



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
December 26, 2012

Commissioners: Charlie Menard, Chairman/Treasurer
Carolyn Basler, Vice-Chairman
Bob Adams (absent)
Fred Terra
William Manganiello

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

Others in Attendance: Bob Mallard: Airport Solutions Group
Mike Dupont: American Aero
Doug Cooper: Airport Tenant

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

Bob Mallard of Airport Solutions Group – Bob submitted a status report (see attached report) on projects ASG is working on for the airport along with maps showing options for hangar development and explained the options involved, FAA and MAC requirements/standards and wetland specifications (ConComm and DEP). Bob stated that some of what he is about to get into will be a repeat of what he talked about at the last meeting but ASG continues to refine the alternatives for the purpose of seeing what the major hurdles are with respect to DEP. Bob explained the possible development of 2 locations, the East and South sides. After discussions Bob is of the opinion that the best way to go would be to concentrate on development of the south side due to less impact to wetlands crossing and the east side will entail vehicles needing to be on the taxiway to get to the hangars which FAA and MAC will not go for. Charlie thanked Bob for the report noting that the south side development sounds promising.

Secretarys Report for November 28, 2012 – Carolyn: motions to accept as presented. Fred: seconds the motion. All in favor: unanimous, so voted.

Treasurers' Report for November 2012 – Income \$32,200.36, Expenses \$27,692.81 for a Positive Cash Flow of \$4,307.55. Bill: motions to accept the report subject to audit and authorize the processing of the bills for payment. Fred: seconds the motion. All in favor: unanimous, so voted.

Airport Managers' Report – Dan reported on the following:

1. **Fuel Survey** – Dan conducted a fuel survey on Dec. 24. We adjusted our fuel price last Friday due to a fuel delivery and a drop in price. Our fuel prices are still one of the lowest around and fuel sales have been very good. We received a fuel delivery just before the price started to come back up a little. Our current fuel price is \$5.65 for credit, checks and house accounts and \$5.48 cash.
2. **Airside Inspections – Tie Downs, Lights and Fuel Farm:** We are keeping an eye on the *fuel farm* because it runs sluggish in the winter upon starting it up but it is running okay once it is started. The lighted *windsock* is up and running and waiting for TMLP to put the light up. We also have had 7 security lights that were out and Dan mentioned this to TMLP to possibly troubleshoot the problem. *Rope* is available for anyone needing new rope for their tie down.
3. **UST Operator Certification** – Dan has taken an on-line test for the certification and passed the test and has the certification for Class A and B licensing for the tanks. Joe Federico of BETA Corp. was instrumental in enabling Dan to take this test and obtain the certifications needed to maintain our underground storage tanks.
4. **Trees on Betsy Road/Fence Repair** – Dan and a representative of Heritage Fence surveyed the damage to the fence caused by trees on Betsy Road falling during the storm. They cut and cleared the fallen trees from the area. Heritage Fence is in the process of obtaining the stock to complete the repair.
5. **MAC 2013 Runway Remarketing** – Dan forwarded an e-mail to all commissioners with regard to this project.
6. **Accounts Status** – Dan reported that we went to small claims court on an outstanding account that has been put on a payment plan and payments have been received. Dan sent out a lien to the FAA on another outstanding account. There are still outstanding accounts that Dan is working on. Charlie asks Dan to prepare a list of overdue accounts for the next meeting.

Carolyn asks Dan if he has received a report on the pavement inspection that was done last month? Dan responded that he doesn't expect one. Charlie asks Dan to contact MassDOT requesting a copy of any report that talks about the condition of the blacktop here at the airport.

