



**Airport Advisory Committee
Regular Meeting
AGENDA**

8:00AM, Thursday March 9, 2023

In Person at 9 Presidential Lane, Sanford, Maine 04073

Via Zoom:

<https://us02web.zoom.us/j/89802487966?pwd=VG00R3RZcUZDM3lnWkpIK2RXdWhNZz09>

Meeting ID: 898 0248 7966

Passcode: 162084 Call: +1 312 626 6799

- 1. Attendance**
- 2. Minutes of:**
 - a. January 12, 2023 Regular Meeting
- 3. Fixed Base Operator Reports**
 - a. Southern Maine Aviation
 - i. Event: Open House Veteran's Fundraiser
 - ii. Update: Rotary Gala
 - iii. SMA Safety Seminars Restarting, First one is on April 8th, topic TBD
 - iv. SMA sponsoring two pilots and an aircraft for the Air Race Class, a women's air race.
 - v. Flight School Position Reports and use of CTAF
 - b. MAS LLC
 - i. Building E Update
- 4. Airport Manager's Report**
 - a. Winter Ops 2023
 - b. Budget FY 23/24 update
- 5. Old Business:**
 - a. Airport Layout Plan Update with McFarland Johnson continues
 - i. Workshop for AAC and tenants to be scheduled in coming months
 - b. 2023 Events continue in planning stages
 - i. Aerobatic Practice(s)
 - c. Federal BIL/ATP grant outcome
- 6. New Business:**
 - a. None.
- 7. Public Participation**
 - a.
- 8. Agenda items for next meeting May 11, 2023**
- 9. Adjourn**

Next regular meeting: May 11, 2023 8:00am
*Sanford Seacoast Regional Airport
9 Presidential Lane*



Airport Advisory Committee Attendance Sheet
Regular Meeting
 9 Presidential Lane, Sanford, Maine 04073
 8:00 am March 9, 2023

NAME	ROLE	PRESENT/ ABSENT
Stuart Miller	AAC	<i>Smilh</i>
Bill Grant	AAC	
Linwood Dall	Chair	
James Deyermond	AAC	<i>PRESENT</i>
David Caswell	AAC	<i>ABSENT w/ NOTICE</i>
Geoff Howe	AAC	<i>Present</i>
Becky Brink	Mayor, Council Rep.	<i>PRESENT</i>
Greg Pargellis	Non-voting representative of the KKW Water District	
Allison Navia	Airport Manager	<i>PRESENT</i>
<i>Michael Doucet</i>	<i>Black Sky Composites</i>	<i>Present</i>
<i>[Signature]</i>	<i>Mayor</i>	<i>Present</i>
<i>MARC BRUNELLE</i>	<i>TENANT</i>	<i>ZOOM</i>
<i>Marie Danvers</i>	<i>FSD</i>	<i>Present</i>
<i>Adam Cutler</i>	<i>Gale</i>	<i>Present</i>
<i>JIM KNOWLES</i>		
<i>Andrew Button</i>	<i>SMA</i>	<i>present</i>
<i>Kurt Waltersdorf</i>		
<i>Daniel Bowden</i>	<i>Pilots Cove</i>	<i>PRESENT</i>

Sanford (SFM) Airport Advisory Committee (AAC)
Minutes of January 12, 2023

1. **Members Present:** Linwood Dall, Chair; Jim Deyermond; Stuart Miller; David Caswell; William Grant; Becky Brink, Mayor.

Member(s) present on Zoom: None

Member(s) not present: Geoff Howe (w/notice)

Guests & Public: Allison Navia, Airport Manager (AM); Michelle Vermette, Deputy City Clerk; Marc Brunelle (Zoom), AOPA Airport Support Network (ASN) Volunteer/SFM Tenant; Adam Cutler, Gale Associates/SFM Tenant; Sean Brackett, Life Flight; Andrew Button, Southern Maine Aviation (SMA); Danie Bowdenn, Pilots Cove; Izzy Briggs, Blacksky Composites; Mike Doucet, Blacksky Composites; Laura Canham, (Zoom) McFarland Johnson (MJ); & Angela Petetebella, SMA.

