



## Auburn Lewiston Municipal Airport

80 Airport Drive, Auburn, ME 04210  
(207) 786 0631 FAX: (207) 782 3024  
www.flytomaine.com

### **LOG IN FOR ZOOM MEETING March 8, 2023**

THE MEETING IS NO LONGER HYBRID. YOU MAY VIEW THE MEETING ON ZOOM ONLY. THERE WILL BE NO PARTICIPATION PERMITTED VIA THIS METHOD.

THOSE WISHING TO ATTEND IN-PERSON MAY APPEAR AT AUBURN LEWISTON AIRPORT, 80 AIRPORT DRIVE, AUBURN MAINE, IN THE TERMINAL BUILDING.

FOR THOSE WISHING TO VIEW VIA ZOOM, NO PRE-REGISTRATION IS REQUIRED. HOWEVER, YOU MUST PROVIDE A VALID FIRST AND LAST NAME IN ORDER TO BE ADMITTED INTO THE MEETING

Topic: Auburn Lewiston Airport's Zoom Meeting  
Time: March 8, 2023, at 05:30 PM Eastern Time (US and Canada)

**\*\*PLEASE USE THE MEETING LINK ATTACHED HERE. PLEASE DO NOT USE PRIOR MEETING LINKS\*\***

Join Zoom Meeting <https://us02web.zoom.us/j/87548027075>



**Auburn Lewiston Municipal Airport  
Board of Directors  
Workshop & Meeting Agenda  
March 8, 2023  
Administrative Conference Room 80 Airport Drive, Auburn, Maine**

**5:30 P.M. Workshop**

- A. Aircraft Excise Tax (Presentation from Allison Navia, Sanford Airport Manager)
- B. FY2024 Operations, FBO, and CIP Budget Discussions (continued)

**7:00 P.M. Board of Directors Meeting**

- I. **Consent Items** – All items with an asterisk (\*) are considered routine and will be enacted by one motion.
  - 1. January 18<sup>th</sup> Resignation from Board from Brian Pickard (Chamber of Commerce)
  - 2. February 13, 2023 Resignation as Chairman from Robert McCarthy
  - 3. Updated Bylaws dated as of February 2, 2023 as amended
  - 4. AVCOG Board Appointment Letter for Larry Allen, effective March 1, 2023
- II. **Minutes**
  - 1. February 2, 2023 Board Meeting
- III. **Financial Report** – Treasurer
- IV. **Communications**
- V. **Public Comment** – *Members of the public are invited to speak to the Board of Directors about any issue directly related to airport business.*
- VI. **Old Business**
  - 1. Authorizing the Airport Manager to execute the self-serve fuel proposal as recommended and extending consulting engineering contracts as necessary to complete the project.
- VII. **New Business**
  - 1. Election of Chair of Board of Directors
  - 2. Resolution authorizing outstanding Accounts Receivable from Mike's Runway Diner to be written off (Total: \$16,515.79)
  - 3. Adoption of Financial Management policy establishing a process for transfer funds between budget lines during a fiscal year

4. Resolution supporting the elimination of the aircraft excise tax in Maine.

#### **VIII. Reports**

1. Chairman's Report
2. Board of Directors Reports
3. Airport Manager Report

#### **IX. Executive Sessions**

1. Real estate negotiations for potential lease of airport property pursuant to 1 MRSA 405(6)C
2. Real estate negotiations for potential acquisition of property pursuant to 1 MRSA 405(6)C
3. Personnel matter pursuant to 1 MRSA 405(6)A
4. Personnel matter pursuant to 1 MRSA 405(6)A
5. Personnel matter pursuant to 1 MRSA 405(6)A (Airport Manager Review)

#### **X. Adjournment (Next Meeting, March 29, 2023 Budget Workshop)**

Executive Session: On occasion, the Board of Directors discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Director must make a motion in public. The motion must be recorded. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable are:

A. Discussion of personnel issues

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency

D. Labor contracts

E. Contemplated litigation



415 Lisbon Street, Suite 100 | Lewiston, ME 04240 | Phone: (207) 783-2249

January 26, 2023

Robert McCarthy  
% Auburn Lewiston Airport Board of Directors  
80 Airport Dr.  
Auburn, ME 04210

Dear Chairman McCarthy:

I am writing to officially confirm my resignation from the airport board of directors as indicated in my January 18, 2023 email. The commitment required has grown in the short time I have served on the board. This increased commitment coupled with the growing demands of my work with Strengthen LA and the Chamber make preparing and engaging in a meaningful way difficult which is a disservice to both the board and my other commitments.

It has been a pleasure working with you and others and will continue to support the efforts of the airport in my other roles.

Best of luck.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian Pickard", with a large, stylized flourish at the end.

Brian Pickard  
Director of Community Workforce Partnerships  
Strengthen LA

## Jonathan P LaBonte

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**From:** Robert A. McCarthy <RMcCarthy@lewistonmaine.gov>  
**Sent:** Monday, February 13, 2023 8:46 PM  
**To:** 2022 Elected Officials  
**Cc:** Airport Manager; Jonathan P LaBonte; Tracy J. Roy; knadeau@kean-us.com; marc@mbmetalfab.com  
**Subject:** Airport board

Good evening,

Due to recent events, I have decided to step down from the position as Chairman of the Board at the airport. I am going to take a week to decide if I am going to continue with the board at all. I no longer have the passion needed to accomplish the changes that I envisioned, and I will not do anything at less than 100% effort.

Warm Regards  
Bob McCarthy



**BY - LAWS**  
OF THE  
**AUBURN-LEWISTON AIRPORT**  
**BOARD OF DIRECTORS**

Revised and Approved  
on 6/22/90.  
Revised and Approved  
on 12/7/00.  
Revised and Approved  
on 9/2/21.  
Revised and Approved  
on 2/2/23.

**BY-LAWS  
OF THE  
BOARD OF DIRECTORS  
AUBURN-LEWISTON AIRPORT**

ARTICLE I PREAMBLE

Section 1. Name

The name of the board is the Auburn-Lewiston Municipal Airport Board of Directors (hereinafter referred to as Board).

Section 2. Scope

These By-Laws are intended to augment the Interlocal Agreement by addressing items not fully covered there.

