



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
February 29, 2012

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

Others in Attendance: Eric LeGuelaff: Airport Solutions Group
Ted Porada: Airport Ground Services Manager

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

Eric LeGuelaff of Airport Solutions Group submitted the monthly status report on the projects that ASG is working on for the airport and gave a verbal report on the items and asking if there were any questions or comments on the items presented. (See attachment for specifics of ASG's report). With regard to the item on hangar inspections and secondary containment, after discussions, Dan will send follow up letters notifying everyone that the inspections have taken place, secondary containment areas have been identified, the SWPPP/SPCC is in place and everyone needs to be in compliance with additional containment regulations. Charlie asked, once all this work is done and containment systems put in place and we get copies of certifications of compliance and we compile the information for presentation, who do we report to that all the work is complete? Eric will speak with GZA because they are the one certifying the SWPPP/SPCC and will ask them if they want the paperwork or if they want to come see what has been done? There we no further items for discussion and Eric was excused.

Minutes: January 25, 2012 – Fred: motions to accept as presented. Maryan: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for February 2012 – Income \$15,904.74, Expenses \$47,552.22 for a Negative Cash Flow of -\$31,647.48 The negative cash flow was due to a fuel delivery at a cost of \$34,374.00. **Maryan: motions 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** – Current fuel price is \$5.70 for credit, checks and house accounts and \$5.53 cash. Because of a fuel delivery last month our price has increased but our fuel price is still one of the lowest around.
2. **Airside Inspections** – *Tie Downs, Lights and Fuel Farm* are in good shape, nothing out of the ordinary to report. Replacing light bulbs when needed and Tie downs are in good shape. Rope is available for anyone with a tie down needing new rope. No down time reported on the fuel farm.
3. **Received FAA Report RE: Soares Incident** – We have compiled information on the incident and forwarded to the city's legal department for their opinion and advice. Charlie asks if we have received the other corrected piece from the FAA? Dan noted that we have not and explained that he received a phone call from the local FAA regional coordinator who confirmed that we received an erroneous report and that the revised report will be forthcoming.
4. **Attended Crosswinds/Tailwinds Annual Meeting** – held at the airport on 2/11/2012. Commissioner Terra also attended. Nothing to report on this meeting but as a point of information on something that Dan heard, there is a portion of blacktop that extends from in front of Superior Aero and runs parallel to their tarmac which is our road and has become washboard like. The association has concerns with this and brought it up at the meeting and wants to have it fixed. The area is not leased and wants to know if the airport will have repaired. Representatives of the associations were supposed to attend this evening and request the area be fixed.

5. **Past Due Accounts** – Dan reported that some past due accounts have become more habitual and more prominent by the same people and he will be contacting owners of the overdue accounts. Charlie noted that Dan has become more proactive and aggressive on overdue accounts and there are several house accounts on hold where the individuals are no longer able to charge until the account is brought in line as being acceptable. Currently the linemen have a list of names and tail numbers that they validate before fueling. Carolyn asks if we are charging interest on overdue accounts? Dan stated that the computer automatically performs this task. Charlie suggests for the accounts that are continuously behind and only pay enough to get their accounts just out of the 90 days and the next month they are back over the 90 days, when the invoices are sent, to include a letter stating that repeat offenders are jeopardizing house accounts. If it happens because something comes up we all live with that, but if it is a repeat offender who is consistently breaking the policy of the airport they are jeopardizing their house account. All commissioners are in agreement with Charlie's suggestion.
6. **Bristol County Mosquito Control** has been here for 2 days and there has been some good action with regards to cleaning out the ditches along the tarmac. They will be looking at the pipes that feed the duck pond and under the dirt runway and hopefully open it up. Also will be cleaning the ditch along Westcoat Drive. The excavated material is being spread around the area that it's coming from, they are putting down straw and will be seeding so we should have some good grass coming up soon.

Carolyn asked if Joe posts the newsletter on-line? Dan responded that he doesn't know but he was asked to. Charlie will check.