2. **Meeting called to order by Chair Linwood Dall: 0800**

- a. Michelle Vermette administered the Oath of Office to the following AAC members: Stuart Miller, incumbent, term ends 12/31/2025; James Deyermond, incumbent, term ends 12/31/2025; and William Grant, new member, term ends 12/31/2025. Geoff Howe was absent with notice and will be sworn in later at Sanford City Hall.
- b. Appointment of AAC Officers for CY 2023:
- 1 Linwood Dall requested to step down as the chair as he has held the position for approximately ten years.
 - 2 **Geoff Howe** earlier informed Allison Navia that he is willing to be chairperson. **APPOINTED**
 - 3 **Linwood Dall** was nominated by David Caswell as Vice Chair, and he accepted. **APPOINTED**
 - 4 **David Caswell** volunteered as AAC Secretary. **APPOINTED**
 - 5 Members voted unanimously for the above 2023 slate of officers. **PASSED**
 - a Because Geoff Howe was absent, Linwood Dall, as new Vice Chair, continued to lead today's meeting.
- c. Minutes of the November 17, 2022, meeting was distributed, reviewed and a motion to accept as amended was made by Stu Miller, 2nd by Dave Caswell. **PASSED**

3. **Fixed Base Operator (FBO) Reports:**

- a. Izzy Briggs, Blacksky Composites
1. Update the 24/7 pilot accessible restroom located in the Blacksky hanger E50 is not yet ready for use.

2. Mr. Briggs asked about use of the perimeter road by golf carts. Allison Navia stated that if they stay on the perimeter roads and follow airport traffic rules, golf carts are allowed.
- b. Andrew Button, Southern Maine Aviation, Fixed Base Operator (FBO)
 1. The Boy Scouts withdrew their application to use SFM for their 2032 Jamboree.
 2. Additionally, the Rotary Rally Gala date is being moved to possibly May.
 3. New Building E T-hangers to be built are pending Sanford Planning Board approval, developer is MAS Hangers, LLC (Jim Knowles).

4. Airport Manager's Report: Allison Navia

- a. Winter operations are going well considering SFM has had very little snow so far.
- b. FY 23/24 budget process is underway.
- c. Tenant waiting list for aircraft hangar space is reported as over 50.
- d. Potential new construction in 2023 may ease; expected to be 10-20 units.
- e. Sanford Airport Solar TIF is slated for Presidential Ln improvements.
 - i 4th Credit Enhancement Agreement (CEA) going before City Council.
 - ii 3rd & final phase proposed to be part of 23/24 budget for road & utilities.
 - iii Potential for 6-16 additional hanger units to begin construction in 2023.

5. Old Business:

- a. Airport Layout Plan (ALP)
 - 1 Laura Canham, McFarland Johnson briefed that ALP has begun.
 - 2 Workshop for ALP to be scheduled in next several months.
- b. 2023 Events are in planning stage.
 - 1 Dates for Aerobatic practice sessions TBD
 - 2 SFM fireworks booked for evening of July 4th evening. (City July 3rd)

6. New Business:

- a. AAC Change amendment to enhance Purpose & Membership sections will need to be approved by City Council. AAC reviewed changes. Red=remove Green=add
 - 1 **Purpose** paragraph strike: ~~the improvement and operation~~ add after "(SFM)": **The mission of the Committee is to meet regularly and as needed to review and evaluate topics, issues, events, and proposals and make recommendations to assure alignment with the Airport's duly accepted Business Plan**
 - 2 **Committee membership** paragraph strike: ~~qualified to vote in City Affairs~~ (2 times) add after "resident of Sanford": **All members must be qualified to**

vote in his/ her respective town of residence. In no case will there be less than four (4) members that are residents of Sanford.

