



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
March 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
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) Lengthy discussions took place on the type of meter head for the fuel pumping system, digital or analogue. The commission agreed on the analogue meter head, which is similar to the one we have now. After further discussions, Ned was commended by the commission for his work and excused.

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

Treasurers' Report – Ed reported Income of \$13, 582.76 and Expenses of \$9,681.88 for a Positive Monthly Cash Flow of \$3,900.88. 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** – again shows that the price of fuel for our airport is still at or near the lowest price around and considerably lower than a couple of our competitors. However, we're getting ready for an upswing and fuel is up \$0.57/gallon since we last bought fuel.
2. **Airport Users' Forum** – Next meeting April 19th, 2007. Dan will not be here for the meeting. Charlie suggested re-scheduling the meeting for some time in May. Date chosen for the meeting is May 17. Newsletter will announce the new date for the meeting.
3. **Airside Inspections - Fuel farm** is still plugging along. **Lights** are in good shape, we've been blowing some bulbs, but we've been changing them. **Tie Downs** are okay but the contractor needs to comeback and finish the sod in the electrified crib area.
4. **FAA 50-10** and MAC annual inspection was performed on March 15 by MAC inspector Richard Bunker. In past years we given a courtesy call saying they were coming, but not this year. Dan had informed him that he wasn't expected and Mr. Bunker responded, "that was part of the criteria and that the executive director from MAC is conducting surprise inspections". Dan received the letter on the results of the inspection and read for all, noting that he has not made copies for everyone yet. Noted in the letter were 1) runway transverse cracks, 2) old T-hangar ramp showing minor to major cracks over entire area, 3) trees and brush on south side of runway 30 need clearing or topping, 4) the trees and brush on the approach to runway 4/22 should be cleared or topped. We need to sign the report and return to Mr. Bunker. We also need to compile a letter on how we plan to remedy the issues noted and send to Mr. Bunker. A provisional Certificate of Approval has been issued for the airport. After discussions on increased aircraft and operations and future funding for projects, Charlie asked Dan that when he responds to the inspection report to increase the operations of the airport by 10%.
5. **MAMA on the Hill Day** – Dan attended on March 5 with Commissioner Basler.
6. **Neighborhood Appreciation Day and Open House** will be held Saturday June 16. We had a meeting last week and will have another on April 28.
7. **Caswell Street Fence Repair** – today Dan received a check from Commerce Insurance for the amount of the estimate from the fence contractor. Dan will give the contractor the go ahead to

do the repairs. Also there is damage to our fence on Westcoat Drive at the parking lot. The fence contractor took a look at it, made up a list of parts needed for repair and will give Dan an estimate. At this time, we do not know who caused the damage.

8. **The Red Obstruction Light** on South Precinct Street has been repaired.
9. **Gate Sign Update** – we have received all the gate signs that were ordered and have installed about 13 so far. The last 4 gates are out in the woods and not easily accessible. Charlie noted once all the signs have been installed we need to identify the gate locations on a map and give to the fire department and any other departments that may need one.
10. **South Precinct Street Clearing Update** – Dan reported that the city clears obstructions on right of ways through the Park & Rec department. The P&R director Marilyn Greene told Dan that she does not have money or manpower to do the clearing on South Precinct Street. She also told Dan that they only clear auto sight distance obstructions, not aviation obstructions. Having said that, she got the Mayors office involved and Gil Enos told her that the airport is an enterprise account, that we have our own money and we should pay for the work. Dan contacted Al's Tree Clearing for an estimate which Al said it would be about 1 ½ days work \$3,200.00 plus a police detail. The conversation with Ned is we may be able to get funding, we would probably not do it as an individual project but to piggyback with something else. Charlie stated that he will speak with Councilwoman Botellio with regards to this item. She is on the airport needs committee.
11. **Snow Plow Damage to FBO Door** – During the recent snow storm we had a situation where the plow was very close to the door and grabbed a piece of door paneling. Dan looked into and got a few estimates for repairs and talked with the FBO and the FBO is willing to have the trim fixed and put a series of translucent panels on the upper part of his door to allow the top panels to come down and be used on the bottom part of the door. One estimate stated that there was no insulation in the door that needed replacing. Dan feels that this is a workable solution to the situation and is going forth with the repairs.
12. **The Segmented Circle** – has collapsed and a NOTAM has been issued. When it went down it wiped out the windsock cone and the pole and all the lights on the top of the pole and electrical