Old Business

1. **Furmanik/Airport Property Meeting Update** – Bill reported that the commissioners attended the Planning Board hearing and voted to send the petitioner back to the Zoning Board of Appeals. The Planning Board accepted the modification of the plan from 7 lots to 5 lots and determined this was a major change and needed to start back with the ZBA. When the petitioner goes back before the ZBA all the issues will be revisited: MOU, fence and other conditions. Abutters will need to be notified of the meeting date.
2. **Employee Status (Executive Session)** – all commissioners are in agreement to enter into executive session at the end of the meeting so as not to hold up people in attendance wanting to address the commission.
3. **Request of Mike Dupont of American Aero.** - Charlie addressed Mikes' request to sub-lease part of his building and asks Mike to comment or give additional information on his request. Mike received a memo from Dan that Dan had received from a technician from the National Weather Service which maintains the ASOS equipment at the airport. The NWS uses space in the American Aero hangar to store tools and work on ASOS equipment and the memo states that Dan ensure that there is a clear path to their equipment in the hangar due to Mikes' equipment blocking access to their equipment. Dan informed them that the equipment is in a private hangar and would pass the information on to Mike. Mike states that that the NWS technicians come and go and don't really talk to him and if the NWS wants their own exclusive space, they should lease an area from him which prompts this request for permission to sub-lease so he can start discussions with the NWS. Carolyn asked Dan if Mike submitted a written request. Dan responded, yes in an e-mail. Carolyn requests Dan to submit a copy of the e-mail to be part of the record that Mike went through the proper procedure. After discussion, **Bill: motions to allow Mikes' request to sub-lease a portion of his hangar to the NWS and to submit the proposal to the commission for final approval. Fred: seconds. All in favor, unanimous, so voted.**

Public Input - none

At this time the regular meeting adjourns: 7:45 p.m.

Commissioners entered into Executive Session for the purpose of discussing employee contracts and negotiations with the city. After discussions, the commissioners came out of executive session at 8:10 with no votes being taken.

Next meeting January 30, 2013 at 7:00 p.m. in the Leonard F. Rose SRE Building.

ACTION ITEMS

- Fence Repair – Betsy Road
- Pavement Inspection – Report Received?
- Windsock Light Repair

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:	December 26, 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 Project Briefing for the Airport, FAA and MassDOT personnel; prepared and distributed meeting notes;
- Continued refining development alternatives including conceptual wetlands impacts associated with each preferred alternative; the preferred alternative(s) for the *South-Side* and *East-Side* development pose the greatest challenge as both require extensive wetlands impacts for grading & vegetation clearing in order to comply with FAA design standards;
 - South-Side & East-Side development also require at least two FAA *Modifications to Standard*
 - Taxiway Safety Area (49' TSA) – for grading impacts
 - Taxiway Object Free Area (89' TOFA) – for vegetation clearing impacts
 - East-Side development poses greater environmental permitting challenges
- Previously completed the Draft Archeological Report and submitted to Airport/FAA/MassDOT for review and comment; received approval from the Client Group to submit report to the Mass. Historical Commission;
- Continued with project management & contract administration.

PHASE 1 RW 4-22 EASEMENT / LAND ACQUISITION – FY2012 AIP PROJECT [CANCELLED; TO BE CLOSED OUT]

- ***Confirmed project stoppage with Airport, FAA and MassDOT; coordinated stoppage with sub-consultants;***
- Continued with project management & contract administration;
- Project will be closed out in January / February 2013.

POWER RAKE AND ROLLER ATTACHMENT – FY2012 ASMP PROJECT [CLOSEOUT PENDING]

- Previously prepared final project invoice paperwork; submitted to Airport for processing with MassDOT;
- Project can be closed-out pending final payments.

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 prepared MassDOT Grant Application paperwork for TAN execution and submittal to MassDOT;
- Project currently on hold pending (potential) MassDOT funding.

PERMITTING FOR HANGAR DEVELOPMENT FROM EA/EIR – FY2013 AIP PROJECT

- Previously prepared MassDOT Pre-Application, hand delivered to Airport on 09/26/2012;
- Initiated project coordination with the FAA and MassDOT
- Scope and fee will be advanced after finalizing proposed development under EA/EIR project.