



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
May 30, 2012

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: Airport Solutions Group

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 in the report. With regard to the SWPPP/PCCP Eric thinks we're all done and the amendment was included in the actual documents. There was nothing that came from the amendment and there were no notices that needed to be put out to any tenants. Most of the tenants that were notified that secondary containment was needed have complied. Charlie reported that tenants needing secondary containment were asked to respond to us with copies of the completed work/compliance on the containment or removal of the offending condition. After discussions on the report items, Eric announced that Jacobs Engineering has made him an offer he cannot refuse and will be leaving ASG to again work for Jacobs as their project manager on the Logan Airport Project. Eric stated it is with regret that he has to make this announcement because he has been working with the commission and airport manager for 3 ½ years now and he feels like he has made good strides in building relationships and he thanks everyone. Charlie stated that he had spoken with Bob Mallard of ASG who informed Charlie of Eric's resignation. Charlie expressed to Bob that it is going to be a big loss, we enjoyed working with Eric and found him to be very professional, on

the ball and ready to give us what we asked for and we couldn't ask for any better. Charlie told Eric if he needs anything from us don't hesitate to call us. We've accomplished a lot with Eric's help and guidance and we do appreciate it. The commissioners congratulated Eric and wished him well in his new endeavor. Eric stated he will be available to us if we also need anything and he will keep in touch. Carolyn invited Eric and his family to the Annual Neighborhood Appreciation Day on June 16<sup>th</sup>.

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

**Treasurers' Report for May 2012 – Income \$38,766.92, Expenses \$51,950.63 for a Negative Cash Flow of -\$13,183.71. Fred: motions to accept the report subject to audit and authorize the processing of the bills for payment. Maryan: seconds. All in favor: unanimous. So voted.**

**Airport Managers' Report** – Dan reported on the following:

1. **Fuel Survey** – We are holding steady on being in the lower end on fuel prices of other surrounding airports. Our current fuel price is \$5.95 for credit, checks and house accounts and \$5.77 cash.
2. **Airside Inspections – Tie Downs, Lights and Fuel Farm:** A couple of **lights** were knocked down, have been repaired and are up and running. The VASI's are out as of 5/24, something happened, maybe an electrical storm. As soon as they went out, Dan issued a NOTAM and called for repair. The repairman came the next day and determined that the air to ground control box is out and they do not have the part. They hot-wired the VASI so it would be on throughout the day. Fred noted that he was flying on Sunday and when he tried to access the lights the runway lights came on but not the VASI. Dan will call again to check the status of the repair. **Rope** is available for anyone with a tie down needing new rope. And we are conducting general maintenance on a daily basis as needed.

3. **Soares Incident** – Dan has no further information as to the status of the investigation or potential outcome other than what was reported last month.
4. **Gate 5 “Contacter” Replacement** – The gate has been malfunctioning since 5/16. Dan called for service and a part needed to be ordered. Dan expected him today but was a no-show and Dan is not sure what the cost will be.
5. **Met with Bay State Skydiving on 5/18/2012 -**
6. **Airport Taxiway Marking Update** – Project is due to commence tomorrow 5/31 but will depend on the weather. There should be no discomfort to the daily operations of the airport due to the project not being in an active operating area of the runway and the only inconvenience could possibly be a diversion of taxiway routes. Charlie asked if the striping will be done at the end of the hard runway (threshold markings)? Dan responded that it is taxiway marking, nothing on the runway.
7. **Complaint of SOPP Violation** – Dan reported that on 5/5 he received a complaint of a violation of our SOPP and he is currently investigating. After his investigation he will respond to the complaining party with the result.
8. **Terminal Building AC Repair** – the unit did not function when turned on this year. Dan and others checked it out to no avail. Dan called the original installer (Brouette & Son) who came to look at it and determined that the compressor is no good and we received an estimate of \$1,500.00 plus \$15.50 for a 1 year warranty. The unit was installed 5 ½ to 6 ½ years ago.
9. **Taunton Airport Association Cookout** – was held on 5/16 and was well attended and certainly a complement to our airport.
10. Dan met with Eric LeGuelaff this morning with regard to the fence line maintenance.

Dan reported that Drew Mihaley from MassDOT Aeronautics will be here Friday. He has been asked by Bay State Skydiving who will have their plane here and Drew will inspect it and the drop zone site that Tom Noonan will be here tomorrow to mark. Drew will also be doing the Annual 5010 Inspection of the airport.

