



Airport Advisory Committee Regular Meeting MINUTES

7:30 AM, Tuesday, January 12th, 2016

1. Attendance

- Members present : Linwood Dall, Vernon L. Cox, Dianne R. Connolly, Robert C. Thuet, John L. Tuttle, Jr.
 - Non members/ public present: Greg Pargellis, Allison Rogers, Jim Emmons, Jean Mongillo
 - Members Absent: William Tarmey, Jan Murray
 - a. Introduction of new members
 - Vernon L. Cox, citizen of Sanford
 - Dianne Connolly, citizen of Sanford
 - John Tuttle, Council representative
 - b. Election of officers
 - Linwood Dall – Chair
 - Jan Murray – Vice Chair
 - William Tarmey – Secretary
- *Rogers will take notes and draw up minutes as secretary for this meeting

2. Minutes of November 10th, 2015 Meeting – *No quorum*

Notes on what the group discussed were looked over

3. Public Participation - None

4. Airport Manager's Report

Manager Rogers provided a preliminary copy of January's newsletter, *As the Beacon Turns*. Rogers gave an overview of 2016 events (AOPA Fly-In, AOPA social events, the Pumpkin Drop, Model Jet Rally, Touch a Truck, and Southern Maine Aviation's many seminars and events including the upcoming chili cook off on January 23rd); 2016 projects (the design of a new city building for airport maintenance and offices, the bus feasibility study, and a large land lease for solar development); 2016 developments (in house snow removal, continuing in house painting and crack sealing for financial efficiency & high standard of maintenance, and a security assessment); and 2016 outreach (continuing to foster social media and the monthly newsletter).

5. Old Business:

- a. Update: Solar Update
 - Manager Rogers will be going before the FAA on January 21 to clarify land use and compliance parameters before taking the land lease before the AAC and ultimately City Council for review.
- b. 2016 airport events



Discussed in the airport manager's report

- c. New SRE: Loader and Pickup first storm
Discussed in airport manager's report

6. New Business:

- a. Discuss: Meeting Time

Thuet brought forward the topic of the meeting time since it had not been discussed in the last couple years and the last two meetings had not had a quorum, possibly due to the time of the meeting. Dall and Connolly stated it was a little early for those who are not "morning people" and Tuttle suggested 10am as an alternate. Cox stated that he would have to miss a significant portion of his workday if the meeting was pushed back as far as 10am. Airport Maintenance Supervisor, Jim Emmons stated than an 8am meeting time would not impact his operations and duties at the airport and there will be certain times when he is too busy to attend no matter what the meeting time. Rogers pointed out that we need to make sure the conference room is available if we change the meeting time and read the portion of the charter that allows the group to change the meeting time if needed.

Thuet moved to accept a new meeting time of 0800, Tuttle 2nd, vote was unanimous.

- b. Other business/ comments:

- i. Dall called for a moment of silence for late City Councilor and AAC member, Richard Wilkins who passed away on the previous Saturday.
- ii. Tuttle asked why meetings have been changed to bi monthly. Several members explained that it works better for our workload and the workload of the airport manager. Special meetings held more frequently in the case of busy times or a large workload are acceptable and contact Rogers or Dall to request such a meeting.
- iii. Connolly pointed out a website edit that needed to be made. Rogers will take care of the website edits and updates.

7. Adjourn

Tuttle moved, Thuet 2nd, vote unanimous. Adjourned at 8:15am.

Next regular meeting: 8:00 AM, Tuesday, March 8th, 2016