



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
March 25, 2009

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

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

Others in Attendance: Eric LeGuelaff: Jacobs Edwards & Kelcey,  
Deanna King and Marianne Gonzalez: Atlantic Aviation  
Dick Rodier, Steve Manchester, Dick Griffith

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

Eric LeGuelaff of JE&K submitted a written Project Status report (see Attachment A for report) and read the report for all in attendance. Also, as requested by the commission that Eric look into getting the plans or information with regard to Marshfield's new terminal building, Eric talked with Larry Gallo of the MAC who is going to try and get the plans. Also Larry introduced Eric to Ann Power, the airport manager of Marshfield, at the MAC meeting. Ann extended an invitation to anyone who wants to see the new building and she is willing to share the plans and any information and tell us what she would have done differently on the plans. Charlie thanked Eric for representing the commission today at the MAC meeting and the update on projects this evening.

**Minutes: February 25, 2009– Carolyn: motions to accept as submitted noting that names of the principals of Atlantic Aviation are spelled incorrectly. Maryan: seconds, with noted corrections. All in favor, unanimous. So voted.**

**Treasurers' Report** – Income \$18,651.40, Expenses \$ 8,871.48 for a **Positive Monthly Cash Flow** of \$9,779.92. **Maryan:** motions to accept report subject to audit and authorize the processing of the bills for payment. **Fred:** seconds. All in favor, unanimous. So voted.

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

1. **Fuel Survey** – Fuel prices for TMA are in the range of the lower 2/3's compared to prices of other airports. Our current price for fuel is at \$3.88/gallon for credit purchases and \$3.76 for cash purchases. We have approximately 4,000 gallons in the tank.
2. **Airport Users' Forum** – Next meeting will be April 29, 2009 at 6:45 p.m. prior to the regular commission meeting.
3. **Airside Inspections** – with regard to tie downs, lights and fuel farm, Dan is happy to say we're in good shape with maintenance on a couple of lights. Now all up and running 100%. There are no incidents to report on the fuel farm
4. **Veederroot Monitoring System** – Making some headway on it. We've located a set of plans from the original installation. It's just a matter of seeing what we're going to be able to do with it, which will consist of running a cable with 5 wires from the fuel farm to the electrical room.
5. **Segmented Circle Repair** – Has not been touched since the wintertime and that will be done as time and weather permits. The 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 water table in this area is still high, preventing any further investigation, so the project is still pending.
6. **Attended MAC Airport 3/25/09** – was reported on earlier by Eric in the JE&K report.
7. **Jack Cruz Way Street Sign** – The sign is ready and is awaiting delivery/pick up. Dan will see if they can attach it to a pole for us. A time for a dedication ceremony and to invite the Cruz family has been suggested to have at the same time as the Neighborhood Appreciation Day.
8. **Main Entrance Sign** – we have received some samples back and they were distributed amongst the commissioners for their feedback.
9. **Terminal Building Cellar** – cellar is dry and is we are continuing to monitor, nothing further to report at this time.

10. **Letter of Interest** – for construction of hangar on Lot 7 was received.
11. **New Ford Truck and Box** – was reported on earlier by Eric in the JE&K report.
12. **Security Fence Damage on Caswell Street** – it appears someone went off the road and hit the fence. Dan has contacted our fence contractor for repairs.
13. **Annual Open House** – Discussed was having a kickoff meeting to discuss items for the event. Commissioners decided on a date of April 1, @ 6:30 p.m. in the Leonard F. Rose SRE Building. This meeting is open to anyone wanting to attend or participate as a volunteer for the event on June 20<sup>th</sup>.
14. **Met with Manny Leal RE: the Brook** – Mr. Leal has concerns with the low water level. Dan went out there with him and Manny took a rake to some debris, which allowed a better flow.
15. **Dan will be on vacation the last two weeks of April.** Airport coverage will be secured by Bob Adams, Joe Lawlor and/or others.

Deanna King asked Dan when the ASOS will be repaired? Dan responded that the ASOS people come and go and they don't report to him but they will leave a phone message stating when they will be on the field. Charlie stated the National Weather Service monitors the ASOS. Deanna stated they should be notified that the ASOS was reporting overcast when the skies were clear and asked if the reporting is something they can do? Charlie stated anyone can call and report inconsistencies with the ASOS info.

Carolyn inquired as to how the TMLP internet service is working out for the users on the airfield and did TMLP get enough subscribers? Dan stated it's working out pretty good, he's happy with the service and no problems to report. And quite a few people on the field had subscribed.