Section 3. Purpose

The purpose of this Board will be to:

- a. Operate and maintain the Auburn-Lewiston Municipal Airport.
- b. Conduct strategic planning and implement projects and improvements necessary to maintain and improve the infrastructure of the airport to provide for continued access by the cities of Auburn and Lewiston as well as the surrounding communities to the national airspace system.
- c. Encourage the economic growth of the airport by attracting new businesses to the airport and surrounding airpark(s).
- d. Develop policies that encourage the economic self-sufficiency of the airport.

Specifically, the purpose of this Board is

- a. to stimulate aeronautical development and expansion at the Auburn-Lewiston Municipal Airport, as appropriate to users' needs and the needs of the cities of Auburn and Lewiston as well as those of the area communities, through defining and setting into motion policies, projects, and programs that will increase airport viability and result in increased airport and community growth.
- b. To manage the existing Auburn-Lewiston Municipal Airport, its primary property being situated on the Hotel and Lewiston Junction Roads, Auburn, consisting of land and buildings, easements, fixtures, equipment and tools, and all other property both real and personal which is part of or used at the existing airport facility together with all leases, bank accounts, accounts receivable, and all other intangible property.



#### Section 4. Intentions

It is the intention of the Board to seek assistance from federal, state and local government as well as the private sector in the forms of grants, loans, and any other available assistance to carry out the goals of this Board. The Board will seek laws, ordinances, codes, and so forth, at local, state and national levels to further the growth and development of the Auburn-Lewiston Municipal Airport. The Board shall endeavor to assist and influence both the public and private sectors of the cities of Auburn and Lewiston as well as surrounding communities, as it may be appropriate to furthering the purposes of the Board.

#### Section 5. Principal Officers

The Officers shall be a Chairperson, a Vice Chairperson, and a Treasurer. The Chairperson, Vice Chairperson, and Treasurer must be Board Members and shall be elected by the Board. The Board's Secretary shall be the airport manager, unless otherwise elected by the Board.

### ARTICLE II. AUBURN-LEWISTON AIRPORT BOARD OF DIRECTORS

#### Section 1. Membership

(See Interlocal Agreement. The structure is explained in Article III therein.)

#### Section 2. Officers

##### a. Chairperson

The Chairperson shall have the general control and management of the Board, subject to any specific power delegated by the Board and shall preside at all meetings of the Board. The Chairperson shall be allowed to vote on all matters. S/he shall perform such other duties as may be prescribed by the Board from time to time, and shall execute all deeds, leases, bonds, mortgages, and all other contracts and papers of which this Board is a party under the seal of the Board or airport.

##### b. Vice Chairperson

The Vice Chairperson shall assist the Chairperson in carrying out the latter's duties. Additionally, the Vice Chairperson shall preside at Board meetings in the Chairperson's absence and assumes the responsibilities of the Chairperson in the Chairperson's absence.

##### c. Treasurer

The Treasurer shall review the financial condition of the Airport and report to the Board on a regular basis.



d. Secretary

The Secretary shall keep a faithful record of all meetings of the Board and send proper notices of the meetings of said Board and generally perform those duties as may be required by the Chairperson and Board Members.

Section 3. Removal of Officers from Office

A two-thirds majority vote of the total Board membership shall be required for removal from office.

ARTICLE III. MEETINGS

Section 1. Regular Meetings

Regular meetings of the Board shall be held on a monthly basis at a time and public place previously designated by the Board. Any Board Member not present must conform to the "Remote Board Meeting Policy" adopted by the Board of Directors at a meeting duly called to do so with no written proxy permitted. Notices of a regular meeting shall be sent by the Secretary to each Board Member at least five days before such meetings. Each member is required 66% attendance (i.e., attend 8 out of 12 concurrent meetings) unless excused by the Chair. Failure to meet required meetings may result in dismissal.

Section 2. Special Meetings

Special meetings of the Board can be called by the Chairperson or simple majority of the total Board membership upon reasonable notice to all members to administer the affairs of the Board.

Section 3. Proceedings

All meetings shall be conducted in accordance with Robert's Rules of Order and the Articles of the Maine State "Right to Know" Law Title 1, Section 401, and following.

Section 4. Quorum

A majority of the incumbent members, not counting vacancies, shall constitute a quorum for conducting business. Directors present at a duly organized meeting may continue to transact business until adjournment, notwithstanding the withdrawal of directors to leave less than a quorum.

Section 5. Board of Directors

All motions must be passed by a simple majority of the total Board membership in order to constitute action.



## ARTICLE IV. ADMINISTRATION

### Section 1. Fiscal Year

The fiscal year of the Board shall begin on the first day of July in each year and end at midnight on the thirtieth day of June in the following year.

### Section 2. Estimating Annual Expenses and Revenues

The Board will annually prepare a budget for its next fiscal year itemizing expenses of operations, maintenance and repairs, costs of contemplated capital improvements and payments of principal and interest on fixed indebtedness and other borrowing. The budget will also include such other details as to present assets, surplus, accounts receivable, expenses, and liabilities as the Board shall deem advisable and as the cities of Auburn and Lewiston may reasonably require. The Board will also estimate the anticipated revenues of the Board for the forthcoming fiscal year to be derived from rentals of buildings and equipment, fees charged for the use of the airport facilities, sale of surplus property, and any other source(s).

### Section 3. Notice of Apportionment

In any year which the airport's anticipated expenses exceed anticipated revenues, the Board shall give notice of apportionment to the cities of Auburn and Lewiston. Such notice of apportionment will be submitted to each city in time for inclusion in their respective budgets for their next fiscal year.

## ARTICLE V. COMMITTEES

The Chairperson may from time to time appoint committees composed of Board Members and other, whenever deemed necessary or desirable in carrying out the business of the Board.

## ARTICLE VI. AMENDMENTS

The foregoing By-Laws may be amended at any regular or special meeting of the Board by a vote of a simple majority of the total Board membership.

**END OF BY-LAWS**



February 28, 2023

Jonathan LaBonte, Acting Chair  
A/L Municipal Airport

Dear Jonathan,

This is to inform you of the appointment of Larry Allen, AVCOG Transit Manager and Interim ATRC MPO Director, as the employee representative of AVCOG on the A/L Municipal Airport Board of Directors effective March 1, 2023.

