



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
August 27, 2014

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

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

Others in Attendance: Jim Miklas: Airport Solutions Group
Airport Tenants/Users: Joe Souza, Charlie Pickett, Tony Resendes,
Doug Cooper, Bill Frasier, Fran Soares, Ted Jula, Ron Mahan, Dick
Roodier, Dick Griffith, Jerry Field and Ed Good.

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

Airport Engineers Projects Update – Jim Miklas addressed the commission and reported on the status of project ASG is working on for the airport. (See attached report for specifics)

Secretary's Report July 30, 2014. Jim: motions to accept as presented. Charlie: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for August 2014 – Joe reported on airport finances reporting **INCOME of \$45,744.52 and EXPENSES of \$48,177.96 for a Negative Cash Flow of -\$2,433.44. Jim: 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.**

Joe reported on **account balances in the General Ledger 25 Account of \$93,804.21 and the Grants Ledger 22 Account of \$16,596.68.**

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – We had a fuel delivery in August which worked out well for us because the price of fuel came down. We have adjusted our prices as follows: \$5.80/gallon for cash sales, and \$6.00/gallon for credit card, checks and house accounts.
2. **Airside Inspections – Tie downs, fuel farm and lights.** There is nothing out of the ordinary to report. **Rope** is available for tie downs if anyone is in need of rope.
3. **Extended Fueling Hours Survey** – Dan submitted a report showing fuel sales during the extended hours from July 31 through August 24 and explained that during this period 345 gallons were pumped after 5:00 p.m and of that 87 gallons was to new customers. It cost the airport \$480.00 to provide linemen for this fuel dispensing. It has been getting progressively darker each day and asks what the commission would like to do. Joe reported that the airport has lost between \$1,100. - \$1,200. to provide this service during the extended hours. There are not enough sales to generate enough money to pay the lineman, therefore it is costing the airport. After discussions, **Charlie motions: to shorten the extended fuel hours to 7:00 p.m. Thursday through Sunday until the next meeting. Jim: seconds. All in favor: unanimous. So voted.**
4. Attended weekly construction meetings on 8/13 and 8/20 with Walsh Construction on the daily progress of the project.
5. On 8/13 there was a deer strike on runway 30. The aircraft was a 1968 Mooney being operated by a pilot from our field. The pilot called the FAA and the police. Dan shut down the runway. Animal control was contacted and removed the deer. Dan filed the appropriate paperwork.
6. Dan reported that he has received a letter from an FBO disputing a finance charge on his bill. Dan explained how this was handled and that one of the finance charges has been taken off the bill. Dan is also asking for representation from the commission if this issue continues to the next stage as the FBO mentioned in his letter. The commission will stand behind Dan's handling of the matter.
7. Dan was informed by someone that the access security codes had been posted on the internet by an FBO. After an investigation into the allegation, Dan sent the FBO a letter notifying him that the posting of the codes is a breach of airport security and cannot be tolerated and that the code posted is no longer valid. The FBO will be issued another access code and noted that if the new code is misused, published in any manner and/or cause any further breaches of security, the FBO's use of access codes will be suspended indefinitely. After talking with the City Solicitor, Dan was informed that he should not have given the FBO a second access code.

Old Business

1. **Frenette/Airport Property Update** – Bill reported that the ZBA meeting scheduled for July was postponed at the applicants request. The hearing was for a request for an in-law residence. The applicant had been informed by the board that the request would be denied until the fence was installed. This request will again come up at the September ZBA meeting. As of the compilation of these minutes on 9/17/2014, the ZBA has approved the request.
2. Fred asked Dan to report on Skydive Barnstable that was allowed to use our facilities for a couple of weeks for skydiving. Dan reported that Skydive Barnstable operated here for 3 weekends, 1 or 2 days on each weekend, weather permitting. Dan found Mr. Garcia's operation very well run. Five people came in, 2 people did the tandem jumping, 1 person packs all the chutes and the pilot and himself. They paid all the fees asked of them and provided all certifications and insurance information. Dan is very satisfied with how the operation went. They purchased fuel here and brought in some new faces, families and added activity to the airport. Mr. Garcia mentioned something about coming back next year and Dan told him let's see where we are at when it gets to that point. Charlie stated that he was here during some of the jump sessions and was very impressed by the operation and stated that everything was spot on and by the book. Fred was also here a couple of days and everything seemed well organized. Dan reported that between 24 to 32 jumps on the days they operated.

