



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
August 29, 2012

Commissioners: Charlie Menard, Chairman/Treasurer
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: Bob Mallard: Airport Solutions Group

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

Bob Mallard of Airport Solutions Group - (See attached report) submitted by Bob Mallard for the status of projects ASG is working on for the airport. With regard to the Runway 4-22 Easement/Land Acquisition project, Bob presented a map and explained the different color coded areas and what each area entailed: clearing, cutting or easements needed. After discussions, Bob was excused.

Minutes: July 30, 2012 – Maryan: motions to accept as presented. Fred: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for August 2012 – Income \$25,595.03, Expenses \$100,220.06 for a Negative Cash Flow of -\$74,625.03. Charlie explained that the large amount of expenses is attributed to bills from July that had not been processed and 2 deliveries of avgas, which brings us below what we want to have for operating expenses. **Fred: motions to accept the report subject to audit and authorize the processing of the bills for payment. Carolyn: seconds the motion. All in favor: unanimous. So voted.**

At this time the Commission reverted from the regular order of business to allow Michelle Restino of the Conservation Commission along with the Leal's from Liberty Street to address the commission as they were placed on the agenda for this evening. Michelle stated that Leal's are in the parking lot and they asked her to ask the Commission to meet with them in the parking lot. Charlie asked Dan to go to the parking lot and invite them in, because the commission made the effort to accommodate the elder Mr. Leal by holding the meeting with them in the SRE building conference room. Dan went to the parking lot and the Leal's had left. Charlie explained to Michelle that we have given the Leal's access to the airport to do what was needed to the area for their operation and also explained what has transpired between the airport and the Leal's over the years. Michelle agreed that the commission has been very accommodating to the Leal's. Carolyn asked Michelle if she was of the opinion that the commission is not denying the Leal's access to water for this pond and that we have made every effort to work with them. Michelle stated that what Carolyn stated is also her belief. Michelle stated that she will inform the Mayor of what transpired this evening. Charlie thanked Michelle for her attendance and was excused.

Airport Managers' Report – Dan reported on the following:

- 1. Fuel Survey** – We have been pumping an abundance of fuel. Our current fuel price is \$6.25 for credit, checks and house accounts and \$6.06 cash. An increase in the price of our last fuel delivery reflected in the price noted above and at the pump. We are still in the price range of fuel at nearby airports.
- 2. Airside Inspections** – *Tie Downs, Lights and Fuel Farm:* We had a few **lights** out in the last week and they have been repaired. **VASI's** have been operating fine since being repaired. **Rope** is available for anyone with a tie down needing new rope. Dan spoke with regard to the underground fuel storage tank and the need of having an A, B and C certified operator. Dan talked about obtaining the information on the test to be certified. Charlie asked Dan to inquire with the city if there is anyone associated with the city who has the license and can cover our tank. If there is not then we can take the necessary steps to get someone certified. General maintenance is being conducted on a daily basis as needed.
- 3. Soares Incident** – Dan has no updated information to report. This item will be removed from the agenda and will be addressed if further information comes to us.

4. **Open House Incident** – We received a letter from the legal department that everyone has a copy of.
5. **TAA Pig Roast** – Dan reported that he sent out complimentary tickets to pilots who participated in our Open House/Neighborhood Appreciation Day. The Pig Roast will be on Saturday September 8th at noon and tickets are \$22.00 and are available through the airport manager and the TAA. **Maryan: motions to accept the managers' report. Carolyn: seconds. All in favor: Unanimous. So voted.**

Dan reported that due to the incident at the Open House, the legal department has requested that all incidents reported at the airport also be reported to the legal department and to also inform them of all requests to use airport property. Charlie asks Dan to submit the TAA request to use the area of the SRE building for their pig roast to the legal department for them to determine if TAA or others making such request need special insurance to cover meetings or festivities here at the airport. Charlie would like something in writing so we can have something in our file.

Carolyn asked if the new security software is running any faster. After discussions, Charlie asked Dan to contact ISYS and have them check out the system.

Carolyn inquired about the lien the commission had on a plane which was resold and the lien had not been satisfied we were not notified and asked if there had been any further action on this? Charlie stated we sent a notice of the lien to the new owner and asked Dan if we have received receipt of delivery? Dan stated we have not received anything back from the postal service as yet.

