



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
October 25, 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
Recording Secretary: Gwen Borden

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

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

Airport Engineers Edwards & Kelcey, Projects Update –Ned distributed a written status report on projects and read the report for all in attendance. (Refer to Attachment A for specific report) On Item 1a of Ned's report, Joe noted that he has concerns with the placement of some tie downs noting that they need to be moved in order for pilots not to have to step in the mud before entering their aircraft. Ned stated that pavement is exactly where it was before, that the impervious area was not to be increased per the Conservation Commission. Each person in attendance also offered his or her concerns with the area. After discussions, Ned will investigate what options may be available, but he is not sure there any. After the completion of Ned's report Charlie asked if there were any further questions from anyone? The being none, Charlie stated that "he told Ned earlier and he wants to tell him publicly that the Commission would like to express their appreciation to Derek for a job well done. He's certainly carrying the torch for us and we're very happy with his performance." Dan added, also to express the same thanks to the construction company. They were very professional and

mannered and organized. Dan enjoyed working with him two years in a row now. They have done a tremendous job out here with everything being done. The company had a good crew here every day. We never had a problem with anything and even when the outside subs were coming in they were guided well on where to be and what to do. Dan has received no complaints from any users of the airport. They have been a great construction company for us and run a good operation, very efficiently. Charlie noted that the pay voucher is in process.

Minutes 9/27/2006 – Carolyn: motions to accept as submitted. Bob: second. All in favor, unanimous. So voted.

Treasurers' Report – Ed reported Income of \$442,925.12 and Expenses of \$473,096.46 for a Negative Monthly Cash Flow of -\$30,171.34. Maryan: motions to accept report and authorized Ed to submit bills for payment. Carolyn: second. All in favor, unanimous. So voted.

Airport Managers Report – Charlie reported on the following for Dan:

1. **Fuel Survey** – dated 10/24/06 shows that Taunton has the lowest price for fuel by \$0.10. The price of fuel is currently at \$3.60 for cash sale. We will be buying fuel within the next two weeks.
2. **Airport Users' Forum** – was held Oct. 19th. The forum welcomed a new person, Brian Connors. Dan conducted the meeting and gave a brief run down on everything going on at the airport from the Commission perspective. A lot of the information from the forum is in the airport newsletter. The next meeting is January 18th, 2007.
3. **Airside Inspections** – are ongoing. **Tie downs** have been reported on in Ned's report. The **main ramp is now open. Electric tie downs** are up and running and Dan will start charging for their use. There are 9 on the front line and 6 or 7 are spoken for. Dan has contacted our engineers on 2 **runway lights** that are out that he has not been able to fix by changing the

bulbs. The bulbs do not appear to be burnt out. Dan asked Derek to contact the light company who did the light work because its been within a year that the lights were installed and should be under some type of warranty. We should not be out there doing much more than changing bulbs because it's a brand new system. Also on lights, Dan finally received the light that was ordered to replace the one that was bumped down the end. We don't know who bumped it so we had to buy a new light. Dan will be installing soon. We're still plugging along with the **fuel farm**. We're going day to day with what we've got and hopefully we'll be okay.

4. **Building Signs** – are available at the managers office. A couple of people have picked up their signs and put them up and they look good. Dan is going to get them to the people who are suppose to have them and then if they choose to have us help them install them, Dan will arrange a time and ask for volunteers to help put them up. One sign we didn't get with the original order was for Building #30 and Dan has ordered it. Charlie asked Dan to pick a date for the people who want the help with the installation of their signs so they can all be done at one time and contact them and give them the date if they want the help and coordinate with any volunteers.
5. **Gate Number Signs** – Dan ordered 18 signs for the gates.
6. **Non-Compliant Business Complain, Investigation and Results** – Dan submitted a report of his investigation and stated that back in September we received a complaint of an individual conducting flight training on the airport who was not pay our BRF and not meeting minimum standards and criteria. The complaint was issued by Mike Dupont of American Aero and co-issued by Steve Calish of Bristol Aviation. Dan has contacted and spoken to all parties by phone, in person and written documentation. Dan's investigation determined that Mr. Gibson is not conducting a flight business from this airport.
7. **NOTAM Regarding Construction** – Dan had removed the NOTAM but the contractor will be out there for another few days and the NOTAM is in effect until further notice.

8. **Restriping of Roadways** – Dan has been in touch with Derek and Ryan from Bay State Piping and walked and measured all the roadways we may want to have done. They were done, but lost some of the striping especially on the east side. It's a tremendous help during winter to have the yellow stripe on the road while trying to plow snow. The price will be about \$1,400.00. Bay State will send us an invoice, we will pay Bay State and they will pay the contractor. Also, we painted a hold line for aircraft exiting the cribs, Taunton Aero and all the hangars on the ramp down near Superior, Raven, Tailwind and Crosswind. The hold line is basically in front of the culvert so that in the future, if we have any growth of cat-o-nine tails that could possibly be a hindrance for anyone, the persons operating aircraft coming out of those areas is mandated to stop at that point and it's well beyond the limited view of the culvert area.
9. **Vegetation clearing along South Precinct Street** – has been going on since last summer. Dan has been in contact with Marilyn Greene, who said that the work may not get done this year, that she has been taking direction from the Mayor and Council for other work needing attention of her crews. Dan talked with the Mayor and spoke with him personally stating our need to have this done. The most recent information from Marilyn is that they do not have the money in their budget or the time and to look into having the work done by a tree service from our airport budget. Ned will send the surveyors down, identify the penetration of trees, and hopefully we will be able to take care of a few trees to relieve the big issue and pass the submittal of the final document for the program to the FAA and MAC that we're clear.
10. **The Urella Hangar** – out by Middleboro Avenue may be in the process of being sold. A man came in requesting copies of the lease to take to his financial advisor and attorney.
11. **Airport Manager Vacation** – from November 7 – 20. Dan has secured coverage for the airport in his absence. Bob Adams will be the day-to-day liaison while Dan is away.
12. There is a **new lineman onboard**, Jeremy Morin, who started work on Monday. Dan has been training him on emergency procedures and Dan is impressed with his enthusiasm.

