

Auburn-Lewiston Municipal Airport

RULES AND REGULATIONS

1993 Revision

September 28, 1993 Kenneth P. Wolf, Chairman

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AUTHORITY

1. These rules and regulations shall supersede all previously existing rules and regulations for the Airport.
2. The Board of Directors reserves the right to make any additions, deletions or corrections to these rules and regulations which may be necessary for the safety of aircraft operation on or of personnel using the Airport.
3. In any instance where these rules may be or become inconsistent with Federal Air Regulations then these rules shall be void as to such conflict. No part of these rules and regulations shall be construed as license or authorization to deviate from Federal Air Regulations.
4. These rules and regulations are promulgated under the Interlocal Agreement entered into by the Cities of Lewiston and Auburn in accordance with the State of Maine Interlocal Cooperation Statute giving the Board of Directors management responsibility of the Airport. It specifically grants to the Board of Directors the authority to provide rules and regulations governing the use of the Auburn Lewiston Municipal Airport.

SECTION 1 - SCOPE

All persons on the Airport shall be governed by these rules and regulations. The Airport Manager may deny the use of the Airport to any person who knowingly and willfully violates any rule or regulation. And, in addition, may deprive such person of further use of the Airport for such time as the Airport Board of Directors may determine. Persons shall be subject to such fines contained herein or other penalties as may established by local, State or Federal law. These Rules and Regulations may be amended by the Airport Committee.

SECTION 2 - DEFINITIONS

Whenever used in these Rules and Regulations, the following terms shall have the meanings respectively hereinafter indicated:

ALBD - Means the Auburn-Lewiston Municipal Airport Board of Directors established pursuant to the Interlocal Agreement between the Cities of Auburn and Lewiston and the State of Maine.

AIRPORT - Shall mean the Auburn-Lewiston Municipal Airport, specifically the lands and developments owned, controlled, operated and maintained by the ALBD consisting of runways, taxiways, hangars, control towers, ramps, aprons, buildings, structures, roads, streets, parking and storage areas, improvements, utilities, facilities or other real property, necessary or convenient, or desirable, for the landing, take-off, accommodation, and servicing of aircraft of all types and for any commercial, individual or other activity transpiring within the perimeter of the Airport.

AIRPORT MANAGER - Shall mean the Airport Manager appointed by the ALBD and charged with the duty to administer, protect, control and superintend the Airport or his duly authorized representative.

AIRCRAFT - Shall mean and include any and all contrivances now or hereafter used for the navigation of or flight in air or space, including, but limited to airplanes, airships, dirigibles, helicopters and gliders.

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JET AIRCRAFT - Shall mean and include any and all aircraft which are not propeller driven, and which accomplish motion entirely by a direct reaction of the thrust of any engine, including, but not limited to, engines which operate on turbine, ramp, rocket, or nuclear principles.

TURBO-PROP AIRCRAFT - Shall mean and include any and all aircraft which accomplish motion by means of a jet engine having a turbine driven propeller whose thrust may or may not be supplemented by that of hot exhaust gasses issuing in a jet from the engine itself.

ITINERANT AIRCRAFT - Shall mean and include any aircraft using the Airport, the operator of which has not entered into a lease agreement or other special agreement for a period of less than thirty (30) days with the ALBD.

LANDING AREA - Shall mean and include those portions of the Airport including runways and taxiways, designated and made available temporarily or permanently by the ALBD to the general public for the landing and taking off of aircraft.

RAMP AND APRON AREA - Shall mean and include those portions of the Airport designated and made available temporarily or permanently by the ALBD to the public for loading or unloading of both passengers and cargo onto and from aircraft.

AIRPORT HIGHWAY - Shall mean and include those vehicular ways on the Airport designated and made available temporarily or permanently by the Cities of Lewiston and Auburn as ways to which the public has the right of access, within the meaning of the laws of the State of Maine applicable to regulations of motor vehicles.

AIRCRAFT PARKING AND STORAGE AREA - Shall mean and include those portions of the Airport leased by the ALBD or designated and made available temporarily or permanently by the Manager to the public for the parking or storage of Aircraft.

VEHICULAR PARKING AND STORAGE AREA - Shall mean and include those portions of the Airport designated and made available temporarily or permanently by the ALBD as vehicular parking and storage areas to which the public has the right of access within the meaning of the laws of the State of Maine applicable to regulations of motor vehicles.

MOTOR VEHICLE - Shall mean and include automobiles, trucks, buses, motorcycles, bicycles, pushcarts and any other device in or upon or by which any person or property is or may be transported, carried or drawn upon land except aircraft.

