



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
August 25, 2010

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 (Absent)

Others in Attendance: Eric LeGuelaff: Jacobs Engineering

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.

**Secretary Report/ Minutes – July 30, 2010 – Fred: motions to accept as submitted. Maryan: seconds. All in favor, unanimous. So voted.**

**Treasurers' Report – Income \$23,421.09, Expenses \$39,222.65 for a Negative Cash Flow of -\$15,801.56. Maryan: motion to accept the report subject to audit and authorize the processing of the bills for payment. Carolyn seconds. All in favor, unanimous. So voted.**

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

1. **Fuel Survey** – we currently are one of the lowest in price on fuel in the area. Fuels sales have been very good. A lot of pilots have been qualifying for the fuel discounts with the quantity of fuel they have been purchasing. It's been a pretty good season. The current price is \$4.60 credit and \$4.46 cash, which has been in effect since July.
2. **Airside Inspections** – Nothing major or out of the ordinary to report. Everything in good shape.
3. **Verizon Pole Update** – Dan received 2 quotes on the cost to move the weather head on the Cross Wind Hangars. Dan contacted Bob Adams for a letter from the association giving permission to do the necessary moving of the equipment. The low quote was from Matt Cabuccio for \$250.00. Dan asked Bob to contact Matt to see if he could do the work ASAP. As soon as this is done, Dan will contact TMLP to remove the pole.
4. **BETA Tank Testing** - Dan stated the testing has been done. It was called Third Party Testing on Underground Storage Tanks throughout Massachusetts. Dan work with the BETA representative, provided all the documentation needed for them to locate and conduct the test. BETA is in the process of filling out Form 289 and from this we will have Form 290 for the environment. Work was done under a purchase order for the entire city. Every 3 years the tanks will be tested under this program.
5. **Perimeter Fence Damage on Caswell Street** – has been completed.
6. Dan met with Michelle Restino of the Conservation Commission, Carolyn Basler, Fred Terra and Bob Adams in regards to the Civil Air Patrol building. There were a few minor changes to the location of the building on their proposal. Dan will contact Mr. Horvath and let him know that we would like him to move the building location just a little bit.
7. Received notification from Skydive Boston that they would like to suspend activity here. All fees have been paid to date. Mr. Tripari had been having trouble getting approval and support from the FAA and Boston Air Traffic Control because of flight patterns and altitudes, but it appears that the issues have been resolved, so Dan is not sure why Mr. Tripari is leaving. He never really got the operation off the ground pending approvals but was paying tenant fees for the terminal building space.

8. Dan had reported in July that Acme Testing sponsored by Ascent Technologies was here to take a look at fuel operations here. The outcome is that we have passed the test with no critical deficiencies at all however they made note of some corrective actions that we may wish to do to help our quality of service on the fuel, ie, how we receive the bill of lading, storage of the water removal method that they suggest. Our answer to that is that we will call a company to do it for us. They talked about filtration, white buckets, and screen free of debris. So once we get everything taken care of we will do a check ourselves and get back to them if we find any water volume or moisture, and have that checked out by the company.
9. 8/23/2010 Dan met with Eric LeGuelaff and toured the gravel pit on the south side of Caswell Street for the feasibility of using the gravel for the addition of the gravel needed for the refurbishing of the dirt runway 4/22. Eric took pictures and he will try to determine how much of this is needed and readily available. Dan stated for the record “WOW, there is a tremendous amount of growth out there and the gravel pit is almost gone”. This area was cut 10-years ago and you would not know it.
10. TAA request to use the SRE building September 19 for their pig roast. **Maryan: motion to approve request. Bob: second. All in favor: Carolyn, Bob, Maryan. Fred abstains from voting due to being a member of TAA. Motion carried. So voted. Carolyn: motions that the Airport Commission purchase some tickets and distribute as our Thank You to pilots who volunteered their time and aircraft to our annual Open House/Neighborhood Appreciation Day. Maryan: second. All in favor, unanimous. So voted.**

Dan stated that he and Fred have inquired of the Postal Service, the feasibility of installing a Cluster Box to facilitate the delivery of mail to airport tenants. As it stands now each tenant puts up their own box and notifies the post office for mail delivery at a post office box or Westcoat Drive. The Cluster Box is available and is a 16 box unit that has been used and there are specifications for installation which for us would entail putting in a 4' x 4' x 8" concrete pad so holes can be drilled for the placement of the unit. The only cost to us would be the concrete. Discussed was establishing a deposit of \$50.00 for the keys and making extra keys for replacement should someone lose their key. Charlie doesn't think that Dan should be managing keys, replacement keys and deposits for them and that people wanting a box should have the sole responsibility for them and if they lose their key, they have

to resolve getting a new key from the post office. Carolyn feels having the cluster box is a good idea to have a uniform mail delivery for airport users and anyone paying airport user fees should have the first chance to get a box. Dan will go forward with getting this into place.

