



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
September 30, 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: Gwendolyn Borden

Others in Attendance: Eric LeGuelaff: Jacobs Engineering  
Mark Tripari & Cherri Tripari of Skydive Newport  
Deanna King and Marianne Gonzalez of Atlantic Aviation

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. The report updated the commission of the Design and Permitting for the Rehabilitation of Runway 4-22 Connector and Taxiway, the new SRE Truck with Plow being received and reimbursement funds being received and project complete and also the items discussed at the MAC CIP meeting and on the AIP and ASMP for FY 2010 through 2014. After the reading of the report, Charlie thanked Eric for the great presentation at the MAC meeting noting that the presentation was well accepted and the Jacobs Engineering team did a great job and we got all our points across. Now we have to wait and see what projects will be funded.

**Minutes: August 26, 2009 – Maryan: motions to accept as submitted. Fred: seconds. All in favor, unanimous. So voted.**

**Treasurers' Report – Income \$80,646.77, Expenses \$83,576.19 for a Negative Monthly Cash Flow of -\$2,929.41. Maryan: motions to accept the report subject to audit and authorize the processing of the bills for payment. Fred: seconds. All in favor, unanimous. So voted. After discussion with regard to the pay telephone on airport property, it was decided that Charlie will check to see if we can do away with the pay phone.**

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

1. **Fuel Survey** – Fuel prices for TMA are currently \$4.36/gallon for credit purchases and \$4.23 for cash purchases. We're doing quite well on fuel sales. 500 gallons was pumped last Saturday.
2. **Airport Users' Forum** – next meeting scheduled for October 28, 2009 at 6:45 p.m.
3. **Airside Inspections** – work on lights is ongoing and taking place as needed. Tie downs are okay. There has been no down time on the fuel farm. Ted is doing a good job of keeping the lights running. We're keeping up with what comes along and has to be done.
4. **Segmented Circle Repair** – we haven't done too much on this and it's almost to the point of writing this off as a lost cause. We have to look at the hole to see if we can get in to check things out.
5. **Jared Almeida / New Refuler** – Dan noted that he hired a new fuel attendant to work Saturdays. He has worked a few days, he's a high school student and seems he will work out sell.
6. **Attended MAC – Airport CIP Meeting 9/9/09** – reported on earlier in project status updates. Dan noted that he, Charlie, Fred and Bob attended the meeting so the airport was well represented.
7. **Attended TAC Pig Roast 9/27/09** – the event was a tremendous success, great turnout, everything went smoothly, the food was awesome. Dan stated that there has been so many of these events held at the airport and every event gets better as time goes on, there is more camaraderie among the people that attend. I think that's why the commission participates in the functions, to try to promote good welfare at the airport.

8. **Acquired Mass. Registration for Ford Truck** – there was no cost to the airport. The truck was insured as a vehicle in the city fleet of vehicles. Dan will make a list of people who will be driving the vehicle, determine who will be allowed to drive the vehicle off airport property and provide copies of drivers licenses to the City's Insurance Risk Manager.
9. **Acquired Replacement Computer Printer** – the old printer was no longer functional. Jerry from the City's Automation Department came to the airport to check out what type of printer would be best for our needs, he went to Staples and purchased a printer and returned and installed it. Dan stated the service Jerry provided for us was phenomenal and it took a better part of Jerry's day to keep Dan up and running which helped Dan out immensely because it was billing cycle week.
10. **Pedestrian Gate / Cable Replaced by ISYS** – the gate was malfunctioning during the month of September and we had to get a cable run in the conduit underground to the cellar. What is significant about this is that it is another electrical cable installed on this field since we have put security in, since we put the fuel tank in and basically all our conduits are always full of water. That's the problem that we have been living with and will probably be living with it in the future.
12. **Picnic Tables Moved Against Fence** – Dan stated that during the month picnic tables had been moved against the fence. He is not sure who did this or why, but nothing out of the ordinary has been reported. There is a police officer in East Taunton who is very interested in the airport and he is on the 4 to midnight shift and he makes regular checks of the airport which is comforting to know. There are also other officers who patrol the area. Dan noted that he has contacted Stan Preuss with regard to the alarm system and he is monitoring it to detect any problems but feels the problem is at the alarm command center. Also Dan has contacted TMLP for a couple of security lights that are out. Carolyn asks Deanna and Marianne to note any unusual activity and times of such activity and let Dan know so Dan can talk to the officers who patrol so they can be extra diligent at these noted times.

**Old Business**

1. **Atlantic Flight Center Lease Update** – Charlie stated that he has contacted the Law Department with regard to the lease and was informed that the amendment/clarification has been looked at but there is no further information from the law department at this time. If Charlie doesn't hear anything in the next week or two, he will give a copy to Deanne and Marianne to look over, they can then inform Charlie what they think and go from there.
2. **Airport CIP Plan Report** – received earlier in the evening.

