



## TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING  
April 29, 2009

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

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

Others in Attendance: Eric LeGuelaff: Jacobs Edwards & Kelcey,  
Ted Porada, TMA Lineman  
Dick Griffith and Dick Rodier, Taunton Airport Association

Meeting called to order at 7:05 p.m. by Chairman Menard.

Eric LeGuelaff of JE&K submitted a written Project Status report (see Attachment A for report specifics) and read the report for all in attendance. Maryan asked if the type of surface for the runway has been determined? Eric responded "no" but he has started looking into Ned's notes to see what if anything has already been established. Maybe within the next couple of months we'll have a better idea. Charlie asked for a verbal update on the airside waterline and accessories. Eric reported that the waterline for Westcoat Drive was slated for a FY 2010 project. Between the design and permitting of the runway and the actual construction of the runway, which is slated for FY 2011, the waterline was suppose to be installed. The FAA is leaning toward not funding the waterline project because they do not see it as a priority safety project. Eric has spoken with Cliff Facerca several times and tried to convince him that it is a serious safety project for fire protection. It is not being seen as a high priority project. Maryan asks if FAA is aware of the circumstances with getting water in here in an emergency and the relation to the distance to the nearest fire hydrant (1800' – 2000')? Eric did not mention the

distance to the nearest hydrant but did note that the only fire protection would be by way of a fire truck. Eric was thinking about sending another letter to the FAA and mentioning the commissioners concerns. He is not sure if this will do anything but it will be in writing if anything were to happen. He will review Ned's notes and we can reconstruct the issue to bring back to FAA. Maryan noted that another interesting item for FAA is that when we made the inquiry with regard to fire protection we found out that 3 fire trucks carry enough hose to get to the main gate and what do we do after that, wait for the fourth truck to come from 6-miles away?

Eric informed the commission that he e-mailed Ann Pollack at Marshfield to obtain their terminal building plans. There were no further questions for Eric and Charlie thanked him for coming down and keeping us up to speed, good job.

**Minutes: March 25, 2009– Carolyn: motions to accept as submitted. Maryan: seconds. All in favor, unanimous. So voted.**

**Treasurers' Report – Income \$20,266.10, Expenses \$ 9,252.49 for a Positive Monthly Cash Flow of \$11,013.61.** Charlie noted that the financial report does not reflect all the receipts and will be shown on next months' report. Maryan noted that the expense for the printing of the airport history by Bristol-Plymouth included sales tax, which we are exempt from. This will need to be adjusted when we get the actual invoice. **Maryan: motions to accept report pending final audit and authorize the processing of the bills for payment. Carolyn: seconds. All in favor, unanimous. So voted.**

**Airport Managers' Report –** Charlie reported on the following:

1. **Fuel Survey** – Fuel prices for TMA are the same as reported last month, \$3.88/gallon for credit purchases and \$3.76 for cash purchases.
2. **Airport Users' Forum** – there were no attendees at tonight's scheduled meeting.
3. **Airside Inspections** – no report available for this item.
4. **Veederroot Monitoring System** – no update available. Project ongoing.
5. **Segmented Circle Repair** – no update available. Project ongoing.

6. **Met w/Katie Servis** of MACon 4/7 Re: 4-22 Rehab & Environmental Issues – no report available.
7. **Jack Cruz Way and Steve Austin Bench Dedication** – Charlies' understanding is that Dan has contacted both families inviting them to the Neighborhood Appreciation Day where there will be a short dedication of the sign for Jack Cruz Way and the bench, which the family of Steve Austin has donated to the airport.
8. **Main Entrance Sign** – we have a quote of \$450.00 for the sign, one-side aluminum 4' x 8', installed is \$550.00. To remove Bristol Aviation and replacing with Atlantic Aviation on the airport tenant/businesses directory will cost \$75.00 when the time comes. **Maryan: motions to appropriate \$600.00 for the procurement of the sign for the airport. Carolyn: seconds. All in favor, so voted.** Carolyn thanked Fred for his efforts with coordinating the information with the sign company.
9. **Terminal Building Cellar** – cellar is dry and is being monitored.
10. **Attended John Deere Open House on 3/26/09** – no report.
11. **New Ford Truck and Box** – was reported on earlier by Eric in the JE&K report.
12. **Security Fence Damage on Caswell Street** – Dan has contacted our fence contractor for repairs. Also looking into whether a police report was filed so we can track the responsible person.
13. **Annual Open House** – Charlie believes all the letters have been mailed informing FBO's and businesses on the field of the event and that we are looking for participation if they would like to be involved. And all communications expected to be done as of this time, have been done.
14. **4/8/2009 Annual Inspection with Dick Bunker** – Other than Mr.Bunker talking about some brush growing up in the brook, nothing has changed. Maryan asked if we can take care of the brush removal? Charlie responded that we should be able to but after the rainy season when the ground is not so soft.