box. Dan called Crouse-Hinds for an estimate to fix. The estimate is \$5,500.00. The pieces were brought into the SRE building and with the expertise and guidance of some of the people in attendance tonight, we were able to take everything apart, we picked up a piece of aluminum piping, ground the pole down, shipped it out to the welder. We took the electrical stuff shipped it out to an electrician who will re-wire the box. We are going to put 6 new flood lights on it and the top light looks like it's going to be okay. For a few hundred dollars Dan thinks it's going to be okay. Dan would like to thank Dick Rodier, Fred Terra, and Bob Adams and electrician Tony Pistolese for all their help with the windsock.

13. **MAC Meeting April 18** – Dan will be on vacation and asks that we have representation there in his absence.
14. **Crack sealing Update** – Dan contacted the DPW and they gave Dan the name of the company they use, Crack Sealing Inc. Ms. White said her crew will be coming back to work next week and she will be sending someone out to talk with Dan and what needs to be done and obtaining an estimate.

Charlie asked Dan if he has made arrangements for airport coverage for his vacation? Dan responded that he has.

Old Business

1. **Snow removal ordinance update** - still in progress. Hopefully it will be completed and presented at the next meeting.
2. **Use of Chemicals on the airport** by airport users – Dan said he already sent out. Dan to review and make sure he informed users.
3. **Bulletin Board by TAA** - Charlie stated that it is in tough shape. Fred Terra stated that he would dismantle and get it out of there.

New Business

- 1. 2007 Open House in June – Dan reported on the meeting held the other day to discuss this years' event. Fuel for participating pilots was sold at cost and it was discussed and recommended that the same be done this year. Maryan: motions to sell fuel to participating pilots at the open house at cost. Bob: second. All in favor, unanimous. So voted.**
- 2. Shirts and Hats for the linemen – Dan contacted Ascent Technologies for shirts and hats and hasn't received anything concrete yet. Bob: motion to allow the airport manager to spend up to \$250.00 to buy uniform hats and shirts for the linemen. Carolyn: second. All in favor, unanimous. So voted.**
- 3. Charlie again, on behalf of the entire commission, thanked Dick Rodier and the Saturday morning crew for all the help with the windsock. It is much appreciated and the commission just wants everyone to know that.**

Public Input - none

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

Ed: motions to adjourn at 8:32 p.m.. Maryan: second. All in favor, unanimous. So voted.

Project Status
Taunton Airport Commission Meeting
March 28, 2007
Edwards and Kelcey's Update

" ATTACHMENT "
A

1. **Replacement of the Existing Fuel Farm Pumping Cabinet**
 - a. Still working with the contractor as to the shop drawings for the pumping cabinet. One remaining issue deals with the type of meter head to be supplied - electronic versus mechanical. Looking for Commission guidance on which one to proceed with then the shop drawings can get finalized.

2. **Purchase Sweeper Attachment for Front End Loader**
 - a. Bids opened on Friday, March 2, 2007. Only one bid received from Schmidt Equipment - same supplier of the airport's existing front end loader and snow blower. Bid price submitted was \$34,094 and engineer's estimate was \$35,000.
 - b. Completed the FAA & MAC grant applications and submitted them for processing.
 - c. MAC Commission March meeting was canceled because there wasn't a quorum. Expect to go to the April 18th MAC Commission Meeting. Someone else from EK will have to make presentation at meeting because I will be on vacation.
 - d. FAA in the process of preparing the grant offer.
 - e. Contract booklets have been prepared. Waiting for the FAA & MAC grants to be in place and then send them out for signatures.

3. **Airport Capital Improvement Program**
 - a. Received some phone calls from MAC asking for clarifications as to the revised CIP that was submitted back on February 20th.

4. **Massachusetts Airport Management Association**
 - a. Attended the MAMA "On-The-Hill" Day. Well attended by airports across the state. Funding is still the main issue.

5. **Acquisition of Edwards and Kelcey**
 - a. Jacobs Engineering has entered into a Letter of Intent to acquire EK.
 - b. Final purchase would occur in early April.
 - c. Beside change of name on the letterhead (Jacobs Edwards and Kelcey), the same people will still be servicing the Airport Commission. Therefore, this merger should hopefully be transparent to the Commission.