



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
October 29, 2008

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

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

Others in Attendance: Steve Flecchia and Eric Legueloff of Jacob, Edwards & Kelcey  
Ed Fowler, Jim Madigan, Dick Rodier, Charlie Pickett, Gerry Field,  
Deanna King and Marianne Gonzales, Atlantic Aviation

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

Charlie asked to sway from the order of the agenda for a few moments to acknowledge Ed Fowler for his more than 6 years of service on the Commission. He has served well both as a Commissioner and Treasurer. We appreciate all that he has done and will miss working with him. Charlie noted that he will temporarily take over the duties as treasurer until we resolve what we are doing, but Ed has volunteered to stay on and help through the transition. Charlie presented Ed with a plaque for his dedication and service and stated that it has been a pleasure working with Ed and it is with great honor and integrity that we present this to him and we thank him. At this time, Charlie welcomed Fred Terra as the newest member to the commission and hopes that it's a long and enjoyable time for him.

**Airport Engineers Jacob, Edwards & Kelcey, Projects Update** – Steve Flecchia of JE&K submitted the report on pending projects and went over the report for all in attendance. (See Report – Attachment A for report specifics).

**Minutes: September 24, 2008 - Carolyn: motions to accept as submitted. Bob: seconds. All in favor, unanimous. So voted**

**Treasurers' Report – Charlie reported Income of \$26,911.34 and Expenses of \$43,179.24 for a Negative Monthly Cash Flow of –16,267.90. Maryan: 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** – our last fuel delivery was \$0.90/gallon cheaper than the previous delivery. We are one of the lowest prices for fuel in area airports at this time. Our current price is \$4.45/gallon for credit purchases and \$4.32 for cash purchases.
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** – lights out periodically and repaired or replaced. No extensive damage to report. Replacement couplings and flanges have been ordered.
4. **Veederoot Monitoring System** – No status change. Still on hold waiting for satisfactory completing of the fuel farm.
5. **Segmented Circle Repair** – Hole has been dug and is in a high water table and was pumped out the other day. Can't seem to keep the water low enough right now to get a feed in there to get a reading. So the project is still pending.
6. **Fuel Cabinet Update** – Sporadic Failures, reported on in JE&K report.
7. **Steve Austin Memorial** – is in place. Steve Austin was the resident engineer onboard here working for Edwards and Kelcey, and he worked on the taxiway and ramp reconstruction projects. Steve was a great engineer, was great to work with, and he loved being at this airport and seeing the projects completed. Unfortunately he passed away this past spring. His family had expressed their wish to place something here in his memory. They came down to get an idea of what they could place here that would be useful to the airport. They came up with the

idea of a memorial bench that has been placed facing the runway in front of the terminal building. They also have a small plaque to attach to the bench. Dan mentioned to the family that we would like to have a small dedication ceremony sometime in the spring. It is a lovely bench and we appreciate the family doing this.

8. **Jack Cruz Way Street Sign** – The sign is ready to be picked up and install.
9. **Windsock Repair near terminal building** – the unit has been taken down completely and refurbished with a new light and new bearings and should be up and running within the next couple of weeks.
10. **Seasonal mowing** – is ongoing process. Ted is always on top of this and the area across the street has been done.
11. **Main Entrance Sign** – Quotes were solicited, one quote received from Luca B Signs for approximately \$700.00. We need to provide some more information (pictures/graphics) to him to achieve the best quality for the sign.
12. **Airport Roller** – we thought we had it up and running, but it still had a skip in it and we were trying to work it out. We finally found out that the engine had seized up and right now we have an opportunity to put another engine in it but we have to measure the frame to make sure it will fit. In the meantime, Dan has talked with the city to see if we can use one of their rollers, but has not received a definite answer yet. Hopefully we could get it here on a Friday and be done with it to return on Monday.
13. **Manager Vacation** – 10/31/08 – 11/14/08: Dan has contacted Commissioners Bob Adams and Fred Terra and will ask Joe Lawlor if they would be interested in covering the airport in his absence. Dan will leave all necessary information with them for the running of the airport and emergency contacts and numbers.

### **Old Business**

1. **GSM Contract** – Charlie reported that this is still under review. We have had conversations with the legal department, Risk Management and the Mayors office and we're hoping for a resolution very quickly.

2. **TAA Memorial Plaque** – Has been installed by Fred Terra. Charlie thanked Fred for taking on this task and noted it is in the hallway of the terminal building.

### **New Business**

1. **Possible Date Change for November and December meetings** - After discussions it was agreed that the *November 26<sup>th</sup> meeting be changed to Tuesday November 25<sup>th</sup>. The December 31<sup>st</sup> meeting be changed to Tuesday December 30<sup>th</sup>.*

Carolyn asked to talk about the Pig Roast stating that it was very well run and the food was outstanding. She asked how many tickets were sold. Dick Rodier responded that 115 tickets were sold. Charlie stated that everyone had a great time. Carolyn thanked Dick and everyone for all their work and stated again that it was very well organized.

**Public Input** – None

**Carolyn: motions to adjourn at 7:38 p.m. Fred: second. All in favor, unanimous. So voted**

Next meeting *Tuesday November 25<sup>th</sup>*, 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**

**Project Status**  
Taunton Airport Commission Meeting  
October 29, 2008  
Jacobs Edwards and Kelcey's Update

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

JEK's Electrical Engineer field inspected the modifications made by Bay State Regional Contracting and confirmed that the modifications meets UL certification and the manufacturer's safety standards. After this inspection occurred the Airport Manager has informed JEK office, on at least three separate occasions, that a new problem exists with the cabinet that appears to be a flowage problem. Bay State Regional Contracting has been notified of the issue. Kennedy (the distributor) has been notified and is sending a technician out to address the issue.

**2. Design and Permitting for the Rehabilitation of Runway 4-22 and Connector Taxiway**

All comments have been received on the draft scope of work which was submitted in September. A proposed fee to accompany the scope has been prepared and is being checked in-house before it will be released at the end of this week.

**3. CIP Meeting**

The annual CIP meeting, originally scheduled for October 1<sup>st</sup>, was rescheduled for October 16<sup>th</sup> at MAC. The meeting notes and agreed upon CIP list was distributed following the meeting. A general summary of the AIP funded projects over the next five years are as follows:

Year	Project Title	Total Amount	Airport's Anticipated Costs
2009	Design and Permitting for the Rehabilitation of R/W 4-22	\$200,000	\$10,000
2009	Purchase SRE - Pick-up Truck with Plow	\$71,000	\$3,550
2010	Install Water Main Down Westcoat Drive & Install Supplemental Windcones for Runway 30 and 22	\$500,000	\$25,000
2011	Rehabilitate Runway 4-22	\$800,000	\$40,000
2012	South Side Development - Construct Access Taxiway to Main Portion of Airfield	\$700,000	\$35,000
2013	Construct Perimeter Road to West Side of Airport & Install Power/Lighting Along Roadway	\$500,000	\$25,000

And a general summary of the ASMP funded projects over the next five years are as follows:

Year	Project Title	Total Amount	Airport's Anticipated
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