



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
April 27, 2005

Commissioners: Charlie Menard, Chairman  
Ed Fowler, Treasurer  
Maryan Nowak, Vice Chairman  
Bob Adams  
Greg Cronin

Airport Manager: Dan Raposa  
Assistant Airport Manager: Joe Lawlor  
Recording Secretary: Gwen Borden

Called to order: 7:00 p.m.

Others in Attendance: Ned Dawes, Edwards & Kelcey  
Mike Dupont, American Aero,  
Steve Calish, Bristol Aviation  
Jerry Field, Dick Crowell, Ted Paull,  
Don Almeida, Bill McCaffrey, Fred Terra,  
Nelson Woodward

**Airport Engineers Projects Update** – E&K representative Ned Dawes submitted a written status report on pending airport projects. (See Attachment A). Ned also read the report for all in attendance and asked if there were any comments or questions on any of the airport projects? Ned was asked questions relative to the asphalt mix proposed in the bids and the life expectancy the asphalt. Ned responded that maintenance would be required periodically to achieve the 20-year life expectancy of the runways. Charlie thanked Ned for the report and doing a great job representing the airport at the MAC meeting.

**Minutes: March 2005 - Ed: motions to accept the recording secretary's report as submitted.  
Bob: seconds. All in favor, unanimous. So voted.**

**Treasurers Report ending March 2005** – Ed reported on the financial status of the airport noting **Income of \$16,338.00 and Expenses of \$6,982.34 for a Monthly Positive Cash Flow of \$9,355.66.**

Ed asked if there are any comments or questions on the report? There being no questions or comments, **Maryan: motions to accept the treasurers' report and to authorize Ed to process and submit bills for payment. Bob: second. All in favor, unanimous. So voted**

**Airport Managers Report** – Dan reported on the following,

1. **Fuel Survey** – Dan noted that he was not able to obtain a fuel report. We will be getting a delivery and the price of fuel is up \$0.40/gallon since the last delivery.
2. **Terminal Building Repairs Update** – work started today. Updating men's and ladies rooms, floor and door to be repaired. Repairs are more extensive than anticipated.
3. **Airport Inspection** – Inspection took place this month. Dan has not had an opportunity to be in contact with Dick Bunker but will get in touch to obtain the inspection report.
4. **Annual Open House and Neighborhood Appreciation Day** – Dan work on putting the event together. Bristol Aviation Flight School is looking to participate by helping out and also having a display. Dan reported that everything will be much the same as in the past and is still looking for pilots to participate. Joe mentioned the gas discount for pilots who participate and asks for consideration for a fuel discount for them. **After discussion Bob: motions for fuel discount for pilots participating in the event. Ed: seconds. All in favor, unanimous. So voted.** Dan will coordinate the approvals needed for the event.
5. **Extended hours for Fuel Pumping** – For the month of June we will be trying the extended hours for fuel pumping to see how it works out. This notice was put into the newsletter to inform pilots and airport users.

**Old Business -**

1. **Review SOPP's.** Charlie reported on the following: **(A) SWPPP Program** - Ned is in the process of submitting the final plan to the FAA and MAC for their review and comments by the end of this month.
2. **Long Term VMP** – Greg noted that there have been no comments or responses to date. He is still looking for feed back from airport users. Greg did take some pictures. Charlie stated that

hopefully for this years cutting, would like to be able to not only do what we planned to do but also implement stage I, because there is no more FAA and MAC money available for this program.

3. **Security Plan Update** – Dan is in the process of putting all the information together. He has all the names and contact numbers for FBO's and employees and plans on putting some maps and pictures in with the plan.

#### **New Business**

1. **CIP** - The commissioners had in informal meeting after the last monthly meeting with anyone wanting to be involved with providing input. The meeting produced a list of 30 to 40 items. The commissioners met a few nights later and took some of the high priority items and combined some. Charlie handed out the plan that the commission came out with and stated that it is only a plan at this stage and not written in concrete and is subject to change and funding availability. If anyone has questions or comments feel free to express them. In FAA's review, they noted a couple of items that they may or may not take part in. MAC did not offer any comment except that their funding is limited. Charlie stated that he feels strongly about the plan that was presented.

**Charlie announced that the next meeting will be held on May 25<sup>th</sup>, 2005 at 7:00 p.m. and asked for a motion to adjourn. Maryan: motion to adjourn at 7:40 p.m.. Bob: second. All in favor, unanimous. So voted.**

**Project Status**  
Taunton Airport Commission Meeting  
April 27, 2005  
Edwards and Kelcey's Update

1. **East/West Access Road**
  - a. Working with contractor to relocate location of gooseneck stand on the West Road's outbound lane to provide greater room in front of gate. Work will be performed starting within the next two weeks.
  - b. During the month the contractor removed the silt fence and hay bales.
  
2. **Snow Removal Equipment**
  - a. Working with equipment supplier to provide and install casting chute for snow blower. Still don't have definite delivery time frame for this item.
  
3. **Reconstruct Parallel Taxiway, Replace Runway & Taxiway Edge Lights & Update Airport SWPPP**
  - a. Bids opened on Wednesday, April 13<sup>th</sup> @ 1 PM. A total of four bids received. Low bidder was Bay State Piping @ \$714,940 base bid & \$656,140 with Bid Alternative No. 1. Base bids ranged from \$714,940 to \$793,160.
  - b. Prepared the required FAA & MAC grant applications and submitted them to the agencies within the specified time frames. Plan on attending the May 18<sup>th</sup> MAC Commission meeting when the grant will be voted upon.
  - c. Making modifications to the SWPPP based on comments received from the Airport Commission. We are planning on submitting the preliminary version of the SWPPP to the FAA & MAC on April 29<sup>th</sup> for their review and comment.
  
4. **FAA & MAC CIP**
  - a. Helped Airport Commission sort through proposed projects collected during the March 30<sup>th</sup> CIP meeting with Airport users. Based on Airport Commission's recommendations, prepared conceptual project cost estimates for the different projects and prepared revised CIP.
  - b. Attended the April 26<sup>th</sup> CIP meeting at MAC's office with FAA & MAC. Prepared minutes of the meeting and revised the CIP listing based on comments received during the meeting. Submitted these documents to the FAA, MAC & TAN on March 27<sup>th</sup>.
  
5. **Massachusetts Airport Management Association (MAMA) – Airport Awareness Day**
  - a. To be held on Monday, May 9<sup>th</sup> from 10 AM to 1 PM in The Great Hall at the Massachusetts State House. There will be a buffet luncheon served.
  - b. It is recommended that every airport send representatives (e.g., Airport Commissioners, Airport Manager, consultants, etc.) to the event so the legislators can hear directly from their constituents.
  - c. Invitations have been sent from MAMA to your legislatives asking them to visit the display so you can discuss the importance of aviation to your community and asking for their continued financial support for airport improvements through MAC.
  - d. EK is helping MAC set up the display by providing aerial photos for all of our clients.