Regards,

Amy M. Landry  
Executive Director

**AUBURN-LEWISTON AIRPORT  
BOARD OF DIRECTORS  
MEETING MINUTES  
2/2/2023**

**BOARD PRESENT:** Chair McCarthy, Kirk Nadeau, Mr. Blais, Ms. Roy, and Mr. LaBonte

**BOARD ABSENT:** LAEGC OPEN SEAT, AVCOG OPEN SEAT; Chamber Business Member Lewiston Representative OPEN SEAT; Auburn City Councilor Representative OPEN SEAT.

**Also Present:** Airport Manager James Scheller.

**Regular Monthly Meeting**

A workshop with Jorge Pantelli from FAA was held regarding FAA Grant Assurances. This was an open session from 5:45 to 6:45. Information provided was beneficial to all.

1. Chair McCarthy called the meeting to order at 6:45 pm. Quorum was met.

The agenda was amended. Executive sessions were moved to the end of the meeting.

**ON MOTION BY MR. LABONTE SECOND BY MR. NADEAU IT WAS VOTED (1) TO ADD AN EXECUTIVE SESSION REGARDING A PERSONEL MATTER PURSUANT TO 1 M.R.S.A SEC 405 (6)(A). VOTE: 5:0**

2. Approve Minutes of January 5, 2023

Going forward minutes should be in the prescribed statute format, less detail.

**ON MOTION BY MS. ROY SECOND MR. LABONTE BY IT WAS VOTED (2) TO ACCEPT THE MINUTES OF JANUARY 5, 2023. VOTE: 4:1. MR. BLAIS OPPOSED.**

3. Approve Financial Statement of January 5, 2023

**ON MOTION BY MR. LABONTE SECOND BY MR. BLAIS THE FINANCIAL REPORT WAS VOTED (3) TO BE PLACED ON FILE. VOTE: 5:0.**

4. Public Comments:

No Comments.

5. Interlocal Agreement Language for voting/quorum establishment:

By-laws can be adjusted easier than an Interlocal Agreement.

**ON MOTION BY MR. LABONTE SECOND BY MR. NADEAU IT WAS VOTED (4) TO AMEND EXISTING BY-LAWS ARTICLE 3: MEETINGS, SECTION 4: QUOROM – FROM A SIMPLE MAJORITY OF THE TOTAL BOARD MEMBERSHIP OF THE BOARD SHALL CONSTITUTE A QUOROM; CHANGED TO A MAJORITY OF THE INCUMBENT MEMBERS, NOT COUNTING VACANCIES, SHALL CONSTITUTE A QUORUM FOR CONDUCTING BUSINESS. DIRECTORS PRESENT AT A DULY ORGANIZED MEETING MAY CONTINUE TO TRANSACT BUSINESS UNTIL ADJOURNMENT, NOT WITHSTANDING THE WITHDRAWAL OF DIRECTORS TO LEAVE LESS THAN A QUOROM. VOTE:5:0.**

6. Interlocal Agreement for Airport Board of Directors offices/nominations:

Chair: Bob McCarthy

**ON MOTION BY MR. LABONTE SECOND BY MS. ROY IT WAS VOTED (5) THAT MR. MCCARTHY BE CHAIR OF THE BOARD OF DIRECTORS, VOTE: 5:0.**

Vice Chair: Jonathon LaBonte. VOTE: 5:0.

Treasurer: Tracy Roy. VOTE: 5:0.

Secretary: James Scheller. VOTE: 5:0.

7. FY24 Draft Budget:

FY22 Unaudited values should be entered for comparison data.

A Budget Workshop was planned for 2/15/23 at 5:30pm at the Airport.

The next regular Board meeting will be held 3/8/23 at 5:30. The 2<sup>nd</sup> Wednesday of the month for the foreseeable future.

A Special Meeting on 3/29/23 at 5:30 for continued budgetary information.

Manager McCarthy will provide the City Manager's information on the timeline regarding the Airport Budget.

8. Managers' Report

Old Business

a.) Airport CIP

Tabled until next meeting for details on each proposed project.

b.) Self Serve

Gale Associates was on hand to provide the options they proposed and costs of each, including anticipated FAA funding percentages.

**ON MOTION BY MR. LABONTE SECOND BY MR. NADEAU IT WAS VOTED (6) TO MOVE FORWARD WITH THE TWO OPTIONS PRESENTED OBTAINING EXPENSES AND FUNDING FOR MOVING OUR TANK (1) AND THE KIOSK (2). VOTE: 5:0.**

c.) Master Plan (info)

Discussions occurred with McFarland Johnson regarding scope of work.

9. New Business

a.) Federal Funding Hangar (discussion)

A feasibility study should be conducted.

10. Executive Session for 405 (6)(C) (Lease Agreement)

**ON MOTION BY MR. LABONTE SECOND BY MR. NADEAU IT WAS VOTED (7) TO GO INTO EXECUTIVE SESSION TO DISCUSS A REAL ESTATE MATTER PURSUANT TO 1 M.R.S.A SEC 405 (6)(C). VOTE: 5:0**

11. Executive Session for 405 (6)(C) (Land)

**ON MOTION BY MR. LABONTE SECOND BY MR. NADEAU IT WAS VOTED (8) TO GO INTO EXECUTIVE SESSION TO DISCUSS A REAL ESTATE MATTER PURSUANT TO 1 M.R.S.A SEC 405 (6)(C). VOTE: 5:0**

NEXT MEETING: March 8, 2023, at 5:30pm.

Meetings now on 2<sup>nd</sup> Wednesday of the Month.

The public meeting adjourned at 9:18pm.