Carolyn asked about the following action items: Security code change and keys for *pilots lounge*? Charlie reported security code has been changed and Dan is still collecting keys. *Repair of the main gate*? Ted Porada stated that it has been repaired (keypad and inside sensor) but still goes on the fritz. Sometimes it works and sometimes it doesn't. Dan to contact the fence company again. *Terminal Building Doors*: Fred stated that everything that was requested was done. *ASOS update*: Fred reported that the ASOS people have been down here several times working. Fred doesn't know if ASOS has been repaired but the pertinent information is working.

### Old Business

1. **Atlantic Flight Center** – Charlie sent a draft of the lease and clarification of responsibilities to the City Solicitor for review. Maryan asks how long the lease is for? Charlie stated that for now it will be for a year at a time. Ted informed the commission that he went to set the alarm in the terminal building and the AC was on all night because he had no key for the control. Another item is the door in not being locked properly. He has arrived on several occasions and upon just touching the door, it pops open. Ted also stated that the lights have been left on. Carolyn asks if Atlantic Aviation is aware that someone does not come after they leave and secure the building? Charlie explained that Ted secures the building when he leaves, even if Atlantic is out with a student, and then Atlantic disables the alarm upon their return and is responsible to re-arm the alarm upon leaving. Ted also said that the reason the alarm keeps going off is that the window to the bathroom isn't being locked and the window pops up and sets off the alarm. Charlie said that each time the alarm company responds to the alarm going off, there is a \$100.00 charge assessed to the tenant. Carolyn suggested putting a building checklist together and run down that list with Atlantic at the lease signing so it is documented that we have gone over everything with them that they need to know. Charlie noted he has several items he needs to talk about with Atlantic, so he'll go over the need to make sure everything is locked up because they are responsible for securing the building and the alarm charges when incurred.

**New Business**

1. **TAA Activity Report** – Dick Griffith reported that a Spring Cookout is planned for May 3 at the airport. Tickets are available. TAA members will be here 4/30 to clean and here early Sunday morning to set things up. They rented a commercial grille that will be delivered here Friday. A Pig Roast is being planned for the fall.
2. **Set Fuel Price for Open House** – Charlie stated that we will wait for Dan to come back and get our next fuel drop before we set the price.

**Public Input - none**

**Fred: motions to adjourn at 7:40 p.m. Maryan: second. All in favor, unanimous. So voted**

Next meeting May 27, 2009 at 7:00 p.m. in the Leonard F. Rose SRE Building

**Action Items**

- ⇒ **Main Entrance Sign – Dan/Fred**
- ⇒ **Veederroot Monitoring System - Dan**
- ⇒ **Segmented Circle Repair – Dan**
- ⇒ **Main Gate Repair - Dan**
- ⇒ **Security Fence Damage/Repair Update – Dan**

**Project Status**

Taunton Airport Commission Meeting  
April 29, 2009  
Jacobs Edwards and Kelcey's Update

1. **Design and Permitting for the Rehabilitation of Runway 4-22 and Connector Taxiway [FAA AIP No. 3-25-0047-19-2009]**

Topographic and Wetlands surveys have been performed and data is being compiled. Soil testing is to be performed in the near future. Design work for the Turf Runway and environmental permitting documents is to begin in May. Contracts between the airport and Jacobs are being negotiated.

2. **SRE Truck with Plow [FAA AIP No. 3-25-0047-18-2009]**

MHQ reports that the pick-up truck chassis should be manufactured by early June. Delivery to the airport could be late June based on the manufacture date. Schmidt approximates delivery of the Snow Pusher to be in May. Contracts between the airport and Jacobs are being negotiated.

① Maryan asks if determination as to runway surface type has been made? Eric responded "Not at this time."