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VEHICLE - Shall mean and include any self-propelled vehicle.

PERSON - Shall mean and include any individual, firm, copartnership, corporation, association, or company of the United States of America, or any foreign government or any state, political division thereof, or the United Nations, including any assignee, receiver, trustee or similar representative thereof, and shall further include aircraft operators, crew members, passengers, spectators, sightseers, pleasure and commercial vehicles, officers and employees of airlines, lessees and other persons occupying space at the Airport, persons doing business with the ALBD or the Manager, its lessees, sub-lessees and permittees and all other persons whatsoever.

OPERATOR - Shall mean and include the owner or other person, firm or corporation controlling the operations of one or more aircraft or one or more vehicles: or any person who has rented such aircraft or vehicle for the purpose of operation by his own agents.

PERMISSION - Shall mean permission granted by the Airport Manager, unless otherwise specifically provided.

POLICE - Shall mean and include the members of the Auburn and Lewiston Police Departments assigned to duty at the Auburn-Lewiston Municipal Airport, or other such members of the Auburn and Lewiston Police Departments, or other law enforcement agencies authorized by the Police Chiefs, as may be assigned temporarily to duty at Auburn-Lewiston Municipal Airport or to Airport employees authorized as special Deputies or Constables.

FUEL SERVICING VEHICLE - Shall mean and include any vehicle designated and operated for the purpose of fuel transfer handling in connection with the fuelling or defueling of aircraft.

FUEL TRANSFER HANDLING - Shall mean and include the process of transferring petroleum fuels on the Airport between a bulk storage facility and fuel servicing vehicle or between a fuel servicing vehicle and an aircraft.

FIXED BASE OPERATOR - Shall mean any person or company engaged in business as defined in the Airport Minimum Standards.

SECTION 3 - GENERAL REGULATIONS

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3.1 HOLD HARMLESS

Any person using the Airport and its facilities shall do so at his own risk. The Cities of Auburn and Lewiston assume no responsibility for loss, injury, damage, personal injury or death to persons or property however caused or from fire, theft, vandalism, flood, earthquakes, or any acts of God or the public enemy, or for any other reason.

3.2 ENFORCEMENT

All powers of the Police of the Cities of Auburn and Lewiston, their duly appointed Constables and the Maine State Police are hereby extended to the area of the Airport. The Airport Manager shall at all times have authority to take such action as may be necessary in the handling, conduct, and management of the public in attendance at the Airport and enforce these regulations. In any contingencies not specifically covered by these rules and regulations, the ALBD shall be authorized to make such rules and orders and render such decisions as to it may seem proper.

3.3 PENALTY

Any person who violates any of the rules and regulations provided herein, or who fails to conform to any of the rules and regulations hereof, shall be guilty of a misdemeanor, and upon conviction thereof, shall be fined not less than five dollars (\$5.00) and not more than one-hundred dollars (\$100.00) for each offense. Each day each such violation or failure to comply is permitted to exist after notification thereof shall constitute a separate offense.

3.4 REPORTS OF ACCIDENTS

Any person involved in any accident on the Airport, whether it be personal, aircraft, or vehicular, causing personal injury or property damage, shall make a written report of such accident to the Airport Manager as soon as possible, which shall be in addition to any report required by law. A copy of any report required by law shall be accepted as compliance with this rule.

SECTION 4 - PUBLIC AND TENANT USAGE

4.1 CONDUCT

No person shall commit any disorderly, obscene, indecent, or unlawful act, engage in any form of gambling or commit any act of nuisance on the Airport.

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4.2 PUBLIC USE

The landing area is open to the use of aircraft at all times in accordance with these rules and regulations, the Airport Minimum Standards, and the governing rules for the operation of aircraft and the conduct of airmen as promulgated by the appropriate agencies of the U. S. Government, the State of Maine and the ALBD.

4.3 COMMERCIAL USE

No person, partnership, firm or corporation shall use the Airport as a base from which to conduct a business except such person, partnership, firm or corporation be authorized to conduct a business through a lease or permit granted by the ALBD (See Auburn-Lewiston Municipal Airport Minimum Standards). Such person, partnership, firm or corporation shall be confined strictly to the conduct of only such activity as is specifically authorized by the lease or permit granted.

4.4 SCHEDULED OPERATORS

A person, partnership, firm or corporation holding a lease for the scheduled operation of aircraft on the Airport, or using the Airport as an alternate, must cause their operation to transpire through the Terminal Building, or such other building as may be designated by the ALBD as the terminal point, and a monthly record of the volume of their activity shall be submitted to the Airport Manager.