Respectfully submitted,

James Scheller

Airport Manager

FEBRUARY 28, 2023

FOR 2023 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
<b>9000 Airport Operations</b>						
<b>9000 Airport Operations</b>						
9000 420035 Fees - Fuel Flowage	-20,000	-20,000	-7,291.44	.00	-12,708.56	36.5%*
9000 420040 Fees - Landings	-30,000	-30,000	-19,610.03	-1,105.13	-10,389.97	65.4%*
9000 429005 Christian Hill Materia	-97,500	-97,500	-33,448.55	.00	-64,051.45	34.3%*
9000 429025 Rental Fees	-248,290	-248,290	-153,509.41	-7,774.87	-94,780.59	61.8%*
TOTAL Airport Operations	-395,790	-395,790	-213,859.43	-8,880.00	-181,930.57	54.0%
<b>9001 Airport Personnel</b>						
9001 611000 Regular Salaries	305,107	305,107	180,588.05	22,762.95	124,518.95	59.2%
9001 613000 Overtime	4,000	4,000	1,141.69	353.64	2,858.31	28.5%
9001 617020 Fringe Benefits	132,902	132,902	74,952.29	11,484.75	57,949.71	56.4%
9001 617030 Professional Developme	14,755	14,755	1,873.09	.00	12,881.91	12.7%
TOTAL Airport Personnel	456,764	456,764	258,555.12	34,601.34	198,208.88	56.6%
<b>9002 Airport Operations</b>						
9002 628000 Contract Services	2,000	2,000	10,491.00	.00	-8,491.00	524.6%*
9002 633030 Fuels and Oil for Vehi	12,700	12,700	16,499.72	.00	-3,799.72	129.9%*
9002 633040 Snow and Ice Control S	30,988	30,988	17,385.00	17,385.00	13,603.00	56.1%
9002 641100 Utilities	33,425	33,425	24,289.83	7,734.83	9,135.17	72.7%
TOTAL Airport Operations	79,113	79,113	68,665.55	25,119.83	10,447.45	86.8%
<b>9003 Airport Maintenance</b>						
9003 628019 Building Maintenance	36,800	36,800	40,488.49	1,103.39	-3,688.49	110.0%*
9003 628020 Vehicle Maintenance	20,875	20,875	20,725.71	1,275.95	149.29	99.3%
9003 628021 Radio Maintenance	3,050	3,050	.00	.00	3,050.00	.0%
9003 628038 Electrical Maintenance	5,000	5,000	7,673.84	.00	-2,673.84	153.5%*

FEBRUARY 28, 2023

FOR 2023 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
9003 628039 Airfield Maintenance	26,710	32,115	14,272.68	2,424.39	12,437.32	61.3%
9003 633041 Computer/Office Machin	20,000	20,000	15,108.63	428.44	4,891.37	75.5%
9003 633042 Pavement Maintenance	7,298	7,298	.00	.00	7,298.00	.0%
TOTAL Airport Maintenance	119,733	125,138	98,269.35	5,232.17	21,463.65	78.5%
<b>9004 Airport Administration</b>						
9004 620000 Advertising and Promo	12,500	15,065	6,520.88	875.00	3,306.62	78.1%
9004 628000 Professional Services	15,000	15,000	17,344.82	.00	-2,344.82	115.6%*
9004 628016 Legal Services	15,000	15,000	19,182.00	3,510.00	-4,182.00	127.9%*
9004 628041 Hangar Lease	115,000	115,000	.00	.00	115,000.00	.0%
9004 633000 Office Supplies	4,600	4,600	3,084.87	95.03	1,515.13	67.1%
9004 640000 Telephone and Internet	6,260	6,260	2,421.55	534.24	3,838.45	38.7%
9004 645000 Insurance Premiums	41,486	41,486	24,888.60	4,492.00	16,597.40	60.0%
TOTAL Airport Administration	209,846	212,411	73,442.72	9,506.27	133,730.78	34.6%
<b>9005 Airport Other Income</b>						
9005 401600 Municipal Subsidy	-410,000	-410,000	-410,000.00	.00	.00	100.0%
9005 402003 Tax Sharing Revenue	-28,000	-28,000	.00	.00	-28,000.00	.0%*
9005 420063 Service Fees	-1,500	-1,500	-402.00	-25.00	-1,098.00	26.8%*
9005 422000 Investment Income	-1,100	-1,100	-1,705.82	.00	605.82	155.1%
9005 429013 Sale of Assets	-45,000	-45,000	-49,169.56	.00	4,169.56	109.3%
9005 429019 FLIGHT SIMULATOR	-7,000	-7,000	-10.00	.00	-6,990.00	.1%*
TOTAL Airport Other Income	-492,600	-492,600	-461,287.38	-25.00	-31,312.62	93.6%
TOTAL Airport Operations	-22,934	-14,963	-176,214.07	65,554.61	150,607.57	1177.6%
TOTAL REVENUES	-888,390	-888,390	-675,146.81	-8,905.00	-213,243.19	
TOTAL EXPENSES	865,456	873,427	498,932.74	74,459.61	363,850.76	
GRAND TOTAL	-22,934	-14,963	-176,214.07	65,554.61	150,607.57	1177.6%

\*\* END OF REPORT - Generated by Debra Berube \*\*

FEBRUARY 28, 2023

FOR 2023 08

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
<b>9000 Airport Operations</b>						
<b>9010 Airport-FBO</b>						
9010 420035 Fees - Fuel and Oil s	-1,066,000	-1,066,000	-462,413.91	-27,665.95	-603,586.09	43.4%*
9010 420051 Fees - Tie Down/Hangar	-35,000	-35,000	-32,515.29	-6,103.37	-2,484.71	92.9%*
9010 420059 Fees-Catering	-2,500	-2,500	-934.05	.00	-1,565.95	37.4%*
9010 420060 After Hour Call out	-6,000	-6,000	-9,340.00	-1,000.00	3,340.00	155.7%
9010 420061 Aircraft Maintenance	-6,475	-6,475	-1,327.33	-532.33	-5,147.67	20.5%*
9010 420064 Rental Car	0	0	-1,575.74	-56.50	1,575.74	100.0%
TOTAL Airport-FBO	-1,115,975	-1,115,975	-508,106.32	-35,358.15	-607,868.68	45.5%
<b>9015 Services (FBO) Expenses</b>						
9015 611000 Regular Salaries	232,398	232,398	142,509.17	12,048.82	89,888.83	61.3%
9015 613000 Overtime	4,000	4,000	4,752.85	779.25	-752.85	118.8%*
9015 617020 Fringe Benefits	148,133	148,133	28,684.26	569.37	119,448.74	19.4%
9015 620000 Advertising	6,000	8,565	17.85	.00	5,982.15	30.2%
9015 628000 Professional	15,700	15,700	149.84	.00	15,550.16	1.0%
9015 628021 Plant Equipment	2,065	7,838	1,169.10	.00	-5,454.51	169.6%*
9015 628044 Ground Support Equipme	22,400	25,516	21,729.57	243.81	670.43	97.4%
9015 633030 Fuels & Oils	691,201	697,125	374,142.61	61,683.44	115,617.60	83.4%
9015 633045 Supplies Aircraft Main	849	849	149.25	.00	699.75	17.6%
9015 641100 Utilities	16,163	16,163	9,359.04	2,418.78	6,803.96	57.9%
TOTAL Services (FBO) Expenses	1,138,909	1,156,287	582,663.54	77,743.47	348,454.26	50.4%
TOTAL Airport Operations	22,934	40,312	74,557.22	42,385.32	-259,414.42	185.0%
TOTAL REVENUES	-1,115,975	-1,115,975	-508,106.32	-35,358.15	-607,868.68	
TOTAL EXPENSES	1,138,909	1,156,287	582,663.54	77,743.47	348,454.26	
GRAND TOTAL	22,934	40,312	74,557.22	42,385.32	-259,414.42	185.0%