Old Business

1. **Furmanik/Airport Property Update** – Charlie stated that we haven't heard anything and it's been several weeks since meeting with Atty. Strojny. Charlie has asked Maryan to contact Atty. Strojny tomorrow for a status update. Maryan reported that when talking to Atty. Strojny he talked about a deed and Maryan spoke with the City Solicitor with regard to whether or not the City wants or needs a Confirmatory Deed on the piece of property that will be turned over to the airport. Maryan has not heard back from the City Solicitor. Charlie said

that Atty. Strojny had stated that he may be able to include the deed in his filing as a reference. Maryan will confirm this with Atty. Strojny. Dan reported that there has been survey work being done on the property.

2. **Solar Panels Project** – Charlie reported that there has been no further contact or communications from anyone. Maryan stated there are no contracts between any solar company and TMLP.
3. **Bay State Skydiving Request** – Charlie asks if there is any update from anyone from Bay State? Dan stated that Mr. Noonan was asking who at FAA we contacted for the Safety Analysis? Dan said he forwarded to Mr. Noonan the request of the airport for a Safety Analysis by FAA. Carolyn asks if this is a generic analysis or will it be personalized to a specific business? Charlie stated that his understanding is that FAA will schedule someone to come here, they will show up in Dan's office and introduce themselves and ask for access to the field, do their inspection and come back and discuss with Dan to get some feeling for what is going on at the field. The last time they were here doing an analysis for the ultra-lites, they didn't ask to talk to anyone other than Dan. That doesn't mean that they won't or can't if they so choose. Since skydiving has become such a larger issue recently they now have 3 areas of the FAA (Boston, Providence and a corporate office in Burlington) are sharing the investigation and determination and are communicating amongst themselves and coordinating the response that would represent a complete response to our request for the analysis based upon the input from all 3 divisions. The skydiving could affect the overhead route for Boston and it may affect Providence so that is why they're getting all the divisions involved. The safety analysis will be performed by Burlington with input from the other 2 offices. Charlie has been told it will be a thorough report and when it's done it will either say yes or no or will establish what we have to live with.

New Business –

1. Fred talked about a piece of property behind Airport Estates which now belongs to the City by way of a tax taking and asks if we should approach the City to see if we could have this area deeded to the airport? The commission will look into this.

Carolyn asks if there have been any updates from the Civil Air Patrol on going forward with their proposed building? Dan responded that he hasn't heard from anyone.

Carolyn also asked if there has been any communication from Ron Nation with regards to his proposal for Jet A fuel or from Ken Gibson on his proposal for a hangar? Dan noted there has been no communication from either person.

Public Input – none

Maryan: motions to adjourn at 7:47 p.m. Carolyn: second. All in favor, unanimous. So voted

Next meeting March 28, 2012 at 7:00 p.m. in the Leonard F. Rose SRE Building.

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:	January 25, 2012

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

SWPPP / SPCCP / RUNWAY 4-22 THRESHOLD SITING ANALYSIS – FY2011 AIP PROJECT

- Final SWPPP/SPCC in production.
- ASG coordinated with Col-East on submission of tree-top data to FAA GIS website. ASG to finalize RW 4-22 obstruction analysis.
- Continued with management & contract administration of the project including scheduling, DBE issues, processing invoices, processing sub-consultant invoicing and payments, etc.

EA/EIR – FY2012 AIP PROJECT

- ASG coordinated with Epsilon (environmental) and Alpha (survey) to finalize draft scope for Airport, FAA and MassDOT review. Draft delivered for review 1/25/12.

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

- Coordinated Draft Scope of Work with project sub-consultants for – appraisals, review appraisals, survey, environmental review, and negotiations;
- Finalized Draft Scope of Work and submitted to Airport, FAA and MassDOT for review;
- Coordinated and secured FAA and MassDOT approval of Scope of Work;
- Initiated preparation of blank fee spreadsheet for use by the Airport's Independent Fee Estimator (IFE)
- Coordinated outside assistance for Airport's legal work on the project.

AIRFIELD SECURITY SYSTEM IMPROVEMENTS – FY2012 ASMP PROJECT

- On hold – awaiting approval from MassDOT based on funding availability.

MISCELLANEOUS ITEMS

- Assisted Airport with inquiry of FAA report regarding recent aircraft accident
- Continued updating the Airport's DBE Plan per new FAA policy, including Small Business Element
- Provided miscellaneous assistance to TAN Airport Manager.
- Attended /participated in monthly Airport Commission meeting.