



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
December 27, 2006

Commissioners: Charlie Menard, Chairman
Ed Fowler, Treasurer
Maryan Nowak, Vice Chairman
Bob Adams
Carolyn Basler

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

Others in Attendance: Ned Dawes, Edwards & Kelcey
Dick Griffith, Dick Rodier, Ed Duncan, Steve Manchester,
Doug Cooper

Meeting called to order at 7:00 p.m. by Chairman Menard.

Airport Engineers Edwards & Kelcey, Projects Update – Ned submitted his projects status report and read the report for all in attendance. (Refer to Attachment A for specific report) The Commissioners extended their thanks for a fine job on Ned's and E&K performance on behalf of the airport. Ned at this time introduced his wife and son who are also in attendance this evening.

Minutes 11/29/2006 – Ed: motions to accept minutes as submitted. Carolyn: second. All in favor, unanimous. So voted.

Treasurers' Report – Ed reported Income of \$83,715.27 and Expenses of \$92,136.43 for a Negative Monthly Cash Flow of - \$8,421.16. Maryan: motions to accept report and authorized Ed to submit bills for payment. Carolyn: second. All in favor, unanimous. So voted.

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – dated 12/26/06 shows that Taunton has maintained the price of fuel for a few months and other airports are at the same price or above ours. Possibly 2 – 3 weeks before another delivery is needed.
2. **Airport Users' Forum** – Next meeting January 18th, 2007.
3. **Airside Inspections** – are ongoing. We're in good shape and the fuel farm is holding its' own. The lights are okay, there were a few bulbs replaced. The lighting contractor is taking care of a few light fixtures not working. Charlie asked Dan to check the windsock light to see if it is working. **Tie downs** – there are people wanting to occupy the electric tie downs so Dan is going to let them into these spaces this month.
4. **Building Signs** – placement of the signs has been completed.
5. **Gate Signs** – are on order.
6. **CIP Meeting is scheduled for Tuesday, January 23, 2007 at 10:30 a.m. at MAC in Boston s reported in Ned's report.**
7. **2007 Airport User Rates and Fees were sent to SOPP holders.** Dan updated the SOPP booklet and printed out the page of the fees and mailed it out to the necessary people.
8. **West End Land Development** – since the last meeting we have received 2 letters of interest. These people have been informed that development in this area is contingent upon the moving of the ASOS.
9. **Big Bertha** – We are in the process of soliciting bids for the purpose of disposing of this surplus equipment.
10. **FAA Land Use Inspection Update** – items noted in their inspection were addressed. We requested certain information from some grieved parties on their intent on rectifying the issues and we have responded to the FAA.
11. **Finance Charges to be applied with February statements** – we have had this on the books for several years now. Glitches with the system have prevented us from applying finance

charges on overdue accounts. All the glitches have been worked out and the charges will be applied to February 2007 billing statements. Dan will also notify airport users in the newsletter.

Dan stated for the record that he wishes to extend a thank you to all who participated installing the building signs. Dan and the volunteers put up most of the signs on the buildings. Some FBO's installed their own signs. Carolyn noted for a future project, that at a recent meeting she and Maryan attended, Lee Padelford of the Fire Department made an unofficial request that when the buildings have been numbered that we ask the tenants of these builds to submit their land line telephone numbers so they can be submitted to the 911 operator in the event that a call should come in from one of those buildings. Dan stated that he can provide some of those numbers and is not sure that many have land line numbers. Dan will look into.

Carolyn asked about the status of the fence damage. Dan had Heritage Fence out to take a look at the damage. Dan talked with the people on Caswell Street and they said it was okay to go through their property to access the area for repairs to the fence. The damage to the fence was caused by large trees falling on the fence in remote areas of the airport.

Old Business

- 1. Dutra Property** - Charlie reported that a few months back Mr. Dutra approached the Commission with respect to property Mr. Dutra has for sale on Caswell Street and giving the airport the first opportunity to purchase this land. We met with Mr. Dutra to discuss some figures. Mr. Dutra was looking for more than what we were interested in paying. We have had some preliminary conversations with the FAA, learned more about their process. We went back to Mr. Dutra and he was happy to hear is that the process that FAA recommends that we take is hiring an outside consultant/appraiser, someone approved by FAA and FAA will pay the fair market value should the property be deemed reasonable and worthwhile to acquire. We will be asking the FAA at the January meeting to allow us to put this in for procurement. We

are also going to ask to allow us to put in a new project that would greatly enhance our future growth potential. Right now we have the sand pit at the Southwest portion of the airport, which is of low value to us. It's cluttered with rubbish, rocks and old trees. We're hoping to develop the land and leave it in a manner that is flat and accessible over the brook from the airport side and extend the taxiway. There should be enough area for potentially 6 or 8 hangars when its' developed.

New Business

1. **Review of Fuel Discount Program** – Charlie reported that its' time of the year to review the 2 existing discount fuel programs in effect at the airport that the Commission has been happy to support for the last year or two. The two programs are the Cash at the Pump and the Volume Sales Discount that supported the House Accounts as they reached certain milestones in volume is given a discount that is appropriate to their level. This is the fourth review of the programs and in the past we have elected to continue at six- month intervals. Charlie asked Ed, as Treasurer to comment. Ed stated that we are selling more fuel, so he figures our price is too low, (comment made in fun). He said that it doesn't impact the airport greatly so he would support continuing and we have noticed more fuel sales from people on the field. So in the big picture from a business end it has worked out good. Dan reported 80% of users taking advantage of the discounts. **Maryan: motions to continue with the fuel discount programs in existence for another 6 months. Carolyn: second. All in favor, unanimous. So voted.**

Charlie acknowledged receipt of a letter from Rick Ferreira of the Taunton Emergency Management Agency with regard to the Taunton Municipal Airport Emergency Asset Plan. Copies of the letter were distributed to the Commission.

Charlie announced that Taunton Airport Association Annual Dinner is coming up and asked Dick Griffith to give additional information to the attendees and for the record. Dick informed all that the dinner will be January 9th, 2007 at the Jockey Club and all are welcome. The TAA welcomes anyone interested in becoming a member of their club.

Next meeting January 31, 2007 at 7:00 p.m.

Ed: motions to adjourn at 7:37 p.m.. Maryan: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting

December 27, 2006

Edwards and Kelcey's Update

- 1. Reconstruct Main Apron & "Crib" Apron, Construct Apron Expansion, and Install Seven Obstruction Lights**
 - a. Submitted final pay request and FAA/MAC closeout documentation on December 15th.
 - b. Submitted partial closeout documentation to Taunton Conservation Commission. Per the Order of Conditions, have to wait until the replicated wetlands go through another growing season before we can ask for final approval.

- 2. Replacement of the Existing Fuel Farm Pumping Cabinet**
 - a. Returned preliminary shop drawings to the contractor with only minor comments.
 - b. Contractor has placed deposit on the pumping cabinet so the final version of the shop drawings can be prepared and the unit can start to be fabricated.
 - c. Prepared the first MAC reimbursement request.

- 3. Airport Capital Improvement Program**
 - a. On December 15th MAC approved new project – purchase sweeper attachment for front end loader. EK submitted the draft version of their scope of work and fee for this project to the FAA, MAC, and TAN on December 14th.
 - b. The annual CIP Meeting with FAA & MAC has been scheduled for Tuesday, January 23, 2007 from 10:30 AM to noon at MAC's office in Boston.