



TOWN OFFICE
15 School Street
Rangeley, Maine 04970

AIRPORT COMMISSION

Jim Ferrara
Larry Koob
Harold Shaetzle
John Sannizzaro

Joe Roach, Airport Manager

January 27, 2025 3:30PM
MEETING MINUTES

1. CALL TO ORDER – RECORD ATTENDANCE

Chairman Koob called the meeting to order at 3:30PM. Present were members Ferrara, Koob, Shaetzle, and Sannizzaro. Also present were Stantec Planners Erv Deck and Ryan Lilly.

2. DECLARE A QUORUM AND DISCLOSE CONFLICT OF INTEREST

Chairman Koob declared a quorum. No conflicts of interest were noted.

3. ADJUSTMENTS TO THE AGENDA

-Erv Deck introduced Ryan Lilly from Stantec.

4. REVIEW OF MEETING MINUTES

-A motion was made by Member Shatezle and seconded by Member Ferrara to approve the August 26, 2024 Meeting Minutes as presented.

VOTE: 4-0

-A motion was made by Member Sannizzaro and seconded by Member Koob to approve the September 5, 2024 Workshop Meeting Minutes and the September 30, 2024 Meeting Minutes as presented.

VOTE: 4-0

5. PUBLIC TO SPEAK – NON-AGENDA ITEM

6. CORRESPONDENCE TO BE READ INTO RECORD

-None

7. REPORTS OF THE COMMISSION

8. REPORTS OF THE AIRPORT MANAGER

-The Manager informed the Commission that the AWOS was inspected and the PAPI's were serviced and certified on January 12th. Erv was asked to check if the PAPIs should be powered on at all times.

9. OLD BUSINESS

-RWY 32 Trees Update – Stumps have been surveyed and a letter submitted to FAA. The nighttime procedures will be updated.

-Bylaws Workshop – Mr. Sannizarro will share the draft that's being worked on with the members prior to the next meeting. Members will bring any comments to that meeting and work to produce a final draft to share with the Board of Selectmen.

10. NEW BUSINESS

-Airport Operating Budget Draft FY 26 – The Manager explained the proposed budget that will be presented to the Board and Budget committee the following evening. There were no concerns heard from the Commission.

-FAA Intent Form 2025 – The Manager informed the Commission that the form was filed in time and the projects are in the Airport CIP.

Snowmobiles Adjancet to Fernchie’s Way / Exhibit A Update – The Manager is working with FAA to determine if snowmobiles may utilize an area next to Frenchie’s Way. The FAA has requested an updated Exhibit A from the Town. The Manager has requested a quote from Stantec for the update.

-NASA ASRS – IFR Departure Procedure (info) – Erv Deck explained the report that was provided. The Commission asked for clarification of the departure procedure from Stantec.

11. ANNOUNCEMENTS

-Mr. Koob reminded those present that Snodeo is happening on the coming weekend.

12. NEXT MEETING DATE

-February 24, 2025 at 4:30PM

13. ADJOURNMENT

A motion was made by Mr. Koob and seconded by Mr. Sannizzaro to adjourn at 4:16 PM.

VOTE: 4-0

These Minutes were accepted by the Airport Commission on March 31, 2025. EJR