### **Old Business**

1. **Atlantic Flight Center** – Deanna King noted that they had 2 attorneys review the lease, which they feel is extremely 1-sided and makes the leasee solely responsible for repairs of the building. If this is the intent of the lease, they have been advised not to sign the lease. They have concerns with respect to the water in the basement, the building not being ADA

compliant, and possible structural problems, the lease appears to make the tenant responsible for repairs. Charlie explained that the intent of the lease is that tenant is responsible for the upkeep and maintenance of the inside of the building while under lease, to use reasonable care. If the tenant makes a hole in the wall, the tenant is responsible to repair that hole. If you break a door, you repair the door. Items beyond the tenants' control, ie the roof, heating system and the like are not the tenants' responsibility. The building is in reasonably good condition, and we ask that it be maintained in the condition the leasee received it in. If the leasee does something to cause the roof to collapse, and it is proven to be the fault of the tenant, the responsibility will be the tenants'. Dan explained that the heating system is inspected and maintained each year, gutters and downspouts were replaced within the last 3 years, the A/C unit was also recently replaced. We also replaced the front and back doors. We have always taken care of the building and the leases have always been written the same way. Marianne stated that the attorney has issue with the way it's written and asked that they discuss with the commission equitable language on the intent and take the responsibility out of the document or change it. Charlie stated as he has stated before, that what they are looking at is the lease. MAC, FAA and the City Solicitor have approved the lease in its' form. If what Atlantic Aviation is looking for is an addendum that would be a clarification of the meaning, Charlie doesn't have a problem with working something out but we're not going to change the lease. Deanna is looking for something that is more clear with regards to the tenants' responsibility of the premises. She also has another **issue with regards to utilities** and stated that this past week on 3 separate occasions when arriving at the terminal building the doors were wide open, letting out the heat and the furnace was running and their office was about 90°. If they are expected to pay for utilities, it seems unfair that the door is left open. **The location of the thermostat** was discussed. The locked cover over the thermostat will be replaced. Fred and Dan will check the doors to see if they are closing properly and install closers if possible. Marianne also brought up the **issue of the restrooms** in the terminal building noting that the flight school is not busy enough that they or their students are using the restrooms much. One day she had noticed that 14 people had come in to use the restrooms and none of them were associated with their business and that they should not be responsible for cleaning up after

the public, and the public going in and out is contributing to the heating cost. Charlie stated that we can talk about that after the meeting, and doesn't feel that it will be a big issue. Marianne asked if there is any way during the summer to **increase the hours of the fuel operation?** Charlie stated that we have made several attempts to keep the fuel farm open later but analysis of receipts did not prove to be cost effective to pay someone for the additional hours for the amount of fuel that was sold. If Atlantic knows that they will need a plane for a student after fueling operations, make sure it is filled up before fuel operations close. Charlie stated that in the past what has been done is if someone has been stuck for fuel, someone has been able to come and help them out.

### New Business

1. **Receipt of Volume 1 Airport History** – Maryan reported that Volume 1 consists of Part 1 covering 1919 – 1960. Bristol Plymouth is working on Part II and after summer vacation will continue to work on and we should be receiving around November. Commissioners discussed the distribution of Volume I. It was agreed that Dan will keep a list of people who get them but before we distribute them to the general public, to distribute to libraries, transportation libraries and the facilities that we'd like to see have them including FBO's, Mayor and Councilors. Whatever is left we can either decide to charge \$2.00 per copy or give them away, whatever we decide on. Fred stated that if we do not put a charge on the remaining copies then you will have people coming in wanting multiple copies or we'll find them flying down the street. The commission agreed that the remaining copies will be for sale to the general public for \$2.00 per copy in the managers office. Charlie thanked Maryan for his work, noting he did a phenomenal job and it's a book we'll all be proud of for years.
2. **TAA Activity Report** – Dick Griffith reported that a Spring Cookout is planned for May 3 at the airport. At the next TAA meeting they will finalize everything for the event and will have a report at the next meeting.

**Public Input - none**

**Maryan: motions to adjourn at 8:03 p.m. Fred: second. All in favor, unanimous. So voted**

Next meeting April 29, 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**
- ⇒ **Pilot Lounge – Keys/Security Code - Dan**
- ⇒ **Main Gate Repair Estimate - Dan**
- ⇒ **Security Fence Damage/Repair Update – Dan**
- ⇒ **Terminal Building Doors – Dan and Fred**

**Project Status**

Taunton Airport Commission Meeting  
March 25, 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]**

The FAA Grant offer of \$169,860 was approved. The project was presented for funding approval at today's MAC Commission Board Meeting. The state portion of \$4,470 was approved. Contracts between the airport and Jacobs are being negotiated.

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

The FAA Grant offer of \$51,680 was approved. The SRE Truck with Plow was ordered from MHQ March 20<sup>th</sup>. MHQ approximates delivery to be in July. The 14' Snow Pusher was ordered from Schmidt equipment on March 20<sup>th</sup> as well. Schmidt approximates delivery to be in May. Contracts between the airport and Jacobs are being negotiated.