



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
October 31, 2012

Commissioners: Charlie Menard, Chairman/Treasurer
Bob Adams
Carolyn Basler
Fred Terra
William Manganiello

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

Others in Attendance: Deanna King: Atlantic Aviation
Doug Cooper: Airport Tenant
Ted Porada: Airport Ground Services Maintenance

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

Bob Mallard of Airport Solutions Group – Charlie informed all that Bob is not here this evening but did submit a projects status report for all to review. (See attached report) If there are any questions, Charlie stated that he will attempt to answer them and suggests that the commissioners read an e-mail from Lisa Lesperance of the FAA which is a little more important and sets the tone for ASG's work. The letter in essence states that funding for the rehab of runway 04/22 is not foreseeable within the next 5 funding years and that it may be an opportune time to reassess the needs of the airport under a master planning project.

Charlie at this time stated that before he goes any further, he would like to welcome our newest commissioner William Manganiello and looks forward to working with him.

Charlie hopes that with a full new master plan, the facts will bear the necessity of not only having R/W 04/22 as a secondary alternative but to support the full rehab. Bill suggests that we try to track the use of the runway by asking pilots using the runway to voluntarily give us information when and why they use 04/22. If we have the information we could justify the need for the rehab. Charlie feels this is a good idea and noted that all projects pertaining to 04/22 have been put on hold so as not to incur any further expense on this at this time.

Minutes: September 26, 2012 – Fred: motions to accept as presented. Carolyn: seconds the motion. Bill: abstains from voting. All in favor: Fred, Carolyn and Bob. Motion passes. So voted.

Treasurers' Report for October 2012 – Income \$32,879.01, Expenses \$48,115.15 for a Negative Cash Flow of -\$15,236.14. 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.

Airport Managers' Report – Dan reported on the following:

- 1. Fuel Survey** – Our fuel prices are in the range of other nearby airports prices. Fuel sales have been very good. Our current fuel price is \$6.25 for credit, checks and house accounts and \$6.06 cash. We still have about 5,000 gallons in the ground. Our fuel discount program works well for people who buy a lot of gas and for those who pay cash.
- 2. Airside Inspections – Tie Downs, Lights and Fuel Farm:** We are in real good shape, everything up and running and there are no outstanding issues. We are getting ready for winter and have put out tags to identify objects on the field. As a reminder to all, **Rope** is available for anyone with a tie down needing new rope.
- 3. UST Operator Certification** – Dan has no further update from last month when he had spoken with Asst. DPW Commissioner Tony Abreau with regard to this item. Tony stated that he is waiting for word from BETA who is helping him to get the certification needed and he will be the designated person for certifications for UST's and we will operate under his certification.
- 4. FAA/Obstruction Removal** – Dan reported that with the help of Ted Porada, the obstructions were identified and Ted has done considerable cutting in the area and Dan feels that we have made an effort to remove what we think is the obstructions that the FAA wanted removed. Also, Dan would like to do a little more clearing in the winter if weather conditions permit.

5. **MassDOT Pavement Management Systems** – November 10th, 8-hour inspection: Hoyle-Tanner has been hired by MassDOT to do a pavement assessment. Dan informed Hoyle-Tanner that 11/10 was not a good day and was told that was the scheduled date for Taunton. Dan put this information in the newsletter to inform pilots. Since then, Hoyle-Tanner has changed the date to November 14th. Charlie asks Dan to ensure that a NOTAM is issued for the time the inspectors are on the field. Information on the assessment was that there would be a two person crew, there will be no equipment on the field other than the two person crew and a measuring wheel and airport personnel are welcome to observe the inspection. The inspectors are knowledgeable in airfield operations and activities and have experience using handheld radios to monitor and communicate traffic. After discussions Doug Cooper suggested that the airport community be informed that this should not be an inconvenience and that we should make all the accommodations because they are coming here to provide a service to help us.
6. **Manager Vacation** – Dan reported that he will be on vacation from 11/6/2012 through 11/19/2012 and he has secured coverage for the airport in his absence. Joe Lawlor will handle calls on the pager and Fred Terra and Bob Adams will be coordinating day to day operations.
7. **MassDOT CIP Meeting** – A CIP meeting was held October 18, 2012 at MassDOT Aeronautics Division. After the meeting it was agreed to meet again at Taunton Municipal Airport on November 29, at 9:30 a.m. to discuss the TAN EA/EIR and hangar alternatives and strategize for future DEP meeting.

