



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
June 27, 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
Recording Secretary: Gwen Borden

Others in Attendance: Ned Dawes, Edwards & Kelcey
Jim Maddigan, Fred Terra, Charlie Pickett, Dick Griffith, Dick Rodier

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) Ned stated that there are issues with the MAC grant for the replacement of the fuel cabinet because the work will not be completed by the end of June. Ned expects to go back to MAC in FY08 for grant to cover remaining costs. Maryan asks if there is an appeal process for the decision? Ned said he has gone to the top with no luck. We will use what we can through the end of the FY and submit a new grant for the balance in FY08.

Charlie informed all that it was voted at the last meeting that the contract with E&K has been extended for another 3 years and Ned has presented a general contractual agreement for small projects beyond MAC or FAA funding. Charlie thanked Ned for his efforts on behalf of the Commission.

Minutes: May 30, 2007 – Maryan: motions to accept as submitted. Bob: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Ed reported **Income of \$22,756.83** and **Expenses of \$15,258.68** for a **Positive Monthly Cash Flow of \$7,498.15**. **Bob: motions to accept report and authorized Ed to submit bills for payment. Maryan: second. All in favor, unanimous. So voted.**

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – Price of fuel is at \$4.27 cash and \$4.40 on payment/credit plans. We are in the price range of other airports.
2. **Airport Users' Forum** – Next meeting July 19th, 2007.
3. **Airside Inspections** – report submitted
4. **Neighborhood Appreciation Day and Open House** – was very successful. As far as pilots, vendors and people participation, the event was the best so far. Dan has received many compliments from people. Dan is compiling thank you letters. Charlie also extended a huge thank you to Dan, Jim Maddigan and the pilots who took part in the event, great job. Jim Maddigan estimated that 250 people were able to get up in aircraft with 126 total flights including the helicopter flights. Charlie asked Dan to make up the Certificates of Appreciation for the pilots.
5. **Veederroot Monitoring System Repair** – no further updates since last meeting.
6. **Crack Sealing Quote** – Airside estimate \$3,864.00, approximately 800 gallons. Non-airside \$2,898.00, approximately 600 gallons for a total combined price of approximately \$6,762.00. Charlie is going to ask MAC to take this on as an ASMP project.
7. **Employee's Uniform (Hats & Shirts)** – Have been ordered. We will receive 50% reimbursement from Phillips 66 if we qualify.
8. **6/5/07** we were visited by Tim Nawn and 2 TSA agents and were asked if any suspicious activity has been noticed? They liked what they saw as far a security was concerned. Their main concern was to visit the flight schools to determine their compliance with the rules on the books.
9. **6/5/07** we were visited by Ascent Oil representative Dave Munger. He was in the area and just stopped in for no particular reason.

10. **New Lead Lineman** – Ted Porada has been with us for a couple of weeks and seems to enjoy being here.
11. **Gate Problems** – some of the access gates have been working sporadically and Dan will be calling in for a service call soon.
12. **Roll Up Doors on SRE Building** – having problems, one is bulging and may need adjusting and the other is kicking on its' limits. Dan will be contacting someone for a service call.

Old Business

1. **Windcone Electric Light Replacement Quotes** – Dan reported that Bay State Piping came out about a month ago and concluded that there is a break between patch in the ground and the infield. Their estimate to replace the entire cable length between the vault and the windcone for \$8,700.00. They also gave a quote to replace the cable between the north side of the runway and the south side of the ramp for \$4,800.00. A quote for \$1,150.00 from A & D Electrical was for running a line from the sign marker to the splice for the wire to the sock pole on the outside of the runway. Charlie stated that if everyone is in agreement, to tentatively approve the expenditure not to exceed \$2,000.00 pending the outcome of the research for what we have to do. Joe to investigate further whether it is mandated that the windsock be lit. After discussions, **Bob: motions: that if we can get the windsock repaired for under \$2,000.00, on an as needed basis, we will go forward. If the windsock needs to be lit at all times in the evening, we will come back at the next meeting and in the interim, get other answers. Carolyn: seconds. All in favor, unanimous. So voted.**
2. **Emergency Asset Plan Review Status** – After lengthy discussions Maryan suggests more research internally on the plan. Once we are sure what we have to offer, we can reach out to city departments and other agencies. Charlie is in agreement that we need to do more research and evaluate the plan.
3. **Review of New Proposed House Account Policy** – Joe stated that he put this document together keeping it available to anyone who meets the criteria. After discussions, **Bob: motions to approve the House Account Policy. Carolyn: seconds. All in favor, unanimous. So voted.**

4. **Bristol Aviation Account** has been turned over to the City Solicitor and he is in the process of taking the steps they feel they need to take to resolve.
5. **Discuss Invitation to Airport Needs Committee** to visit/inspect airport improvements – this item pending.
6. **Map of Gate Locations** – Carolyn asked if Dan obtained a map from Ned. Dan responded that he came up with something else. Charlie asked that Dan get this together so we may provide a copy to the police and fire departments.

New Business

1. **Review Discount Programs** – Charlie asked for comments from the commissioners. Ed commented that the programs are working and people are using and suggest the users post a bond in the event they don't pay. Dan thinks it's a good program and people are taking advantage of it. Ed noted that even without the flight school there is increased fuel sales. **Bob: motions to maintain the current discount programs for another six months. Maryan: seconds. All in favor, unanimous. So voted.**
2. **Election of Officers** – Charlie asked if anyone was interested in any position to please feel free to come forward. **Bob: motions to keep the positions as they are: Charlie as Chairman, Ed as Treasurer and Maryan as Vice-Chairman. Carolyn: seconds. All in favor, unanimous. So voted.**

Charlie asked Fred if TAA was planning on taking on the Pig Roast or is the commission going to do it again? Dick Griffith responded that TAA will be having a meeting and this will be discussed and they will inform the commission.

Public Input – Charlie Pickett had asked Dan for information about propane use for his building and has not heard anything. Dan told Charlie that the delivery is on a specific date and we do not call for a delivery, delivery is on a schedule. Charlie also talked about a fuel spill on a plane. Dan explained we

have a new lineman, the lineman has been trained, and it has not been determined whether the spill was due to operator error or the fuel nozzle itself. Charlie said that it should not be a problem in the future but if the problem continues we will look into it.

Next meeting July 25, 2007 at 7:00 p.m.

Maryan: motions to adjourn at 8:35 p.m.. Bob: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting

June 27, 2007

Edwards and Kelcey's Update

1. Replacement of the Existing Fuel Farm Pumping Cabinet

- a. While the finished pumping cabinet was being tested at the factory, the pump failed. By the time they had diagnosed the problem and ordered the replacement pump, it was too late for the cabinet to be installed before end of June. Based on June 26th letter from contractor, the fueling cabinet is now repaired, tested, and ready for shipment from the manufacturer in Florida.
- b. Issues with the MAC grant because work not completed by end of June. Expect to go back to MAC in FY '08 for grant to cover remaining costs.

2. Purchase Sweeper Attachment for Front End Loader

- a. Equipment supplier is still expecting the delivery of the sweeper in August. Once the unit arrives, will schedule a time when they can install it on the existing front end loader.