



TAUNTON MUNICIPAL AIRPORT
COMMISSION

MINUTES OF MEETING
July 30, 2014

Commissioners: Fred Terra, Chairman
Bob Adams, Vice-Chairman
William Manganiello
Jim Madigan
Burton Schriber (absent)
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
Andrew Garcia: Skydive Barnstable
Eric Holt: Sunny Side Solar
Airport Users/Tenants: Doug Cooper, Dick Griffith, Dick Rodier,
Joe Souza, Ken Gibson and Russell DeMariano
Cindy Boboruzian

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

Airport Engineers Projects Update – Jim Miklas addressed the commission with a status report on airport projects. (See attached report)

Secretary's Report June 25, 2014. Jim: motions to accept as presented. Jan: seconds the motion. All in favor: unanimous. So voted.

Minutes of Special Meeting July 16, 2014: Annual Review of Airport Managers' contract. Jan: motions to accept minutes as prepared by Dan Raposa. Jim: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for July 2014 – Joe reported on airport finances reporting **INCOME** of \$38,758.69 and **EXPENSES** of \$11,651.13 for a **Positive Cash Flow** of \$27,107.56. **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.**

Joe reported on **account balances in the General Ledger** 25 Account of \$96,237.65 and the Grants Ledger 22 Account of \$138,631.84. Joe also submitted an **Aircraft Fueling Report** for FY2014 showing fuel sales, fuel costs, and fuel service costs related to paying the linemen, ground manager, Ascent Credit Card Transactions costs and Fuel Equipment maintenance costs. The report reflects Net Fueling Costs of \$43,092.36 and an Annual Net Profit for Fuel of \$20,731.61. The report also shows a breakdown of the same costs and profit/loss for Fiscal Years 2010 through 2014.

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – The current price is \$6.40 for credit cards and house accounts, and \$6.20 for cash sales. Our prices are in line with prices of nearby airports, some being higher and some being lower. Anticipate 2 weeks before we need another fuel delivery.
2. **Airside Inspections – Tie downs, fuel farm and lights.** We've had sporadic **light** outages everyone once in a while and are repairing as needed. **Fuel Farm** is operating okay with no reports of problems. We are keeping up with the daily maintenance of the airport. **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 June 26 through July 27 and explained that during this period 584.5 gallons were pumped after 5:00 p.m and of that 48.7 gallons was to new customers. It cost the airport \$600.00 to provide linemen for this fuel dispensing. It was determined that the airport has lost approximately \$170.00 in providing this service and that there has not been enough fuel sales during the extended hours to make this profitable for the airport. After discussions, **Charlie: motions to continue the extended hours for another month. Bill: seconds the motion. All in favor: unanimous. So voted.**
4. Attended Phase 6 Development Pre-Construction meeting 7/28/3014.
5. **Start-up Date for Taxiway B is 8/11/2014.** Construction equipment will be entering from South Precinct Street gate. There should be no impact on flying except as what will have to be NOTAM for airspace. Dan will put information in the newsletter. This is a 45 day project and we do not foresee any delays.
6. **Submitted 2014-2015 DBE Plan for Approval.** This is something our engineers work on every year for us. Dan will sign and return to ASG.

Old Business

1. **Frenette/Airport Property Update** – Bill stated that there is nothing new to report at this time. At the last ZBA hearing on June 12, the board voted to continue the discussion on granting the variance to allow the construction of an in-law apartment on the existing house on lot 1 until the July 31st meeting. At this meeting, Bill needs to report on the status of the fence. The inclination of the board is that they are not going to approve anything until the fence is in place. Bill stated that he only sees the posts are in place and that is what he will be reporting. His feeling is that the board will again continue the hearing until the September meeting.
2. **ADA Compliance** – Dan said there is nothing to report, there has been no correspondence or actions and we're in compliance with the SRE building.
3. **Eric Holt of Sunny Side Solar** addressed the commission with an update on his progress to leasing airport property for solar power. He has obtained permission for 2.6 mega-watt tie in from TMLP to Caswell Street. Mr. Holt presented a sample lease to the commission and gave a presentation on how the operation will proceed if the commission gives approval to the project. Jan asks if there is a similar solar installation near here that we could do our own assessment. Dick Griffith said that he recently flew into Hyannis where they have a solar farm. He said he was looking for any problems a pilot might have and he saw none, no glare or reflection from the panels. Charlie said that if this proceeds he would like this to be on non-usable land. Joe asked if Mr. Holt could bring in a panel to look at and that he has low confidence that the panels do not reflect. After discussions, the commission agreed they will either take a trip to Hyannis to look at their solar farm and make their own determination and to talk with the airport manager in Hyannis. Charlie stated that the lease says how much Sunny Side is expecting to pay the airport to lease the land and that the commission determines how much Sunny Side will be paying to lease the land. After further discussions, Fred stated that this sounds like a good fit for the airport but would like to do further research and that we're not giving him an approval or denial but we want to look into it more. Fred asked that Mr. Holt get the information to our engineers at ASG.

