



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
July 31, 2013

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

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

Others in Attendance: Jim Miklas and Bob Mallard: Airport Solutions Group  
Ted Porada: TMA - Airport Ground Services  
Mike Dupont: Airport Tenant, FBO American Aero  
Dick Rodier: Airport Tenant – JPN Hangar  
Dick Griffith: Airport Tenant – JPN Hangar  
Don Almeida: Pilot/Airport User  
Ken Gibson: Airport Tenant – Crosswind Hangar  
Roland Deslauries: Pilot/Airport User  
Doug Cooper: Pilot/Airport User  
Charlie Pickett: Airport Tenant – Wood Hangar

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

**Airport Engineers Projects Update** – Jim Miklas of Airport Solutions Group (ASG) submitted the status report on projects ASG is working on. (See report attached) After Jim's report, Bob Mallard stated that runway 4/22 will be a big focus of the Master Plan and a data collection effort and survey will focus to some degree on that so any information the airport can give ASG on who is using 4/22, how often, will be very helpful, specifically aircraft type, make and model. Fred asked if anyone had any questions for Bob or Jim. No one in attendance expressed further questions or concerns. Fred thanked Jim and Bob for the update and their continued efforts.

**Secretary's Report for June 29, 2013, and Minutes of Special Meetings July 17, 2013 compiled by Dan Raposa. Jim: motions to accept as presented. Burton: seconds the motion. All in favor: unanimous. So voted.**

**Treasurers' Report for July 2013** – Joe reported on airport finances noting **INCOME of \$30,246.60** and **EXPENSES of \$156,730.08** for a **Negative Cash Flow of -\$126,483.48**. The big expenses this month were \$22,935 for fuel and \$123,280 to ASG. Fred asked for clarification stating that the payment to ASG came from the grant account, not the operating expenses. Joe stated “that is correct”. **Bob: motions to accept the report subject to audit and authorize the processing of the bills for payment. Charlie: 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.
2. **Airside Inspections** – *Tie downs, fuel farm and lights* are in good shape. Rope is available for anyone in need of rope for their tie down. The *Fuel Farm* seems to be operating okay. We've had a number of *lights* that have gone down or taken out. We've been on the field replacing the lights and bulbs. Joe asked Dan if we have enough stock for the lights? Dan stated that we may need to replenish stock in another month or so.
3. Dan participated in The Right Side TV show on 7/2/2013. The show focuses on different things about the city, so they did a show about the airport and incorporated a couple of airplane rides into the show. Since the show, we've have some favorable comments about it.
4. For the commissions' information, last week Dan received a noise complaint generating about 20 calls with regard to the same incident. There was an aircraft that kept going around making an extreme amount of noise. Upon investigating, it was determined that the pilot was learning how to fly his plane and Dan made him aware that people had been calling. Since that time there have been no further complaints. This is the most complaints over a 2 day period ever.
5. **Land Use Inspections** were conducted. Information was compiled, pictures were taken and notices were sent out.

### Old Business

1. **Furmanik/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. Dan stated that he thinks it's time that we ask the Solicitor to put some pressure on the owner to comply with the terms of the MOU. We're at a loss right now, we have lost a chunk of land all the way out to Westcoat Drive and we don't have the corrected deed that make us whole. Fred agrees that we have to do something and we will follow up on this.
2. **Delinquent Accounts** – Dan reported that he doesn't have too many concerns. We're doing good on getting the accounts up to date. One account is delinquent and past due but not for a lot of money. A lien has been placed on a second account.

**New Business**

1. Dan reported that the airport was approached by Devil Dog catering to lease area on the airport for their food truck and picnic tables. A meeting was held July 15 for a presentation and business plan with Rick Mansueto and David Capuzzo to discuss their proposal. After the presentation and discussion and favorable comments by the commissioners, Charlie Malo motioned to sign the lease pending submission of all necessary documents. The motion was seconded by Jan Boboruzian, with all commissioners in favor of said motion. (See Minutes of Special Meeting July 15<sup>th</sup>, 2013.) Dan spoke with Rick yesterday and they are waiting for a couple of items from the city and hope to be open sometime in the middle of August and will be here year round.
2. Charlie talked about looking into **easier exit from the airport** stating the gate hasn't worked for him a couple of times. Fred stated that Bill is supposed to be looking into what other airports have. After listening to the recording of the June minutes, the airport secretary reports that at the last meeting Bill stated that he has compiled some information, it was not a complete list and had not brought it with him and that he would print it and send it to Dan. After discussions, it was agreed that the construction plans for the gates should be reviewed.
3. Ted submitted information on the Military Surplus Equipment 1033 Program. Ted stated that he contacted the Swansea Police Department because they had received 3 Humvees and industrial washer/sprayer and reported on other municipalities which have received some surplus equipment. Fred asked Ted where the surplus equipment is stored? Ted responded that as far as he knows, the surplus equipment is in New Hampshire just over the line.  
**Charlie: motions to authorize Ted to look into obtaining a list of what is available.**  
**Burton: seconds the motion. All in favor: unanimous. So voted.**

**Public Input - none**

**Jim: motions to adjourn at 7:35. Charlie: seconds. All in favor, unanimous. So voted.**

**Next meeting August 28, 2013** at 7:00 p.m. in the Leonard F. Rose SRE Building.



#### **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.
- ASG prepared Final Scope of Work, Fee Estimate, and Project Grant Applications for submittal to the funding agencies by the May 1, 2013 deadline.
- 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; ASG coordinating with Airport on schedule of kick-off meeting and initial survey effort.

#### **MISCELLANEOUS ITEMS**

- Airport has completed registration for use of federal *Delphi e-Invoicing* process & procedures (*Delphi e-Invoicing* is required for submitting invoices and receiving funds to/from FAA);
- City / Airport has renewed its SAMS (System for Award Management) registration re: DUNS (SAMS is required for submitting grant application(s));
- Updated CIP plan of past and future projects;
- Attended / participated in Airport Commission meeting;
- Provided miscellaneous assistance to the Airport.