



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
August 28, 2013

Commissioners: Fred Terra, Chairman
Bob Adams, Vice-Chairman
William Manganiello (absent)
Jim Madigan
Burton Schriber
Charles Malo
Jan Boboruzian

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

Others in Attendance: Jim Miklas: Airport Solutions Group
Ted Porada: TMA - Airport Ground Services
Mike Dupont: Airport Tenant, FBO American Aero
Dick Rodier: Airport Tenant – JPN Hangar
Carolyn Basler: Former Airport Commissioner
Joe Sousa: Airport Tenant – Crosswind Hangar

Meeting called to order at 7:00 p.m. by Fred Terra

Airport Engineers Projects Update – Jim Miklas of Airport Solutions Group addressed the commission and submitted the status report on projects ASG is working on, noting that progress has been made on various projects. (See attached report for project specifics) After Jims' report on the projects, Fred asked if there were any questions for Jim on any of the projects. There were no questions for Jim and Fred thanked him for his attendance and update.

At this time, Fred asked for a moment of silence for our aviators Roland Desauliers and John Schmouth Jr. lost in an accident this past weekend. All in attendance observed this moment of silence in remembrance of Roland and John.

Secretary's Report for July 31, 2013. Jim: motions to accept as presented. Charlie: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for July 2013 – Joe reported on airport finances noting **INCOME of \$61,847.30** and **EXPENSES of \$88,465.06** for a **Negative Cash Flow of -\$26,613.76**. The big expenses this month were \$38,516 for fuel and \$27,500 to ASG. The payment to ASG is covered by grant money received from FAA and MassDOT. **Jan: motions to accept the report subject to audit and authorize the processing of the bills for payment. Jim: seconds the motion. All in favor: unanimous. So voted.**

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – Our current price is \$6.01 for cash sales and \$6.20 for credit card and house accounts. Our prices are still comparable to prices of other airports. Dan expects the price of fuel to drop by \$0.10 effective Friday August 30. The price at that time will be \$6.10 for credit, and house accounts and \$5.92 cash sales.
2. **Airside Inspections** – *Tie downs, fuel farm and lights* are in good shape. We are periodically replacing bulbs as needed. No broken lights to report. There are a couple of lamps that have ground connection problems and we have some ideas how to keep them up and running. All the lights are good for night-time flying. Rope is available for anyone in need of rope for their tie down.
3. Dan was contacted by the EPA and they sent a representative, Jaime Gonsalves of the Lakeville office because they were concerned with spillage of fuel from the aircraft at the accident site. The EPA may be sending Dan paperwork asking to be notified when there is an incident involving the spillage of 10 gallons or more of gasoline. Dan informed him that all fuel at the accident had burned off. Dan had also conveyed this information to Drew Mihaley of MAC.
4. For the commissions' information, there is a Capital Improvement Meeting scheduled for September 19th at 10:30 a.m. at MassDOT headquarters in Boston. Dan sent out an e-mail to everyone on this. Dan needs to know at least 48 hours in advance, who is interested in attending. If there are more than 3 attending, Dan will post a notice at city hall informing them that the commissioners will be meeting in Boston at MassDOT.
5. We had the unfortunate accident on Sunday and this resulted in working with the Fire Department, Taunton and State Police, District Attorney's Office, the FAA and the NTSB. On the airport side, Dan wants to thank everybody that helped out, especially Jim Madigan, Fred Terra and Ted Porada. We were able to secure the area, keep the gates closed and keep the general public and the media away from the site at all times. Luke Schiada of the NTSB complemented us and stated we did a fine job assisting them. It was a very unfortunate incident, it could have been worse as far as collateral damage. We were able to keep operations going, it did not affect the runway and we had the taxi-way NOTAM'd closed during the day because of the emergency and various agency vehicles out there. We opened the taxi-way later in the day and after the media left on Monday, Dan put the gates back into the operating mode that we normally have.

Old Business

1. **Frenette/Airport Property Update** – Fred stated that Bill is not here this evening and will defer this item until the next meeting for Bills' status report.
2. **Delinquent Accounts** – Dan has received the final payment from the account that went to small claims court. A lien has been placed on one other account and there is another small account that is delinquent.

