



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
January 25, 2006

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

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

Others in Attendance: Fred Terra, Steve Manchester, Dick Griffith, Dick Rodier, Ed Duncan,
Ted Paull
Ned Dawes, Edwards and Kelcey

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

Airport Engineers Edwards & Kelcey, Projects Update – Ned submitted a written status report on airport projects and verbally reported for all in attendance. (see Attachment A) On Item 2a, Ed questioned Ned on the height of the poles for the obstruction lighting for Kings Pond Road? Ned informed all that TMLP will not allow placement of the obstruction lights on their poles, so 3 new poles will need to be installed and the height will be kept in line with the tree height in the area, but just slightly higher. The lights will be red, 110 watt, and will be at a steady burn and will have their own meter. There will be 3 lights along South Precinct Street and 3 along Caswell Street. These lights will alert pilots to obstructions on Kings Pond Road. Dick Rodier asked if electricity would be installed to tie downs during the ramp lighting project? Ned responded that under the current scope we are looking to put electricity to 6 or 8 spaces along the fence and some in the crib area. Also, Ned talked with TMLP with regard to ramp lighting, and installing new fixtures on existing poles. There

are a series of poles along the ramp area with one fixture on each. We're looking to add another fixture to each and re-direct the illumination on the apron. Charlie spoke on a request by commissioner Adams to have the drain line under the apron looked at with a camera to determine its' condition. Charlie approached MAC to see if we could get some funding and was told that they would look into discretionary money to see if any was available, but they were not sure and could not guarantee any. So for all intent and purpose, Charlie would say no at this point, and if we do get some we'd be ahead of the game, but don't plan on it. The cost of the camera and work would be approximately \$1,500.00 which E&K would incur some of the cost. It looks like it is something we are going to do regardless if we get the funding or not. Ned stated he has no plans for this at the time, so if we're going to do it, we need to get going on it very soon because we need to factor it into the overall design and bid.

Secretary's Report of December 28, 2005 – Ed: motion to accept as submitted. Carolyn: second. All in favor, unanimous. So voted.

Treasurers Report – Ed reported on the financial status of the airport noting Income of \$20,280.91 and Expenses of \$56,201.33 for a Monthly Negative Cash Flow of -\$35,920.42. Ed asked if there are any comments or questions on the report? No questions or comments from the commissioners, Bob motions to accept the Treasurers' Report and to authorize Ed to submit the bills for payment. Carolyn: seconds. All in favor, unanimous. So voted.

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey – Dan again obtained the fuel survey on line at 100LL.com, and reported that we received a fuel delivery and the price was up \$0.27/gallon. We raised our price \$0.25/gallon. TMA current price is \$3.90/gal. on credit, and \$3.78/gal. cash, and our fuel prices are in line with prices of nearby airports.**
2. **Airport Users' Forum – On January 19th, there was a meeting here with 21 people attending. The meeting was well attended and went very well. There were some issues brought up but**

Dan does not have the minutes yet and will bring up at the next commission meeting. The meeting will be scheduled quarterly and the next meeting is scheduled for April 20, 2006.

3. **Ascent Technology** – Dan has received notice that we'll be having another inspection on the fuel farm because Dan has requested it and will probably be done in March.
4. **Approval of New Pump Handle** - Dan has been speaking with Ascent on an improvement on the fuel pump handle. Ascent has put Dan in touch with Gammon Technology and Gammons' has come up with a system of installing an in-line filter and a self-shutoff pump on a handle that will also include a cover. Ascent is willing to pick up the cost of, (approx. \$200.00). Charlie asked if the new handle has been approved and accepted by the insurance carrier? Dan responded, yes. Dan has confirmation from our fuel supplier that the handle meets the requirements. Charlie noted that we conducted a survey and there is only one airport in the vicinity that uses an auto shutoff nozzle, which is Plymouth. Plymouth also stated that it is not an authorized nozzle. The issue we have here is that the linesmen, on certain airplanes, airplanes whose tank is above the motor, could accidentally overfill the tank, and that could be a safety issue. The airport commission put out a letter advising the linesman and the people who take advantage of our fuel that if they have a top mounted tank, we're asking them to fuel their own. If they choose not to and we do it, we will continue to pump with their understanding that there may be some spillage, and relieves us of any liability. A few individuals have asked for the auto shutoff pump. We found several available, but not acceptable and to have it installed would void our insurance coverage. We have now found one that is acceptable. Do we want the auto shutoff nozzle here at TMA? All in attendance have heard the pros and cons and Charlie is looking for feedback. Ed asks, do we know at what depth from the top of the tank would the nozzle shut off? Many in attendance offered much information on which would depend on how deep the nozzle was into the tank. After many concerns from those in attendance, Dan was instructed to do further research and gather info on how the nozzle specifically operates. Carolyn suggested conducting a survey to see how many people are interested in the shutoff nozzle. Bob is in agreement with Carolyn to conduct a survey. Dan will include in the next newsletter, the issue of the possibility of

converting to the auto shutoff nozzle and ask for voluntary feedback. **Bob: motions to table until the next meeting. Ed: seconds. All in favor, unanimous. So voted.** Ted Paull said that the airport use to have a rubber mat with a hole in it to put on the plane over the fuel hole. Dan has spoken with the fuel supplier and they will provide one for us. Dan also stated that we used to use one, it seemed okay, but not everyone liked the mat on the paint. Charlie said if we get a mat and the pilots want it used, that they request the linesmen use it.

