



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
August 27, 2008

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: Fred Terra, Jim Maddigan, Deanna King: Atlantic Aviation

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

Airport Engineers Jacob, Edwards & Kelcey, Projects Update – Steve Flecchia not in attendance tonight, Charlie reported on the pending projects from a status report submitted by Steve. Charlie noted specifics of report noting that the Commission has met with MAC with regard to the scoping for the rehab of runway 4/22, and JE&K is working to remedy the fuel farm issue of the starter motor.

Minutes: July 30, 2008 – Ed: motions to accept as submitted. Carolyn: seconds. All in favor, unanimous. So voted

Treasurers' Report – Ed reported **Income of \$23,505.79** and **Expenses of \$40,171.00** for a **Negative Monthly Cash Flow of -\$16,665.21**. Carolyn: motions to accept the report, subject to audit, and authorized Ed to submit the bills for payment. Maryan: second. All in favor, unanimous. So voted.

Airport Managers' Report – Dan reported on the following:

1. **Fuel Survey** – For the past few months we have been in the top 5 cheapest prices for fuel. Current prices are \$5.35 on credit and \$5.20 cash sales. Seeing quite a bit of activity with more people flying.
2. **Airport Users' Forum** – Next meeting will be October 29, 2008 at 6:45 p.m. prior to the regular commission meeting.
3. **Airside Inspections** – a few lights have been clipped and replaced flanges and couplings as needed. A rash of taxiway lights have blown and we've ordered replacements and parts.
4. **Veederroot Monitoring System** – No status change. Still on hold waiting for satisfactory completing of the fuel farm.
5. **Segmented Circle Repair** – No status change, but we're still hoping to get this up and running as time allows.
6. **TMLP Pole Relocation on East Road** – Waiting for installation. Location has been marked. Dan will follow-up to see if it can be done soon.
7. **Investigating 2 complaints of incidents on the field** – is ongoing. Dan has received a response and everyone has a copy of the correspondence.
8. **Main Gate Repair** – as reported at the last meeting the problem was not the card reader, but determined to be a wire, which has been repaired. The quote to repair was approximately \$750.00 but Dan has not received a bill as of yet.
9. **East Gate Repair** – a circuit board was repaired.
10. **Windsock Repair near terminal building** – someone recently brought this up. Dan and volunteers determined that the proper current is not being received at the top of the unit and without a bucket truck to make the proper inspection, an educated guess is that the piece that goes around is not making the proper contact. A further investigation will be made.
11. **Seasonal mowing** – is ongoing and Dan stated that Ted has been doing a great job on the mowing and Dan has received a lot of favorable comments about how good the grounds look
12. **Main Entrance Sign** – Dan has contacted people for quotes and has not received anything back yet. Dan will follow-up.

Ed asked Dan if he was experiencing any further problems with the fuel operations? Dan stated that since the wire was wrapped there has not been a problem or down time.

Old Business

1. **Jack Cruz Memorial** – Charlie spoke about suggestion of a memorial that was discussed at the last meeting and Joe said he looked into a plaque but has not looked into pricing. We need to scout a location for the plaque. It was also suggested by Carolyn to dedicate the East Access Road and rename it as Jack Cruz Way. Discussion continued with regard to a plaque and the Commission agreed to investigate this further. **Carolyn: motion we place a sign, in addition to the East Access Road sign, renaming the access road to Jack Cruz Way. Ed: second. All in favor, unanimous. So voted.** Fred Terra presented a memorial plaque that was already in use for this purpose in the terminal building. It was taken down when the manager moved into the new building and never put back up. Fred Terra will put the plaque back up and it will be added to as needed.

New Business

1. Charlie reported that we have received the CIP plan from MAC, everyone has a copy of it, and it is not accurate. There seems to be a few little errors that were resolved and clarified with MAC. We will be getting a corrected plan for the next commission meeting.
2. Charlie introduced Deanna King of Atlantic Aviation and invited her to speak with regard to her proposal before the commission. Ms. King stated that she would like to operate a satellite flight school part time at Taunton Municipal Airport. She currently operates at New Bedford, offers flight instruction and sight seeing trips and is looking to expand on a part time basis and feels there is a huge potential here. Her proposal is to have 2 aircraft based here 2 days per week and will purchase fuel here and will need office space. Ms. King stated that she would like to conduct this operation for a 6-month trial period and hopefully it will lead to a full time operation. Charlie noted that Ms. King and her partner met with Dan earlier in the month and had some preliminary discussions about what type of arrangements would be okay. Charlie feels that as a result of those discussions, there came about an acceptable arrangement for us

and believes that it will work. In addition to what was presented, we will be offering the use of the terminal building for 2 days per week, and two tie downs at no charge because of the commitment to purchase fuel here. Atlantic Aviation will be required to pay the BRF for the trial period of 6 months. The BRF will be the only fee required and only for the trial period. Carolyn asked if Atlantic Aviation offers other services? Ms. King responded that the primary focus is flight training, that's their expertise, but they do offer sight seeing. **Carolyn: motions to entertain proposal and enter into a temporary arrangement with Atlantic Aviation for a period of not more than 6 months, for office space and a minimum of 1 tie down with the understanding that the fee will be full payment of BRF for 6 months with office space and tie down fees waived in lieu of purchase of fuel while at Taunton Municipal Airport. Maryan: second. All in favor, unanimous. So voted.** Charlie welcomed Ms. King and her business and wishes her success. Dan will work with Ms. King to work out the details of when the business begins here.

Public Input – Dan spoke with regard to the TAA sponsored Pig Roast on October 5 at 1:00 p.m.. The tickets are \$20.00 per person and are available on a first come, first serve basis and there are a maximum of 150 tickets available. See Dan or Dick Rodier for tickets. **Carolyn: motions to provide complimentary tickets to the pig roast to each pilot and lineman who worked on the Neighborhood Appreciation Day. Maryan: second. All in favor, unanimous. So voted.** Charlie asked Dan about the Letters of Thanks that Dan was suppose to send out to everyone who participated in making the Neighborhood Appreciation Day a success. Dan has not done this yet but will do when he sends them tickets to the pig roast.

Action Items

- ⇒ **TMLP Pole Relocation – Dan checking on installation date.**
- ⇒ **Main Gate Repair – Dan, has bill been received?**
- ⇒ **Windsock near terminal building – Dan, further investigation.**
- ⇒ **Main Entrance Sign – Dan, quotes.**

Action Items – Continued

- ⇒ **Sign for Jack Cruz Way –**
- ⇒ **Memorial Plaque – Fred Terra, reinstall in terminal building.**
- ⇒ **Atlantic Aviation – Dan, status on arrival of business.**
- ⇒ **Letters of Appreciation and Pig Roast Tickets – Dan, letters and tickets sent?**

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

Next meeting September 24, 2008 at 7:00 p.m.