

City of Biddeford
Airport Commission
January 25, 2024 6:00 PM Council Chambers
205 Main Street
Biddeford, Me 04005

Status:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Acceptance of Minutes: November 30, 2023**
 - 3.1. Minutes from November 30, 2023
[Airport Commission Minutes - 11-30-2023.docx](#)
- 4. Update: Gale Associates**
- 5. Airport Manager / Director of Public Works**
- 6. New Business**
- 7. Next Meeting: February 22, 2024**
- 8. Adjourn**

Biddeford Airport Commission Meeting Minutes
November 30, 2023 @ Biddeford Public Works Department

Chair Carmen Bernier called the meeting to order at 6:03 p.m.

Roll Call: Carmen Bernier, Jerry Bernier, Roland Pelletier, Fred Oliver, Tom Bryand, Parker Montano

The Commission dispensed with the Pledge of Allegiance since there was no American Flag.

Nomination of Vice Chair:

Motion by Member Pelletier, seconded by Member Bryand to nominate Fred Oliver as the Vice Chair. The vote was unanimous.

Acceptance of Minutes: October 26, 2023

Motion by Member Bryand, seconded by Member Montano to accept the minutes as printed. The vote was unanimous.

Gale Associates Update:

Adam Cutler from Gale Associates was present to provide the following update:

1. Final Design and Construction Phase Services for Runway 06-24

This project includes the preparation of final construction phase design plans and specifications 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, as well as all Gale and FAA Reimbursable Contracts, and the Construction Contract with the low bidder. (This project description is from the Gale Monthly Project Update that was distributed to the Commission members)

The project is complete; however, the grant has not been closed out. Gale is currently waiting for the Independent Fee Estimate (IFE) for the two Gale contracts associated with this project. The Commission and City Staff are working on getting the IFE completed.

2. Purchase of Snow Removal Equipment (SRE)

A new Loader with rotary plow (snow blower) has been purchased and delivered to the Airport and the equipment has been inspected by Gale. Closeout documents have been submitted to MaineDOT, and Tim Lesiege from MaineDOT is processing the final reimbursement to the City. Asst. Public Works Director Joe Lovejoy will look into whether the City has received that reimbursement.

3. Reconstruct West Apron

This project consisted of reclaiming and reconstructing the West Apron, installing draining infrastructure, installing new aircraft tie-down anchors and marking tie-downs. Grant applications have been prepared and submitted to FAA. All work on this project has been

completed; with an expected follow-up in the Spring to ensure that the seeding takes and there is grass growth. Once this occurs, a final inspection will be done and the grant will be closed out.

4. Reconstruct Terminal Apron

This project will consist of reclaiming and reconstructing the Terminal Apron, installing drainage infrastructure, installing new aircraft tie-down anchors and marking the tie-downs.

A scoping meeting has been completed and Gale is preparing the scope of work for this project. The scope of work will then be reviewed by the FAA and MaineDOT, as well as this Commission. Future actions include:

- Once a contract is in place, Gale's surveyor and Geotechnical Engineer will visit the site to perform investigative work.
- With the results of the surveyor and Geotechnical Engineer, design of the project is expected to begin in mid-January.
- The hope is to bid the project by the end of February for a Spring construction start.
- It is expected that an IFE will be needed for this project.

5. Underground Fuel Tank:

In conjunction with the Reconstruct of the Terminal Apron Project, if the City allocates funds in the FY25 budget for the removal of the underground fuel tank, the tank would be filled with foam and remain where it currently is. An expectation is that an above-ground fuel tank would be installed during this project.

Airport Manager/Dept. of Public Works Asst. Director Update:

Asst. Public Works Director Joe Lovejoy gave the following update:

- The fuel tank is checked on a daily basis.
- Two large beaver dams have been found on airport property. Public Works has obtained the necessary permits and has been working with a Trapper to knock down one section of the dam at a time.
- The airport has been marked out for winter operations. It was noted that the abandoned brown airplane needs to be moved to the back of the West Apron.

Richard Rhames, a citizen who lives in Ward 3, was present at the meeting and asked about where the City is posting meeting notices.

Richard discussed an EPA Notice of Public Endangerment and expressed his concern with the leaded fuel that airplanes use (AVGAS), noting that any amount of lead is dangerous.

The next meeting has been set for Thursday, January 25, 2024.

Motion by Member Bryand, seconded by Member J. Bernier to adjourn.

Vote: Unanimous.

Time: 6:37 p.m.

Respectfully Submitted by Carmen Bernier, Commission Chair