3 **Committee Officers** paragraph add after “following each meeting”:
Attendance. The purpose of the Attendance Policy is to ensure that committee members contribute their expertise and judgment to ensure that the AAC does the best work possible in the pursuit of its goals. Committee members are expected to attend all committee meetings. It is recognized that committee members may be unable to attend some meetings due to conflicts with other commitments or unforeseen circumstances. If a member fails to attend at least 75% of the meetings in a 12-month period, the Chair may call and discuss the attendance with the individual. A member’s record of attendance shall be considered with respect to renewal of a future assignment to the committee. Add after “City Council approval” **and removal.**

4 Motion to approve changes as written without amendment made by:
Moved: David Caswell, 2nd William Grant. **PASSED**

5 City Council approval expected at the January 17, 2023 meeting.

b. 2023 Grant Application to Seal Coat East Ramp = 34,000SqYds

1 An Independent Fee Estimate and Consultation Agreement to be completed.

7. **Public Participation:**

- a. Marc Brunelle (Zoom) announced that he has been assigned by the Aircraft Owners and Pilots Association (AOPA) as the Airport Support Network (ASN) volunteer for Sanford Seacoast Regional Airport.
- b. The stated purpose of the AOPA ASN is to: *Promote, Protect, and Defend America's Community Airports*

8. **Other Business:** None

9. **Agenda Items for next meeting March 9, 2023:** None

10. **Meeting adjourned by vote:** 0915.

Attachment: AAC attendance sheet for 1/12/2023



Airport Advisory Committee Attendance Sheet
Regular Meeting
 9 Presidential Lane, Sanford, Maine 04073
 8:00 am January 12, 2023

NAME	ROLE	PRESENT/ ABSENT
Stuart Miller	AAC	PRESENT
Bill Grant	AAC	PRESENT
Timwood Dali	Chair	PRESENT
James Deyornond	AAC	PRESENT
David Caswell	AAC	PRESENT
Geoff Howe	AAC	ABSENT w/ NOTICE
Becky Brink	Mayor, Council Rep.	PRESENT
Greg Purgellis	Non-voting representative of the KKW Water District	
Allison Navia	Airport Manager ^{ADPA}	PRESENT
MARC BRUNELLE	SFM TENANT ^{REP}	PRESENT ZOOM
SEAN BRACKETT	LFG FLIGHT	PRESENT
ADAM CUTLER	GIAU/TENANT	PRESENT
ANDREW BUTTON	SMA	PRESENT
DANIEL BOWDEN	PILOTS COVE	PRESENT
IBBY BRIGGS	BLACKSKY	PRESENT
MIKE DOUCET	BLACKSKY	PRESENT
LAURA CANHAM	MJ	PRESENT ZOOM

SANFORD OPEN HOUSE

OPERATION

SCREAMING EAGLE



NAVY SEAL
FOUNDATION

Honoring our warriors. Supporting their families.



SATURDAY
JUNE 24, 2023
11AM TO 5 PM

SANFORD AIRPORT
12 Presidential Lane,
Sanford, ME

Summer event to help raise money and awareness for Navy Seal Foundation and Camp Kita, two wonderful organizations that support those who serve and their families.

Events include a silent auction, skydivers, K9 demonstrations, music, a live auction, and much more, as well as special guests Joe Torrillo, A NY firefighter during 9/11, Scott Hyder from Hidden Battles, and friends from FrogDogK9.

Food trucks include:

GOTTA BE FRANK - FATBOYS - FRESH SQUEEZED LEMONADE

PARKING PROVIDED. DONATION FOR ENTRY

Contact Linda Woodruff
For more info

Operation Screaming Eagle 2023
Event Layout



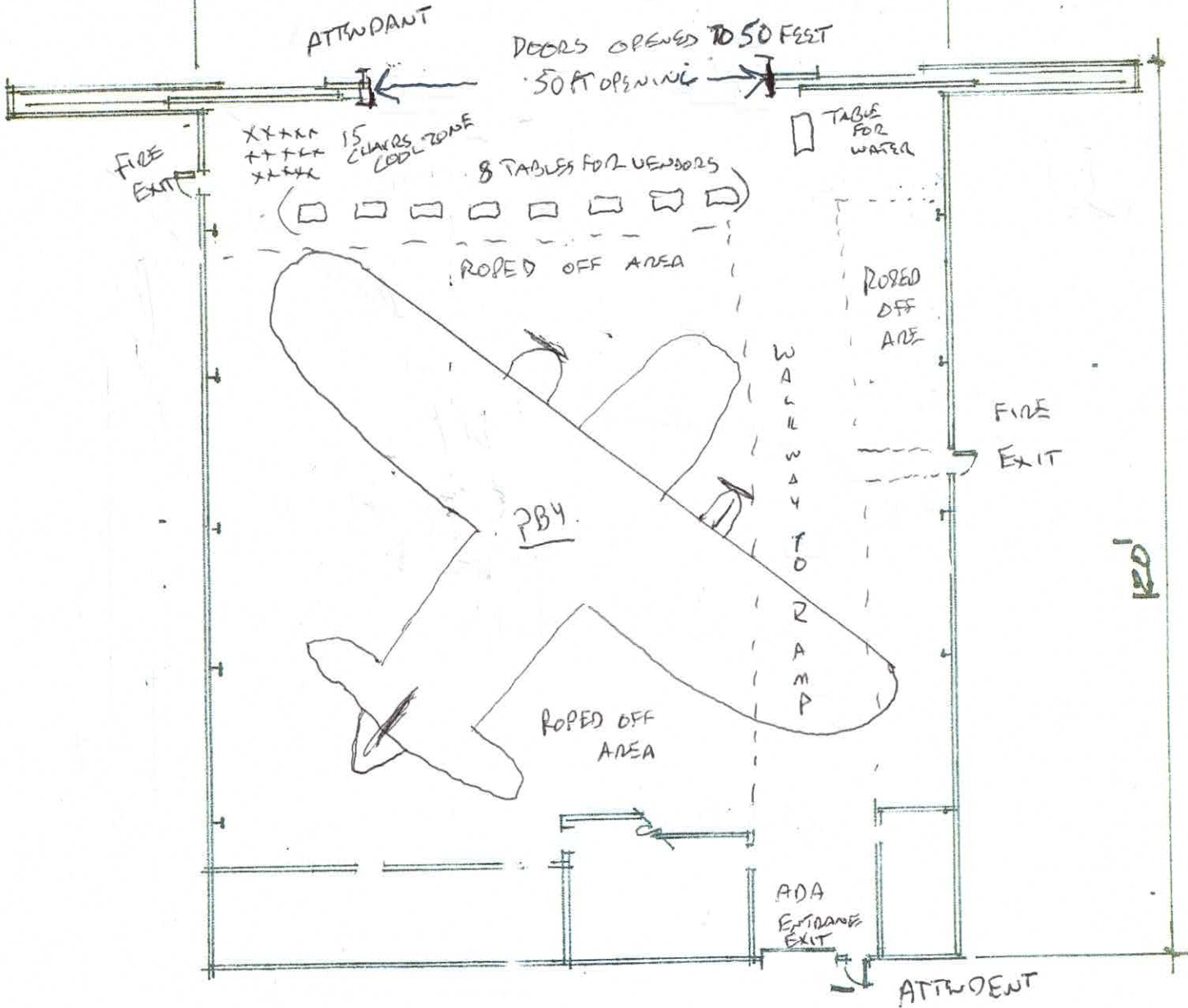
AIRPORT SIDE

POC: MARK DAMM

207 651 9308

100'