4.5 WEAPONS; FIREARMS; EXPLOSIVES

No person, except those duly authorized by law, law enforcement officers, federal or Airport employees or members of the armed forces of the United States on official duty shall carry any weapon, firearm, or explosive on the Airport without the permission of the Airport Manager, or his authorized representative, except encased sporting guns for air shipment.

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4.6 RESTRICTED AREAS

No person shall enter upon the landing areas, ramps and apron areas, utilities, and service areas, or any area designated as a restricted area on the Airport posted as "No Trespassing" to the public except persons assigned to duty therein, persons authorized by the Airport Manager, or by proper agencies, or passengers under appropriate supervision enplaning or deplaning.

4.7 DAMAGE TO AIRPORT PROPERTY

No person shall destroy or disturb, in any manner, any building, equipment or flora. Any person causing or liable for any damage to Airport property shall be required to pay the full amount of such damage upon demand of the ALBD. Any person failing to do so may be deprived of the use of the Airport and its facilities until full reimbursement has been made. Tenants, lessees, and grantees shall be held fully responsible for all damage to buildings, equipment, real property, and appurtenance in the ownership of the Airport caused by negligence, abuse, or carelessness on the part of their employees, servants, agents, or customers. Any damage to, or malfunctioning of buildings, structures, utilities, or other Airport property, shall be reported at once to the Airport Manager.

4.8 STRUCTURAL OR DECORATIVE CHANGES

No person, tenants, lessee, or grantee shall make any alterations of any nature to any buildings, ramps, or other space, nor erect any structure on the Airport without prior permission in writing, from the Airport Manager, except as may be authorized in existing contracts or leases.

4.9 SOLICITING, ADVERTISING, SALES, DISPLAY

No person, unless duly authorized by the Airport Manager and under such terms and conditions as may be prescribed, shall in or upon any area of the Airport:

- a. Sell, or offer for sale, rent or lease any article of merchandise.
- b. Conduct any commercial activity.
- c. Solicit any business or trade.
- d. Solicit alms or funds for any purpose.
- e. Post, distribute, or display signs, posters, hand bills, newspapers, advertisements, circulars, or any other printed or written matter.

SECTION 5 - OPERATION OF MOTORIZED EQUIPMENT

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5.1 OPERATION

No person shall operate motorized equipment on the Airport unless in accordance with the following rules:

- a. Vehicles must be properly registered in accordance with the laws of the State of Maine.
- b. No person shall operate a motor vehicle anywhere on the Airport without a valid motor vehicle operators or chauffeur's license issued by the appropriate authority.
- c. No person shall operate a vehicle in a reckless or negligent manner, or without caution, or in a manner which endangers, or is likely to endanger persons or property.
- d. Pedestrians and aircraft shall at all times have the right-of-way over vehicular traffic. All vehicles shall pass to the rear of taxiing aircraft whenever possible.
- e. No person shall operate a vehicle in excess of the speed limits prescribed by signs located in appropriate areas or operate a vehicle across a painted solid line.
- f. No vehicles shall be operated on the landing areas, ramp and apron areas and aircraft, parking and storage areas except those specifically authorized by the Airport Manager, who may require that there be displayed on such vehicle identifying numbers, symbols, flags or lights.
- g. No private passenger vehicles shall be authorized to operate on the landing areas, ramp and apron areas, aircraft parking and storage areas, except for the loading and unloading of aircraft, or those specifically authorized by the Airport Manager.
- h. When parking adjacent to a runway on airport property, all vehicles must park at least 650 feet to the outside of Runway 04-22 and 275 feet to the outside of Runway 17-35 and unless such runway is officially closed by the Airport Manager or maintenance requirements dictate otherwise.
- i. No person shall operate or cause to operate any type of recreation, or off-road vehicle (reference to but not limited to bicycle, motorbike, snowmobiles, go-carts, dune buggies, etc.) on the ramp, taxiway, or runway areas whatsoever.

5.2 PARKING

No person shall park a vehicle on the Airport for any purpose other than in any areas specifically established for parking and in the manner and for the time prescribed by signs, lines, or other means.

5.3 TOWING REGULATIONS

The Airport Manager may remove any vehicle which is disabled, abandoned, parking in violation of the Rules and Regulations, of which presents an operational problem, at the owner's expense and without liability for damage which may result in the course of such moving.