\*\* END OF REPORT - Generated by Debra Berube \*\*

BALANCE SHEET FOR 2023 8

FUND: 9000 Airport Operations			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
9000	011010	Airport Checking	-47,414.71	266,776.11
9000	011030	Cash-Petty Cash	.00	700.00
9000	011110	Investments-MM-City	.00	872.97
9000	011140	Interest Receivable	.00	.01
9000	011530	Accounts Receivable	-150.00	47,407.19
9000	011810	Prepaid Expenses	.00	13,741.51
9000	011900	INVENTORY FOR RESALE	.00	31,969.98
9000	012110	Land	.00	1,717,208.27
9000	012111	Land Improvements	.00	17,124,901.11
9000	012112	Construction In Progress	.00	8,840,222.80
9000	012310	Buildings & Bldg Improvements	.00	4,280,715.00
9000	012410	Machinery & Equipment	.00	1,451,440.52
9000	012900	Accumulated Depreciation	.00	-16,419,724.30
9000	013000	DEF OUTFLOW-NET PENSION	.00	21,192.94
9000	016000	DUE TO / DUE FROM	-55,772.25	-11,149,949.49
<b>TOTAL ASSETS</b>			<b>-103,336.96</b>	<b>6,227,474.62</b>
<b>LIABILITIES</b>				
9000	024215	Loan Payable-Land Fund	.00	-118,375.00
9000	024230	Loan Payable-City of Auburn	.00	-599,531.67
9000	024231	Loan Payable-City of Lewiston	.00	-599,531.67
9000	024232	Loan Payable-Land	.00	-21,183.39
9000	024610	Accrued Payroll	.00	10,136.69
9000	024611	Compensated Absences	.00	-33,068.58
9000	024710	Federal withholding Taxes	-2,931.93	-2,931.93
9000	024711	State withholding Taxes	-1,414.00	-1,414.00
9000	024712	FICA withholding Taxes	-4,399.28	-4,399.28
9000	024713	Medicare withholding Taxes	-1,028.80	-1,028.80
9000	024730	ICMA Deferred Comp-City	.00	-220.00
9000	024734	ME State Retirement	13.96	-1,885.37
9000	024741	ICMA MP-City	.00	-577.71
9000	024742	ICMA-Airport	228.49	-551.65
9000	024758	MMA Health Ins-Airport	4,720.99	7,261.44
9000	024763	AFLAC	.00	-105.48
9000	024765	Dental	188.05	776.98
9000	024772	Flex Spending-Airport	.00	-274.60
9000	024773	Vision	19.03	150.84
9000	024829	DUE TO STATE - SALES TAX	.52	-155.23
9000	025000	DEF INFLOW NET PENSION	.00	-15,214.00
9000	026000	NET PENSION LIABILITY	.00	-75,176.00
<b>TOTAL LIABILITIES</b>			<b>-4,602.97</b>	<b>-1,457,298.41</b>
<b>FUND BALANCE</b>				
9000	037000	Ctrl Total - Encumbrances	-72,718.03	235,812.07
9000	037100	FB ASSIGNED CITY	.00	-1,836,398.00
9000	037104	FB UNASSIGNED	.00	-2,832,121.36
9000	037201	CTRL TOTAL-BUD FB DESIGNATED	72,718.03	-235,812.07
9000	037301	Ctrl Total - Bud FB Undesignat	.00	25,348.37
9000	047000	Ctrl Total - Revenues	-44,263.15	-1,183,253.13

# CITY OF AUBURN

## BALANCE SHEET FOR 2023 8

FUND: 9000 Airport Operations			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE				
9000	047001	CONTROL - ESTIMATED REVENUE	.00	2,004,365.00
9000	057000	CTRL TOTAL-EXPENDITURES	152,203.08	1,081,596.28
9000	057001	CTRL TOTAL-APPROPRIATIONS	.00	-2,029,713.37
TOTAL FUND BALANCE			107,939.93	-4,770,176.21
TOTAL LIABILITIES + FUND BALANCE			103,336.96	-6,227,474.62

# CITY OF AUBURN

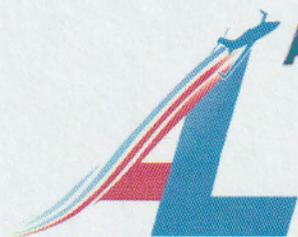
## BALANCE SHEET FOR 2023 8

FUND: 9020 Airport Capital Projects Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9020	011530	Accounts Receivable	.00	1,648,285.05
9020	016000	Due to/from Other Funds	55,772.25	11,179,904.17
TOTAL ASSETS			55,772.25	12,828,189.22
FUND BALANCE				
9020	037000	Ctrl Total - Encumbrances	.00	811,737.63
9020	037104	FB-UNASSIGNED-CTY	.00	-13,147,657.68
9020	037201	Ctrl Total - Bud FB Designated	.00	-811,737.63
9020	037301	Ctrl Total - Bud FB Undesignat	.00	837,643.48
9020	047000	Ctrl Total - Revenues	-55,772.25	-1,625,201.55
9020	057000	Ctrl Total - Expenditures	.00	1,944,670.01
9020	057001	Ctrl Total - Appropriations	.00	-837,643.48
TOTAL FUND BALANCE			-55,772.25	-12,828,189.22
TOTAL LIABILITIES + FUND BALANCE			-55,772.25	-12,828,189.22