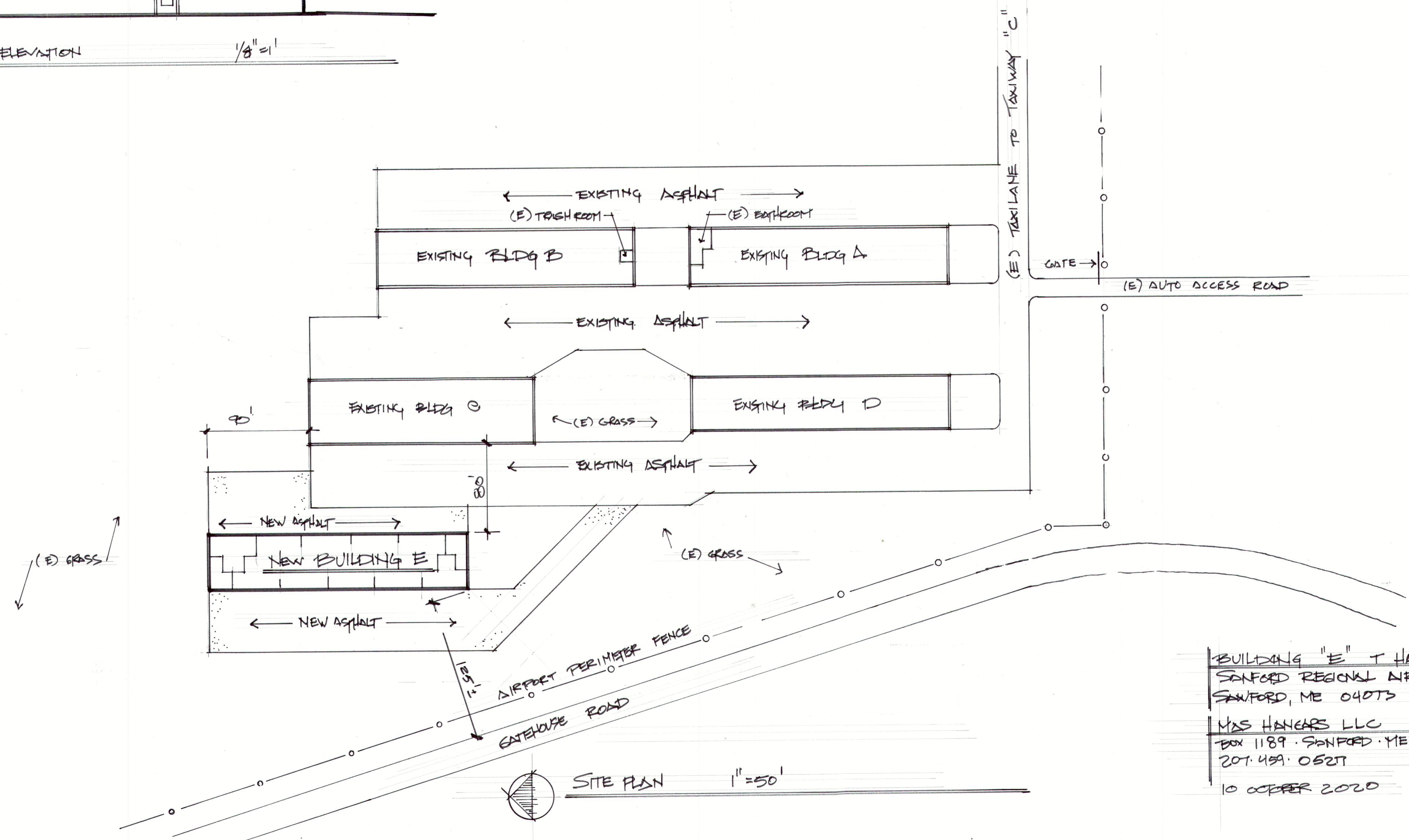
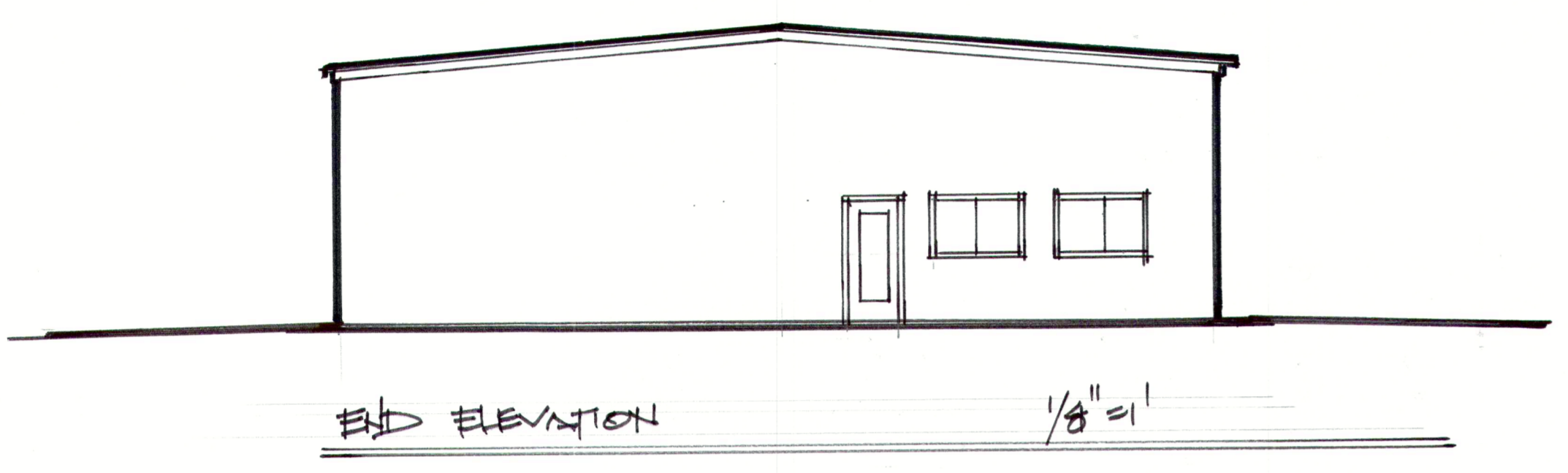
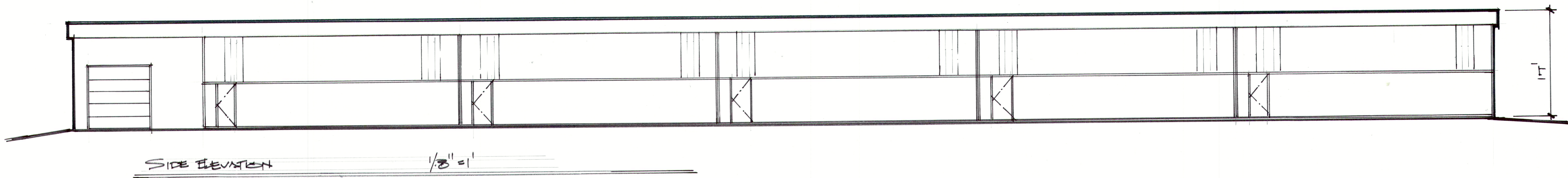
KEEP OCCUPANTS TO 50 AT ANY 1 TIME



