



## TAUNTON MUNICIPAL AIRPORT COMMISSION

### MINUTES OF MEETING

June 25, 2008

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

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

Others in Attendance: Steve Flecchia, Steve Berardo and Bill Richardson of Jacobs Edwards & Kelcey  
Fred Terra, Ed Duncan, Dick Griffith, Jim Maddigan, Marc Menard and David Scott

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) Steve distributed a chart showing the options and the pros and cons to remedy the fuel cost discrepancies. Steve introduced Steve Berardo and Bill Richardson of JE&K who also work on airport projects and would like either of them to talk about the components of the AIP. Charlie welcomed Mr. Berardo and Mr. Richardson and stated that both have been to our airport before and we value their knowledge and expertise. Steve Berardo talked on the AIP and the need to show FAA and MAC what the airport would like to do in the next 5 years and it may be as simple as adding to the plan. They have put together a scope for how to approach implementing these projects. They are here this evening to talk about what we propose to do and where we go from here. We want to have up-front informal meetings to find out how to proceed and what will be expected because the environmental permitting

crossing the brook and the project possibly taking 3 to 6 years or not crossing the brook and being able to go forward in possibly a year. Charlie asked the pilots in attendance “what value is the enhanced overflow safety area to them” noting that the length of the runway will stay at 1900 feet and the overflow will allow another 300 to 400 feet of rolling area. Joe stated that a lot of pilots do not use 4/22 because of the stones and because 1900 feet is rather short distance for some aircraft but because of the cross winds a lot of pilots would like to use 4/22. The extra area would be very useful to a lot of pilots. After discussion the commissioners are in agreement that the objective is to remove enhanced overflow safety area (crossing the brook) so the project to rehab 4/22 can move forward. After further discussions Charlie asked if anyone had further questions for our airport engineers? No one had any questions and Charlie thanked them for coming and the information that was provided this evening.

**Minutes: May 28, 2008 – Ed: motions to accept as submitted. Carolyn: seconds. All in favor, unanimous. So voted**

**Treasurers’ Report – Ed reported Income of \$15,346.01 and Expenses of \$8,811.19 for a Positive Monthly Cash Flow of \$6,534.82. Bob: 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** – Fuel prices: Fuel prices at surrounding airports are higher than Taunton. Our prices have remained the same as last month’s prices being \$5.35 on credit and \$5.20 cash. We still have about 5,000 gallons in the ground.
2. **Airport Users’ Forum** – Next meeting will be in July 30, 2008 at 6:45 p.m. prior to the regular commission meeting.
3. **Airside Inspections** – nothing unusual to report. The fuel farm has been reported on earlier in the JE&K report.

4. **Veederroot Monitoring System** – No status change. Waiting for
5. **Segmented Circle Repair** – No status change.
6. **TMLP Pole Relocation on East Road** – Waiting for installation.
7. **TMLP High Speed Internet Connection Installation** – Installation is complete and the system is up and running. System has a few quirks to be worked out.
8. **Open House June 21<sup>st</sup>** – Dan has a partial report on the event. Jim Maddigan also handed out his report of the number of pilots, number of flights and number of people who were able to get into the air for a ride. Dan reported that the expenses were about the same as last year stating expenses of \$1,300. Dan received a cash donation from Ascent Fuel, so the final expense figure is \$1,140.00. We had some good participants, Taunton Fire Department, Police, Civil Air Patrol, Ascent Technologies, Boy Scouts, Bristol County Sheriffs Office along with the Canine Unit and the Mobile Command Center, The Lions Club, the U. S. Army Recruiting, the East Taunton Rotary Ring Helicopter Club, Antique Planes and Automobiles, Al Morrison came with his helicopter, Star Medical Services and J&G Face Painting. Everything went great and of course we thank all the pilots who took their time to participate by flying people who attended the event, all the friends and neighbors of the airport. People were very receptive and patient when they had to wait up to 2 hours to get a flight. Dan has heard nothing but good reports on the event. Dan will be sending out Thank You letters as he has done in the past. Fred Terra extended his compliments to Ed and Jim. They did a fine job moving planes along and getting 3 people in the planes all the time, keeping the waiting time as tolerable as possible. They did an excellent job. Charlie also wanted to thank Dan, Jim, Ed, Bob and Carolyn and all of the pilots, Joe and anyone who put in their time to make the day a success. People enjoyed the event, they left happy with good thoughts of the airport and some may have been encouraged by the event to become future pilots. It was another great day at the airport and it would not be possible without everyone work and effort so on behalf of the commission, thank you, including the commission.
9. **West Gate Further Problem** – Since the last completed repair another problem arose. The company replaced the valve body and this work will be covered under the warranty. No noticeable down time with the gate since work has been done.