**BALANCE SHEET FOR 2023 8**

FUND: 9030 Airport Land Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
9030	011111	Investments-MM-Airpark	.00	23,664.66
9030	011113	Investments-MILESTONES CD	.00	106,561.22
9030	011530	Accounts Receivable	.00	118,375.00
9030	016000	Due to/from Other Funds	.00	-40,954.68
TOTAL ASSETS			.00	207,646.20
<b>FUND BALANCE</b>				
9030	037000	Ctrl Total - Encumbrances	.00	7,000.00
9030	037104	FB-UNASSIGNED-CTY	.00	-206,963.36
9030	037201	Ctrl Total - Bud FB Designated	.00	-7,000.00
9030	037301	Ctrl Total - Bud FB Undesignat	.00	7,000.00
9030	047000	Ctrl Total - Revenues	.00	-682.84
9030	057001	Ctrl Total - Appropriations	.00	-7,000.00
TOTAL FUND BALANCE			.00	-207,646.20
TOTAL LIABILITIES + FUND BALANCE			.00	-207,646.20

\*\* END OF REPORT - Generated by Debra Berube \*\*



# Auburn Lewiston Municipal Airport

80 Airport Drive, Auburn, ME 04210  
(207) 786 0631 FAX: (207) 782 3024  
www.flytomaine.com

March 3, 2023

From: James H. Scheller, C.M.

To: Airport Board of Directors

Subj: REQUEST TO WRITE OFF BALANCE OWED FROM "MIKE'S RUNWAY DINER"

1. Manager is requesting a write-off of a delinquent account, for reason described in the following
2. "Mike's Runway Diner" lease agreement was signed on August 10, 2018, during Fiscal Year 2019, between the Auburn-Lewiston Municipal Airport and Heather Greenlaw, owner the diner.
3. The total amount requesting to be written off is: \$16,515.79. Below is a breakout of the total per fiscal year and miscellaneous service:
  - a. FY2019: \$3,485.31
  - b. FY2020: \$12,878.48
  - c. PriJet: \$152.00. This balance is when the customer paid for restaurant products with a fuel credit card and the restaurant was supposed to pay the airport out of its cash drawer.

Respectfully,

James H. Scheller, C.M.  
Airport Manager  
Auburn-Lewiston Municipal Airport



Gale Associates, Inc.

6 Bedford Farms Drive, Suite 101 | Bedford, NH 03110

P 603.471.1887 F 603.471.1809

[www.galeassociates.com](http://www.galeassociates.com)

February 13, 2023

Mr. James Scheller, Airport Manager  
Auburn Lewiston Airport  
80 Airport Drive  
Auburn, ME 04210

Re: Self-Serve Fueling Alternatives – Final Recommendation

Dear James:

Per the request of the Auburn-Lewiston Airport Board of Directors, Gale Associates, Inc. (Gale) has been working with you to evaluate three (3) options which would allow the Airport to initiate self-serve fueling. Following a meeting with MaineDOT and FAA on February 13, 2023 to discuss the options, I am writing you this letter to summarize the discussion, and render an opinion on which of the options discussed is the most viable. The three options are as follows:

- 1.) Install a New Self-Serve Tank System.** This option involves procurement and installation of a new, stand-alone tank and pump system which will provide self-serve fueling to the Airport. The estimated project cost is approximately \$320,000 for this option and includes engineering, administration, bidding, and construction of the new system. This project is eligible for funding through both AIP and BIL; however if AIP funding is utilized, it may limit the Airports ability to receive discretionary grant funding through AIP for three (3) years after receipt of this grant.
- 2.) Relocate the existing Tank System.** This option consists of removing the existing 20,000 gal. AvGas (100LL) tank and pump system and relocating it to a location suitable for self-serve operations. This option will also require modification to the tank/pump system to add the self-serve capability. The estimated project cost is approximately \$125,000 for this option and includes engineering, administration, bidding and construction. This project is NOT eligible for funding through AIP or BIL based on discussions with FAA and MaineDOT.
- 3.) Install underground piping to a satellite self-serve fueling station.** This option consists of installation of underground fuel piping from the existing tank location to a self-serve kiosk at a location that will allow for self-serve operations. The estimated project cost is approximately \$135,000 for this option and includes engineering, administration, bidding, and construction. This project is eligible for funding through both AIP and BIL, however if AIP funding is utilized, it may limit the Airports ability to receive discretionary grant funding through AIP for three (3) years after receipt of this grant.

**SINCE 1964**

Connecticut | Florida | Maine | Maryland | Massachusetts | New Hampshire | Virginia

Mr. James Scheller  
February 13, 2023  
Self-Serve Fueling Alternatives  
Page 2



In consideration of the above information, and based on our discussion at the February 2, 2023 meeting of the Auburn-Lewiston Airport's Board of Directors, it appears Option 3 will garner the most federal funding participation, resulting in the least cost to the Sponsor. For this reason, it is our opinion that the Board should vote to move forward with Option 3.

Please do not hesitate to call or email if you have any questions regarding the information provided in this letter.

Best regards

GALE ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Nikola A. Ippolito". The signature is written in a cursive style with a horizontal line through the middle of the letters.

Nikolas A. Ippolito, P.E. (ME, NH, VT, MA, FL)  
Chief Aviation Engineer

# **Auburn Lewiston Municipal Airport Financial Policies**

## **APPROVED BUDGET TRANSFER PROCEDURES**

Budget transfers are requests from the Airport Manager to move funds from one account to another account, after the original budget has been established. Transfers are prepared to move funds to accommodate a change in planned expenditures. Please note on the Budget Transfer forms the "FROM" is a credit which **reduces** the budget and the "TO" is a debit which **increase** the budget.

### **AVAILABILITY OF FUNDS**

To prepare a transfer between **accounts**, there must be a positive balance in the account from which the transfer is being made as of the most recent month's financial report accepted by the Board of Directors.

Budget Transfers cannot be made between the Land Fund or Capital Trust Fund and airport operations accounts.

### **WHOLE DOLLARS ONLY - NO CENTS**

Budget transfers should not include cents, only whole dollars.

### **REASON FOR REQUEST**

A description and purpose for the request must be completed. The reason must be for legitimate operations.