ADA PARKING
MOTORCYCLE PARKING

12 PRESIDENTIAL LANE

1" = 20'



BUILDING "E" T HANGAR
 SANFORD REGIONAL AIRPORT
 SANFORD, ME 04073
 MAS HANGARS LLC
 BOX 1189 · SANFORD · ME · 04073
 207.459.0521
 10 OCTOBER 2020

President: Philip Joseph
Treasurer: Sheldon Apsell



Vice President: Clint Davies
Secretary: Greg Dining

March XX, 2023

Mr. David A. Swanson, Manager
Portland, Maine Flight Standards District Office
82 Running Hill Road
South Portland, Maine 04106

Subject: Aerobatic Practice at Sanford Seacoast Regional Airport

Dear Mr. Swanson:

On behalf of the New England Aerobatic Club, Chapter 35 of the International Aerobatic Club, we are pleased to electronically submit Form 7711-2, an Environmental Information Document and other supporting documents to request a waiver and authorization to establish a long-term aerobatics practice area at Sanford Seacoast Regional Airport, Sanford, Maine. In the past, we have requested temporary APAs but have come to the conclusion that it will reduce paper work for both the FAA and ourselves to request a long-term APA.

To properly coordinate the intermittent use of the APA by IAC Chapter 35 with other events at the airport, control of the APA would be under the direction of Ms. Allison Navia, Manager of Sanford Seacoast Regional Airport. We request that she be designated as the “responsible person.”

The location of the proposed APA is the same as that we have successfully used since 2009. Members of IAC Chapter 35 would staff the operation of the practice sessions using the same protocols that we have safely used previously. A summary of our future operations is as follows:

- When authorized by the Responsible Person, IAC Chapter 35 would practice competition aerobatics between the hours of 10 AM and 5:00 PM local time. Night-time aerobatic operations will not occur.
- The Responsible Person and a member of IAC 35 will conduct a pre-flight briefing detailing the intended operations for the day, safety issues and coordination with any other group using the airport that day.
- All pilots and their aircraft that fly that day will be logged-in and required to certify their review and compliance with the Certificate of Waiver and associated Special Provisions. The pilot / aircraft log will be available for FAA review, if requested.
- At least one Ground-based safety observer appointed by the Responsible Person will observe all aerobatic activity and the airport environment while the APA is in use.
- During the practice we expect no more than 15 pilots and 10 aircraft to participate, all of which must be members of the International Aerobatics Club (IAC). Certificates of

Insurance from IAC/EAA would be requested as evidence that our operations are properly insured.