**Old Business**

1. **Furmanik/Airport Property Meeting Update** – Maryan reported that he called Atty. Strojny to get feedback on the status of what was discussed at the meeting and he has not received a call back from Atty. Strojny. Yesterday Maryan and Carolyn were at the DIRB meeting talking with Paul Patenaude of Earth Services, engineer/land surveyor for Mr. Frenette and he does not yet have the bounds set that were requested and agreed upon. Paul said that he personally told Atty. Strojny that the ZBA meeting could possibly be held up unless he gets going on the installation of the fence which was agreed upon in the MOU. Paul was looking for bounds but it was understood by all that the fence will be the property line regardless of where the bounds are. Charlie asked Maryan if he had talked with Paul with regard to a 20' offset? Maryan stated that he just found out, that by ordinance an 8' fence is considered a structure and has to be a certain distance from a boundary line which Maryan believes is 20' and will require a building permit. Charlie stated that as far as the appeal at the ZBA, it should be the position of the commission, that until the fence is erected and the items agreed upon in the MOU have been satisfied, we cannot approve any activity on that property and we will be against any ZBA approval.
2. **Status of Baystate Skydiving Lease** – Charlie stated we have a portion of the package that has been compiled and received and we are waiting for several more documents and there are two issues that we need to be aware of. One is that by prior agreement of all parties including Tom Noonan, that we were not going to allow Baystate Skydiving to begin operations here until all documentation has been submitted, the package had been compiled and sent out for final review by him and the commission and agreed to as the final document. It has come to our attention that he has a plane coming in on Saturday. Charlie has heard that Tom and his manager will be jumping to test equipment to make sure all is in order. Charlie feels that this would be okay for Tom to do but also feels that the commission should not allow Tom to open the door and selling his service here until such time as the lease has been fully reviewed, signed and put into effect which could possibly be around June 15<sup>th</sup> at the earliest, and asks for the commissioners input. All the commissioners are in agreement with Charlie that everything needs to be in place before Tom begins the operation. Charlie asked if there were any other questions on old business. Carolyn stated that she had one item to talk about noting the new

operations document submitted by Tom Noonan stating she had one comment. Carolyn said that if you look at the basic operational summary that he submitted today, in comparison to the one that was submitted previously at the meeting, it appears that he tried to incorporate our requirements into his operational summary. Carolyn stated that she would prefer to keep them separate because Tom has re-worded it in such a way that some items have been minimized. So just for lack of confusion, our requirements should be left out of his operational statement because it is redundant and muddys the water a bit. Dan stated that during the review of Tom's final package we could ask him to take these items out. Charlie told Carolyn that her point is well taken and appreciated.

At this time Charlie stated that we had established by virtue of the environmental inspections, several individuals having violations/issue and were notified by certified mailing to each and made them aware of the violation/issue, requiring them to remedy the issue by June 1, 2012 and send us documentation of compliance. Charlie asked Dan of the people on the list having issues/violations, how many have submitted documentation of compliance? Dan stated that of the people that received certified mailings, we have not heard from any. Charlie asks the commissioners how they want to proceed, and stated that he feels we need to follow up with a strong letter immediately, advising each (lease holder with copy to tenant) "that the prior notice gave them until June 1 to submit documentation of compliance and not having received such documentation please be aware that you must submit such documentation by (date to be chosen) or you will be in violation of your lease and we will take the appropriate action necessary. Dan will compile the letter.

**New Business –**

- 1. 6/14/2012 – Frenette ZBA Hearing Case 3137– discussed earlier.**
- 2. Review of Fuel Discount Policy at June meeting**
- 3. Election of Officers at June meeting**

**Public Input** – Fred Terra speaking for the TAA stated that the cookout was a great time, the weather was perfect. The TAA is proposing a memorial to former pilots at the airport, they had a 50/50 raffle to raise money for this memorial. Ken Gibson, a tenant on the airport, won the raffle and donated the money back to the TAA for the memorial. Fred stated that they will have a formal proposal to submit to the commission for approval.

Charlie commented on our accounts receivable aging report and commended Dan for his efforts noting he's doing a good job and it shows. Outstanding money is probably the lowest we've seen it in years.

**Maryan: motions to adjourn at 8:25 p.m. Fred: second. All in favor, unanimous. So voted**

**Next meeting June 27, 2012** at 7:00 p.m. in the Leonard F. Rose SRE Building.

**MEMORANDUM**

<b>TO:</b>	Charles R. Menard, Sr., Commission Chairman Daniel J. Raposa, Airport Manager	<b>FROM:</b>	Bob Mallard
<b>LOCATION:</b>	Taunton, MA	<b>LOCATION:</b>	Woburn, MA
<b>SUBJECT:</b>	Monthly Status Report – Misc. Projects	<b>DATE:</b>	May 30, 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**

- ASG preparing final RW 4-22 obstruction analysis plans;
- ASG preparing Close-out report;
- Continued with project management & contract administration.

**EA/EIR – FY2012 AIP PROJECT**

- Coordinated with Epsilon to begin development of EA/EIR document;
- ASG preparing updated airport-wide wetland plan (to be submitted for Airport review);
- Anticipate Archeological Investigation of South Side early June (waiting on permit);
- Continued with project management & contract administration.

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

- FAA and MassDOT Grant Applications submitted early April. Waiting on Grant Offer.

**AIRFIELD SECURITY SYSTEM IMPROVEMENTS – FY2012 ASMP PROJECT**

- MassDOT approved project;
- ASG coordinating with Vendor (ISYS) to prepare Purchase Order.
- Expect Installation Mid-June

**POWER RAKE AND ROLLER ATTACHMENT – FY2012 ASMP PROJECT**

- Power Rake ordered from state contract;
- Tow – Behind Roller RFQ Prepared and Selected;
- ASG coordinating with vendor to prepare Purchase Order.

**MISCELLANEOUS ITEMS**

- Assisted Dan Raposa with preparing scope of work for perimeter fence clearing project.;
- Provided miscellaneous assistance to TAN Airport Manager;
- Attended /participated in monthly Airport Commission meeting.