

Airport Advisory Committee
Tuesday October 21, 2025
6:00 pm

Call meeting to order

Dr. John Karod, Chair

Minutes of the prior meeting, August 12, 2025

Unfinished Business:

New radio for lobby	Thank you to Bruce for working on this
Outside spigot	This is the on the to-do list
Water pressure issue	Pressure booster installed
Hanger sweep	Chris will update on this
Aircraft mechanic	Has anyone reached out?
Oktoberfest	How do we get more pilots?
Snow Removal Equipment	Update provided from Seth (see email)

New Business:

City resources for managing airport	Topic raised by Shane McDougall
City Council Liaison updates	Dan Bagley
Staff updates	Chris Perkins
	Penny Thompson

Penny's cell is (207) 551 - 9442.

2025 Committee Members

David Barbosa	Shane McDougall
Douglas Shrum	Dan Bagley, City Council Liaison
Bruce Laveway	Penny Thompson, Staff
Dr. John Karod, chair	

Airport Advisory Committee
Meeting Minutes
Tuesday August 12, 2025
6:00 pm

Members In attendance: John Karod (Chair), David Barbosa, Douglas Shrum, Bruce Laveway, Shane McDougal and Dan Bagley (City Council Liaison)

Staff in attendance: Penny Thompson (City Manager)

1. Call to Order

Meeting was called to order by John Karod at 6:01pm

2. Approval of Minutes from prior meeting

Motion by Bruce Laveway and was seconded by Douglas Shrum to accept the minutes from June 25, 2025, meeting.

3. Unfinished Business

- a. Events- Oktoberfest
Advertised in August Aviation Digest
- b. Presque Isle Airport/re 122.8
No update currently
- c. Apron Project & SRE
Dr. Karod asked who would open the Crosswind runway?
- d. June 30 city council executive session/letter
- e. New radio for lobby-
Kevin Robinson- 207-551-9000 from Aroostook Technologies (Bruce will contact)
- f. Future Growth – Lay out and master Plan
The idea of doing a hanger sweep would be beneficial to determine what is the highest and best use of space? This brought up a discussion regarding the storage at hangar, such as is the planes operational. If not, what is your plan for getting your plane up and running? The discussion of the intent of hangars is to use for planes in/out & sell fuel.

For example: Car in Hanger could be swapped for Plane i.e. for when return after flying. Dr. Karod motion to do a sweep of hangars to see if there is an issue or not, this was second by Mr. McDougal.

The discussion was brought up if someone has a vintage motorcycle and it burns down what the city's liability is? Dr. Karod mentioned maybe we should not be charging more for the extra. he idea of having someone from the committee to go with staff during the inspections of hangars. Committee took a vote and was 5-0, and motion was carried.

4. New Business:

a. Sewer Pipe repair

Can we have a hook up for an outside spigot and with frost free shut off somewhere. Motion by Bruce Laveway Second by Dave Barbosa. Vote was 5-0.

Dave Barbosa calls BS, and stated that the issue with water pressure can't addressed be because of "too close to the water tower"

A discussion was had regarding the Facebook page.

5. City Council Liaison Updates

The discussion started with going over the changes at Presque Isle airport.

Was shared that it may be aspirational, but they have a plan, so they might be able to do, the discussion continued with "our niche is general aviation, we need to get a plan together to promote that."

Dr. Karod asked should the regional airport managers to share information and strategy? Mr. McDougal responded that "state is trying to update state aviation master plan."

Mr. Shrum mentioned that he found out that something is being moved into the Loring.

Mr. Barbosa advised him to invite them to the meeting. Dr. Karod asked Mr. Bagley to go talk to Jon Judkins at Loring to find out what's going on.

6. Staff Updates

Penny Thompson spoke about Chris Perkins, new Public Works Director and the sewer pipe project.

7. Meeting Adjourned

Motion to adjourn by John Karod at 7:17 pm and seconded by Dave Barbosa, no discussion, the vote was unanimous.

