



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
October 30, 2013

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

Airport Manager: Dan Raposa
Treasurer: Joe Lawlor
Recording Secretary: Gwendolyn Borden
Airport Ground Services: Ted Porada

Others in Attendance: Jim Miklas: Airport Solutions Group
Mike Dupont, Mike Bruzzi, Joe Mortland, Karl Abers,
Dick Rodier, Ken Gibson, Jim Moore, Joe Sousa, Ron Nation,
Markham Scott, Doug Cooper, Jim Mitchell, Ted Jula, Jerry Field,
Don Almeida, Norman Lemaire, Steve Goldin, John Robello,

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

Airport Engineers Projects Update – Jim addressed all in attendance and reported on the status of airport projects. (See ASG Report – attached for specifics) After Jims' rundown on the projects, Fred asked if anyone had any questions? There being no questions, Fred thanked Jim for the update.

Secretary's Report for September 25, 2013. Jim: motions to accept as presented. Charlie: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for October 2013 – Joe reported on airport finances noting **INCOME** of \$33,133.68 and **EXPENSES** of \$14,291.74 for a **Positive Cash Flow** of \$18,841.94. 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** – We had a fuel delivery this week and the price of fuel has gone down. Our current price is \$5.72 for cash sales and \$5.90 for credit card and house accounts.
2. **Airside Inspections** – *Tie downs, fuel farm and lights* are in good shape and doing quite well. All lights are up and working, the fuel farm is still working quite well. After last months' quality control inspections by Coneco Phillips, we were asked to do a few things on the fuel farm and we are in the process of doing the tests they requested. We are keeping up with the daily maintenance of the airport. Rope is available for anyone in need of rope for their tie down.
3. **CIP Master Plan Update** – Reported in ASG's Status Report Update. (See attachment).
4. 10/2/2013 Dan met with Kennedy Co. regarding Phillips 66 Quality Control Inspection.
5. 10/16/2013 there was a meeting here with Fennick I McCredie regarding the **Statewide Terminal Building Master Plan**. They are the engineers who have been contracted by MassDOT Aeronautics to provide a master plan for sighting of terminals at 17 different airports in Mass. Commissioners in attendance provided input what we thought is needed. Now McCredie will go forward with what they need to do.
6. **Gate testing** – At last months' meeting there was concern regarding the last time the gates were tested for the YELP system and emergency vehicles being able to access the gate. Dan reported that the system has been inspected and is working properly. As part of that inspection, Gate 1 is the only access with the YELP system and it was found that the SOS YELP and contact box at gate 1 is in working order. The system was also tested a second time. Dan contacted the police department and the latest edition cruiser was dispatched. Three different noise devices are installed in these cruisers. All three were tested and each one opened the gate. Engine 9 of the fire department was also requested to be here and their three noise devices were tested and all three opened the gate successfully. The loud horn did not open the gate and was not expected to do so. It was also found that the 2 gate motors were in need of replacement fluid and appeared to be seepage of fluid over time.
7. **Deer Eradication Program** – There are several people who have been asked to hunt the airport property to control the deep population. They have been issued ID tags and have all the proper permits and have been instructed how to operate in and around the airport. This is an ongoing thing we have each year to keep control of the deer population.

Old Business

1. **Frenette/Airport Property Update** – Bill reported that Mike Strojny, attorney for Mr. Frenette has a request from the City Solicitors office revise and amend some documents. Bill understands that the revisions are to be submitted this week and will have to follow up next week to make sure the solicitor has them. Fred stated that he was with the solicitor yesterday and he had sent out a demand letter regarding the fence and to date have not received a response from Atty. Strojny. Fred asked Bill about his inquiry with regard to filing paperwork

to see if we could get a waterline from the project down Westcoat Drive. Bill responded that from what he can gather, it is still in the hands of the water department. They did say that there is a stub out there that comes off Middleboro Avenue onto Westcoat Drive, but the plan set for the Frenette property doesn't show that stub. Had the stub been shown, they would have been required to bring water in. Fred stated that the April minutes reflect that Bill stated the commission may need to send an administrative appeal to the Planning Board if necessary and motioned "that the commissioners grant him the authorization to file this appeal prior to the close of the 20-day appeal period", and the commission voted to approve this. Bill stated he doesn't know how this happened because the appeal would have to be filed by the city solicitor on behalf of the airport. Bill stated he will follow up with the solicitors' office.

2. **Delinquent Accounts** – Dan reported that there is nothing major to report. There is only about \$65.00 outstanding. It is not an issue now as when we first put it on the agenda. It will be taken off the agenda until such time that it becomes a problem again.
3. **Lease Property Inspections Update** – Fred reported that the property inspection is an ongoing issue and we have the clear zone around buildings and nothing is supposed to be in these 15' areas and people have raised questions of what can be in the clear zone. It has been brought to Freds' attention that there is brush in some clear zones. Fred is glad that this was brought up because he hadn't considered this before and feels that it is important item and he will look into areas that have brush encroaching into the clear zones.