Old Business

1. **Furmanik/Airport Property Meeting Update** – Maryan reported that the petitioner has to go before the ZBA once again because the Planning Board had issue with the fence being so far from the property line. The petitioner is looking for relief from the ZBA to erect one continuance fence. The plan presented shows the locations of the bounds. Maryan has had no further contact from Atty. Strojny with regards to the status of the confirmatory deed or the conveyance of the 15' strip of land back to the airport. Calls made to his office have not been

responded to. Charlie suggests that in the next conversation Maryan has with Atty. Strojny or people relative to the project, that Maryan suggest if some action isn't taken quickly on the filing of the deeds that we will be forced to consider the MOU void and go back to court and begin the process all over again.

2. **Frenette ZBA Hearing Case 3137** – is scheduled for September 13th at 5:30 and Maryan will inquire where on the agenda this case will be heard and inform the commissioners.

New Business

1. **Meet with Mr. Leal and Michelle Restino of the Conservation Commission** – addressed earlier in the meeting.
2. **Requested Advice from Legal Dept. Re: Grounds and Building Usage by Others** – Discussed earlier in meeting.

Public Input

Fred asked to change the date for the use of the SRE building and immediate area for the pig roast from September 9th to September 8th. **Carolyn: motion to grant permission for use of the requested area on September 8th. Maryan: seconds. All in favor, Carolyn and Maryan. Fred: abstains on the vote. Motion carries. So voted.**

Maryan: motions to adjourn at 8:15 p.m. Fred: second. All in favor, unanimous. So voted

Next meeting September 26, 2012 at 7:00 p.m. in the Leonard F. Rose SRE Building.

ACTION ITEMS

- ▶ Certification for Operator for Underground Storage Tanks – Update

MEMORANDUM

TO:	Charles R. Menard, Sr., Commission Chairman Daniel J. Raposa, Airport Manager	FROM:	Bob Mallard
LOCATION:	Taunton, MA	LOCATION:	Woburn, MA
SUBJECT:	Monthly Status Report – Misc. Projects	DATE:	August 29, 2012

This memo describes the current status of miscellaneous engineering and planning projects at the Taunton Municipal Airport as of the date indicated above.

EA/EIR – FY2012 AIP PROJECT

- Continued coordinating with ASG sub-consultant *Epsilon Associates* in the development of EA/EIR project;
- Conducted meeting with Epsilon to review Draft ANRAD application and revised the Draft ANRAD plans and report per internal QC review;
- Submitted the ANRAD application to the Taunton Conservation Commission on June 30th;
- Participated in the Taunton Conservation Commission public hearing on August 13th;
- Continued with project management & contract administration.

PHASE 1 RW 4-22 EASEMENT/LAND ACQUISITION – FY2012 AIP PROJECT

- Conducted internal meetings regarding airspace analysis at Runway 4 end;
- Initiated design of draft easement plans;
- Coordinated with sub-consultants regarding project start-up;
- Continued with project management & contract administration.

AIRFIELD SECURITY SYSTEM IMPROVEMENTS – FY2012 ASMP PROJECT – CLOSEOUT PENDING

- Installation of the security system improvements is essentially complete. ISYS temporarily mounted the card readers to the existing junction box on the pedestals. ISYS has informed ASG that the special junction boxes with rain protection are on back-order; no delivery date indicated. Once these boxes are delivered, ISYS will remount the card readers;
- Coordinated inquiry from equipment vendor ISYS regarding payment; coordinated additional PV paperwork;
- Project is ready to be closed out pending swap-out of enclosure.

POWER RAKE AND ROLLER ATTACHMENT – FY2012 ASMP PROJECT

- The Landpride Rake was delivered to the Airport on June 8th ;
- Continued to coordinate the delivery of the Handy Hitch Turf Roller with the equipment vendor and shipping company in Montreal;
- Roller was delivered to the Airport on August 2, 2012 – hose fittings were found to be incompatible;
- Coordinated the acquisition of new hydraulic couplings between Airport and Vendor;
- Continued with project management & contract administration;

EMERGENCY RAMP PAVEMENT REPAIRS – FY2013 ASMP PROJECT

- ASG previously participated in teleconference with the Airport Chairman and Manager regarding potential MassDOT Aeronautics Division (ASMP) funding for emergency pavement repairs in the main terminal ramp;
- Previously coordinated with the MassDOT Aeronautics Division, who requested back-up documentation from the City Purchasing Department indicating:
 - the project followed emergency procurement guidelines;
 - the cost of the work was determined to be fair and reasonable;
 - photos of the damaged area and construction repairs; and,
 - MassDOT Grant Application with above-referenced data.