### Old Business

1. **Furmanik / Airport Property Update** – Charlie reported that we have heard nothing. As determined at the city council meeting two weeks ago, the chairman of the Airport Needs Committee spoke of a need to speak with the City Solicitor to seek further advice before going forward. The Solicitor is on vacation this week and we have a deadline of Thursday September 2, to respond to the FAA. With the commissioners' permission, Charlie will draft a letter to the FAA asking for an extension of 60 days on the deadline and make note of the fire at city hall, the displacement of offices and the confusion involved. Charlie will communicate with the Solicitor and try to get something a little more definite as to what the plan is or establish a plan to move forward in a timely manner and get this issue resolved.
2. **Request of Conflict of Interest Waiver / Update** – Still waiting for the final document from the City Clerk.
3. **Jet Fuel Feasibility and Availability / Update** – Charlie noted that he has not heard anything further from Ron Nation. Dan reported that Ron provided us with electronic communication of the proposed tank and specifications and he asked Ron to proceed and send to Mr. Munger at Ascent Technologies, which he did and Dan hasn't heard anything else.

### New Business

1. **Airport Engineers Consultant Selection** – Charlie reported that the commissioners met to review proposals and concurred on a process that would change our engineering firm. Charlie had an occasion and spoke with Bob Mallard of Airport Solutions Group earlier this week and he is enthused and happy to take over. Bob's recommendation is that we allow Jacobs Engineering to continue the environmental study and permitting that they are involved with right now (90% into per Charlie) and that as much as we have selected Airport Solutions Group and bring them on, they would not really get involved until the next phase which would be to

submit a grant request to finalize the design and another grant for construction/rehabilitation for runway 4/22. Charlie has taken the liberty and given Bob communications that we received from Eric regarding the current program. Bob and others from Airport Solutions Group are reviewing them and will be ready to get on board when needed. Charlie stated that with the commissioners' approval he will facilitate putting a notice and a letter to MAC informing them of our selection.

**Public Input** – Dick Rodier noted that the TAA will be hosting is a Pig Roast September 19<sup>th</sup> at noon. Tickets are \$21.00 and Tazz BBQ has been hired to do the roasting for the event.

**MAC CIP Meeting** – The Commissioners reviewed times available for the meeting and agreed on 3 different times and submitted to MAC for the actual time to meet.

**Maryan: motions to adjourn at 8:00 p.m. Fred: second. All in favor, unanimous. So voted**

**Next meeting September 29, 2010** at 7:00 p.m. in the Leonard F. Rose SRE Building

**Action Items:**

- > **TMLP Pole removal**
- > **Cluster Box for mail**

**Project Status**  
Taunton Airport Commission Meeting  
August 25, 2010  
Jacobs Engineering Update

**1. Ultimate ALP and Demand Forecast Update**

As part of the Ultimate ALP update, FAA and MassDOT requested an update to the airport's demand forecasts to show need for the proposed hangar space.

FAA and MassDOT reviewed the document and had positive feedback on the revisions. All the projects originally proposed in the Environmental Notification Form (ENF) were approved to be including in the resubmission. These include:

- Rehabilitation of Runway 4-22
- Construction of Taxiway Connector
- Southside Development
- Southside Connector Taxiway
- Westside Turf Apron and Hangars
- Westside Connector Road

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

The ENF document is being revised for resubmission to MEPA on September 30, 2010 and will include the projects discussed above. The submission of the revised ENF document will include a Phase One Waiver for the Rehabilitation of Runway 4-22 and Construction of Connector Taxiway A. The waiver will allow the runway project to progress through final design and construction. The remaining proposed projects would require additional environmental review under an EA/EIR.

**3. Preparation of an Environmental Assessment (EA) / Environmental Impact Report (EIR) for Airport Improvement Projects [FAA AIP No. 3-25-0047-20-2010]**

Upon MEPA review of the revised ENF, Jacobs anticipates the proposed projects, except for the Runway 4-22 Rehabilitation and Connector Taxiway Construction to require an EA/EIR. We anticipate comments 6 weeks after the ENF is resubmitted on September 30, 2010. The EA/EIR will begin shortly after the ENF comments as to the scope of the EA/EIR from MEPA are received (Estimated Mid-November).

**4. Capital Improvement Program (CIP) Meeting**

MassDOT has requested the commission's availability in September and October to discuss the Airport's anticipated CIP for future projects.