

# Airport Advisory Meeting

## MINUTES

10/8/2024

3:00 PM

AIRPORT CONFERENCE ROOM

<b>MEETING CALLED BY</b>	Scott Wardwell
<b>TYPE OF MEETING</b>	Monthly
<b>CHAIRPERSON</b>	Granville Lamb
<b>NOTE TAKER</b>	Scott Wardwell
<b>ATTENDEES</b>	Kim Smith, Robert Clark, Nate Grass, Tom Powers, Leigh Smith, Larry Clark and Tyler Brown

APPROVE JULY 2024 MINUTES

COMMITTEE

<b>DISCUSSION</b>	None	
<b>CONCLUSIONS</b>	The committee approved the minutes with one correction. On Page two under Economic Development "their" needs to be changed to "they"	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None		

REVIEW ANNUAL ENPLANEMENTS

SCOTT

<b>DISCUSSION</b>	Scott presented a graph showing jetBlue enplanements since the start of service. The average load factor since start of service is 58%. The trendline is showing substantial growth in boarding's and now is at 70%. The boarding for September including United was 1587 which is the second-best performance since the year 2000. United in 2023 was the first. Year to date, we are having the best year for boarding's since 2000.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**UPDATE ON CAPITAL PROJECTS**

<b>DISCUSSION</b>	<p>Passenger Terminal Design 100% complete and A-Z Corp (division of Cianbro) was the low bid. The combined total with driveway, parking lot, utilities, the building itself and the aircraft parking ramp is \$52,640,255. \$39,472,351 is FAA eligible which means the airport cost share will be only 2.5%. We have grants in hand for all of FAA's 95% share. We are now working on the non-eligible portion. To date we have 1 million from NBRC. We are working hard to position for an NBRC Timber grant for 5 million.</p> <p>The Valt hangar design has been reviewed by a second contractor. The contractor has made recommendations to reduce costs by 1.7 million without reducing the square footage. I received their recommendations last week and haven't had a chance to review them. The street for the aerospace park is well within budget and we just got the Maine DEP permits awarded. FAA grants for the Rwy 19 obstruction removal EA, Pavement Markings and Pavement Maintenance plan have all been approved with the work either completed or underway. Our submitted CDS requests for a 50,000 sq-ft building and another to refurbish the IP building for aerospace/aviation use were not selected by the Senator Appropriations committee. The temporary/portable addition to the hold room has been completed by the airport maintenance department. The airport is now at a TSA Cat 3 level with an access control system installed to meet TSA requirements.</p>	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**ECONOMIC DEVELOPMENT UPDATE**

<b>DISCUSSION</b>		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**AIRPORT CURRENT EVENTS**

SCOTT

<b>DISCUSSION</b>	<p>JetBlue began service as scheduled on September 5<sup>th</sup> at 4:25 PM. In September their completion rate was 100% with an on-time of 72% and a 14 min on-time performance of 82%. To date in October the completion rate is 100% with an on-time of 80% and a 14 min on-time performance of 93%</p> <p>In September we completed three major inspections/audits. The FAA annual inspection went very well with only 3 discrepancies. We had our very first TSA audit as a Cat. 3 airport. This audit went for 5 days. This went extremely well given it was our first and the short time frame we had to get from Cat. 4 to Cat 3. The total number of findings was 16 which have all been closed. The airport also had its Department of Labor shape inspection. Overall the inspector was happy with our performance.</p>
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CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

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