SECTION 6 - AIRCRAFT OPERATIONS

6.1 AERONAUTICAL ACTIVITIES

All aircraft operations, including the departing from or arriving in the air space above, the Airport shall be conducted in conformity with the current regulations and directives of the

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Federal Aviation Administration and the Civil Aeronautics Board, Maine Department of Transportation, and, to the extent applicable, with order issued by the ALBD.

6.2 CLOSING OF THE AIRPORT

Whenever the Airport Manager believes the Airport facilities to be unsafe for landings or take-offs, it shall be within his authority to close the Airport.

6.3 REFUSAL OF AIRPORT USE

The Airport Manager may restrict any flight or other operation at the Airport and may refuse take-off clearance to any aircraft for any reason he believes justifiable in the interest of public safety and welfare. The Airport Manager may prohibit the use of the Airport for any purpose by any person.

6.4 AIRCRAFT ENGINE RUN-UPS

Aircraft engines shall be started and run up only in the places designated for such purposes. At no time shall engines be run up when hangars, shops, airplanes, or any buildings or persons are in the path of the propeller stream and/or jet exhaust.

6.5 TAXIING AND MOVING AIRCRAFT

No aircraft shall be taxied into or out of a hangar. No aircraft is to be taxied except at safe and reasonable speeds.

6.6 PARKING OF AIRCRAFT

The ALBD is in no way responsible for aircraft parked or stored on the Auburn-Lewiston Airport. Owners of parked aircraft shall be responsible to provide their own tie-down equipment.

6.7 REPAIR OF AIRCRAFT

No person shall repair aircraft, aircraft engines, or related apparatus in any area other than that designated by the Airport Manager.

6.8 DISABLED AIRCRAFT

All disabled aircraft and parts thereof on the Airport shall be removed promptly by the owner and/or operator after verbal or written notice by the Airport Manager. The Airport Manager shall have the right without any liability for loss or damage which may result therefrom to cause the

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immediate removal to a safe place on the Airport at the owner's and/or operator's expense any disabled aircraft or part thereof or any unattended or immovable aircraft which constitutes a hazard to persons or property. The Airport Manager may cause any such aircraft or part thereof not removed by the owner and/or operator to be removed from the Airport at the owner's expense without liability for any loss, provided, that he shall have first given seven days written notice of his intention to do so directed by Certified or Registered Mail to the owner's last known address.

6.9 MODEL AIRCRAFT

No person will operate model aircraft on the Airport property without the authority of the Airport Manager.

6.10 DEMONSTRATIONS

No experimental flights or parachute jumping shall be permitted unless authorized by the Airport Manager and the Federal Aviation Administration.

SECTION 7 - AIRCRAFT FUELING OPERATIONS

7.1 FUELING AREAS

No aircraft shall be fueled or drained while the aircraft engine/s is running or while the aircraft is in a hangar or an enclosed area.

7.2 AIRCRAFT GROUNDING

During all fuel operations the aircraft shall be grounded by an approved method.

7.3 OPEN FLAMES

Smoking or lighting an open flame shall be prohibited within fifty (50) feet of any fueling operation.

7.4 EQUIPMENT

All fuel dispensing equipment shall be of a modern design and shall be kept in a safe and non-leaking condition.

7.5 PARKING AREAS

Fuel trucks will be parked in areas designated by the Airport Manager.

SECTION 8 - FIRE REGULATIONS

8.1 SAFETY AND FIRE PREVENTION

All rules, regulations and recommended practices pertaining to safety and fire prevention as contained in the National Fire Codes published by the National Fire Protection Association, or promulgated by the Auburn Fire Chief or the National Board of Fire Underwriters and Fire Insurance Underwriters shall be adopted, whether or not specifically provided herein.

8.2 SMOKING

Smoking or lighting of an open flame is prohibited at places with posted signs, within fifty (50) feet of any aircraft and within fifty (50) feet of hangars, fuel, fuel trucks or fuel loading stations, and tank farms.

8.3 OPEN FIRES

No person shall start an open fire any place on the Airport without permission of the Airport Manager.

8.4 INFLAMMABLE MATERIALS

No person shall store material or equipment, use inflammable liquids or gases, or allow their premises to become in such condition so as to violate the Fire Codes of the City of Auburn.

8.5 EXTINGUISHERS

Tenants of all hangars and buildings shall provide suitable fire extinguishers and equipment and they shall be kept in good condition as recommended by the Auburn Fire Chief and inspected at least every twelve (12) months by trained personnel.

8.6 GOOD HOUSEKEEPING

Tenants and persons are required to keep their premises clean and clear of all rubbish, "junk", debris, old aircraft and vehicles, and any other unsightly objects.