



TAUNTON MUNICIPAL AIRPORT  
COMMISSION

MINUTES OF MEETING  
April 29, 2015

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: Doug Cooper, Jerry Field,  
Mike Dupont, Melinda Paine-Dupont, Charlie Pickett, Ken Gibson,  
Augusto Silva, Damon Sullivan, Steve Goldin, Dick Rodier, Dick  
Griffith, Steve Perry, Marion Nowak, Toby Baird, Matt Nau, Mike  
Bruzzi, Juanita Gallagher

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

**Airport Engineers Projects Update** – Jim Miklas reported on the status of airport projects. (See attached report for specifics). With regard to the ALP, Jim noted that the commission wanted to vote on the plan and he would like to target next months’ meeting for an official vote on the ALP. He will submit 2 copies of the Draft ALP to the commission to be held in the managers’ office so that anyone wanting to review and comment may do so. Fred stated that we have one extension on the Master Plan now so we have to put this to bed soon. Fred commended Jim for an excellent job putting this together for us.

**Secretary’s Report March 25, 2015. Jan: motions to accept as presented. Jim: seconds the motion. Discussion: none. All in favor: unanimous. So voted.**

**Treasurers’ Report for March 2015** – Joe reported on airport finances noting **INCOME of \$7,138.87 and EXPENSES of \$16,140.67 for a Negative Cash Flow of -\$9,001.80.** The **General Ledger 25 Account** has a balance of \$101,724.32 and the **Grants Ledger 22 Account** of \$63,543.05. **Jim: motions to accept the report subject to audit and authorize the processing of the bills for payment. Jan: seconds the motion. Discussion: none. All in favor: unanimous. So voted.**

**Airport Managers Report** – Dan reported on the following:

1. **Fuel Survey** – Our current prices for fuel are \$5.14/gallon for cash sales, and \$5.30 gallon for credit card, checks and house accounts. Once again the fuel survey shows that there are some airports with prices above and below our prices, so we're right in the middle. April fuel sales are picking up with better weather. We are anticipating needing another fuel delivery in the next month or so.
2. **Airside Inspections** – We have a couple of **lights** giving us trouble but we're working on getting them up and running. There are 2 runway lights out, and some blue lights are crooked and we'll be straightening them out. Nothing to report on the **Fuel Farm** or **Tiedowns** and **Rope** is available for tie downs if anyone is in need of rope.
3. **Conflict of Interest Memorandum** – The commissioners have completed the on-line test and have submitted the Certificate of Completion to Dan. Dan will be submitting them to the City Clerk as required.
4. On April 1<sup>st</sup>, Dan attended the **Aviation/Transportation Education Expo** at Logan. Fred, Jim, Jan, Bob and Ken Gibson also attended. The event is put on by MassDOT and the FAA for the benefit of the greater Boston area schools. Ken Gibson had the opportunity to present his Project Take Off. It was a great day, it was interesting and was nice to be at Logan and the Expo was well received.
5. **USDA Contract Follow-up** – Dan reported that the contract has been updated and signed by the commission and has been returned to the USDA. They informed Dan that they are sub-contracted under the airports' permit and Dan sent them a copy of the 2015 permit and expects them to be here soon to go over the program.
6. **Deer Eradication** – is an ongoing program. During the end of March and early April there has been a lot of deer movement and were able to eliminate 3 deer in one week with the efforts of Carl Abers. We notified Environmental Management and they sent their officers down, we've set up a situation where we can work with them and let them know how things are going. Also, Dan received and filed a report from NASA, which consisted of a copy of the deer report that they received since the deer/aircraft collision back in August.

Steve Goldin asks the status of the GPS night approach to runway 20. Dan responded that he checked with the city on this and basically, what he understands, and doesn't have it in writing, is that they will not fund the clearing on Caswell Street. The city got an estimate of around \$8,000.00 for the clearing and said that it is an airport issue and will not fund it. The trees are on city property between the blacktop and the fence, but not on airport property. Fred interjected that we are still talking to different parties to see if we can get this done. So for now the issue is still on the table.

### Old Business

1. **ADA Compliance** – Dan stated that he has not heard anything for some time but at this time we are in compliance pending the construction of a new terminal building.
2. **Pilgrim Entergy MOU** – Fred reported that we have sent the MOU to the City Solicitor. The Solicitor reviewed and made some changes and sent it back to us and said it was okay to sign. Fred reminded everyone that this MOU is for Pilgrim Entergy to use the front field as a staging area for equipment to be flow in, in the event of an emergency at the Pilgrim station. Jim stated that he has no issues with this. **Jan: motions to accept the MOU and sign. Jim: seconds.** Discussion: Charlie asks, if they use the field, then they pay to use it? Fred responded, no. Charlie asks, so we benefit nothing? Bill explained that Taunton is already designated as a secondary site for Pilgrim Nuclear and he feels it is conducive with the FAA funding. So in one respect if we say no, we're looking bad and may affect FAA funding, so I think we really need to approve it, because it add value to our airport. **All in favor: unanimous. So voted.**
3. **Alpha One Flight Services Update** – Dan stated that he has not heard anything since last month, but he was also away on vacation.

