



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
April 30, 2008

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

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

Others in Attendance: Steve Flecchia of Jacobs Edwards & Kelcey
Jim Maddigan, Fred Terra, Dick Griffith, Ted Porada, Mark Menard

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

Airport Engineers Jacob, Edwards & Kelcey, Projects Update – Steve Flecchia submitted a status report on pending projects, and read for all in attendance. (See Attachment A for report specifics) Joe; asked Steve what is the expected time from for the completion of the repairs? Steve responded the goal is definitely 30 days but hoping for within the next two-three weeks but also hoping for next week. Ed asked if there was any new information on the turf runway. Steve stated there is nothing new to report and the project is tied into the environmental study. Charlie thanked Steve for the update and was excused.

Minutes: March 26, 2008 – Carolyn: motions to accept as submitted. Ed: seconds. All in favor, unanimous. So voted

Treasurers' Report – Ed reported **Income of \$17,976.99** and **Expenses of \$9,619.05** for a **Positive Monthly Cash Flow of +\$8,357.94**. **Maryan: motions to accept the report, subject to audit, 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** – We had a delivery of 7,700 gallons of fuel yesterday and put 488 gallons into the fuel truck if we need to use the truck. The price was about \$0.68/gallon above our last price. Our prices were adjusted accordingly and our current prices are \$5.35 on credit and \$5.20 cash.
2. **Airport Users' Forum** – Next meeting will be in July 2008 at 6:45 p.m..
3. **Airside Inspections** – report submitted noting everything is in good shape, except for water causing sporadic lights to go out and bulbs are replaced as needed.
4. **Veederroot Monitoring System** – No status change.
5. **Segmented Circle Repair** – No status change.
6. **TMLP Pole Relocation on East Road** – Waiting for installation.
7. **TMLP High Speed Internet Connection Installation** – parts are in, installation is being set up, and equipment will be tested. Everything should be good to go by the end of May.
8. **Open House June 21st** – Organizational meeting for the event is scheduled for Monday May 5, at 6:30.
9. **Fuel Pump Reset Motor** – as discussed earlier, it will be a warranty replacement under the original project. Dan noted to Steve before the meeting that there is an issue with the pump jumping from \$0.20 to \$0.25.
10. **Runway 4-22 Incursion Incident** – back in early April around 4-4:30, an automobile came through the west gate and it went down past American Aero. Someone was out using their dumpster and noted that the truck possibly a Chevy S10 with a loud muffler went out onto the runway 4-22. Mike Dupont observed them doing donuts out there and it came back and sped down the taxiway. Mike followed the vehicle and talked with the individuals somewhere near the east end of the field, and told them to come see the manager, but they took off. The police had been called but the call was listed as unfounded.

Old Business

1. **Fuel Pump Replacement Project, Change Order #1** – Complete. Charlie reported that the pump, not the meter head, sounds and operates a lot better since the replacement of the inline fuel line. To our understanding, Change Order #1 is complete at this time. The PSI has increased, the GPM has increased and it's pushing about 18PSI and 16-18 GPM. Invoice of \$24,267.23 for the change order has been processed. We will pay the invoice and bill it back to EJ&K along with the cost of the fuel truck and the liquidated damages. EJ&K has agreed to reimburse us for 100% of the project, the fuel truck and liquidated damages. We have a final billing the amount of \$17,855.00 that is being processed for the balance of the original contract of \$44,690.00. We will begin to process this when it gets toward a manner that we're willing to accept. We will process both for payment, but payment will not be made on either until project is completely accepted and inspected.
2. **Ground Services Manager Contract** – Under review by legal department. Charlie spoke with Jane Estes in the legal department and it seems the City is looking for some type of an insurance coverage to be supplied by the person or firms that did the contract. We asked that the coverage be waived and she spoke to the risk manager and as of today it is recommended that the independent contractor should carry an amount of insurance. Charlie again spoke with Jane and it was unclear of what and how much is required. Initially it was liability and business insurance. Now we're trying to determine what the minimum requirement would be and we're making progress.

New Business - Charlie reported that we have received two grants from MAC.

1. Crack Sealing grant in the amount of \$5,400.00 that we must implement and use in May and have bills for processing for June. If beyond the end of June we lose the grant.
2. Vegetation Management Plan grant in the amount of \$3,200.00 for the removal of trees at the approach of runway 30. Both of the grants were based on quotes we received. Both awards have to be used by the end of June. We are waiting for the grants to be signed by the Solicitor and the Mayor. Once signed we can schedule the work.

Charlie thanked Vice-Chairman Nowak for conducting the meeting last month in his absence.

Dick Griffith spoke with regard to the Italian Dinner scheduled for May 4th, at the Lenny Rose SRE building at the airport. Tickets are still available. The event will take place at 2:00 p.m.

Public Input – None

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

Next meeting May 28, 2008 at 7:00 p.m.

ATTACHMENT - A -

Project Status

Taunton Airport Commission Meeting

April 30, 2008

Jacobs Edwards and Kelcey's Update

1. Replacement of the Existing Fuel Farm Pumping Cabinet

Bay State Regional Contracting (BSRC) completed Change Order #1 work during the month of April to correct project deficiencies. There is one problem that has occurred with the reset motor on the totalizer of the cabinet that BSRC's vendor, Kennedy, is addressing this week. Pending the outcome of Kennedy's work, a final inspection will be scheduled.

2. Perform Environmental Study for Future Airport Projects

As of today's date, FAA has still postponed May 1st AIP grants for several airport projects due to lack of funding. One of the projects listed on the FAA list is the FY '08 Taunton "Environmental Study". The FAA has postponed these projects until further notice.

Despite the FAA's announcement, JEK staff is still working towards a scope of work and approach to the FY '08 project which may include master plan work along with the environmental study.