



Meeting Date: August 14, 2013

Location: Airport

In Attendance: Ken Boudin, Bryan Buck, Pam Brackett

Ken Boudin, Chair, called the meeting to order at 6:00 pm

A. Minutes from June 12, 2013 meeting were read and approved (4-0)

B. Manager's Report

1. Budget.

a. The FY 2013 final budget numbers and FY-2014 year to date data were not available from the town office in time for the meeting.

2. Wings over Wiscasset. Manager briefed the committee on the WOW event including preliminary financial numbers.

3. FBO Operations

a. Staffing – FBO open 7 days per week, from 8 am to 5 pm until Labor Day

b. Fuel sales

Period	100LL		Jet A		Total	
	Gallons	Revenue	Gallons	Revenue	Gallons	Revenue
FY-2013	36,137	\$199,226	6,255	\$34,448	42,392	\$233,674
FY-2014 (YTD)	4,913	\$27,131	0	\$0	4,913	\$27,131

c. Ramp and Other Fees. Kim will start preparing a brief summary each month.

4. Project Status Updates

a. Environmental Assessment. Grant application submitted to FAA.

b. Master Plan. Janice Bland will be returning to work within the next 30 days; at that time Erv will work with her to prepare the final draft.

C. Old Business

1. A&P Business Opportunity. The deadline for RFP submissions was today, with no replies.

D. New Business

1. Jet Fuel – Because of its age (more than 6 months since last order), our supplier, World Fuels indicated that we had to have the fuel supply tested for microbes and other contaminants, as well as the quality of the Prist (anti-icing additive). The tests came back negative (good), however the cost of the test was \$2400. Given this and the low sales, plus the fact that a good part of our jet traffic has moved to Brunswick, do we want to rethink Jet A sales? Erv asked the committee to ponder this for the next month or so.

2. Runway Crack Sealing. Funds are in place and Erv will prepare an RFP for work this fall.

3. Obstruction Removal. Erv recommends an AIP funded project next year to clear trees on both runway ends within airport property. He will discuss with our Stantec engineer and report back next month.



4. GARD. Erv ordered a General Aviation Radio Device to record CTAF transmissions. The device will also estimate operations. MaineDOT will pay for half the cost.

E. **Public Comments** - None

F. The meeting adjourned at 6:45.

Submitted:
Ervin Deck
Airport Manager

Committee Membership

Member	Term Expires
Bryan Buck	June 30, 2015
Kevin Sprague	June 30, 2015
Ken Boudin	June 30, 2014
Steve Williams	June 30, 2014
Pam Brackett	June 30, 2014