### **SIGNATURES AND REVIEW PROCESS**

Budget transfers must be sent to the Treasurer via either hard copy or e-mail attachment and signed and dated by the Airport Manager. The Treasurer will review and make a recommendation to the Board Chair within five (5) business days of receipt from the Airport Manager. The Board Chair will have five (5) business days, from receipt of request from Board Treasurer, to approve or deny the request. The fully completed form will be provided as information to the Board of Directors under the financial report at the next meeting.

DRAFT POLICY PROPOSAL MARCH 8, 2023



## Resolution Encouraging the Repeal of the Excise Tax on Aircraft in Maine

WHEREAS, the state of Maine established an excise tax on aircraft and, until 2011, collected and distributed that on behalf of local governments, and;

WHEREAS, the state determined it was more expensive to collect and distribute aircraft excise taxes than it was receiving in revenue, and;

WHEREAS, in transferring the collection obligation to local governments in 2011, the state provided no guidance or procedures for municipal or county tax collectors to establish systems to gather data on taxable aircraft, and;

WHEREAS, the state of Maine, recognizing neighboring states did not tax sales of aircraft and aircraft parts and to support economic development in the field of aviation, exempted aircraft and aircraft parts from state sales taxes in 2011, and;

WHEREAS, the Auburn Lewiston Municipal Airport is party to a tax-sharing agreement with the City of Auburn and the City of Lewiston for excise taxes collected at the airport, and:

WHEREAS, the Auburn Lewiston Municipal Airport Board of Directors wants to attract and retain members of the general aviation community to be based at our facilities, as well as the businesses that provide them with services as they conduct work or visit our state.

NOW THEREFORE, BE IT RESOLVED, the Auburn-Lewiston Municipal Airport Board of Directors calls on Governor Janet Mills and MaineDOT Commission Bruce Van Note to put forward legislation that would eliminate the aircraft excise tax to further support aviation-related economic activity.

# Maine Revised Statutes

## Title 6: AERONAUTICS

### Chapter 1: GENERAL PROVISIONS

#### §3. Definitions

As used in this chapter and chapters 2 to 17, unless the context otherwise indicates, the following terms shall have the following meanings. [1979, c. 541, Pt. A, §42 (AMD).]

**1. Administration.** "Administration" means the Federal Aviation Administration of the United States, or any federal agency succeeding the Federal Aviation Administration.

[ 1971, c. 404, §2 (AMD) .]

**2. Aeronautics.** "Aeronautics" means the act, practice of, or instruction in the art and science of transportation by aircraft, and operation, construction, repair or maintenance of aircraft, airports and air navigation facilities.

[ 1971, c. 404, §2 (AMD) .]

**3. Air carrier.** "Air carrier" means a person who undertakes, whether directly or indirectly or by lease or other arrangement, to engage in air commerce and is certificated under Federal Air Regulations.

[ 1999, c. 131, §1 (AMD) .]

**4. Air commerce.** "Air commerce" means the carriage by aircraft of persons or property for compensation or hire, when that carriage is a major enterprise for profit and not merely incidental to a person's other business.

[ 1977, c. 678, §5 (RPR) .]

**5. Aircraft.** "Aircraft" means any contrivance now known or hereafter invented, used or designed for navigation of or flight in the air, except a parachute or other contrivance designed for such navigation but used primarily as safety equipment.

**5-A. Aircraft dealer.** "Aircraft dealer" means any person engaged in the sale or purchase or manufacture of new or used aircraft.

[ 1971, c. 404, §3 (AMD) .]

**6. Airman.** "Airman" means any individual who engages, as the person in command or as pilot, mechanic or member of the flight crew, in the navigation of aircraft while under way; and any individual who is directly in charge of the inspection, maintenance, overhauling or repair of aircraft, aircraft engines, propellers or appliances.

[ 1971, c. 404, §4 (AMD) .]

**7. Air navigation facility.** "Air navigation facility" means any facility used in, available for use in, or designed for use in, aid of air navigation, including airports, lights, any apparatus or equipment for disseminating weather information, for signaling, for radio-directional finding, or for radio or other electrical communication, and any other structure or mechanism having a similar purpose for guiding or controlling flight in the air or the landing and takeoff of aircraft.

[ 1971, c. 404, §4 (AMD) .]

**7-A. Air taxi.** "Air taxi" means a person who undertakes, whether directly or indirectly or by lease or other arrangement, to engage in air commerce and who possesses an Air Taxi Commercial Operators

Certificate issued by the Federal Aviation Administration under 14 Code of Federal Regulations, Part 135.

[ 1977, c. 678, §6 (NEW) .]

**8. Airport.** "Airport" means any area of land or water which is used, or intended for use, for the landing and takeoff of aircraft, and any appurtenant areas which are used, or intended for use, for airport buildings or other airport facilities or rights-of-way, together with all airport buildings and facilities located thereon.

[ 1971, c. 404, §5 (AMD) .]

**9. Airport hazard.** "Airport hazard" means any structure, or vegetation, including trees, which obstructs the aerial approaches of a public airport.

[ 1971, c. 404, §5 (AMD) .]

**10. Air transportation.** "Air transportation" means the transportation of persons, property or mail by aircraft.

**10-A. Antique aircraft.** "Antique aircraft" means an aircraft in excess of 30 years of age which is flown only for purposes of demonstration and show.

[ 1977, c. 678, §7 (NEW) .]

**10-B. Basing aircraft.** "Basing aircraft" means storing, parking, tying down or mooring aircraft in Maine for more than 30 consecutive calendar days.

[ 1977, c. 678, §7 (NEW) .]

**10-C. Bureau of Aeronautics.**

[ 1995, c. 504, Pt. B, §1 (RP) .]

**11. Certificate, airworthiness.** "Certificate, airworthiness" is a document issued by the administration to the registered owner of an aircraft, certifying that the aircraft is airworthy when operated and maintained in accordance with the terms of said certificate.

**12. Certificate, experimental.** "Certificate, experimental" is a document issued by the administration to the registered owner of an aircraft, certifying that the aircraft is an experimental aircraft and specifying such operation limitations as are deemed necessary by the administration.

**13. Certificate of competency.** "Certificate of competency" is a document issued by the administration to airmen specifying the kind of aeronautical activity for which they are deemed competent.

