



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
September 25, 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: Ted Porada: TMA - Airport Ground Services
Mike Dupont: Airport Tenant, FBO American Aero
Dick Rodier: Airport Tenant – JPN Hangar
Joe Sousa: Airport Tenant – Crosswind Hangar
Charlie Pickett: Airport Tenant – Wood Hangar
Jerry Field: Airport Tenant – Wood Hangar
Doug Cooper: Pilot
Tina Kerns
Steve Golden: Airport Tenant – Metal Hangar

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

Airport Engineers Projects Update – Fred stated that ASG representatives are not here this evening and are at the MAMA conference and asked Dan if he would like to report on any of the projects? Dan reported that ASG is working on the plan for future development and the extension of the taxiway at the 30 end and there have been engineers here working on the plan. The Conservation Commission has been contacted for inclusion on the agenda for the October or November meeting for the presentation of the plan. This is being done because the FAA wants to get the funding going on the preliminarily approved project.

Secretary's Report for August 28, 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 \$39,786.45** and **EXPENSES of \$84,923.41** for a **Negative Cash Flow of -\$45,137.41**. The big expenses this month were \$37,700.00 to ASG for the EIR and \$36,936 for fuel. Grant money will be forthcoming for the payment made to ASG. **Jim: motions to accept the report subject to audit and authorize the processing of the bills for payment. Burton: seconds the motion. All in favor: unanimous. So voted.**

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – Our current price is \$5.92 for cash sales and \$6.10 for credit card and house accounts. Our prices are still comparable to prices of other airports. We're selling quite a bit of fuel, but slowing down which is typical for this time of year. There is still about 3,600 gallons in the ground and can anticipate another fuel delivery sometime in October.
2. **Airside Inspections** – **Tie downs, fuel farm and lights** are in good shape. A quality control representative of Phillips Coneco petroleum was here for a periodic inspection. We took note of a couple of things they pointed out and will be looking into changing to stainless steel piping and a couple of small bilge type pumps. Other than that, the controls are working well, the boards are working fine all functions are normal. We are keeping up with everyday maintenance of the airport. Rope is available for anyone in need of rope for their tie down.
3. Received communication from MassDOT Aeronautics Division regarding Statewide Terminal Building evaluations. Our terminal building is one of seventeen airports chosen to have their terminal buildings looked at and evaluated for conditions, what is existing and what is needed. MassDOT has hired an engineering firm to do the evaluations. After the evaluations it will be determined how to fund any upgrades.
4. Dan stated he attended the CIP Master Plan meeting on September 19th at MassDOT headquarters in Boston.
5. The parking lot and road striping was done today and should make a big difference when snowplowing.

Old Business

1. **Frenette/Airport Property Update** – Fred stated that things have been dragging on the Frenette property and Fred stopped in to see the city solicitor and gave him a copy of the MOU. The solicitor will be sending a demand letter to Frenettes' attorney, to have the fence erected. The MOU is dated 2011, so we have waited 2 ½ years for some action on the fence with nothing being done, so it's long overdue. The MOU was drafted by the commission, the FAA and Mass. Aeronautics, presented to the property owner, and the property owner was in agreement to the terms in the MOU.
2. **Delinquent Accounts** – Dan reported that accounts are in good shape and he's chasing about \$168.00 and a lien has been placed on one other account.

- 3. Lease Property Inspections Update** – Fred reported that he and Dan have been inspecting leased areas and noted there have been lots of improvements and efforts to clean up leased areas, so at this time no action will be taken and monitoring of leased areas will continue for compliance of clear zone areas.

Burton asked for an update on information on the gates. Fred reported that it was talked about while in Boston for the CIP meeting and basically our security plan on file calls for the gates to be closed all the time (24/7) and in the next few months we are going to have to adhere to the plan. Bob is talking with UPS to work out a procedure for deliveries for people on the field. There is no ifs' ands' or buts about the gate having to be closed 24/7. During discussions, Steve Golden, Mike Dupont, Ted Porada and Jerry Field expressed concerns and many suggestions were raised on how to have the gates closed and deliveries made, (business contact numbers board, delivery drop-off shed with key pad, different delivery services, call system, etc). Fred stated that these are items we have to look into and work out.

New Business

Public Input –

1. Mike Dupont stated that he has not been able to find any definition on a 15 foot clear zone in the SOPP's and also when he signed his lease, there were no SOPP's. So what he'd like to know is define the clear zone and what is allowed in the clear zone, what the reason is for the clear zone, why it has never been enforced before and if he's required to keep it clear, why does he have to lease it? Fred stated that nothing is allowed in the clear zone, it is part of Mikes' leased land and yes, the commission has been lax in enforcing it, but it has been taken advantage of and people have been storing stuff in these areas and we're at the point where enough is enough and the areas need to be cleared. Mike pointed out that some people did not receive letters of violation of the clear zone areas. Fred stated that he and Dan did miss a couple of areas and that these persons have been now notified. One person had cleared their area and the other is aware that it needs to be addressed. Dan stated that the area is basically a safety area for fire apparatus to be able to get close to a building and not have debris creating a fire hazard. Mike asks that the commission add and define the clear zone and its' purpose in the SOPP's. Fred responded that it will be done.
2. Joe Souza asked how often the gate is tested for the emergency vehicle YELP system? Fred asked Dan if he knew? Dan stated it worked for the last accident but will look into having it tested.

Jim: motions to adjourn at 7:41. Charlie: seconds. All in favor, unanimous. So voted.

Next meeting October 30, 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.