



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
September 29, 2010

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

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

Others in Attendance: Eric LeGuelaff: Jacobs Engineering
Airport Solutions Group Representatives, Michael Bramhall: Project
Manager and Bob Mallard: Chief Engineer and Project....
Dick Rodier: Taunton Airport Association and airport tenant
Jim Madigan: Airport User
Ron Nation: Airport FBO

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. Charlie asked Eric about Discretionary Funds to clarify that both Jacobs and Airport Solutions Group would not be working off the same funds for different projects. Eric explained what funding was covering which projects on Jacobs end. Bob Mallard introduced himself and explained the different funding and expiration times on those funds. Airport Solutions Group will help Jacobs track what they have available for Non-Primary Entitlement, how much was not used, and what is available to carry over. Bob has requested this information from FAA/MAC. After discussions on other items Charlie asks Eric that when he issues documents to the commission relative to the process, that Eric also send copies to Airport Solutions Groups as an FYI to keep everyone on the same page. Charlie also asked Bob Mallard to send information to Eric if there is anything that would help them with their projects for the airport. Please feel free to share information

with each other without having to come to the commission first. Charlie thanked Eric for his continued efforts on airport projects.

At this time Charlie introduced Bob Mallard who represents Airport Solutions Group, the consultants that have been chosen to represent the airport for the next 3 – 5 years. Bob Mallard stated that also present with his this evening is Michael Bramhall, Chief Engineer and Project Manager for Construction. Anything construction related, Mike would be working on, he is outstanding. Bob passed out brochures on his company and talked about his reasons for starting his own company after working for the Mass Aeronautics Commission since 1992 as Head Engineer. He has reviewed a lot of work submitted by many engineering firms and he has seen it all. Customer service and quality of work are areas that he feels very strongly about providing and they work hard at achieving. They are a young and hungry company and want to impress our clients. Bob said he works 7-days a week and is available at anytime. Working for MAC, Bob has known Charlie, Dan, Joe and Bob for a number of years and hopefully we will do a good job for the commission and want to know at any time if we are not meeting the expectations of the commission so we can get on the right track and do a great job. We are a small company with 5 full-time people, a couple of part-timers but a wonderful group of people, and they are anxious to be our consultants. Jacobs is a good company and has only recently met Eric. Bob presented a sample brochure to the commissioners stating that as a service free of charge to their clients, they put together an information pamphlet on the airport along with an airport logo, which he noted that our airport does not have. It's something they do as their way to help the airport promote the airport. Charlie stated, for this airport and commission, we are aggressive toward improvements for the airport and we have been fortunate that this commission has been able to work hard and long and put the airport on good solid footing and we have the funds for our share of the projects. We look forward to a long working relationship and the ability to get through the ins and outs and gray areas because that is the area we most need you. Charlie has spoken to Jacobs and they have committed to an easy transition of any and all files Bob may want. Carolyn asked Bob if he assigns someone to work for a certain airport or does he get involved also? Bob responded that he gets involved with all aspects of the business and you'll see him a lot depending on the type of project. He generally goes to all the commission meetings but is trying to transition his people to attend some. He attends the commission

meeting as requested, monthly, quarterly, etc. Charlie stated that as with our other consultants, if there are projects going on and there are updates that we should know about plan to come. Charlie thanked Bob and Mike for taking the time to coming tonight.

Secretary Report/ Minutes – August 25, 2010 – Carolyn: motions to accept as submitted. Bob: seconds. All in favor, unanimous. So voted.