- To minimize traffic conflict and noise, our requested altitudes for aerobatic activity are from 1500 to 3500 feet AGL. This puts the floor of our aerobatic activity 500 feet above the normal traffic pattern. The waived airspace (indicated in red on the enclosed Google photograph,) has been located to minimize noise to off-site locations while accommodating continued airport operations.
- NOTAMs advising transient pilots of the aerobatic activity will be prepared and submitted that would include (at least) the following additional points:
 - Runway 14/32 would remain open at all times but with right traffic on 32 and standard left traffic on 14.
 - Closure of Runway 7/25 during active aerobatic activity except that it would be available with 10 minutes prior notice so that we can temporarily suspend aerobatics to allow large / turbine aircraft to land.

To prepare these applications, We have used our previous successful 7711-2 applications and current reference to FAA Order 8900.1 Volume 3, Chapter 6, Section 4. We hope you will find them adequate in all details. We would be happy to discuss things as needed to answer any questions you may have. Our contact information follows and we look forward to your questions and discussion.

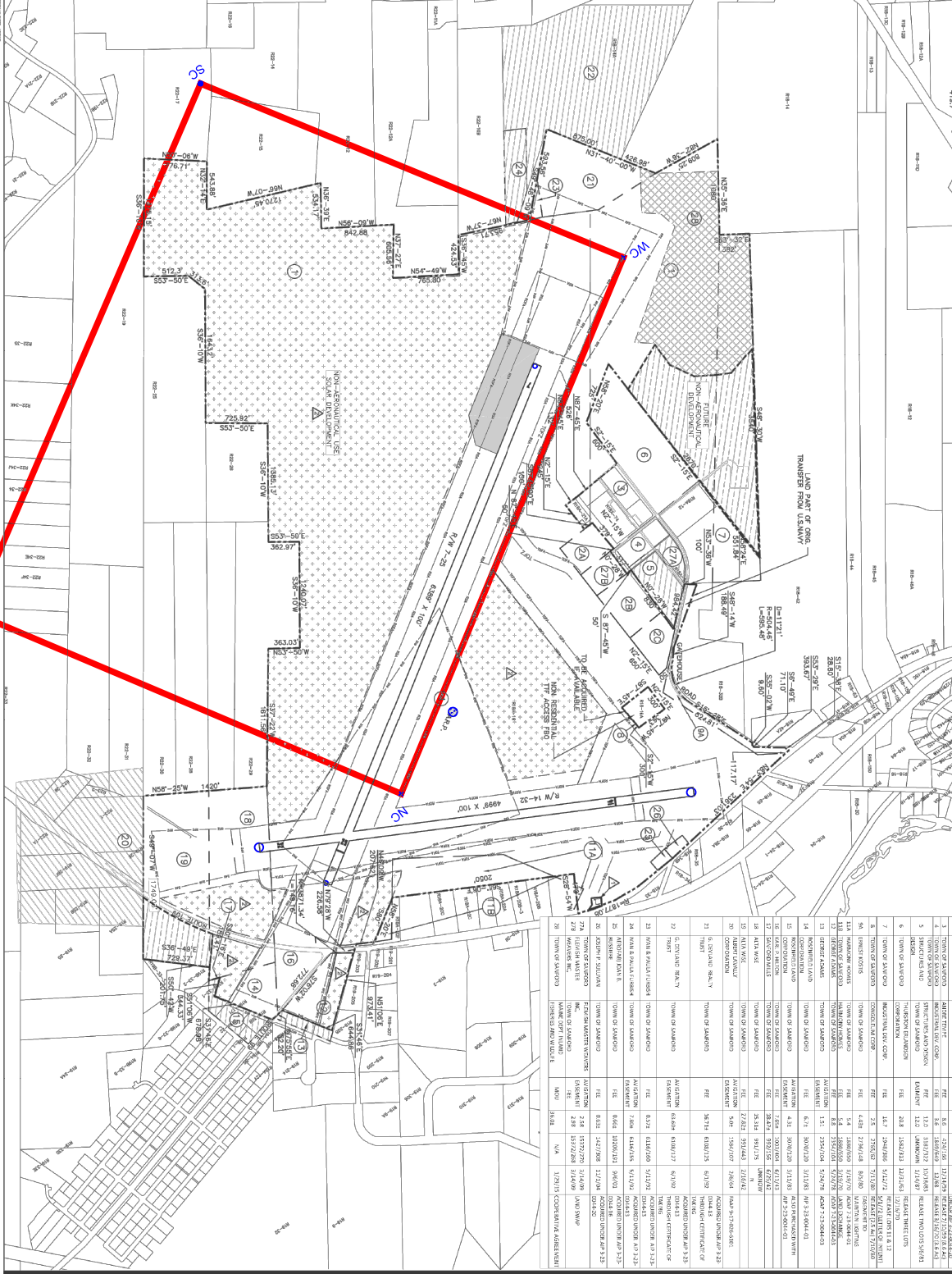
Yours truly,



Jay Hewett
for IAC Chapter 35 – The New England Aerobatic Club
37 Shady Run Lane
Cumberland, Maine, 04021
207-829-5765 – Home
207-233-9615 - Cell Phone
jayhewett@zwi.net – e-mail
IAC Member 0021994

Allison Navia, Airport Manager
9 Presidential Lane
Sanford, Maine 04073
e-mail: anavia@sanfordmaine.org
Office: 324-3172
FAX: 207-324-3094

KEY	LESSOR	LESSEE	INTER NON-ADJUTANTIAL USE	ACRES
▲	CITY OF SANFORD	CITY OF SANFORD	9/17/2013 FM LETTER	0.2566
