



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
May 26, 2010

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

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

Others in Attendance: Eric LeGuelaff: Jacobs Engineering
Ron Nation: Airport Tenant
Dick Rodier: TAA member and airport user

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. After a short discussion on the projects, Charlie thanked Eric for the time and effort involved.

Secretary Report/ Minutes – April 28, 2010 – Carolyn: motions to accept as submitted. Bob: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Income \$26,975.47, Expenses \$9,905.39 for a Positive Monthly Cash Flow of \$17,070.08. Bob: motions 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** – Currently \$4.80/gallon for credit purchases and \$4.66 for cash purchases. We are still in line with pricing but we currently don't have the lowest price around as we have had in the past but our price is more reasonable than our closest airport neighbors.
2. **Airside Inspections** – Tie downs, lights and fuel farm, nothing out of the ordinary to report. Will be buying some replacement lights for the taxiway.
3. **Verizon Pole Update** – all copper cable telephone wires that run between Units 5 and 11 have been removed. There are 4 poles that need to be removed in the front and a couple of poles in the back. TMLP is putting a work order to do this. They will take one security light and move it to the access road in the back of Ron Nations's hangar. It won't shine out as far as it did before. TMLP will also re-route the weather head feed to the Cross Wind hangars.
4. **Open House – June 19th** – we have had a couple of meetings to discuss operations for the event. We all set to go to make it a successful event as we have had in years past. A newsletter will be mailed with information on the open house. Charlie asked Dan how will the pilots be notified on the pilot briefing prior to the event. Joe responded that all the pilots will be notified that there will be a 9:00a.m. safety meeting.
5. **Perimeter Fence Damage on Caswell Street** – a tree came down and hit the fence and a utility pole. TMLP came down and cut the tree and got it out of the way. Dan has contacted the fence company for repairs.
6. **Met with KPMG** the City's auditing consulting firm.
7. **ISYS Invoice for Gate 5 Repair for \$2280.00** – Charlie asks Dan to validate hours and work performed and to ask if work done is under warranty.
8. **Welch Associates work has been completed.** The company has been compiling information for LVP-GPS from 3 airports (Taunton, Mansfield and Marthas Vineyard).
9. **MAC Annual Inspection Report** – has been received. Dan responded with comments. There is nothing different on it than 2009, 2008 and 2007. Charlie asked Dan to look at the trees in the brook at the end of 4/22 that may need maintenance.

Old Business

1. **Furmanik / Airport Property Update** – it is our understanding that we are waiting for the law department to send a letter to the ZBA in a timely fashion that informs them of issues with the project, to postpone the hearing and send the whole package back to the City Council and Airport Commission for resolve. This is our understanding of what is suppose to happen, but have not heard this officially. In an effort to head off the project going forward, the airport has started our own petition, which is allowed, and have started a letter writing campaign. The billing going out this week will have the notice of the letter and the letter itself, and asking airport users to submit letters to the ZBA. We hope between aspects of the people asking for denial of the project, the ZBA will see the opposition and deny. That is only the first phase of the issue but it removes the immediate crisis with regards to the property. If the ZBA goes forth and approves the waiver the alternative is for us to secure legal counsel and file an injunction. Carolyn noted that Maryan is not here this evening but she wants to thank him for supporting her idea of the letter writing campaign and starting a petition.
2. **Request of Conflict of Interest Waiver / Update** – The airport secretary called to inquire with the City Clerk on the status of this issue. The City Clerk stated that she is meeting with the City Solicitor on 6/17/2010 with regards to any employees needing this exemption. Further updates will be forthcoming.
3. **Jet Fuel Feasibility and Availability / Update** – Charlie asked Ron Nation if he has any further information for the commission? Ron submitted a letter of intent/proposal between himself (Raven Storage LLC) and the Taunton Airport concerning installation and management of a facility for the sale of fuel for Jet A and diesel engines at the airport. Ron went over the proposal point by point for all in attendance. Charlie thanked Ron for brining this to the table noting if nothing else, it's a starting point and asks each commissioner to review, make notes and note questions, items of concern, comments in support or against the proposal, in an effort to hold a meeting and discussions. We should hold this meeting and get a document in order to present to the city law department and the risk manager for their comments and possible approval. This will also need to be presented to FAA and MAC.

New Business –

1. **Reminder - June Meeting Election of Officers** for the new year beginning July 1, 2010.
2. **June Meeting – Review of Fuel Discount Program** – Charlie asked if anyone has any issues to discuss, bring them to the next meeting.

Charlie commended Dick Rodier on the cookout that the Taunton Airport Association sponsored at the airport and asked him to pass along to the members of the association the thanks and appreciation of the commission. It was a great time, everybody showed up.

Public Input – None

Carolyn: motions to adjourn at 8:05 p.m. Bob: second. All in favor, unanimous. So voted

Next meeting June 30, 2010 at 7:00 p.m. in the Leonard F. Rose SRE Building

Action Items:

- > **Alternatives Available for Jet A Fuel**
- > **Pole removal**
- > **Conflict of Interest Waiver**

Project Status

Taunton Airport Commission Meeting

May 26, 2010

Jacobs Engineering Update

1. Ultimate ALP and Demand Forecast Update

As part of the Ultimate Airport Layout Plan update, FAA and MassDOT requested an update to the airport's demand forecasts to show need for the proposed hangar space. A revised draft of the Updated Demand Forecast was submitted on May 7th and additional comments were received May 13th. A revised version is being produced and should be available in June. In summary, the report documents recent growth at the airport and shows the need for development to accommodate current interest in building additional hangar space.

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

Based on agency comments from the submission of the Environmental Notification Form (ENF) and meeting thresholds for wetland impacts, there is a need for additional environmental review of the proposed projects in the form of an EA/EIR. Grants for the amount of \$177,000 were submitted to FAA and MassDOT on May 14th. The funding break down is as follows:

FAA (95%)	\$168,150
MassDOT (2.5%)	\$4,425
TAN (2.5%)	\$4,425

The anticipated start of the project is September. This start date is based on completion of the ENF.

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

The submission of the revised ENF document, which will include a Phase One Waiver for the Rehabilitation of Runway 4-22 and Construction of Connector Taxiway A, is on hold pending the results of the ALP and Demand Forecast Update. 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 EIR.