Old Business

1. **Furmanik/Airport Property Meeting Update** – Charlie gave a brief history of this property to bring Bill up to speed on what has transpired over the years with this property and noted that Maryan Nowak had been working on this and had the ability to work with Atty. Strojny, Mr. Frenette, Planning & Zoning and the Law Department. Maryan has offered to continue to support us in those efforts and be a liason with this issue if the commission so chooses. Charlie would like to keep Maryan involved but would also like a commissioner responsible and involved with the oversight on matters dealing with this item. Bill offered to work with Maryan on this. Charlie will get a copy of all necessary information pertaining to this to Bill.

New Business

1. **Welcome New Commissioner William Manganiello** – Charlie again welcomed Bill to the commission.
2. **Open Snow Plow Bids** – Charlie informed everyone that we only have one bid from T&M Landscaping offering 20 ton machine with plow 18’ pusher plow and operator at \$195.00/hr. and a 15 ton machine with 18’ pusher plow and operator for \$175.00/hr. A second envelope from T&M contained pictures of the equipment and a diversity certificate, and recommendations from some of their customers. Charlie informed people in attendance that typically we don’t have a need to call in the extra help, but if we need to we go to the bid list. T&M will be called if needed.
3. **City Hall Discussion: Employee Contract Status** – A brief discussion took place with regard to current airport employees and/or contractors. Charlie will keep everyone informed of what transpires.

Charlie reminded all that at the November meeting we will be reviewing and discussing and voting on airport rates for services and properties for calendar year 2013, specifically land and office space lease, tie downs, Business Registration Fee, fuel discount programs and self-fueling rates.

Public Input - Fred reported for the TAA and reported that they are tentatively planning on their yearly cookout in May 2013. As we get closer more details will be given.

Fred: motions to adjourn at 7:50 p.m. Bill: second. All in favor, unanimous. So voted

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

ACTION ITEMS

- UST Certification - Update
- Pavement Inspection – 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:	October 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.

EA/EIR – FY2012 AIP PROJECT

- Continued coordinating with ASG sub-consultant *Epsilon Associates* in the development of EA/EIR project;
- Completed the Draft Archeological Report and submitted to Airport for review and comment;
- Continued producing & refining development alternatives for the areas identified in the EA/EIR project;
- Conducted meeting with Airport Manager to review progress-to-date on development alternatives;
- Continued with project management & contract administration.

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

- Conducted internal meetings regarding airspace analysis at the Runway 4 end;
- Completed airspace analysis and refined maps depicting penetration analysis for existing vegetative cover and ground topography;
- Completed research of Assessor Maps and ownership information for the targeted properties;
- Completed draft easement plans;
- Continued to coordinate with sub-consultants regarding project start-up;
- Continued with project management & contract administration.

POWER RAKE AND ROLLER ATTACHMENT – FY2012 ASMP PROJECT

- The Roller was delivered to the Airport on August 2, 2012 – hose fittings were found to be incompatible;
- Airport coordinated directly with third-party Vendor to acquire the proper couplings, which were installed on 10/24/2012; Airport connected the Roller to the John Deere tractor - everything is working properly;
- Coordinated W-9 Form with Handy Hitch; coordinated payment to Handy Hitch;
- Prepared final project invoice paperwork; submitted to Airport for processing with MassDOT;
- 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 prepared MassDOT Grant Application paperwork for TAN execution and submittal to MassDOT;
- Project currently on hold pending MassDOT funding.

GEORGE YARDLEY / FAA EASTERN FLIGHT PROCEDURES TEAM RE:20:1 AIRSPACE PENETRATIONS AT TAN

- George Yardley of the FAA Eastern Flight Procedures Team in Atlanta, GA sent an email to ASG asking to verify if certain airspace penetrations exist for Runway 12-30; coordinates and map were provided;
- TAN Chairman Charlie Menard is coordinating to have a local person locate the points provided by FAA and verify current conditions (i.e. if trees still exist);
- ASG will follow-up with the FAA once the field verification information is obtained by TAN.

PHASE 2 LAND / EASEMENT ACQUISITION – FY2013 AIP PROJECT

- Previously prepared MassDOT Pre-Application, hand delivered to Airport on 09/26/2012.

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

- Previously prepared MassDOT Pre-Application, hand delivered to Airport on 09/26/2012;

MISCELLANEOUS ITEMS

- Participated in CIP meeting at MassDOT with Airport personnel; the FAA and MassDOT expressed concern over investment in rehabilitating Runway 4-22, indicating money is not currently available for this project until after FY2017 as indicated in MassDOT's annual CIP letter to TAN dated 08/27/2012; the FAA suggested a master plan be conducted to further evaluate the runway in the context of the current demand for hangar facilities;
- Provided miscellaneous assistance to the Airport;
- Attended / participated in monthly Airport Commission meeting.