**14. Certificate, registration (federal).** "Certificate, registration (federal)" is a document, together with an identification mark, issued by the administration to the owner of an aircraft for purposes of identifying the aircraft and determining its nationality.

**15. Certificate, registration (State).** "Certificate, registration (State)" is a document issued by the commissioner for aircraft, landing areas and air carriers, specifying the aeronautical activities in which the holder thereof may engage.

[ 1969, c. 498, §2 (AMD); 1995, c. 504, Pt. B, §10 (AMD) .]

**16. Civil aircraft.** "Civil aircraft" means any aircraft other than a public aircraft.

**17. Civil air regulations.**

[ 1971, c. 404, §6 (RP) .]

**18. Department.** "Department" means the Department of Transportation.

[ 1971, c. 593, §1 (RPR) .]

**18-A. Commercial airport.** "Commercial airport" means any airport which is open to the public

upon which there is conducted an aeronautical business or which accommodates an operation in air commerce.

[ 1977, c. 678, §8 (RPR) .]

**18-B. Commercial seaplane landing area.**

[ 1999, c. 131, §2 (RP) .]

**18-C. Commissioner.** "Commissioner" means the Commissioner of Transportation or his designee.

[ 1977, c. 678, §9 (NEW) .]

**18-D. Commuter air carrier.** "Commuter air carrier" means an air taxi which provides public transportation between at least 2 points in accordance with a published schedule or regularly operated flights.

[ 1977, c. 678, §9 (NEW) .]

**18-E. Experimental aircraft.** "Experimental aircraft" means any aircraft used for noncommercial purposes holding a certificate issued by the Federal Aviation Administration under Federal Air Regulation, Part 21 classifying that aircraft in the experimental aircraft category.

[ 1977, c. 678, §9 (NEW) .]

**18-F. Commercial activity.** "Commercial activity" means an aeronautical business or an operation in air commerce.

[ 1999, c. 131, §3 (NEW) .]

**18-G. FAA.** "FAA" means the Federal Aviation Administration.

[ 1999, c. 131, §3 (NEW) .]

**19. Director.**

[ 1995, c. 504, Pt. B, §2 (RP) .]

**19-A. Federal air regulations.** "Federal air regulations" means the regulations of the Federal Aviation Administration issued under the authority of the "Federal Aviation Act of 1958," as amended, or any federal regulations superseding those issued under the authority of the Act.

[ 1977, c. 678, §11 (AMD) .]

**19-B. Heliport.** "Heliport" means a place set aside for the landing and take off of helicopters.

[ 1971, c. 404, §7 (NEW) .]

**20. Inspector.** "Inspector" means an inspector of aeronautics appointed by the commissioner.

[ 1977, c. 678, §12 (AMD); 1995, c. 504, Pt. B, §10 (AMD) .]

**21. Landing area.** "Landing area" means any locality, either of land or water, which is used, or intended to be used, for the landing and takeoff of aircraft.

[ 1977, c. 678, §13 (AMD) .]

**22. Navigable air space.** "Navigable air space" means air space above the minimum altitudes of flight prescribed by the federal air regulations.

[ 1971, c. 404, §8 (AMD) .]

**23. Navigation of aircraft.** "Navigation of aircraft" or "navigate aircraft" includes the piloting of aircraft.

**23-A. Noncommercial airport.** "Noncommercial airport" means any airport, open to the public, where no fees are incurred to the user.

[ 1977, c. 678, §14 (RPR) .]

**24. Operation of aircraft.** "Operation of aircraft" or "operate aircraft" means the use of aircraft, for the purpose of air navigation and includes the navigation of aircraft. Any person who causes or authorizes the operation of aircraft, whether with or without the right of legal control, in the capacity of owner, lessee or otherwise, of the aircraft, shall be deemed to be engaged in the operation of aircraft within the meaning of chapters 1 to 17.

[ 1977, c. 678, §15 (AMD) .]

**25. Person.** "Person" means any individual, firm, copartnership, corporation, company, association, joint stock association or body politic and includes any trustee, receiver, assignee or other similar representative thereof.

**25-A. Private airport.**

[ 1977, c. 678, §16 (RP) .]

**25-B. Private airport.** "Private airport" means an airport that is not open to the public.

[ 1999, c. 131, §4 (NEW) .]

**25-C. Primary airport.** "Primary airport" means an airport that has at least 10,000 passenger boardings per year.

[ 2011, c. 351, §1 (NEW) .]

**26. Private landing area.**

[ 1977, c. 678, §17 (RP) .]

**27. Public aircraft.** "Public aircraft" means an aircraft used exclusively in the service of any government or of any political subdivision thereof, including the government of any state, territory or possession of the United States or the District of Columbia, but not including any government-owned aircraft engaged in carrying persons or property for commercial purposes.

**27-A. Public airport.**

[ 1977, c. 678, §18 (RP) .]

**28. Public landing area.**

[ 1977, c. 678, §19 (RP) .]

**29. Resident.** "Resident" means a person who has resided and made his home not less than 6 months next prior to his application for registration continuously within the State.

**29-A. State airways system.** "State airways system" means all air navigation facilities available for public use now existing or hereinafter established, whether natural or man-made, except for those under the jurisdiction of the Federal Government.

[ 1977, c. 678, §20 (NEW) .]

**30. Structure.** "Structure" means any object constructed or installed by man, including such objects although regulated or licensed by other provisions of law.

**31. Utility airport.** "Utility airport" means an airport that is constructed for and intended to be used by propeller-driven aircraft of 12,500 pounds maximum gross weight and less.

[ 1999, c. 131, §5 (NEW) .]

SECTION HISTORY

1969, c. 498, §§2-4 (AMD). 1969, c. 590, §6 (AMD). 1971, c. 404, §§2-11 (AMD). 1971, c. 593, §§1,2 (AMD). 1977, c. 678, §§3-20 (AMD). 1979, c. 541, §§A42,A43 (AMD). 1995, c. 504, §§B1,2,10 (AMD). 1999, c. 131, §§1-5 (AMD). 2011, c. 351, §1 (AMD).

If you need legal advice, please consult a qualified attorney.

Office of the Revisor of Statutes (mailto:webmaster\_ros@legislature.maine.gov) • 7

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