



## TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING  
June 24, 2009

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

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

Others in Attendance: Eric LeGuelaff, Jacobs Edwards & Kelcey,  
Deanna King, Atlantic Aviation  
Dick Rodier

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

Eric LeGuelaff of Jacobs Engineering submitted a written Project Status report (see Attachment A for report specifics) and read the report for all in attendance. Dan noted that people from Wetland Strategies has been out flagging the wetlands. Eric stated that he has been trying to track down the plans for the terminal building at Marshfield as requested and they can't be found. He will check again at MAC. He also has found a few letters done by Ned Dawes with regard to the waterline for Westcoat Drive and would like to re-draft and reiterate the safety concerns and submit to FAA and MAC. Charlie asks Eric to convey our appreciation to Bill for helping out by volunteering as a pilot and to the crew that he brought down for the day.

**Minutes: May 27, 2009 – Carolyn: motions to accept as submitted. Fred: seconds. All in favor, unanimous. So voted.**

**Treasurers' Report – Income \$20,612.95, Expenses \$9,652.69 for a Positive Monthly Cash Flow of \$10,960.26. Fred: motions to accept report subject to 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 currently \$3.95/gallon for credit purchases and \$3.83 for cash purchases and we are the lowest in price around due to the time we received our last drop. At our next delivery we'll probably be back in the middle.
2. **Airport Users' Forum** – next meeting scheduled for July 29, 2009 at 6:45 p.m.
3. **Airside Inspections** – everything in good shape except for segmented circle and veederoot monitoring system.
4. **Veederoot Monitoring System** – We may get to this next Monday depending on the weather.
5. **Segmented Circle Repair** – will be looked at depending on the weather situation.
6. **Terminal Building Oil Burner Maintenance** – W H Riley installed the new legs at a cost of \$127.65 and the work is complete.
7. **Main Entrance Sign** – was picked up and installed by Commissioner Terra and we have received many compliments on it.
8. **Annual Open House** – was last Saturday and it was one of our more successful events. It was basically a repeat of what we've had in the past, the highlight of the day was that we picked up more pilots donating their time, 17 pilots flying 14 different aircraft. A total of about 290 passengers got into the air on approximately 133 flights. Dan reported for the record that he would like to thank each and every person that participated, pilots and everybody else that worked so hard to make the event a day that everyone enjoyed and looks forward to each year. Carolyn reported that she spoke with Barry Connors troop leader with the Boy Scouts, who were doing the food concessions and they said this was their best year yet taking in \$1,200.00, with their clear profit being \$935.00, which they will be using for a trip to Virginia next year for the 100-year Jamboree. So the troop is looking forward to next years' open house so they can also use the funds they make and add it to the money made this year. Joe will make up the

Certificates of Appreciation for the pilots.

9. **5/29/09 Met w/TMLP, Verizon re: East End Wire Removal** – we're running into a glitch getting the telephone wires down. The electric is off the pole except for the service that was installed. There is a procedure Verizon wants us to go through to remove the lines. First they want \$250.00 up front to come out and determine how much work is involved. Second, if we want to turn the wires around, we're suppose to pay for it and third, if we tell them we don't want the service, then they have to take it out at no cost to us. So we need to respond to Verizon what we'd like to do.
10. **6/10/09 Visited by Hayne Hudson-Reilly and Amy Dunn of TSA** – seemed to be pleased with the airport and had no concerns but asked Dan if he had any concerns. The feeling by all is that we're doing fine at this time and they asked Dan to get in touch if he has any future concerns.
11. **6/10/09 –Met with Wetland Strategies Agents** – Debbie and Leona and they have completed their part of the project marking the wetlands. Paul Patneaude of Earth Services will be out to complete the next phase.
12. **CAP Inquiry to Replace Trailer w/Building** – deferred to end of airport managers agenda.
13. **St. Michael Construction Letter of Intent to Revisit Potential Development** – Dan to ask the interested party to send a proposal on his area of interest and intent.
14. **6/22/09** – Met with Paul Patneaude
12. **CAP Inquiry to Replace Trailer w/Building** – Major John Horvath and 2<sup>nd</sup> Lt. Jonathan Fillmore spoke with regard to the intent of the CAP of removing the existing trailer and replacing it with a 30'x60' building. They are looking for approval to go forward and information from the Commission so they can proceed in the proper direction and they are willing to do anything they need to do with regards to permitting, and wetland study and will keep the commission informed along the way. Lt. Fillmore presented a tentative floor plan and asks if it is something they can continue to persue? Fred asks that they consult with the Conservation Commission before getting too involved. Charlie suggests checking with Dan for

a rough wetland line and rough measurement of where they would like to put the building, noting that we are not subject to normal building setbacks except for the wetland setback. Charlie asked Dan to provide the requirements to Major Horvath. Charlie asks Major Horvath that if the investigation into the placement of the building proves positive, that he come back to the commission and present the information and make sure everything fits before proceeding.

### Old Business

1. **Atlantic Flight Center Lease Update** – Charlie stated that he contacted the City Solicitors office. The office is very busy at this time and will get to it as soon as possible and Charlie hopes to have soon.

### New Business

1. **Fuel Discount Program Review** – Charlie asked for comments, concerns and/or suggestions with regard to the fuel program and asked if the commissioners want to amend, keep the program going or do away with it? Joe stated that he is in favor of keeping it as is, there have been no issues, no complaints, program works well for the people who take advantage of it. Dan feels we have a very aggressive fuel discount program, and is of the same opinion as Joe, that the program works well and many pilots take advantage of it. **Fred: motions to continue the fuel discount program as is through December 2009. Carolyn: seconds. All in favor: unanimous. So voted.**
2. **Election of Officers** – Charlie asked if there was anyone interested in any of the positions on the Commission? Dan informed the commission that Maryan asked him to convey to the commissioners that he is willing to serve in the same capacity as Co-Chairman. **Carolyn: suggests and motions: leaving the officers as is. Fred: seconds. All in favor: unanimous. So voted.** Charlie thanked all for their vote of confidence.

Joe Lawlor reported that he has been putting the airport minutes on the airport website. When he is done, the minutes for the past 10-years will be available on the website.

Deanna King informed the commission that they will be installing a sliding accordion door in the terminal building.

Carolyn reported that she toured the Atlantic Aviation setup in the terminal building and noted that the place looks great and that they are very well organized.

Fred asked about a getting a larger tank for diesel fuel for the equipment. Charlie stated we don't have an area inside to accommodate a larger tank but it is something we can look into. He is not opposed to it but when we looked at the issue before, it seemed more trouble than what it was worth.

**Public Input - none**

**Carolyn: motions to adjourn at 8:15 p.m. Fred: second. All in favor, unanimous. So voted**

Next meeting July 29, 2009 at 7:00 p.m. in the Leonard F. Rose SRE Building

**Action Items:**

- ⇒ **Veederroot Monitoring System - Dan**
- ⇒ **Segmented Circle Repair – Dan**
- ⇒ **Certificates of Appreciation - Joe**

**Project Status**

Taunton Airport Commission Meeting

June 24, 2009

Jacobs Engineering Update

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

Initial design for the Turf Runway and connector taxiway is nearing completion. A meeting with MEPA to present preliminary design documents is planned for July 2nd. Upon review and concurrence of the preliminary design from the airport, MEPA, FAA and MAC environmental documents will be finalized for submission to MEPA. 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 has been delivered from Ford. Components are being installed and delivery is expected by mid July. Contracts between the airport and Jacobs are being negotiated.