New Business

1. Andrew Garcia of **Skydive Barnstable** out of Marston Mills addressed the commission with a request to parachute jump here at Taunton. Because of the Presidents vacation on Martha's Vineyard they will not be able to jump at their normal place of business at Marston Mills on the Cape from 8/9 through 8/23. Andrew is looking to see what is required for them to use Taunton to jump. Fred explained that if the commission approves the request, the information that Dan has provided to him with regards to the BRF and insurance and certifications all need to be submitted before any jumping can occur. After discussions and questions from the commission, Andrew said that everything on the list that Dan provided is do-able and that he can provide the names and certifications and medicals on his instructors. **Jan: motions to approve request subject to meeting all requirements and all paperwork submitted. Jim: seconds the motion. All in favor: unanimous. So voted.**

2. **Request of TAA for Pig Roast** – Fred reported that the commission received a letter of request from the TAA to hold a Pig Roast on October 5 at noon in the Leonard F. Rose SRE building and also requests that the Airport Commission co-sponsor the event. **Jan: motions to approve the request and co-sponsor the event. Jim: seconds the motion. All in favor: unanimous. So voted.**

Public Input

1. Joe Souza addressed the commission with regards to the extended hours for fueling and as of 5:00 p.m. today there still is *no info on the extended fueling hours having been posted on AirNav?* Jan reported that he did try to post the information on Air Nav but there were several fees associated with it. There was a membership fee of \$200.00 and a fee to actually put the information in the circular, so he did not continue. Joe also mentioned that last Friday he came to the airport and visited Doug Cooper and went through the west gate. There was a person there who had delivered a plane to an FBO and couldn't get out. There *needs to be signs directing people to the pedestrian gate.* Also there are *no trash barrels near the picnic tables.* People come here with their children and eat at the tables and there is no place to put trash. *Joe also expressed concerns with putting a solar farm here at the airport.* Hyannis has plenty of room for pilots experiencing problems. Here, land is limited, and where the panels are proposing to be placed, if a pilot hits one there are no impact switches, it doesn't shut off. Whether you rupture the tanks or not, the amount of kilowatts will boil the fuel, it's going to explode, the fire department will come down and they're not going to pour water of electricity.

Jan: motions to adjourn at 8:07. Jim: seconds. All in favor, unanimous. So voted.

Next meeting August 27, 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:	July 30, 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

- The local Conservation Commission issued the Order of Conditions (permit) on 12/11/2013.
- The state MEPA office issued a Certificate from the Secretary of Energy & Environmental Affairs for the Notice of Project Change (NPC) on 02/07/2014.
- The FAA issued the signed FONSI (Finding of No Significant Impact) on April 29, 2014.
- ASG has initiated closeout procedures. The project is expected to be closed out ASAP.
- Continued with project management & contract administration.

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 City of Taunton Council Chambers. (Date has been rescheduled due to City scheduling conflict – current availability is Aug 13, 25, or 27.)

CONSTRUCT TAXIWAY B – FY2013 AIP PROJECT

- Coordinated with Walsh Construction on executing contract documents
- Coordinating with MassDOT on the removal of the security work allowance from Taxiway B project
- Coordinating efforts by Epsilon Associates to secure necessary permits for construction
- Conducted pre-construction meeting held on July 28, 2014
- Construction NTP anticipated for August 11, 2014
- 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.