up.
- Avoid tracking mud and rocks onto the pavement surfaces.



Vehicle / Aircraft Accidents

Everyone tries to prevent accidents occurring between vehicles & aircrafts, and to help prevent accidents from occurring at the airport, there are a few things everyone needs know. Aircrafts always have the right of way over other vehicles. Never assume that the pilot sees you and will wait to let you go first. Vehicles need to give an aircraft plenty of room to pass by; the pilot may have a limited view from the cockpit. If you must work near or next to a parked aircraft, approach the aircraft slowly and remain far enough away from it, that you do not block its path or the path of other vehicles, especially around the fueling area. Additionally, ensure you never drive under an aircraft's wings, to prevent accidentally hitting an overhanging wingtip. If you do accidentally hit an aircraft, another vehicle, or other property, stop immediately and report the incident, in accordance with the airports rules and regulations.

- How to Report a Vehicle / Aircraft Accident

If you consider the situation an emergency, and require immediate medical attention, immediately dial 911. If you do not consider the situation an emergency please call one of the numbers below, beginning with the Airport Manager. The Airport Manager will be able to help locate the owner of the aircraft or vehicle and will be able to assist you in handling the situation. A list of emergency numbers is located below.

Aircraft Accidents & other Emergencies

In the event that you witness an aircraft accident or are involved in one, for example an aircraft crashing on landing or takeoff, or witness any other emergency, there are a few things you need to immediately do. If you feel that the situation is in need of emergency services, such as medical personal, police, or if there is a fire, immediately dial 911 and report the location as 88 Landry Street, Biddeford, ME 04005. If you have a radio available, and the accident occurred on the runway and is/or could be affecting aircraft operations, make a radio call letting other pilots in the area know that a situation has occurred and they will not be able to land on the runway. You do not need to give details of the event and there is a radio available in the office building to use. Report the incident to the Airport Manager as soon as possible.

If you are in need of a first aid kit, one is located in the office building behind the counter. If you are in need of a fire extinguisher for an aircraft related fire, there is one located outside by the fuel pump

station. Whether you witness an accident or another emergency occur, or if you are involved in one, make sure you report it by either dialing 911 or contacting the Airport Manager, immediately.

Contact Information:

In Case of an Emergency – Dial 911 First

Report Location: 88 Landry St., Biddeford, ME 04005

UNICOM Frequency: 123.00

Airport Manager

Pete Donaher

Office: 207 – 282 – 2893

Cell: 207 – 468 – 3261

City Manager

James Bennett

Office: 207 – 284 - 9313

Biddeford Fire Dept.

207 – 282 – 6632

Biddeford Police Dept.

207 – 282 – 5127

York County Sheriff Dept.

207 – 324 – 1113

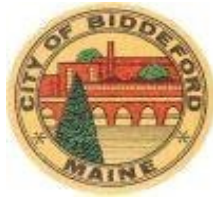
Maine State Police

1 – 800 – 228 – 0857

U.S. Coast Guard, Search & Rescue

1 – 800 – 410 – 9549

**Application:
Security Gate Card**



Pete Donaher, Airport Manager
88 Landry St.
Biddeford, Maine 04005
207-468-3261
airportmanager@biddefordmaine.org

A deposit of \$10 per card is required; a refund will be given upon surrender of the card(s) in good condition. In order to receive a gate card remit:

1. This completed, legible application;
2. A copy of your valid drivers license; and,
3. Cash or check made payable to City of Biddeford, Maine for \$10 per card

LIST your Card Number Here:

No. 000792 9525

To improve safety & minimize FOD on the apron, hangar owners shall use Gate 1 to enter/depart B19.

Name(s)			
Mailing Address	Street:		
	City, State, Postal Code:		
Residence Address or Alternate address	Street:		
	City, State, Postal Code:		
Primary Phone Number	()		
Alternate Phone Number	cell ()		
	work ()		
Email Address			
Aircraft N Number(s)/or other justification for access			
Hangar or Tiedown Location			
Auto make/model/state/ plate number	Make	Model	
	Color	Plate Number	
Additional Info/ Note			
I have read, understand, and will abide by the Biddeford Municipal Airport's Pedestrian and Ground Vehicle Rules and General Information. I understand that not doing so may result in a suspension and/ or revocation of my driving privileges at the airport. Card use limited to individual it whom it was issued.	Applicant Signature		
This form is written in accordance with 14 CFR § 139.329 Pedestrians and ground vehicles. This record will be maintained in the airport manager s office for the duration of your tenancy and at least 24 months after your access has been terminated. All records are subject to FAA inspection.			
FOR OFFICE USE			
Received: cash - or- check#	Amt:		
Card Issue Date			

rev 05.18.2021