10. **Investigating 2 Complaints of Incidents on the field** – Dan talked with persons today that he is expecting reports from. He is expecting the reports in the next couple of weeks.
11. Dan noted that he has been noticing far too many motor vehicles starting to come out onto the aircraft operating area again and he will be addressing this in the next newsletter. Charlie stated that if someone has a reason to be out there, that's fine, but for Dan not to be shy about telling someone that it is not allowed and not to do it. The East/West Road is there for this purpose. The rules are in place and Dan needs to enforce them.

### Old Business

1. **Ground Services Manager Contract** – the contract was being reviewed, we have found what we believe to be an alternative to that so as of now the GSM contract has been pulled and is sitting on a shelf pending the resolution of the other method that would achieve the same net goals and we're hoping this works out so that we can get back to the normal course of business. The other method would be to hire a part-time seasonal employee.
2. **State Grants: VMP for Trees on South Precinct Street** – the trees have been cut the project is complete and the final report and the vouchers have been submitted to MAC and accepted for reimbursement. The **Cracksealing project** is also completed and a final closeout report has been submitted with the vouchers for reimbursement.
3. Joe has been trying to get in touch with the IT manager on the virtual web page password. Joe has left messages and has not received a response. Charlie will try to make contact.

### New Business

1. **Review Fuel Discount Program** – Charlie stated that it is time to review, discuss, continue or eliminate the fuel discount program. We have a cash discount at the pump and a volume discount for house account for large purchasers of fuel. Charlie has not heard any negative feedback on the programs and feels the programs are working well and they programs do not cost us a lot of money and the good will may have enhanced the value of the airport to the pilots. Charlie asked for comments at this time. Ed feels the programs haven't hurt us and not a great deal of people use them. It's helped a few people. Dan feels cash sales are up vs credit

especially on weekends. After discussion it was agreed to continue the programs for another 6 months.

2. **Airport Manager Contract Review Process** – Charlie reported that the Airport Managers Contract is now up for review and we need to set a time to meet for discussions. The Commissioners agreed on July 9, 2008 at 6:30 p.m. for the review.
3. **Election of Officers for 2008/2009** – Carolyn: motions to continue with current officers because the positions work well the way they are. Bob: seconds. All in favor, unanimous. So voted.

**Public Input** - Dick Griffith reported for the TAA noting they will be putting on a Pig Roast on Sunday October 5<sup>th</sup>. They have purchased tables and they will be limiting tickets to 125 people on a first come, first served basis. More information on the event will be forthcoming.

**Ed: motions to adjourn at 8:30 p.m. Carolyn: second. All in favor, unanimous. So voted.**

**Next meeting July 30, 2008 at 7:00 p.m.**

" ATTACHMENT "

A

## **Project Status**

Taunton Airport Commission Meeting

June 25, 2008

Jacobs Edwards and Kelcey's Update

### **1. Replacement of the Existing Fuel Farm Pumping Cabinet**

A final inspection for the project was completed on June 3, 2008. The project was determined to be accepted by all parties with no punch list items. Since the final inspection the airport experienced a problem with the cabinet during that extreme hot weather that occurred (June 7<sup>th</sup> to June 11<sup>th</sup>). The problem is being monitored by the airport, contractor, and consultant.

Regarding the cost discrepancies the airport has three options to choose from as a potential remedy.

Option 1: Replace the existing "tenth" of a gallon wheel in the existing mechanical head with one that reads to a "hundredth". (*Ballpark estimate to complete \$2,500*)

Option 2: Replace the existing mechanical head with a digital head. (*Ballpark estimate to complete \$10,000*)

Option 3: Leave the existing mechanical head and continue to use a hand held calculator to check the sale. (*A no cost change*)

### **2. Perform Environmental Study for Future Airport Projects**

JEK will coordinate a meeting with the agencies (FAA & MAC) to continue progress with the project. Some major key elements of the project include the reconstruction of Runway 4-22, the extension of the Runway 4 safety area, a connector taxiway between the runway and apron, and an access taxiway to the south development area

The FAA is still postponing a grant application submission for this project at this time. It is anticipated that by January 1, 2009, if not sooner, a grant application could most likely be submitted (assuming AIP is re-authorized from Washington D.C.).

It was learned just last week that the House and Senate approved 4<sup>th</sup> quarter AIP spending. It now sits before a sub-committee followed by the President's signature. The confidence level is high that by June 27<sup>th</sup> the 4<sup>th</sup> quarter spending plan will be approved. This increases Taunton's chances of being eligible to receive grant money sooner than later. A scope and fee still needs to be completed before a grant application can be submitted.