Old Business

1. **Met with Rui Dutra on October 11th**, - Charlie reported that the Commission met with regard to the property that Mr. Dutra has for sale. There was quite a difference in what the Commission feels the property is worth and what Mr. Dutra feels it is worth. We have explored several areas and Mr. Dutra is still doing some more figuring on the property. Based upon what he comes back to the Commission with we'll go to the FAA and inquire for something they're interested in. If we come to some sense of agreement on dollars, then it will be anywhere from 6 months to a year to go through the process. FAA requires that the property be surveyed and valued.

New Business

1. **New Hangar Construction behind Superior Aereo** – Dan received a letter of interest from Frank Nowak who is interested in constructing a hangar. That area has a request from Ron Nation to construct a hangar. Dan spoke with both Ron and Frank. Frank and Ron have also spoken to each other with regard to the matter. Ron Nation has no problem relinquishing his request. We'll wait for any forthcoming information.
2. **Snow Bid Openings** – Charlie noted that we advertised for snowplowing and/or services for a driver. We had 3 qualifiers: 1) driver of airport equipment, 2) truck and driver supplied by the bidder and 3) larger truck and driver to move piles of snow. First bid opened was from Blue Angel Snow Plowing, bid on Option #2 @ \$75.00/hour. Second bid opened was from A & A Professional Pest Services, bidding on Option #2, @ \$49.00/hour. Third bid opened was from GB Sons Construction Company, bidding on Option #2, @ \$140.00/hour with a 4 hour minimum. Fourth bid opened was from Taunton Siding, bidding on Option #1, @ \$12.00/hour. Dan will review the bids, compile the information and inform the bidders and the commissioners who will be awarded the job.
3. **MAC is assuming responsibility for complete CIP Package of Airports** – Charlie reported that 4 years ago MAC gave up complete responsibility and gave FAA back the portion that they

would normally handle. Effective 1/1/07 they will again handle the CIP program in its' entirety.

4. **FAA Response to Land Use Inspection held June 29, 2006** – Charlie reported that FAA got in touch with us saying that they had to perform 2 inspections per year. They requested copies of all of our leases, our current airport layout plan, and financial information to make sure that the money they have given us was spent on the programs the money was intended for. Donna Whitte came here with several other people and upon review of the documents and information provided, she has determined that we are missing some grant assurance wording, and we agreed that the appropriate wording would be put in. In the leases, where we identify them as private use for storage of aircraft and personal belongings, we must remove the wording of “personal belongings”. According to the FAA the commission cannot authorize any leaseholder to store any personal belongings, in, on or about leased property. We will be addressing our current leases as they do their 3-year term on negotiation points or their annual turn, will be issuing new leases that have the new wording for grant assurances in them. And we will be removing any reference to personal belongings from the lease. The way our lease reads today, the commercial and private is intermixed and if you're not sure what you're reading one could conceivably read that private leases have the right to do certain things that businesses do. So the structure or presentation of the leases will change noting what is specifically allowed for business and private leases. Also, as a result of Ms. Whitte's visit, we have been written up and vehicles like campers, trailers have to be moved off premises. Unregistered vehicles have to go. If it is not aviation related, it has to go. Dan will be talking to FBO's informing them what has to be moved.
5. **Discussion of Overnight Parking of Vehicles and establishing a policy** – tabled until next meeting.

Dick Griffith reminded all that there will be a rally to Support Our Troops on Taunton Green on Sunday and there will be a contingent of pilots flying over the area to take part in the rally.

Fred Terra asks for permission to place signs with arrows in front of the driveways stating “For F&P Use Only” and “JPN and American Aero” to the right. **Maryan: motions to approve the signs.**

Bob: seconds. All in favor, unanimous. So voted.

Dan reported that he has given permission to several people to hunt at the airport to control the deer population. They have been issued ID badges to be here. Dan has made them aware to stay out of the mud before going onto blacktop. Charlie suggested that a placard be made to place in the windows of their vehicles.

Next meeting November 30th, 2006 at 7:00 p.m.

Maryan: motions to adjourn at 8:40 p.m.. Ed: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting

October 25, 2006

Edwards and Kelcey's Update

- 1. Reconstruct Main Apron & "Crib" Apron, Construct Apron Expansion, and Install Seven Obstruction Lights**
 - a. Contractor has reached substantial completion for the apron project. Project is right at budget and was completed within the contract time frame.
 - b. TMLP has installed the obstruction light poles and started installing the aerial lines and lights. Expect to complete the installation next week.

- 2. Replacement of the Existing Fuel Farm Pumping Cabinet**
 - a. Contract booklets have been completed and submitted to all parties. Additional requested information submitted to the contractor. Setting up Pre-Construction Conference for early November. Exact date/time of the meeting has yet to be determined.

- 3. Airport Capital Improvement Program**
 - a. MAC is taking the lead to arrange a CIP meeting at MAC's office with FAA. Exact date/time of the meeting has yet to be determined.