



TAUNTON MUNICIPAL AIRPORT COMMISSION

MINUTES OF MEETING
November 26, 2014

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: Airport Tenants/Users: Charlie Pickett, Doug Cooper, Joe Souza, Jerry Field, Mike Dupont, Rick Anderson, Richard Mileika, Steve Perry, Ron Nation, Matt Watsky, Ken Gibson, Steve Proffetty

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

Fred asked for a moment of silence for a member of our airport community, Nelson Woodward, who recently passed away.

Airport Engineers Projects Update – Jim Miklas is stuck in traffic and will not make it here this evening. Dan read the projects status report submitted. (See attached report for specifics)

Secretary's Report October 29, 2014. Jim: motions to accept as presented. Jan: seconds the motion. All in favor: unanimous. So voted.

Treasurers' Report for November 2014 – Joe reported on airport finances reporting **INCOME of \$30,525.47 and EXPENSES of \$9,977.62 for a Positive Cash Flow of \$20,547.85. 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 \$89,359.38 and the Grants Ledger 22 Account of \$217,058.94.**

Airport Managers Report – Dan reported on the following:

1. **Fuel Survey** – Our current fuel prices are as follows: \$5.87/gallon for cash sales, and \$6.05/gallon for credit card, checks and house accounts. Nothing much has changed in prices at other airports since the last report in October.
2. **Airside Inspections** – The sticks are up marking the light locations. Most of the lights are up and running, there are 2 or 3 we're having a problem with. There are no problems to report on the fuel farm and **Rope** is available for tie downs if anyone is in need of rope.

Old Business

1. ADA Compliance Update – Dan reported that he has not received anything further at this time.
2. FAA Hangar Inspections – Dan reported that at the MAMA conference, he was told that the inspections would be tentatively scheduled for November. Dan in turn informed Chris Willenborg and Frank Vick that he would be unavailable for 2 weeks in November and was told they would get back to him. At this time Dan has not received any further correspondence with regard to the inspections. The commissioners will notify the lease holders as soon as we have a date to report.

Bill stated that at the last commission meeting he brought up the issue of protocol of policy and procedures for the AOA and it was mentioned that Dan would contact Chris Willenborg to determine what policy and procedures he may have for the protocol for the AOA. Bill asks if Dan has done this. Dan responded that he didn't notice this as an action item and overlooked this task. Bill volunteers to head a committee to look into the policy and procedures through the FAA and MassDOT pertaining to the AOA and is looking for volunteers from the commission to assist. Jim also volunteered, and Fred would like Dan to be on this committee.

Bill mentioned that several months ago he brought about the need to have our much outdated airport security plan updated and he also volunteered to head a committee to review the plan and bringing it up to date. There are schedules in the plan that list deceased people, people who are no longer in authority in the city, ie: city councilors, mayors. One on the items we need to look at is access to the airport and the AOA under the security protocols which has been a large bone of contention between the commission and the users. What we need to do is look at the protocols, modernize and bring them up to date and clearly define what is allowed and what is not. We need to have a solid reference to documentation in order to implement any enforcement. After discussions Bill, Joe, Jan and Dan will be on this committee.

New Business

1. **Ron Nation** addressed the commission with regard to the possibility of providing Jet A fuel at Taunton Municipal Airport. Ron introduced Matt Watsky who has a lot of experience with permitting fuel storage facilities and FAA regulations and who would like to make an informational presentation on Jet A fueling scenarios, and hopefully it will be profitable for Taunton. Matt talked with different fuel providers who have no problem with providing fuel to a tank truck. With Ron having the only aircraft on field that uses Jet A which he has to purchase elsewhere, it is not economical at this time to have a permanent fuel farm operation. The objective is to generate the demand for Jet A by providing a tank truck for fueling until such time that it generates enough business to install permanent tanks. After discussion it was suggested to form a committee to investigate information of what would need to be done in order to provide Jet A fuel at our airport. The committee will consist of Bob and Burton in collaboration with Ken Gibson and Ron Nation. When the committee has all the needed information to have a base to work with, they can present it to the commission. Ken noted that he can provide input, but cannot commit to meetings because of his own business.
2. **Set Rates for 2015** – Bill would like to defer to next meeting to review our finances before we set new rates. Commissioners are in agreement to defer to next meeting.

Dan noted that the next meeting is on New Years' Eve and asks if the commission would like to change the date so that people can be home with their families. The commissioners agreed and decided to change the date for the next meeting to Tuesday, December 30, 2014 at 7:00.

Public Input

Fred informed everyone in attendance that anyone speaking will represent themselves in a civil manner and if not, the meeting will end and anyone else will not be heard.

Joe Sousa: agrees with Ron Nation that Jet A is the future for Taunton Municipal airport and if he's not mistaken Cessna is starting to deliver piston powered diesels which use Jet A.

Steve Proffetti: also agrees with providing Jet fuel. It will provide the opportunity to bring in more aircraft business. Also, he and Steve Golden have been working on the 4/22 tree removal project and are close to getting permission from abutters and once they finalize this with the abutters, Steve and Steve would like a letter from the commission giving them permission to be on airport property in this area. They have taken this project on themselves to find out what needs to be done by way of the abutters, working with ASG to identify the trees needing removal and securing the finances to get the job done. Several commissioners thanked Steve for volunteering on this project and applaud them for their effort. Fred told Steve that when he gets to the point that he needs the letter, we will clear it with the City Solicitor.

Expressions of a Happy Thanksgiving were exchanged by all in attendance.

Bill: motions to adjourn at 7:45. Jim: seconds. All in favor, unanimous. So voted.

Next meeting * TUESDAY * DECEMBER 30, 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:	November 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.

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 and will be posted onto airport website.
- FAA has officially accepted the AMPU forecasts
- Draft Facility Requirements chapter is completed.
- ASG is completing revised RW 4-22 Plan/Profile Plan/Analysis
- Development of long-term alternatives is ongoing.
- PAC Meeting 3 will likely occur in early January.
- Attended and presented at Taunton City Council meeting 11/25/14.

CONSTRUCT TAXIWAY B – FY2013 AIP PROJECT

- Taxiway construction and wetland mitigation is complete.
- Walsh has requested and received a stop work order due to lengthy manufacturing time for vehicle gate. There is currently no estimate on the manufacturing and delivery of the gate.
- Gate scheduled for delivery in Dec 2014. Installation likely Jan/Feb 2015, depending on weather.
- Coordinated with MassDOT Aeronautics security consultant regarding interface of gate and cameras. Camera installation likely in Jan 2015.
- 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.