New Business

1. **Open Snow Bids** – Dan reported that he received one bid dropped off in hand today. He ran the advertisement for bids in the Taunton Gazette and we do this every year for back-up coverage in the event of bad storms that we may not be able to handle. Fred opened and read the bid from Bay State Piping of Middleboro: Bid #1: Operator Service only, normal working hours \$68./hr, overtime \$95./hr. Bid #2: Volvo 2CY Loader with operator, normal working hours \$143./hr, overtime \$170./hr. Bid #3: Snow removal equipment with driver operator 10-wheel dump truck, normal working hours \$95./hr., overtime \$115./hr. Volvo loader \$143./hr., overtime \$173./hr. Normal working hours are 7:00 a.m. to 3:00 p.m. Monday – Friday. Overtime is anytime outside normal working hours. These hourly rates are based on private rates and therefore do not include prevailing wage rates. Dan will place this bid on file if needed.
2. **Reminder: Annual Fee Structure Review at the November Meeting.**
3. **Communication from American Aero** – Dan reported that we received a communication from the Law Office of Tena Kathleen Kerns on behalf of Mike Dupont with regards to the requirement of a clear zone, the commission's authority to address public safety issues, the commission's unequal application of demands, the commission's promise to define the clear zone, and paying for the clear zone. A response was drafted and submitted to the city solicitor

for his review and he was in agreement with the response drafted and approved sending the response to the attorney. Charlie stated that he had some discussions with regard to the clear zone and enforcement situations, and looked at some leases that have it as common areas and some have it as clear zone and the leases state that the lessee "shall keep at all times, in a clean and orderly condition and appearance, the leased premises" and the wording is pretty straight forward about violations. In consideration of the wording, Charlie finds that Section 4 of the leases would be really easy to enforce and finds that the clear zone is redundant and not necessary and based on that, **motions to retract the clear zone language from the SOPP's. Jan: seconds the motion.** On discussion, Bob asked Charlie if he wants to completely remove the clear zone language. Charlie responded, yes, and to enforce the wording in the lease with regards to keeping the leased areas clean and orderly." Dan stated that we've had the clear zone for years and what it does, it gives the airport the opportunity to police the areas around the buildings and have access to the buildings in the event of an emergency and to keep clutter and eyesores from building up in these areas. We've had airport clean up days in the past and removed trucks-full of junk back in the late 90's early 2000's. Since that time it's been kept pretty respectable. People tend to put something in the clear zones, a boat, a trailer, a plow or truck and every once in a while we remind people they need to keep the area clean. People have been cooperative but we have a few sticklers that do not conform to the rules. Jan asked, if the clear zone has been in place for a long time, why hasn't it been enforced? Charlie responded that the walk around of the airport showed there were certain things that needed to be clean up, but none of which had to do with the clear zone. Dan interjected that once a year we'd walk around and notify certain people of what needed to be cleaned up, because not everyone was in violation. This year we informed everyone that an inspection was forthcoming. Fred met with the solicitor and his opinion is "with the clear zone we have something that is enforceable. If you start arbitrarily letting someone put something in the clear zone, you don't have something that is enforceable." Charlie feels that we already have the enforcement language in Section 4 of the lease and that's all that is needed. **Fred asks for a roll call vote on the motion to retract the clear zone language from the SOPP's. Jim and Bob: no. Bill, Charlie, Jan, Burton: yes. Motion passes: 4 YES, 2 NO. So voted.**

At this time Bob talked about handicap access to the terminal building and stated that Bill informed the commissioners at the June meeting that he had been approached by Attorney deMello who had been approached by others that the terminal building was not in compliance with ADA requirements. Bill had stated that Attorney deMello was just bringing that information about but didn't request any action be taken. Bob informed the commission that he had spoken to Atty. deMello and Atty. deMello told Bob that he had never spoken to Bill with regards to this issue.

Public Input

1. Mike Dupont addressed the commission and expressed that if the commission requires that the 15' around the building be kept clear, then they shouldn't have to pay to lease this space.
2. Ron Nation informed the commission that there are trees coming up from the pavement in the clear zone behind the wood and metal hangars.

3. Dan informed the commission that he will be on vacation from 11/7 to 11/20. Joe, Fred and Bob will be taking care of the day to day operations in his absence.

Fred informed all that the gates being closed at all times is going to happen. He talked with someone at Logan and what Fred wants the commissioners to do is think about what we want to do and give some feedback at the end of the month. At Logan, if there is a delivery to an airline, they have instituted a procedure that the airline sponsors that particular company and both the company and the airline signs the agreement for the company making the delivery to get the ID badge to get on the airport. Charlie feels the company should not have to pay for the ID, other commissioners do not agree with free ID badges to enter the airport.

Karl Abers asked if it is a requirement that the gates need to be closed during the day. Fred explained that when the gates were installed we needed to file a security plan with the state and the security plan was that the gates were closed 24/7 and that is what Mass Aeronautics and the state approved. So basically we've been in violation by the gates being open during the day for deliveries.

Ron Nation asks if the security plan can be modified/amended. Dan asked to respond and stated that we used the funding provided to put the gates in for security and by not using the funding as intended by having the gates open, could jeopardize future funding. Burton asked why anyone would want the gates open during the day. Every corporate or general aviation airport he's gone to, the gates are closed and when businesses are getting a delivery they have a speaker system at the gate or arrangements made. The gates are here for a purpose, security.

Mike Dupont asked what the plan is for deliveries. Fred responded that, Mike sponsoring his delivery people and getting ID badges for them is what is being contemplated.

Jan stated that the gates being closed is in our security plan and it is what it is and we have to abide by that.

Jerry Field, Doug Cooper and Ron Nation also spoke with regard to the gates being closed.

Jim Moore asked about self-service gas being a possibility. Fred explained that when we put the new fuel system in, we inquired about self-service fueling. Massachusetts has a rule that to have self-service fuel you need to have someone looking at the pumps at all times so that if something goes wrong, the pumps can be shut down. Mike Dupont asked what the hurdles to go through for self-service fuel. Fred responded that the biggest hurdle right now would be funding and if the state and local levels would allow it.

Charlie: motions to adjourn at 8:10. Jim: seconds. All in favor, unanimous. So voted.

Next meeting November 27, 2013 at 7:00 p.m. in the Leonard F. Rose SRE Building.

Individuals with disabilities, who require assistance or special arrangements to attend, please contact the Airport Manager at 508-821-2973. We request that you provide a 48 hour notice so that the proper arrangements may be made.

