



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
November 25, 2008

Commissioners: Charlie Menard, Chairman (Absent)
Maryan Nowak, Vice Chairman
Bob Adams (Absent)
Carolyn Basler
Fred Terra

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

Others in Attendance: Jim Madigan, Dick Griffith, Steve Manchester, Joseph Mortland

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

Maryan reported that our airport consultants from Jacobs Edwards and Kelcey will not be present this evening and we have no report from them.

Minutes: October 29, 2008 – Carolyn: motions to accept as submitted. Fred: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Maryan reported on the financial status in Charlie's absence and reported Income of \$17,466.30 and Expenses of \$9,401.40 for a Positive Monthly Cash Flow of \$8,064.90. Fred: motions to accept the report, subject to audit, and authorize the processing of the bills for payment. Carolyn: second. All in favor, unanimous. So voted.

Airport Managers' Report – Dan reported on the following:

1. **Fuel Survey** – We are one of the lowest prices for fuel in area airports at this time but there are a few airports that are lower. Our current price is \$4.45/gallon for credit purchases and \$4.32 for cash purchases. We still have about 5000 gallons in the tank.
2. **Airport Users' Forum** – Next meeting will be January 28, 2009 at 6:45 p.m. prior to the regular commission meeting.
3. **Airside Inspections** – normal routine and maintenance is ongoing normally, no vandalism to report, bulbs being replaced periodically, but nothing extraordinary taking place.
4. **Veederroot Monitoring System** – We believe there is a faulty underground wire between the terminal building and the pump manhole and we may have pinpointed the solution and we will change the wire. It will be a matter of the weather, which determines when we can have this completed.
5. **Segmented Circle Repair** – Is up and running but is not lighted. Hole has been dug to determine if we have continuity between each side of the runway, if we do we will run a new line. The area is in a high water table and was pumped out the other day and we can't seem to keep the water low enough for the electrician to do what he needs to do. So the project is still pending.
6. **Fuel Cabinet Update** – Since the last meeting was again up and running then it went down again after a few days. Contractor came back out and parts (gears in the meter) were replaced again. At the present time the fuel farm is up and running but Dan is not confident that we have a fuel farm that will last 40 years.
7. Our tractor is now being serviced under the 500-hour warranty. It was supposed to be serviced here, but the company called and said there would be a truck in the area and they could take it to service it. Dan had a complaint on the tractor with regard to the hydraulics and the company said they should go over it well and said it should go into their shop. There is usually a \$315.00 pick up and delivery charge, but because the truck was in the area the charge would be \$175.00. The estimate for the complete look-see and changing of oil and fluids was approximately \$1,050.00. Dan received a fax from the company today noting items they found needing

attention, FWD wires under the tractor, a bent pipe, heater hose leaking, so the estimate has been revised to \$1,695.00.

8. **Jack Cruz Way Street Sign** – The sign is ready to be picked up and install.
9. **Windsock Repair near terminal building** – just about ready to go. Ted got the lights working and painted it. We got all new bearings and it will be done as soon as we get the opportunity.
10. **Seasonal mowing** – completed for the season.
11. **Main Entrance Sign** – We are going to provide Luka B Signs with some graphics/pictures to get the best sign we can for the price quoted, \$700.00.

Old Business

1. **GSM Contract** – Maryan reported that the contract has been completed and we are waiting for signatures.

New Business

1. **Review/Set Rates and Fees for 2009** – Maryan noted that we traditionally review and set rates for the upcoming new year, since we do have a quorum for the meeting but not to take any kind of vote because Commissioner Terra has to excuse himself from the voting due to being a property owner at the airport. Maryan recommends that we table this item until the entire commission can meet. Commissioners in agreement with Maryan's recommendation.

Public Input – None

Fred: motions to adjourn at 7:30 p.m. Carolyn: second. All in favor, unanimous. So voted

Next meeting **Tuesday December 30th**, 2008 at 7:00 p.m.

Action Items

- ⇒ **Windsock near terminal building – Dan**
- ⇒ **Main Entrance Sign – Dan**

- ⇒ **Sign for Jack Cruz Way – Dan**
- ⇒ **Brick Memorial – Joe**
- ⇒ **Use of City Roller – Dan**
- ⇒ **Segmented Circle Repair – Dan**
- ⇒ **GSM Contract – Charlie**
- ⇒ **Veederoot Monitoring System - Dan**
- ⇒ **Virtual Town Hall - Carolyn**