

Meeting Agenda  
City of Bangor Airport Committee Meeting  
City Council Chambers  
3<sup>rd</sup> Floor  
September 11, 2012

The following City Councilors were in attendance: Charlie Longo, Nelson Durgin, Pat Blanchette, Geoffrey Gratwick, and Ben Sprague. The following City staff was also in attendance, Airport Director, Anthony Caruso and Risteen Bahr, Marketing Manager. Also in attendance were Brad Moore and Art Morgan. Councilor Longo opened the meeting.

Agenda:

**1. Flex jet Agreement**

Airport Director Caruso discussed that the agreement between the City of Bangor and Bombardier Aerospace Corporation (BAC) is a standard aircraft handling agreement that BAC has with other FBO's which provide service to their aircraft. The agreement stipulates Bangor Aviation Services is willing and able to perform the services for BAC in accordance with this agreement. Bangor Aviation Services shall provide the following services, including, but not limited to, aircraft fueling/de-fueling, ground handling, aircraft towing/repositioning, lavatory servicing, deicing, ground power units, potable water, and aircraft marshalling. The initial term for this agreement is two (2) years and shall continue on a month to month basis after the two (2) year anniversary. Approving this lease agreement will strengthen our partnership and enhance our relationship with this company. This lease has been reviewed and approved by City Legal. The Airport respectfully submits this agreement for Airport Committee review and recommends approval.

Questions/Comments:

Councilor Gatwick questioned if this was a Charter to take on passengers, Airport Director Caruso indicated that it was not.

Councilor Sprague motioned to approve and it was seconded.

**2. Thank You Again agreement-customer loyalty program**

Airport Director Caruso indicated that during a previous Airport Committee meeting, Airport staff presented the Airport Committee members with the concept of developing and instituting a customer loyalty program. Many airports nationwide have developed customer loyalty programs designed to make sure that frequent fliers know their business is valued. City legal has reviewed and approved the agreement. The Airport respectfully submits this agreement for Airport Committee review and recommends approval.

Questions/Comments

Councilor Durgin asked about how the customers would know about the participating merchants. Airport Caruso answered that the Airport staff will launch the program and would have a spot on the website to who is participating members.

Councilor Blanchette asked if we have ever done anything like this before. Airport Marketing Director Bahr indicated that we have not launched this program before. Councilor Blantchette also questioned about the contract and if there is a penalty if this program is not working can we cancel it. Airport Director Caruso indicated that this is a two year contract and after the two years it is a month to month contract. If we choose to terminate the program there is no penalty.

Councilor Durgin asked if there are any risks involved. Airport Director Caruso responded that the only risk would be if we have a lack of merchant participates.

Councilor Longo asked about the confidentiality of the program. Airport Director Caruso indicated that all the information from the customers is kept confidential.

Motioned moved to approve the program.

### **3. Passenger Statistics for August 2012**

Airport Director Caruso indicated that overall the Passenger numbers were up by .9% for the month and Year to date was up by 11.9%. Allegiant numbers were down by 15.9% due to the cancellation of the FFL flight. Overall all the numbers were good for August.

### **4. Airport-satellite/overflow parking lot discussion & recommendation**

Airport Director Caruso opened up the discussion indicating that during the peak period of February thru April there is a great demand for parking capacity. Also, during the seasons of November and December our parking demand has increased and is nearing the current lot capacity. Last year during the peak season we had the customers use the employee lot, we used the Godfrey Blvd, and we also used some of the car rental lots. We have checked out the LL Bean parking lot and the Airport mall parking lot. But in our research both places would not let us put up fencing and also, we need security for both places. With the use of both places that would only give us additional 250-300 spaces and we are looking to have an additional 500 spaces. The cost for the space is \$50 per space per month. We also looked at some creative options such as parking on the ramp, but this idea is not feasible, nor allowable under current TSA regulations. Airport staff indicated that the temporary parking lot for overflow should be the lot off of Godfrey Blvd. This lot is already paved, it is underutilized, and it would less of a cost of rehab this area and provides safe and adequate parking for customers. We will do fencing and provide a shelter and we would provide the customers with a shuttle.. The cost of this would be about \$239,000.

#### Questions/Comments

Councilor Blanchette wanted to make sure that there would be a shelter and questioned the other areas like Airport Mall and LL Bean.

Councilor Durgin asked if we could utilize the car rental areas and how many they would have available. Airport Director Caruso indicated that we have utilized the car rentals in the past, but not enough space and during peak times, they do not have many available.

Airport Director Caruso also indicated that the Airport will provide signs at the rotary indicating that the parking lot is full and the overflow parking area is available.

Council made a motion to pass and seconded.

Meeting Adjourned