

AUBURN-LEWISTON MUNICIPAL AIRPORT
BOARD OF DIRECTORS MEETING
AUBURN, MAINE

February 7, 2013

The Auburn-Lewiston Municipal Airport Board of Directors Meeting was held on Thursday, February 7, 2013 at 5:30 p.m. at Auburn-Lewiston Municipal Airport, 80 Terminal Drive, Auburn, Maine.

Present: Chairman Plourde.

Board Members Present: Hayes, Thompson, Hunter, Dycio, Cayer, Lunt, Morgan and Deschene.

Also Present: Rick Lanman, Airport Manager.

Chairman Plourde called the meeting to order at 5:35 p.m.

ON MOTION BY MR. LUNT SECOND MR. DESCHENE VOTE (1) TO APPROVE THE MINUTES OF JANUARY 3, 2013 AND PLACE THEM ON FILE.

VOTE: 6:0

ON MOTION BY MR. THOMPSON SECOND BY MR. DESCHENE VOTE (2) TO APPROVE THE MINUTES OF FEBRUARY 1, 2013 AND PLACE ON FILE.

VOTE: 5:0:1

Mr. Lunt abstained.

Manager Lanman updated the board that airport maintenance and airport line service are both located in the Air Center hangar (formerly FBO-TCAS)

Civil Air Patrol will be holding their monthly meetings at our airport, in the conference room, not to conflict with board meetings.

The local Katahdin Wings Chapter 99's will also be using this location for some of their meetings. They use multi airports.

Ms. Hunter and Mr. Dycio arrived.

FINANCIAL REPORTS

Manager Lanman reviewed the treasurer's report with the board. At this airport, aircraft fuel prices have been lower than the previous months. When requested, the airport is invoicing based aircraft for fuel for lower costs to them with their knowledge of paying within 30 days and by cash or check, (this eliminates the extra fees associated with credit cards). TCAS signage will be removed in the next few weeks. Christian Hill materials are low due to the economy. Shovel ready projects were completed last year-those federal funds have been completed. Snow removal contracted out is usually more expensive due to most charge by the season and there are safety measures especially with the moving aircrafts.

ON MOTION BY MR. DESCHENE SECOND BY MS. HUNTER VOTE (3) TO APPROVE THE FINANCIAL REPORTS AS PRESENTED.

VOTE: 8:0

ACCEPTANCE OF STEVE MORGAN AS CHAMBER REPRESENTATIVE TO AIRPORT BOARD.

ON MOTION BY MR. DYCIO SECOND BY MR. LUNT VOTE (4) TO ACCEPT STEVE MORGAN AS THE CHAMBER NOMINATION TO THE AIRPORT BOARD OF DIRECTORS.

VOTE: 8:0

WELCOME BACK STEVE!

L/A FLYING SERVICE FLIGHT SCHOOL LEASE

Reasonable rate per square footage is being charged the same rate as the café, per FAA grant assurances. Non-renewal but negotiable at the end of a two year period. Aeronautic leases need to be at fair market rates, non-aeronautic leases (café) can be charged at a higher rate if desired. This flight school will bring more business to the airport.

ON MOTION BY MR. LUNT SECOND BY MR. DYCIO VOTE (5) TO ACCEPT THE LEASE AS PRESENTED.

VOTE: 9:0

LUFTHANSA TECHNIK NORTH AMERICA LEASE ADDENDUM

Lufthansa's addendum to the current lease will bring it up to May 2015 to continue on their project at the airport, with a rent reduction, estimated at \$6,000/year, based on negotiations of fuel when they leave to be purchased from the airport, and to have the lease retroactive to July 1. Schott's lease was also reviewed and the board is looking for at least a break even on both leases. The added benefit of Lufthansa being in Auburn covers costs for housing and expenses associated with 500 employees in the area. Lufthansa is also looking for more dry storage space for engines, if not on the airport, then off airport pending location.

ON MOTION BY MR. DESCHENE SECOND BY MS. HUNTER VOTE (6) FOR MANAGER LANMAN TO HAVE AUTHORITY TO EXECUTE THE LEASE WITH LUFTHANSA UNPON 3 NEGOTIATING POINTS AS OUTLINED, 1). RETROACTIVITY TO JULY 1, 2012 EFFECTIVE DATE JUNE 1, 2012, 2). ALL FUEL AND OIL TO BE PURCHASED FROM THE AIRPORT EXCLUSIVELY, 3). FOR THE RENT PAYMENT CLOSER TO THE CURRENT ANNUAL LEASE ARRANGEMENT.

VOTE: 8:0:1

Mr. Lunt opposed.

REVISED FY 13 BUDGET

No changes from the last meeting to the basic revenues and expenses. Salaries and other operations expenses added for the Air Center.

ON MOTION BY MR. LUNT SECOND BY MS. HUNTER VOTE (7) TO APPROVE THE REVISED FY 13 BUDGET AS PRESENTED.

VOTE: 9:0

ELECTION OF OFFICERS

ON MOTION BY MR. MORGAN SECOND BY MR. THOMPSON VOTE (8) FOR THE CURRENT SLATE OF OFFICERS REMAIN THE SAME – MR. PLOURDE AS CHAIR, MR. LUNT AS VICE CHAIR, AND MS. HUNTER AS TREASURER.

VOTE: 9:0

TREASURER'S AUTHORITY

ON MOTION BY MR. MORGAN SECOND BY MR. DESCHENE VOTE (9) THE AIRPORT'S ELECTED TREASURER, HEATHER HUNTER, HAS THE AUTHORITY TO PURCHASE AND SELL CD'S FOR THE AIRPORT BOARD IN ACCORDANCE WITH THE AUBURN-LEWISTON AIRPORT INVESTMENT POLICY DATED JANUARY 1996 WITH THE TERM ENDING WITH THE NEXT ELECTION OF OFFICERS.

VOTE: 8:0:1

Ms. Hunter abstained.

ON MOTION BY MS. HUNTER SECOND BY MR. DYCIO IT WAS VOTE (10) TO GO INTO EXECUTIVE SESSION TO DISCUSS SALARIES.

VOTE: 9:0

ON MOTION BY MS. HUNTER SECOND BY MR. DYCIO IT WAS VOTE (11) TO COME OUT OF EXECUTIVE SESSION AND ADJOURN THE MEETING AT 7:15 P.M.

VOTE: 9:0

Respectfully Submitted,

Rick Lanman Airport Manager