**New Business**

1. **Skydive Newport Inquiry** – Dan reported that Marc Tripari and Cherri Tripari of Skydive Newport are here this evening. They contacted Dan on several occasions to talk about having a skydiving center at our airport. Dan gave Marc a brief history of what has taken place in the past with regard to parachuting here. Marc addressed the commission stating that he operates a tandem only skydiving center because he wants to have a tightly controlled facility. He is proposing an assisted drop zone. With the winds the way they are in Newport, some of his clientele would probably come here to jump and with the proximity to Boston, may attract people from that area as well. There are 6 skydiving operations in New England with 2 being in Massachusetts. Operations would perhaps be a weekend operation Memorial Day through Labor Day. As the operation progresses, extend the season or doing a Friday through Sunday operation or perhaps a 7-day a week operation. All in attendance discussed location of a drop zone, office space, regulations, flight patterns, preferred runway etc. Deanna King and Marianne Gonzalez expressed concerns with regards to safety of their flight students and skydivers. It was agreed that Marc would keep the lines of communication open with Atlantic Aviation to ensure safety concerns will be addressed. Marc expressed much information on how he conducts his operation, ie, radio contact, announcing 5 minutes to jump, jumpers in canopy, etc. Charlie asked if it would be possible to give us a written business proposal stating what they would like to do, start up plan, short and mid-term goals, etc.

Charlie stated for a point of information that a review of the outstanding accounts payable has indicated that we have several individuals that have gone beyond the term of 90-day credit limit. We have spoken to the holders of those accounts and for the most part everything seems to be okay but we may have an issue that one account may need further action.

At this time Fred stated that as a member of the Taunton Airport Association he wants to thank the commission for letting them use the airport facilities and for the participation of the commission and donation of the soda for their Pig Roast fundraiser. It's getting to be as they go along with the events, they discover what works and what doesn't and that improves each event. The food was outstanding, and there were about 100 people that attended.

**Public Input** – Deanna King stated that a couple of months ago she brought up the issue of an individual conducting flight training here. Since then she has discovered that it is fact that the person was conducting flight training. Charlie asked Deanna that when she gets this information first hand, to contact Dan as soon as possible so he can follow up on the activity. Charlie explained to Deanna the procedure we follow when a complaint such as this takes place. On another item, Deanna stated that she has information for Dan on some runway incursions that took place and she will give the information to him later. Also she noted that the terminal building has a lot of people going in and out and she is trying to conduct her business and there are always people wanting to be let into the ramp area by her or her staff so they are doing a lot of gate keeping during their business day. She is having people show her their aircraft to make sure she is letting someone in who has the right to be on the ramp area. She is looking for direction on how to handle this. Dan responded that the instructions are on the gate. Charlie stated if someone from Atlantic Aviation wants to let them in, okay, but direct them to the lineman, Dan or the instructions on the gate. Deanna stated that people come in looking for the lineman also, and this is time consuming and taking time away from her students. People have called the pager and received no response. Charlie informed Deanna that these are items she should be discussing with Dan when they happen so they can be addressed right away, and not wait for a commission meeting.

**Maryan: motions to adjourn at 8:45 p.m. Fred: second. All in favor, unanimous. So voted**

Next meeting *October 28, 2009* at 7:00 p.m. in the Leonard F. Rose SRE Building

**Action Items:**

- ⇒ **Segmented Circle Repair – Dan**
- ⇒ **Pay Telephone - Charlie**
- ⇒ **List of drivers for truck use off airport property and copies of licenses to City's Risk Manager - Dan**



**Project Status**  
 Taunton Airport Commission Meeting  
 September 30, 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]**

The ENF was submitted to MEPA September 30, 2009. The document included the follow projects for environmental review:

- Rehabilitate Runway 4-22 and Construct Connector Taxiway A (T/W A)
- Grade the Southside Site For Future Hangar Development
- Construct Southside Connector Taxilane
- Construct Westside Turf Apron and Apron Connector Road
- Construct Southside Hangars

A MEPA scoping meeting will be scheduled at the airport in October, to review the projects and visit the project sites. Comments are expected back from MEPA by November 6, 2009.

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

Reimbursement funds for the SRE Pick-up Truck with Plow and additional Pusher Plow have been received from FAA and MAC.

**3. CIP Meeting**

The annual meeting regarding the airport's 5 year Capital Improvement Plan (CIP) was held September 9<sup>th</sup>, 2009 at 10:30 A.M. in the MAC office. Representatives from MAC, Taunton Commission and Jacobs attended. Meeting notes and updated CIP were distributing following the meeting. A summary of the projects discussed are as follows:

Year	Project Description	Estimated Cost	Actual Cost
2010	Install Water Main Down Westcoat Drive & Install Supplemental Windcones for Runway 30 & 22	\$500,000	\$25,000
2010	Construct Storage Garage	\$400,000	\$20,000
2010	ALP Update with Facility Needs Assessment	\$125,000	\$6,250
2010	Conduct EA <i>ENVIRONMENTAL ASSESSMENT</i>	\$125,000	\$6,250
2011	Rehabilitate Runway 4-22	\$1,000,000	\$50,000
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
2014	Construct Turf Apron	\$800,000	\$40,000
<b>MAC ISMP Funding - Project Description</b>			
2013	Procure and Install CCTV Security Cameras	\$165,000	\$33,000