



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING

November 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 and Steve Flecchia of Jacobs Edwards and Kelcey
Ed Duncan, Jim Maddigan, Fred Terra, Dick Rodier, Dick Griffith,
Ted Porada, Charlie Pickett, Toby Baird

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

Airport Engineers Edwards & Kelcey, Projects Update – Ned announced to everyone in attendance that this is his last attendance at the airport meetings, that he is leaving JE&K to go back to school and become a math teacher at a middle school. Ned introduced his replacement Steve Flecchia, who will be taking over the work on the airport projects that Ned had been working on for us. Ned submitted his report and read for all in attendance. (See Attachment A for specific report) After Ned's report Charlie asked Steve to notify him of when the work on the fuel line and cabinet will be done and the anticipated down time. Steve will do. Charlie noted that he, Steve, Dave Graham and Bill Richardson had begun talks about the turf runway engineering aspect. Ned thanked everyone and noted that it's been unusual for a general aviation airport to have so much work done in such a short period of time. Two and sometimes 3 projects in a year is very unusual from Ned's experience and there have been tremendous advancements completed at the airport and thinks that the support of everyone including the Commission, Airport Manager, FBO's and airport users, all had something to do with the projects

being funded. MAC and the FAA would not fund all the projects without the support shown by everyone. Charlie stated that on behalf of the Airport Commission, the users and Charlie personally, would like to say Thank You. It's been a few years being associated with Ned and E&K. Ned and E&K have made that association pleasurable, Ned has helped Charlie tremendously, has help the airport and helped stir it in the right direction. And when Charlie says it was Ned who helped, it was E&K, but to Charlie E&K was Ned Dawes. Ned was here when we needed him, and you're here again, and we offer you congratulations for both your new job and best wishes for your future. Steve has big shoes to fill and we look forward to as many happy and prosperous years with you.

Minutes: October 24, 2007 – Ed: motions to accept as submitted. Carolyn: seconds. All in favor, unanimous. So voted

Treasurers' Report – Ed reported Income of \$16,655.91 and Expenses of \$9,938.83 for a Positive Monthly Cash Flow of +\$6,716.98. Maryan: motions to accept the report and authorized Ed to submit the bills for payment. Carolyn: second. All in favor, unanimous. So voted.

Airport Managers' Report – Dan reported on the following:

1. **Fuel Survey** – Current prices are \$4.40 on credit and \$4.27 cash. Competitors are higher in price.
2. **Airport Users' Forum** – Next meeting will be 1/30/08 at 6:45 p.m..
3. **Airside Inspections** – report submitted noting various blue lights have been out and replaced as needed.
4. **Veederroot Monitoring System** – Nothing new to report. We will try to repair ourselves once the contractor is finished with the fuel farm repairs.
5. **East/West Gate Repairs** – have been completed. Premier Fence worked on the west gate and replaced the transformer and iSYS worked on the east gate and determined the problem to be the HID Board.
6. **Segmented Circle** – Dan and volunteers got it up and running and as far as the lighting goes, there is nothing new to report. We will be looking for the lot line and going from there.

7. **TMLP Pole Relocation on East Road** – location has been marked and awaiting installation. Ron Nation has volunteered to undertake the trench digging to put the service underground. This will eliminate overhead wires in this area.

Old Business

1. **SOPP Update** – Carolyn stated she would like to thank Joe and Maryan, they both went through the SOPP's and gave a number of suggestions. Most of what needs to be done is housekeeping, clearing up language. Now that Joe is going to be the representative in getting this information on line, how do we want to proceed? Charlie said his hope is to get it down to one document, give it to Dan, Dan would make the one time sweep through to make the appropriate changes then Joe would have the responsibility to get it onto the internet. Once Carolyn gets the one completed document, it will be given to Dan. Maryan would like to have a meeting on the completed document for review before it is put online. Date and time to be determined.
2. **Bristol Aviation Issue** – Charlie stated that we have been sent a settlement resolution offer through the Law Department and this information is only for the Commission and asks if there are any questions we can discuss in executive session at the end of the meeting. **Maryan: motions to hold discussion for executive session at the end of the regular meeting. Carolyn: second. So voted.**
3. Carolyn asks if there is any new information on the brush cutting on South Precinct Street? Charlie stated that the bids have been submitted on both the brush cutting and crack sealing, and JE&K has submitted to MAC. MAC has agreed that they will fund both projects this year. It is just a matter of waiting for them to get free cash to allocate for the projects.