From: [Lovley, Seth](#)
To: [Penny Thompson](#)
Subject: RE: Airport Committee 10/21 @ 6
Date: Monday, October 6, 2025 9:22:08 AM

Hi Penny,

Nothing earth shattering, but here are updates for ongoing projects and future outlook as well:

Reconstruct Apron Design Project

- Complete and closed out

Reconstruct Apron Construction Project

- Saw and Seal of joints completed Tuesday 9/30
- All construction complete
- Working on grant closeout
- Will need a final inspection – waiting to try to coordinate schedule with snow removal equipment delivery
- Cost overruns
 - Reconstruction and paving of south taxiway around back side of south airport hangar (Change Order 1)
 - Storm drain improvements (Change Order 2)

Snow Removal Equipment

- Anticipate delivery of loader, snowblower, and plow in October
- Rotary broom delivery expected in February

Future Projects

- No projects for FY26 – will need grant amendment for cost overruns on apron reconstruction
- FY27 projects are currently listed as rehabilitation of Airport Drive and terminal parking lot
- Keep in mind below ground Avgas tank expires 11/2029
 - Recommend testing and estimate for repairs/upgrades as soon as possible after 11/2028 to try to extend warranty
 - Spoke with County Environmental during apron construction and if the tank passes the required precision/vacuum testing, then they believe a sump rebuild would get you another 5 years

Thank you and let me know if you have any questions,

Seth

From: Penny Thompson <pthompson@cariboumaine.org>
Sent: Thursday, October 2, 2025 12:25 PM
To: Lovley, Seth <Seth.Lovley@stantec.com>
Subject: Airport Committee 10/21 @ 6

From: [Lovley, Seth](#)
To: [Penny Thompson](#)
Subject: FW: Caribou Equipment Delivery
Date: Tuesday, October 21, 2025 8:36:27 AM

Good morning Penny,

Beauregard has the loader and the snowblower ready to go. The plow is on it's way and supposed to arrive at their shop on Thursday. They want to put their eyes on the plow and then they have a little bit of work to get it setup with the loader. Beauregard will reach out Thursday/Friday to confirm everything looks good, so this could change, but right now we are tentatively thinking equipment delivery to the airport next Wednesday. I wanted to give you a little heads up so you can plan accordingly. I will reach out Thursday/Friday after I hear from Beauregard.

FYI, I would like to do the final inspection for the apron reconstruction on the same day. I know that these two things on the same day will consume a lot of your time, so let me know if that's okay. Thank you,

Seth

From: Eric Soucy <esoucy@beauregardequip.com>
Sent: Wednesday, October 15, 2025 1:03 PM
To: Lovley, Seth <Seth.Lovley@stantec.com>
Subject: RE: Caribou Equipment Delivery

Showing 10/23. I'll email to get confirmation and updates.

From: Lovley, Seth <Seth.Lovley@stantec.com>
Sent: Wednesday, October 15, 2025 12:55 PM
To: Eric Soucy <esoucy@beauregardequip.com>
Subject: Caribou Equipment Delivery

Any updates?

Seth Lovley, PE

Associate

Direct/Mobile: 207-631-8976

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From: [LaNiece Sirois](#)
To: [Penny Thompson](#)
Subject: RE: [EXTERNAL] Oktoberfest
Date: Friday, October 3, 2025 11:23:05 AM

Good morning Penny,

We had such a great time at Oktoberfest this year, and I can't say enough about how wonderful Gary was to work with—he's truly the best.

Since this was our second time using the hangar, set-up went much more smoothly and efficiently. Attendance was up from last year, which is a positive sign that the event will continue to grow. While the number of beer vendors stayed about the same, that will be a key focus for recruitment next year. It wasn't raised as a concern by attendees, just something I noted as an opportunity.

Thanks to the generous sponsorship from Aviest, we were able to lower ticket prices this year and may be able to do so again next year. The S.W. Collins chalets were a fantastic addition, both visually and functionally—the vendors really enjoyed using them, and they added to the Bavarian feel. We'll continue to build on that atmosphere with more décor and details each year.

Overall, it was a great success, and we're excited to keep growing and improving the event annually.

Best,
LaNiece

From: Penny Thompson <pthompson@cariboumaine.org>
Sent: Thursday, October 2, 2025 12:28 PM
To: LaNiece Sirois <lsirois@centralaroostookchamber.com>
Subject: [EXTERNAL] Oktoberfest

Good afternoon, LaNiece –

I hope this finds you well and that the Oktoberfest went to your satisfaction and was a successful event for the chamber.

If you have any numbers or anecdotal information related to the event or the airport, I would love to share it with the Airport Committee when they meet on October 21.

Thank you.

Penny Thompson
Caribou City Manager