



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
February 28, 2007

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
Jim Maddigan, Ted Paull, Fred Terra, Dick Rodier, Dick Griffith

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) After discussions Ned mentioned that because of budget cutbacks, any new projects at TMA and other airports, the shares that MAC and the airport will pay for those projects will double. Charlie thanked Ned for his efforts and good work.

Minutes: January 31, 2007 – Ed: motions to accept as submitted. Bob: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Ed reported Income of \$27,920.16 and Expenses of \$8,051.22 for a Positive Monthly Cash Flow of \$19,868.94. Bob: 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** – again shows that the price of fuel for our airport is still at or near the lowest price around. Last Sunday fuel sales were at a record and we pumped 620 gallons that day into 30 airplanes.
2. **Airport Users' Forum** – Next meeting April 19th, 2007
3. **Airside Inspections** – we're in good shape. **Fuel farm** is still holding. **Lights** are all working. **Runway** cracks are more prominent.
4. **Gate Number signs** have been delivered. We have 18 gates and we have to discuss where to begin with #1. We should start placing them while the ground is still hard because some gates are near marshy areas.
5. **Big Bertha** has been sold for \$750.00.
6. **East Coast Helicopter Lease** has been executed and paid for 2007.
7. **MAMA on the Hill Day** – Monday, March 5, 2007 for anyone interested in going.
8. **Airport Neighborhood Appreciation Day** and Open House is scheduled for Saturday June 16th. Everything will be basically as we've had it in the past. We depend on pilots to volunteer, and we are open to suggestions for new ideas to make the event a success. Commissioners will meet March 24 to discuss the specifics for the event. Anyone wanting to attend is invited.

Carolyn asked about the fence on Caswell Street that was damaged by a vehicle and if Dan had followed up on the police report? Dan stated that he contacted Commerce Insurance and the person he spoke with gave him the name of the agent who will be contacting him. Dan also contacted our fence contractor who took a look at the damage and will give us an estimate of the damage.

Ed informed Charlie that he mentioned to Ned that the most northern pole with the red obstruction light on South Precinct Street is always on and the sensor may be out. Charlie asked Dan to contact TMLP.

Charlie talked about crack sealing and asked Dan to get quotes for the crack sealing for the runway and taxiway and separate the quotes into two categories, 1) taxiway and runway only and 2) other areas needing attention. Maryan noted that years ago we coordinated with the DPW because there is a crack sealing company that has a contract with the City. We may want to check with the DPW. Charlie stated that MAC is taking on crack sealing projects again, so we can also check with them.

Old Business - None

New Business

1. **Amend SOPP's to reflect Updated Snow Removal/Equipment Policies** – The Commission will schedule a separate meeting to discuss this item. Date to be determined.
2. **Address Use of Chemicals on Airport by Airport Users** - Charlie informed all that currently our SOPP's prohibit any salt being put down on the airside, and wants to remind everyone to refrain from putting salt down. Charlie asked Dan to address this in the newsletter.
3. **New CIP Plan** – Charlie reported that we all heard Ned talk about a new CIP Project, it has been submitted but not approved yet. We also heard Ned talk about the change in the dollar values, MAC and our percentage for projects will double. We are fortunate that most of the big projects are done at the lower dollar value. There are a couple of big jobs coming, so Charlie reminded all that we need to be careful about spending. We are not looking to increase fees, but we need to be careful because two of the projects are over \$40,000.00. We have about \$80,000.00 in our airport operating account. Our average projects between now and the rest of the proposed CIP calls for anywhere between \$15,000.00 and \$20,000.00 a year to be reinvested in the airport except the two years when we re-do the gravel runway and the associated environmental impact study. They are both going to be approximately \$35,000.00 to \$40,000.00 in their given year. So we have to be careful with spending.
4. **Consultant Selection** – Charlie stated that we are currently beginning the process of consultant selection. We do this every three years where we advertise that the airport open for consultant firms to come in and make presentations. Dan has a list of interested firms. Responses are

supposed to be submitted by mid March. April will be the review process time and May will be to short list and final interviews and selection and June will be notification to the selected firm. The new consultants whomever it may be will be effective July 1, 2007 for the next three years.

Next meeting March 28, 2007 at 7:00 p.m.

Bob: motions to adjourn at 7:45 p.m.. Maryan: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting
February 28, 2007
Edwards and Kelcey's Update

1. Replacement of the Existing Fuel Farm Pumping Cabinet

- a. Still working with the contractor as to the shop drawings for the pumping cabinet. Hopefully, all the outstanding issues will be resolved soon so the cabinet can be fabricated.
- b. Based on discussions with Contractor, cabinet should take between five to six weeks to fabricate and one to two weeks to ship to factory. Therefore, looking for installation to occur in May.

2. Purchase Sweeper Attachment for Front End Loader

- a. Engineering contract has been fully signed by all parties.
- b. Received verbal approval from FAA, MAC, and Airport Commission to release documents for bidding.
- c. Submitted advertisement to local newspaper and Goods and Services Bulletin.
- d. Bids to be opened on Friday, March 2, 2007, at 1:00 PM in the Airport Manager's office. So far, three equipment suppliers have taken out the bid documents.
- e. Expect to submit the MAC grant application during the first week of March in anticipation of attending their March 21st MAC Commission meeting. Will also prepare the FAA grant application after the bids have been opened.

3. Airport Capital Improvement Program

- a. Revised the CIP based on comments raised during the January 23rd CIP meeting. Based on input from the Airport Commission, submitted the revised CIP to FAA and MAC on February 20th.

4. Massachusetts Airport Management Association

- a. "On-the-Hill" Day is Monday, March 5th from 10 AM to 1 PM at the State House