▲	CITY OF SANFORD	SANFORD SOUTH LLC	1/16/2018 FM LETTER	413.7



LOT	OWNER	APPLICANT	USE	ACRES	TYPE	DATE	COMMENTS
1	US COAST	TOWN OF SANFORD	FF	0.01	11/16/03	1/23/2014	RETRACTED FROM THE AIRPORT ZONE
2	MOORE COMMUNITY	TOWN OF SANFORD	FF	4.28	11/16/03	6/28/11	RETRACTED FROM THE AIRPORT ZONE
3	TOWN OF SANFORD	AMERICAN	FF	5.6	12/21/06	1/21/08	RETRACTED FROM THE AIRPORT ZONE
4	TOWN OF SANFORD	STRENGTH AND YOUTH	FF	1.21	11/16/03	1/21/08	RETRACTED FROM THE AIRPORT ZONE
5	TOWN OF SANFORD	TOWN OF SANFORD	FF	1.22	11/16/03	1/21/08	RETRACTED FROM THE AIRPORT ZONE
6	TOWN OF SANFORD	TOWN OF SANFORD	FF	1.22	11/16/03	1/21/08	RETRACTED FROM THE AIRPORT ZONE
7	TOWN OF SANFORD	INDUSTRIAL CORP	FF	1.21	11/16/03	1/21/08	RETRACTED FROM THE AIRPORT ZONE
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32	TOWN OF SANFORD	INDUSTRIAL CORP	FF	1.21	11/16/03	1/21/08	RETRACTED FROM THE AIRPORT ZONE



Sanford Seacoast Regional Airport, KSFM
 4800 Airport Road
 Sanford, ME 04083
 Tel: 207.888.8338
 Fax: 207.888.8339

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Legend
 - - - - - PARCEL PROJECTION ZONE
 - - - - - AIRPORT BOUNDARY
 - - - - - EASEMENT
 - - - - - NON-ADJUTANTIAL RESERVE
 - - - - - NON-ADJUTANTIAL USE
 - - - - - SOLAR DEVELOPMENT
 - - - - - MAINE DEPT. OF LAND FISHERIES AND WILDLIFE AGENCY
 - - - - - US DAKE SLOPE CRITICAL AREA
 - - - - - LOT KEY NUMBER

Notes
 1. LOT KEY NUMBER

Scale
 0 500' 1000'

Revision

NO.	DATE	BY	REVISION
1			

Permitted

NO.	DATE	BY	REVISION
1			

Client/Project
 SANFORD SEACOAST REGIONAL AIRPORT

Site
 Sanford, Maine

Title
 EXHIBIT A

Project No. SC09
AS NOTED

Drawing No. SHEET
 12 of 12

Revision
 0

Sanford Seacoast Regional Airport, KSFM Proposed Aerobatic Practice Area