New Business

1. Dan stated he sent an e-mail to everyone about the **MAMA Conference** September 24-26 at Gillette Stadium. The cost is \$135.00/per person daily.
2. **Update on Leased Property Violations** - Fred reported that he and Dan took a ride around the airport this evening before the meeting to inspect the properties that were notified of violations. Some violations have been taken care of, some have not. They took note of areas that are still in violation and will be sending notices that they have 30 days to clean up the property, and if they don't the commission will hire someone to do the clean-up and any expense incurred by way of the clean-up or storage fees will be assessed to the individual leasing the property.
3. TAA requests to hold a Pig Roast on Sunday, October 6 at 12: noon, and asks that the commission co-sponsor the event and use the Lenny F. Rose SRE Building for the event as has been done in the past. All expenses will be incurred by the TAA and no expenses incurred by the airport. Tickets are \$21.00 and available through Dan, Ted or Dick Rodier. Fred had Dan e-mail our insurance carrier to make sure we are covered for this. We are good to go as long as there is no alcohol involved in the event. **Jim: motions to approve the request and co-sponsor the event. Jan: seconds the motion. All in favor: unanimous. So voted.**
4. Burton suggests surveying the pilots here for their input on what other airports use and what they have for access procedures. With regards to the gates at the East and West access roads, he feels they should always be closed, as they are at other airports. After further discussion, Fred stated that no matter what everybody else is doing, we have to figure out among the commissioners what is best for our airport.

Public Input – Mike Dupont addressed the commission and questioned if it is the commissions' attitude to give commercial business to a private individual instead of a business on the field, with regards to the cleanup and storage of the aircraft involved in the accident this past weekend and wonders if this is standard practice. Fred responded that the cleanup was done, the plane was not disposed of and is being stored. The person there at the time offered to help with the cleanup. The only way there is going to be any money involved is if there is insurance. This person accepts that there may be no compensation for his efforts and storage of the aircraft. At that time the decision was made by the airport manager on scene to accept the offer of help with no expense to the airport. Dan reported that the decision was made by him and Fred in conjunction with working with the NTSB. The concern Dan had was that the media was here and they were waiting for two things, (1) to get at the wreckage and (2) waiting to to gain access to photograph Roland's plane and Dan didn't feel that they needed to be on the field to do either one. NTSB let

one photographer on the field on Sunday afternoon from a pool of photographers. The idea was to keep control for the interest of all concerned and respect for the people and families involved. Mike asked if this will be the decision from now on, if there are other incidents? Fred said no and stated if anyone comes down and says, I'll store it --- Mike interrupted and asked, shouldn't it be offered to the businesses who pay the Business Registration Fee? Fred stated, the decision was made and discussion was ended.

Mike Dupont requested that trash barrels be placed at the mailbox and fuel pump areas. Dan will do.

Jim: motions to adjourn at 7:50. Charlie: seconds. All in favor, unanimous. So voted.

Next meeting September 25, 2013 at 7:00 p.m. in the Leonard F. Rose SRE Building.



AIRPORT SOLUTIONS GROUP

Innovative Airport Development Specialists

MEMORANDUM

TO:	Daniel J. Raposa, Airport Manager	FROM:	Bob Mallard
LOCATION:	Taunton, MA	LOCATION:	Woburn, MA
SUBJECT:	Monthly Status Report – Misc. Projects	DATE:	August 28, 2013

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

- ASG met with FAA on April 7, 2013, in coordination with TAN, and established an additional design alternative on the *East Side*, and have coordinated with Epsilon on its potential viability with respect to the permitting agencies.
- ASG met with FAA and MassDOT Aeronautics on June 11, 2013 to discuss new East Side design alternative that has less than the 5,000 s.f. wetlands impacts that would trigger a variance. Action items were generated at the meeting that indicated a positive view of the alternative. The meeting also provided a direction for the project to be completed outside of the AMPU.
- ASG is coordinating with Epsilon regarding scope change to a Notice of Project Change (NPC) and additional permitting elements that potentially could be incorporated within current effort.
- Continued with project management & contract administration, including DBE participation. ASG up-to-date on invoicing for project.

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

- June 11, 2013 meeting with FAA and MassDOT Aeronautics confirmed action to close project;
- Continued with project management & contract administration;
- ASG has submitted final invoice; anticipate project close-out to follow payment.

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;
- MassDOT funding has been approved; ASG assisting TAN in finalizing reimbursements.

AIRPORT MASTER PLAN UPDATE (AMPU) – FY2013 AIP PROJECT [REPLACES PHASE 2 LAND/EASEMENT PROJECT]

- Conducted project scoping meeting at the FAA on February 12, 2013;
- Per FAA request, AMPU scope will include detailed analysis for modification of two design standards (“Mods”, see above) associated with the EA/EIR project; FAA suggested that analysis be conducted in early stages of AMPU to harmonize both planning efforts.

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- ASG attended the Airport Tenant Meeting on April 27, 2013, and produced the meeting notes for distribution to attendees.
- FAA has offered grant; contracts being finalized;
- Airport to finalize schedule of kick-off meeting, Project Advisory Committee membership and initial survey effort.

MISCELLANEOUS ITEMS

- Airport has completed registration for use of federal *Delphi e-Invoicing* process & procedures (*Delphi e-Invoicing* is