Treasurers' Report – Income \$41,234.68, Expenses \$35,128.02 for a Positive Cash Flow of +\$6,106.66. Maryan: motion to accept the 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** – our latest fuel delivery determined we could drop our price \$0.10 on fuel. The current price is \$4.50 for house accounts (credit) and \$4.36 cash. We are in the lower end price range on fuel. It's been a good summer for fuel, we seem to be getting some people from field visiting us for fuel and some have set up house accounts, and people using cash has been on the increase.
2. **Airside Inspections** – Tie downs, lights and fuel farm are being maintained as usual with nothing out of the ordinary to report other than general maintenance of lights and bulbs. The 4" plastic poles that hold the electrical service for electric tie downs, we had one go down last winter and now have 2 down in the past week. Dan cannot determine how they fell down or were knocked down because he cannot see any vehicle tracks in the area. These will be repaired as time allows.
3. **Verizon Pole Update** – Dan stated we are making headway with this. We have received a letter of confirmation allowing the removal of the weather head. Bob Adams will get in touch with the electrician and let him know he can proceed. As soon as this is done, Dan will contact TMLP to remove the pole.
4. **Perimeter Fence Damage on Middleboro Avenue** – It appears that a vehicle damaged the fence with pole and fabric damage. The material is on order and should be fixed in the next few weeks.

5. Dan met with Bob Mallard on 9/14/2010 with regard to Runway 4-22.
6. 9/29/2010 Dan attended the **CIP meeting at MASSDOT** along with commissioners Fred, Bob and Carolyn.
7. **Cluster Box Update** – Dan has been in touch with the post office. We believe there is a unit available, but we need to install a concrete pad and we haven't moved on this as yet but will soon.
8. **Airport Page on the City Website** has been updated thanks to Joe Lawlor.
9. **CAP Buildings Specs** – were reviewed by Dan and the commissioners and we met with Michelle Restino for her feedback. A few minor changes were suggested. Those suggestions were made to the CAP, their plans were returned and they were receptive to the changes and will resubmit the plans when the changes are made.
10. Dan received a call from Manny Leal regarding the brook.
11. **Skydive Boston Relinquished Lease** on the terminal building, and **the building is available for rent.**

Old Business

1. **Furmanik / Airport Property Update** – Charlie reported that we will table this item until the end of the meeting.
2. **Request of Conflict of Interest Waiver / Update** – Still waiting for the final document from the City Clerk. At present the document is in the City Solicitors' office. The City Clerk said there shouldn't be a problem, the document just hasn't come back yet.
3. **Jet Fuel Feasibility and Availability / Update** – Charlie told Ron Nation that we did receive the concurrence note from Ascent and has asked Dan to pass the specs provided to us to both the Fire Department and ComComm and get feedback from them. So far what we have is an unofficial comment from the fire department that we need to provide a plan from an engineer as to where the tank will be, how is going to fit, etc. We haven't been to ConComm yet. We still need to talk with ConComm for comments or restrictions they may have then we can go forward.

4. **ZBA Hearing 10/14/2010** on the potential zoning variance for the Furmanik property. This is a continued hearing. Charlie stated that it is his understanding and hope that they may be asked to continue this for one more hearing to allow for the final deposition as to what is going to happen with the Airport Needs and the City Council in that time span.

New Business

1. Charlie reminded all that in the next few months we will need to discuss establishing rates for next year. Dan is doing a comparison chart to see what the fees are at other airports for the same services. Documents will be available for review at the November meeting.

Carolyn asked Charlie about the \$129,000.00 available from the MAC and how that will be used before it expires. Charlie responded that he and Bob Mallard had talked and Bob is proposing to update the SWPP to the new code, which changed just last year, and proposing to do an air space analysis and a couple of other projects that we certainly need, if they fit into the available funds.

Public Input – Charlie expressed to Dick Rodier that the Pig Roast was a really goodtime the food was great. Dick said that Tazz BBQ did a great job and everyone was well fed and enjoyed themselves. Carolyn said she liked the Halloween decorations that Ted put up around the building. The slide show of aircraft and past events at the airport was a good idea and people really liked that.

Maryan: motions to enter into executive session to discuss the Furmanik property. Fred: seconds. All in favor, unanimous. No motions were made in executive session.

Maryan: motions to adjourn at 8:10 p.m. Fred: second. All in favor, unanimous. So voted

Next meeting October 27, 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
September 29, 2010
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 document is being revised for resubmission to MEPA on October 15, 2010. 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.

2. 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 October 15, 2010. The EA/EIR will begin shortly after the ENF comments as to the scope of the EA/EIR from MEPA are received (Estimated Early-December).

>