

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

February 21, 2013

The Auburn-Lewiston Municipal Airport Board of Directors SPECIAL Meeting was held on Thursday, February 21, 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 5:36 p.m.

APPROVAL OF FY14 BUDGET

The board reviewed the FY 14 budget with Manager Lanman. A new CIP item was added. The tug purchased from Twin Cities Air Service was in worse shape than expected and will need to be replaced. Salary/Staffing includes Air Center. If the Air Center is to continue and develops as expected this summer, these positions should to be filled. Conferences for safety and training were items included for staff. All staff is new and need to be properly trained per FAA guidelines and airport minimum standards. The annual manager's AAE conference was also included. The board reviewed the supervisor's positions and found the staff too few for the number of supervisors. Manager Lanman explained employees will be crossed trained in the future, but currently the positions are quite different between airfield operations and aircraft line service operations. The board requested for Manager Lanman to review the employee handbook and the payout of sick time accrued. The board suggested Manager Lanman be prepared for a possible "no increase" with the city council and a plan for a percent reduction if council suggests due to state cuts again this year may be worse than last year.

The city of Lewiston has requested to see the FBO (Air Center) as a separate operation from the current airport budget.

The board discussed buying out the lease currently held with Mr. Schott. Manager Lanman suggested if we were to bond this, it would be a good time to include extra to build a couple of T-hangars owned by the airport. There is currently a list of people wanting to rent hangar space and there is none available. Transients fly in for a few nights and request hangar service for their jets. Staff is constantly moving planes around to accommodate.

ON MOTION BY MR. DESCHENE SECOND BY MR. LUNT VOTE (1) TO APPROVE THE DRAFT BUDGET FY 14 WITH THE ADDITIONAL DOCUMENTS AS SUGGESTED, TO BE INCLUDED FOR THE BUDGET COMMITTEE AND COUNCIL PRESENTATION.

VOTE: 9:0

ON MOTION BY MS. HUNTER SECOND BY MR. LUNT VOTE (2) TO GO INTO EXECUTIVE SESSION TO DISCUSS SALARIES.

VOTE: 9:0

ON MOTION BY MS. HUNTER SECOND BY MR. DYCIO VOTE (3) TO COME OUT OF EXECUTIVE SESSION WITH NO ACTION TAKEN

VOTE: 9:0

ON MOTION, THE CHAIR ADJOURNED THE MEETING AT 7:00 P.M.

Respectfully Submitted,

Rick Lanman
Airport Manager