New Business – None

Public Input

1. **Charlie Pickett** addressed the commission and stated that last Sunday there were 5 planes, including himself, sitting at the fuel pumps around 8:30 a.m. and nobody was there to dispense the fuel. All five of them went to Plymouth for fuel. Also, when the regular lineman isn't here during the daytime, and they bring in one of the kids, is the contractor paying for the kid to fuel or who's paying him? Fred responded that Ted is. Ted explained that he was swapping hours with the kid. Charlie asked if this swapping of hours is being documented? Dan responded that it is.

Further discussions took place with Joe Souza suggesting to advertising for extended fuel hours by publishing in AirNAV and gave a copy to Dan on information on a contact person. Many in attendance talked about the need for deer eradication at the airport noting that they have never seen the deer population so high.

Tony Resendes has a tie down here and asks that fuel slip numbers be referenced on invoices. Fred asks that he come in and work something out with Dan.

Dick Griffith for the TAA reported that the TAA Annual Pig Roast will be held October 5th at noon here at the airport. Tickets are \$21.00 and available through Dan, Ted and himself.

Charlie: motions to adjourn at 7:55. Jim: seconds. All in favor, unanimous. So voted.

Next meeting September 24, 2014 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.

MEMORANDUM

TO: Daniel J. Raposa, Airport Manager	FROM: Bob Mallard
LOCATION: Taunton, MA	LOCATION: Woburn, MA
SUBJECT: Monthly Status Report – Misc. Projects	DATE: August 27, 2014

This memo describes the current status of miscellaneous engineering and planning projects at the Taunton Municipal Airport as of the date indicated above.

EA/NPC – FY2012 AIP PROJECT

- This project is being closed out.

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

- ASG has completed data collection for Inventory and Forecasting efforts. Draft chapters are completed.
- Work has begun on Facility Requirements.
- Completed DRAFT RW 4-22 Plan/Profile Plan/Analysis
- Second Project Advisory Committee (PAC) anticipated being conducted at the Taunton Municipal Airport on September 3, 2014

CONSTRUCT TAXIWAY B – FY2013 AIP PROJECT

- Construction NTP on August 11, 2014
- All construction contracts being finalized pending MassDOT approval
- Engineers trailer installed
- Access road – has been grubbed and graded
- Detention ponds – erosion controls installed, rough grading has started
- Taxiway fill will start in early September – pending installation of environmental mitigation controls
- Taxiway construction will require temporary displacement of RW 30 threshold
- Continued with project management & contract administration.

MISCELLANEOUS ITEMS

- ASG assisted TAN on registering the airport in the SAM system.
- Attended / participated in Airport Commission meeting.
- Provided miscellaneous assistance to the Airport.

Hanscom - IMA CALL

Date: 6 Nov 2014 (Note

Time: 0800 – 1200

Note: Mandatory Training - SAPR Training PM of the 6th and Self Aid Buddy Care 7 Nov AM

Location: Blg 1606 CMC

Agenda

Welcome	Col Burger
DV – Welcome –	TBD (MG Olson, BG Davis, Mr Wert, Col Vogel)
Positions/Personnel (HN/HB/66 ABG)	Col Burger, Col Amirault, Col Busch
Promotions	
Gains/Losses	
Positions Assignments & Vacancies	
IMA Validations	
IMA Management	Col Burger
Readiness	
Performance Requirements & RR Date	
IMA 6 Part Folder	
IMA Training	Col Giger/Col Busch
Man-Day 101	Col Amirault
FY 15 – Man-Day Allocations & Process	Col Burger
ARPC Re-organization (RIO Standup)	AFLCMC/MA/DP/RIO
Organization Structure	
Work Flow Process	
IMA Positions/Vacancies	
MPA Man-days/Orders	
Reserve Paperwork, 2096s, 1288 etc	
Promotions	
OPRs	
UMD	
Lunch – TBD – (Maybe Cater some PIZZA etc outside CMC)	
PM - Mandatory Training – 1300 hrs.	
- Sexual Harassment Training	
Nov 7 - Self-Aid Buddy Care (Tentative)	