

Meeting Minutes

Airport Committee Wiscasset Municipal Airport

Meeting Date: February 4, 2009

Time: 6:00 pm

Location: Airport

Present: Ken Boudin (Chair), Bryan Buck, Ervin Deck, Pam Brackett, Steve Williams

I. Manager's Report

a. Budget

- Week 31: 59.6%
- Expenses: 63.0%
- Revenue: Not available

b. Maintenance

- Windsock for the Runway 7 end does not fit (possibly because of the cold weather it would not stretch). Erv will order a different type.
- Received MDOT inspection results from last summer. Two issues of primary concern are pavement cracks in the runway and apron, and condition of refueling hoses. Erv will start work on preparing a request for prices to repair the cracks and will check into purchasing replacement fuel hoses. Copy of inspection report dated xxx is attached.

II. FBO Report. David Stapp provided a brief overview of the FBO.

III. Open Issues

a. Consultant Reselection. Erv has obtained a rough draft of the MDOT RFQ language and will prepare a draft RFQ for the AAC in time for the March meeting. Erv suggests we go out for reselection in April.

b. Decommissioning of NDB. Received paperwork from FAA that officially terminates the NDB Runway 25 approach procedure (see attached).

c. FAA Land Release (NDB property). Erv contacted Donna Witte, FAA New England Region who indicated the requirements for the land release, which includes an appraisal. See email attached. Erv will discuss with Town Manager. Follow-up, Erv discussed this item with the Town Manager on Thursday, February 5, who authorized Erv to find and contract with an appraiser to determine the value of the land.

d. Land Leases

- **Falvey Lease:** Erv met briefly with the Board of Selectmen who indicated he must forward this and other leases to the town attorney.

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e. SRE Building

- Erv and Ken met with the Board of Selectmen at a workshop on January 23 who reviewed the bid specifications and authorized its release, including publication in the Lincoln County News.
- Bids were received (nine total) and read at the Board of Selectmen meeting on February 3. Following the reading, Ken and Erv reviewed the bids and recommended acceptance of the low bid by CB-Concrete of West Gardiner, Maine. The Board of Selectmen agreed and authorized the Town Manager to sign the grant request.
- The SRE acquisition grant was signed by the Town Manager and submitted to the FAA and MDOT on Thursday, February 5.

- f. Airport Advisory Committee Opening.** The Board of Selectmen appointed Steve Williams to the AAC at their January 20, 2009 meeting. This leaves the AAC one member short.

IV. New Issues

- a. Land Leases.** In addition to the Falvey lease we have two new land lease requests. Setting up workshop with Selectmen.
- Dave Hewitt: Seeks a lease to construct a hangar in the vicinity of the conventional hangars along the back apron. Erv has the draft and will review and submit to the Board of Selectmen. The AAC set the starting lease rate at \$0.15/square foot.
 - Steve Williams: Seeks a through-the-fence agreement to connect from newly acquired property along Chewonki Neck Road and the airport. Erv will prepare draft agreement for review.

V. Adjournment

The meeting was adjourned at 10:10 am

VI. Next Meeting

Date: Wednesday, February 4, 2009

Time: 6:00 pm

Location: Airport

Distribution:

Airport Committee Members
Town Manager
Board of Selectmen
Town Administrative Assistant