



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
February 26, 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 (absent)
Recording Secretary: Gwendolyn Borden
Airport Ground Services: Ted Porada

Others in Attendance: Jim Miklas: Airport Solutions Group
Airport Users/Tenants: Toby Baird, Joe Souza, Joe Mortland, Nicole Fraser, Bill Frasier, Mike Dupont, Doug Cooper, Jerry Field, Don Almeida, Charlie Pickett, Dick Griffith, Carl Abers, Chester McLaughlin, Ron Mahan, Joe Ricci, Damien Frattasio, Jerry Plante, Al Myette, John Manchester

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

Airport Engineers Projects Update – Jim Miklas submitted ASG’s Monthly Status Report on projects they are working on for the airport. (See attached report for specifics) After Jim’s update on the status of the projects, Fred asked if anyone had any questions, comments or concerns on any of the projects. There were no concerns or questions from anyone in attendance.

Secretary’s Report January 29, 2014. Burton: motions to accept as presented. Jim: seconds the motion. All in favor: unanimous. So voted.

Treasurers’ Report for February 2014 – Fred reported on the finances in Joe’s absence, reporting **INCOME of \$18,581.38 and EXPENSES of \$47,021.81 for a Negative Cash Flow of \$28,440.43. Bob: 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** – received a fuel delivery just before the price went up and our prices remain the same at \$5.72 for cash sales and \$5.90 for credit card and house accounts and our fuel prices are still one of the lower prices around. We're taking a hit on fuel sales with the bad weather.
2. **Airside Inspections – Tie downs, fuel farm and lights.** The fuel farm is working okay at this time. We've had a couple of lights go down and we're keeping up with repairs as quickly as possible as time and weather permits. We are keeping up with the daily maintenance of the airport, and as always, rope is available for anyone in need of rope for their tie down.
3. **Obstruction Lights on South Precinct and Caswell Streets** – The lights are on as reported on last month. We have given the photo-cells to TMLP and are waiting for them to be installed so that the obstruction lights will function properly.
4. **Unauthorized Vehicle Movement on the AOA** – Dan reported that since the gates have been closed he has noticed a tremendous increase in vehicles traveling from one end of the tarmac to the other in their vehicles. This is something that cannot be allowed. It's against airport procedures and what MAC allows, and it's why the East and West roads were constructed. He will be inserting an announcement on this matter in the newsletter and if motor vehicles continue traveling on the tarmac and taxiway, we will be taking away their privilege of having vehicle access through the gates. Dan wants to users to be forewarned.
5. We've had some hiccups with the gates and we've done some in-house work on the east gate. The main gate has been open the past few days because a power board blew. The fence company has been out and checked the voltage and was not happy with the reading. The fence company has made contact for tech support and will be back when he has the answers to get the bugs out and complete the job properly, hopefully in the next day or so.

Old Business

1. **Frenette/Airport Property Update** – Bill reported that he attended the ZBA meeting and the discussion was on the petition to allow a pavement width of 18 feet. The ZBA originally approved a 24' layout with 24' being paved. The Planning Board approved a 24' layout with 18' being paved. Because of the discrepancy in pavement width between the two boards, the petitioner had to return to the ZBA for a modification of pavement width to 18' feet, which the board denied and referred the petitioner back to the Planning Board for a modification of pavement width to 24'. Charlie expressed that he would be attending the Planning Board meeting because he is concerned with an 18' pavement not being wide enough to accommodate a fire truck entering and a vehicle exiting at the same time. Fred asked Bill to talk with the Fire Chief and ask him to send a letter to the Planning Board with his recommendation on the pavement width and to re-visit the issue of getting the water line at the beginning of Westcoat Drive down to the proposed new homes for fire protection.

New Business – none.

Public Input

Mike Dupont addressed the commission and requests to extend the hours of code access from 7 a.m. to 7 p.m. 7 days a week. Fred reminded Mike that we didn't have it before and the code access from 8 a.m. to 5 p.m. Monday through Friday should be adequate for delivery people to conduct business. Mike stated that the codes given to transient pilots are good 24/7 and why can't the same be done for business on the field that generate money? Fred said that the codes for transient pilots are only good for that one time access. Commissioner Manganiello explained the FAA and MassDOT security directives for all in attendance. Dan stated that if someone has an ID badge that allows entrance, then there is no problem we have accountability of who is coming and going. Doug Cooper thinks what the businesses want is a way to get their customers in with easy access on the weekends. The commission is concerned with abuse of the codes, losing control and access becoming a free-for-all, and people having no business other than to visit having the codes. Fred brings to light the lady that walks her dog at the airport and questions why and how she received the code to go through the gate. Mike Dupont said that she goes to his hangar and hangs around and has coffee because she is interested in aviation and asks what is wrong with her having the code? Burton asks, does she belong on the airport and does she have an airplane here? Dan stated that she can get an ID badge and that would tell us who is entering the airport at a given time versus someone we do not know entering through the gate with a code any time they want..

Much discussion continued with airport users expressing displeasure with the current access system and offering suggestions and others expressing the experiences with access at other airports. Dan stated it all boils down to we have a system in place and those people who don't mind it and want to see it work are making it work, and those people who want to complain about it and don't want to make it work are doing anything they can to not make it work, and it's never going to work for them. Fred stated that if all commissioners are in agreement we will try 8 a.m. to 6 p.m. 5 days a week.

Mike Dupont asks if anyone has looked into a call system. Dan said the company he contacted didn't get back to him and he will follow up.