5. **Pilots Lounge** – The lease for the space has been submitted for approval and the new tenants would like to get going for February 1st. The room has been cleaned out and Dan is waiting for the new tenants to get back to him with the information on the specific use of the space so he can add it into the lease. Also the insurance information needs to be submitted.

Old Business

1. **Westcoat Drive Signs – and**
2. **Airport Building Directory Signs** – Charlie reported that the airport manager has had contact with Greg Cronin with regard to the signs and we have not received a response. If we do not receive one soon we will by-pass Greg and do what we need to do to accomplish the task of having the signs made and placement of them.
3. **Emergency Management Plan Review** – Carolyn stated that we approached TEMA last year for a copy of the City's Emergency Management Plan and we still have not received a copy. The purpose of entering into a discussion with them was that we were somewhat curious as to why the airport has never been approached with regard to how the airport could be utilized during a possible emergency. What Carolyn and Maryan have done is to put together a document that outlines what they feel would be of asset to the community in the event of any particular emergency. It is really just an outline of what exists here on the airport. The document will be presented to the commission for review and then pass it on to the city in the event the airport is needed. Ed noted that he ran into Rick Ferreira of TEMA and Rick asked Ed of the possibility of using the airport as a staging area should City Hall ever be flooded.

Carolyn asked that, in future conversations with Mr. Ferreira on the subject, to refer him to Maryan.

4. **Abutter Property For Sale** – Dan reported that we are still waiting for Claude Giroux to complete the appraisal and report. Charlie suggests that someone contact the property owner to let him know that someone will be coming onto the property to do the appraisal.

New Business

Ultra-Lite SOPP Approval – Charlie stated that we have just completed a response to an FAA complaint that we were not meeting our grant assurances by not allowing ultra-lites at TMA. We met with FAA and they sent an inspector to the airport, the results of which were that TMA was deemed to be a safe airport and that we had to open the airport to ultra-lites and draw up some policies, procedures and guidelines for their safe operation. Joe Lawlor was asked to undertake this project and he was kind enough to do the research and put the information together. It was submitted to the Commission at the last meeting and to everyone in attendance that wanted a copy. It was also distributed at the users safety forum. One of the issues that came about at the forum was a proposed change for #4. The initial document stated that the maximum pattern height would be 500'. Based on the recommendation of the safety users meeting it was changed to read, the recommended pattern altitude is 500', allowing the pilot to use their own discretion. There were also some minor changes made for ease in reading. What is before you for acceptance is the final document, and it has been before the FAA and they have accepted it. **Ed: motions to adopt the SOPP's on Ultra-Lites. Bob: seconds the motion. All in favor, unanimous. So voted. Dan will notify the FAA that the Commission has approved the SOPP's for Ultra-Lites.**

Next meeting February 22, 2006 at 7:00 p.m. A special meeting is scheduled at 6:00 p.m. to review the rehab of apron area.

Ed: motions to adjourn at 8:15 p.m.. Bob: second. All in favor, unanimous. So voted.

ATTACHMENT A

Project Status

Taunton Airport Commission Meeting
January 25, 2006
Edwards and Kelcey's Update

1. **Reconstruct Parallel Taxiway, Replace Runway & Taxiway Edge Lights & Update Airport SWPPP**
 - a. All the necessary project closeout documentation has been submitted and the FAA & MAC are processing the final reimbursement requests.

2. **Reconstruct Main Apron & "Crib" Apron, Construct Apron Expansion, Install Two Obstruction Lights and Additional Ramp Lighting**
 - a. Started the design of the project. Reviewed the limits of the apron expansion against the adjacent wetlands.
 - b. January 11th meeting with TMLP to review proposed installation of extra ramp lighting and obstruction lighting within the Runway 30 approach. TMLP will not allow obstruction lights to be mounted on top of their existing poles. Therefore, new poles will have to be installed.
 - c. Submitted the Pavement Design Report to the FAA, MAC, and TAN on January 9th.
 - d. Scheduling a meeting at end of February to review the proposed construction phasing for the apron reconstruction and expansion portion of the project.
 - e. Preliminary design submission scheduled for February 17th.