



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
January 31, 2007

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

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

Others in Attendance: Ned Dawes, Edwards & Kelcey
Dennis Kuba, East Coast Helicopter
Dick Griffith, Dick Rodier, Jim Maddigan

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

Commissioner Menard announced that Commissioners Adams and Basler are absent due to deaths in their families. Charlie expressed sympathies to both families on behalf of the Commissioners.

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) Ed asked Ned for a time frame on the arrival of the sweeper. Ned responded approximately 3 months after going out to bid and bid openings, possibly June. Ed commended Ned for the fine representation in Boston on behalf of the airport. Charlie asked about the MAMA on the Hill Day. Ned stated that March 5 is the date for the event. This will be the 3rd event of its' kind and it is for all the airports in the Commonwealth to be represented on Beacon Hill and there will be a display of each airport and you can schedule meetings with representatives to talk about your airport projects. Charlie extended thanks to Ned and E&K on behalf of all Commissioners.

New Business

1. **Open Bids for Big Bertha Snow Plow Truck** – Dan noted that the plow was advertised in the Taunton Daily Gazette. The ad ran a full week. Dan also sent the ad along with a letter to the company that installed the engine in the truck 2 or 3 years ago. No bids have been received.

2. **East Coast Helicopter** - Dan introduced Mr. And Mrs. Dennis Kuba from Plymouth who has purchased the Urella hangar. Dan has been working with them on a lease and invited them to this meeting to discuss any items of concern on their lease. Mr. Kuba is in agreement with the terms of the lease that begins today and is for private use. Charlie informed the Kuba's that if they wish to change the use of the lease, they must come before the Commission to get approval. The only change would be that they would then be liable for a business fee the same as other businesses pay. There are no utilities and any improvements are the responsibility of the leasee and any improvements are to be coordinated Dan. There have been some discussions with regard to the feasibility of providing an electric pole and acquiring an easement. We are also looking into funding but cannot promise anything. Some businesses have pot-a-johns, so that is an option for Mr. Kuba also. Charlie and all the Commissioners welcome Mr. and Mrs. Kuba to the airport. We hope you enjoy being here; we are a friendly airport with good people. Charlie asked if there were any questions? There being none, Charlie stated that it would be a new lease which begins today. Mr. Kuba stated that he had paid Mr. Urella for the remainder of the year. Charlie stated that if there is an issue where Mr. Kuba paid ahead, he would need to address this with Mr. Urella to remedy. Maryan asked if this lease includes the changes to language that FAA is looking for? Charlie said it does not, but the new lease includes special provisions that were in the original lease because of the lack of location and facilities. The changes that FAA is looking for is still under review and waiting for approval. Charlie brought Mr. & Mrs. Kuba up to date on the FAA site inspections a few months back. Some of things they found was that they determined our current lease was not worded enough and wanted more Grant Assurances included in the lease. In our previous lease, storage of private aircraft

and personal belongings in your hangar was allowed. We can no longer do that; it goes against the Grant Assurances. **Charlie asked for a motion to accept the new applicant and the lease transfer for the Urella hangar. Maryan: so moved. Ed: second. All in favor: unanimous. So voted.**

3. **FAA Memo of Agreement, Signature, VASI and REILS** – Charlie reported that FAA has changed from land leases that they hold for these lights. Now they do a MOA that are good for an indefinite period. There is no cost to the airport, the FAA is here by virtue of the Grant Assurances and they provide us with services. We have signed the agreement and Dan will mail.

4. Dan reported on a letter received from an Attorney from New Jersey requesting all kinds of financial information for the past 3 years. A lot of the requested information is not records that we use, nor have. Dan has compiled a list of items he can provide, sent an invoice for the cost of providing the information. Having spoken with the Attorney, he stated that he had a client or consulting engineers that were doing a survey on various airports and we happen to meet the criteria, so they are requesting this information to make a comparison of other airports. We have complied with the request to the best of our ability.

Charlie stated the last item of business is just a statement on the stability of the airport. As you all know, over the last several years we have invested a lot of money into this airport. As of today, our kitty is dangerously low and Charlie is asking that Dan implement energy conservation programs wherever possible. As we heard Ned speak earlier, we have some large CIP projects coming. Re-hab the turf runway will cost about \$1.5 million. Our share today is 2.5%, at the end of 2007 our share jumps to a minimum of 5%. We're talking about an aggressive list of CIP projects for the future and

we need to be cautious so we can pay our share when the time comes. We have a current balance somewhere in the area of \$65,000.00 and our security base is around \$45,000.00 so we have \$20,000.00 investment money. In the past 11 years, we have reinvested approximately \$9 million into this airport.

At this time Dick Griffith stated that F&P Hangars requests the use of the conference room for their annual meeting on February 21. Charlie noted that the F&P Association has always supported the airport and the airport is here to support the association and granted request for use of the conference room.

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

Maryan: motions to adjourn at 7:38 p.m.. Ed: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting

January 31, 2007

Edwards and Kelcey's Update

1. Replacement of the Existing Fuel Farm Pumping Cabinet

- a. Contractor submit second round of shop drawings. Based on our review, there are some issues that need to be addressed by the contractor before it can be approved. Working with contractor to get these issues addressed.

2. Purchase Sweeper Attachment for Front End Loader

- a. FAA and MAC verbally approved engineering contract. Sent contracts out on January 12th for final approvals.
- b. Submitted the draft version of the equipment specifications on January 15th. Awaiting comments back from TAN, FAA & MAC.
- c. Expect to go to bid in February.

3. Airport Capital Improvement Program

- a. The annual CIP Meeting with FAA & MAC was held on January 23, 2007. Meeting was held at MAC's office. Although FAA was invited, they didn't attend the meeting. EK has prepared minutes of the meeting.
- b. EK to contact FAA about proposed land purchase and update the CIP listing accordingly.