New Business

1. Establish 2008 Rates for December Billing -

- A. Aircraft Tie-Down Lease:** The current fee is \$65.00/month and \$75.00/month for tie downs with electricity. A survey taken reveals this airport as one of the lowest for tie down rates. Charlie asks for consideration to maintain our current fees for another year and discussion on the item if any. Ed asked if we are competitive with other airports and do we offer more or less than others? Charlie feels that we offer mainly what other airports offer and we are always trying to attract more business. Ed stated that what we will be paying for projects in the future will be more than what we have paid in the past and that money has to come from somewhere. Commissioners in agreement that the current rate will remain as is for another year.
- B. Building Lease, Terminal Building Floor Space –** The current rate is \$7.00/s.f. Charlie stated that comparable office space in East Taunton is between \$10.00 and \$12.00/s.f.. Dan suggests keeping the current rate seeing someone is interested in the space. We don't want to drive them away. Commissioners in agreement to maintain current rate.
- C. Property Lease (All Ground Leases) -** Current rate is \$0.115/s.f.. Charlie noted that we have in the past increased on an annual basis by \$0.005 per annum. This affects everyone at the airport and is probably the first or second base of revenue for future growth. Bob stated that he will be abstaining from discussions and voting on this issue. After discussion, Commissioners Basler, Nowak, Fowler and Menard in agreement to maintain current rate.
- D. Business Registration Fee –** Current rate is \$80.00/month. Charlie stated that the feeling he's getting from the commissioners, it appears to be the feeling of everyone that with the state of the economy that we should not look to the users of the airport at this time for more money and that all rates remain at the current rates. The commissioners are in agreement that Charlie's interpretation of their feelings is correct. Charlie stated that to avoid any overindulgence on the items, he would entertain a motion on the establishing of 2008 rates. **Maryan: motion to maintain the current rates on all**

items with no increases effective 1/1/2008. Carolyn: second. All in favor, unanimous, with Bob Adams abstaining. So voted.

2. **Establish a date to meet with Mike Michon** – Charlie informed all that Mike Michon has submitted a letter of intent where he is interested in developing one and up to three projects on the airport, 1) erecting hangars beyond Tailwind, 2) replacing terminal building with larger building and 3) leasing some of the front field for strip buildings/hangars. The commissioners set a date of December 12 at 6:30 p.m. to sit with Mr. Michon for discussions for informational purposes.
3. Maryan informed the commission that he has tendered his resignation to the EDC, that he has too much going on to be able to attend the meetings as often as they come up and noted that the airport should be represented at these meetings. This item to be put on the agenda and discussed at December meeting.

Charlie asked the representatives of TAA what has been going on at their organization? Dick Griffith stated that they are trying to put together an Italian event with Italian food and music in the spring. Also, TAA has just purchased 100 folding chairs and asked permission to store them at the airport. The commissioners approved the request.

At this time the commissioners adjourned to the conference room for executive session at 7:55 p.m. to discuss the Bristol Aviation resolution offer. 8:10 p.m. the commissioners came out of executive session with all commissioners in agreement to accept the resolution offered.

Public Input – None

Charlie complimented Fred and Dick for the great job they did building a workbench for Dan. Charlie extended Happy Holiday and Seasons Greetings to all on behalf of the commissioners.

Next meeting December 26, 2007 at 7:00 p.m.

Ed: motions to adjourn at 8:15 p.m.. Maryan: second. All in favor, unanimous. So voted.

Project Status

Taunton Airport Commission Meeting

November 28, 2007

Jacobs Edwards and Kelcey's Update

1. Replacement of the Existing Fuel Farm Pumping Cabinet

JEK on site on November 2nd to inspect issues with pumping cabinet. As a result of this meeting developed plan of action. Met with other contractor on November 9th to discuss the replacement of the existing fuel supply line. Cost to replace the line would be paid for by JEK. Expect this work would be performed in early December. Other repair work inside the cabinet to be performed by the original Contractor.

2. Jacobs Edwards and Kelcey Replacement Project Manager

Ned Dawes' last day at JEK was November 23rd. Steve Flecchia shall replace Ned as the Project Manager for the Taunton Airport Commission. Steve's contact information is:

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