Damien Fratassio doesn't feel there has been a satisfactory answer to why the codes cannot be used on the weekends. Fred stated, for security, and that the codes were issued for vendors and deliveries which normally operate during the week during normal working hours, not for the general public.

Joe Ricci of Pilgrim Aviation introduced himself and stated that he had sent the commission a letter and asked if the commission had discussed and given any consideration of his offer of assistance with fuel pumping free for the first 3 months then at \$0.30 gallon thereafter and to be deducted from their monthly bill and dispensed by staff of Pilgrim Aviation. Charlie Malo stated that what he would propose and like to discuss with the commission is that Pilgrim would do the fueling and in consideration of that Pilgrim would get a price to be determined discount on their fuel. We could not do the \$0.30 per gallon on every gallon pumped, that's where we make our revenue. Charlie would entertain Pilgrim pumping the fuel at an amount to be determined during

discussions and agreement with the commissioners. Fred stated that once Pilgrim is up and running we can initiate discussions on fuel dispensing. Charlie stated the way to start this is to give them unilateral access to the pumps, and when Ted is not here from 5 till dusk, they should have the ability to get fuel. Bill stated we can give them access to the pump. Dan said we are the only ones with access to the pump and we need to provide access to the fuel to them by way of our linemen. Fred stated that in order to pump fuel, liability insurance would need to be obtained and their staff would need to be trained. Dan said the fuel needs to be provided by us because if we let one entity pump fuel from 5 till dusk and someone else says they need fuel from 10 p.m until 2 a.m. and want to pump it themselves, how could we deny them if one business is doing it. We cannot play favoritism. The commission can extend the hours of providing fuel and provide the linemen. If providing fuel until dusk, we would need to install some additional lighting. Fred thinks the wood hangar association would let us install a light on their building.

Fred asks for a motion to adjourn and Charlie stated that the issue of the hours for the codes for the gates has not been resolved. Fred stated that if the commission is in agreement we will try 8 a.m. to 6 p.m. Monday through Friday. Charlie said if not Monday through Sunday it's got to be at least through Saturday. After discussions, **Charlie motions: that the hours for the gate access codes be 7 a.m. to 7 p.m. Monday through Saturday. Bill: seconds the motion. All in favor: Bill and Charlie. Opposed: Burton, Bob and Jim. Motion does not pass. Hours for access codes will be 8 a.m. to 6 p.m. Monday through Friday.**

Burton: motions to adjourn at 8:15. Jim: seconds. All in favor, unanimous. So voted.

Next meeting March 26, 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:	February 26, 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

- Based on previous meetings and direction from the funding agencies – the project scope of work was changed from an Environmental Impact Report (EIR) to a Notice of Project Change (NPC) and additional permitting elements that potentially could be incorporated within current effort.
- On November 6, 2013 ASG coordinated with its geotechnical and environmental sub-consultants to perform soils testing and environmental analysis for proposed development areas. Several borings were taken in the area of the proposed taxiway and wetlands mitigation site, and observations were taken regarding the seasonal high groundwater elevation.
- ASG completed a draft set of drawings for the Notice of Intent (NOI) submission and performed an internal QC review. ASG also edited the drawings per comments received from Epsilon.
- ASG completed a draft stormwater management report and edited per an internal QC effort.
- Epsilon completed a draft NOI document and edited per review and comment from ASG.
- A draft copy of all NOI documents was submitted to the funding agencies for review and comment; no comments or proposed edits were received.
- A complete set of NOI documents was submitted to the Taunton Conservation Commission on 11/20/2013. The public hearing was scheduled for December 9, 2013. At that meeting, the Taunton ConComm unanimously voted to issue an Order of Conditions approving the project.
- The Order of Conditions has been issued and permit has been finalized.
- On February 13, 2014 MEPA issued certificate for the NPC.
- ASG just received comments from FAA on the EA component. They are very minor.
- FAA approval anticipated March 2014 with close out in April 2014.
- 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]

- Continued with project management & contract administration.
- ASG previously submitted the final invoice; the Airport is still waiting for reimbursement from MassDOT. ASG has inquired to MassDOT but is still waiting for a response of the status of this payment.
- Anticipate project close-out to follow payment.

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

- ASG has completed data collection for Inventory and Forecasting efforts.
- A Project Advisory Committee (PAC) has been established. PAC meeting date target is the week of March 17, 2014. Meeting location TBD.
- The online Airport Stakeholder Survey website remains www.surveymonkey.com/s/2013_TAN_AMPU_Survey. Announcement has been included in monthly airport newsletter mailing; and a notice has been placed on the town website. Survey remains active and we have had 53 responses to date.

CONSTRUCT TAXIWAY B – FY2013 AIP PROJECT

- Per previous agreement at the September 19, 2013 CIP meeting, ASG initiated a new TAN project to construct Taxiway B to the so-called *East Side*. A pre-design meeting was held on December 5, 2013 at 10:00 a.m. at the FAA Airports Division in Burlington, Mass. The meeting went very well and the FAA will be funding the project as anticipated.
- ASG continuing with final design – currently out for review from FAA and MassDOT.
- ASG has been closely coordinating with MassDOT and Jacobs regarding access control and security cameras for new gate. Future cameras and controls are anticipated in the future.
- ASG had a project coordination meeting with TAN on February 18, 2014.
- ASG expects to advertise in late March 2014.
- Initiated 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.