### New Business

1. Fred reported that we received information from MassDOT with regard to decommissioning the NDB and they wanted to know our thoughts on the matter. Dan stated that they're having a hard time keeping up with it. Dan doesn't know if it's lack of funding or equipment or what but we no longer have a monitor and we haven't had a monitor for quite a while. The guy that has the contract for the state, I think they have been gradually losing some of these NDB's as the years have gone along. The phasing out of the NDB has been on the table for a few years now. Charlie added that a lot of pilots, including him still use the NDB for night-time navigation and asks if it would cost us anything to keep it in operation? Dan said he doesn't know what the options are if Taunton says we want it. If we ended up owning it, how would we fund it? Bill said it would be in our best interest to express our concern to keep it and during that process they tell us that they're not going to fund it and it becomes our obligation for the upkeep, then we take another look at it. Because as long as it's being funded it doesn't hurt us to keep it, but what he sees happening is that unfortunately the technology to support it is becoming obsolete, which the result is not being able to get parts. Bob reiterated that not being able to get parts, who do we get to maintain it, do we have any names of people who could service it, and what is the liability going to be if we take it over? Bill is of the opinion that as long as it is in operation someone is responsible for it and if we take it over we become responsible for it. In that case we have issues with funding, finding parts and finding a qualified person to maintain it and keep it calibrated. Bill feels that we are not going to have much of a say in the decommissioning of this. Jan is also of the opinion that we should hold

onto as long as we can. Fred asks Dan to call Tom Mahoney expressing our wishes in keeping the NDB going.

2. Fred stated that for the past few years we have been trying to tell people that there is no driving on the AOA. Within the past couple of weeks we've had a serious violation of that, we're in the process of conducting an investigation of this violation and we'll deal with it when the investigation is complete.

### Public Input

1. Dan stated that the Taunton Pilots Association expressed interest in having a cookout and asks if anyone representing the Pilots Association is in attendance. Melinda Paine-Paine Dupont, President of the Association is in attendance. Dan informed Melinda that he had sent an e-mail to Frank Nowak with a list of items that needed to be submitted in your request to do anything other than what is contained in the lease. Dan is looking for a request on letterhead of the organization, a contact person and date addressed to the airport commission and manager with the requested activity, where on the airport you wish to conduct the activity, who will be responsible for the activity and whether or not there will be any activity involving the AOA and you also need an insurance certificate naming the City of Taunton and Airport Commission as additional insureds. Just to say you have insurance on your hangar doesn't mean you have insurance to have a cookout or something that is not part of what your lease says. Your lease pertains to certain things such as, you can run a flight school, you can repair aircraft, you can sell aircraft, etc. When you go beyond the scope of your lease you need the permission of the airport commission. Dan denied the original request to have the cookout between the hangars because it would involve people having to be on the AOA near the fuel farm to get to the cookout area and also would involve the people again being on the AOA to get to the public restrooms. Dan offered an alternate site in the grass area with the picnic tables adjacent to the SRE building. That way the people who would be coming off the AOA through the gate and be near the restrooms and also the people who are running the event can control all who arrive by aircraft and need passes to re-enter the AOA. Dan has not heard anything back from Mr. Nowak. Melinda Paine-Dupont said that she has seen the email Dan is referring to and will check on it.

Charlie informed the commission that with regard to the cookout, he called the insurance company and told them the specifics of the event. Charlie was asked if alcohol was going to be served and Charlie responded, absolutely not. Charlie was told that seeing that it was just a social gathering, the event would be covered.

Bill asks if the TAA have met the requirements for their cookout on June 14 in the grassy area near the SRE? Dan answered that they sent in a request a couple of months ago, and asked that the commission co-sponsor the event as they do each year. The commission reviewed and approved the request. By the commission co-sponsoring the event, the requirements have been met.

Steve Goldin asks Fred if he spoke with the Solicitor on this issue as Fred had said he would? Fred responded that he had and the Solicitor said that the commission has to protect the city and the airport from liability and that the commission runs and oversees all airport business.

The manager has been vested by the commission to maintain and run the airport under the auspices of the commission.

Lengthy discussions took place on different scenarios, different sections of the airport, escorted guests vs inviting the public, etc.

Fred stated that each request can be a little bit different and will be reviewed and approved or denied on a case by case basis, and the commission does not want to deny requests but needs to protect the city and the airports' interests and will work with individuals and groups to help make their requests happen.

Steve Goldin asks if the Taunton Pilots Association asks the commission to co-sponsor their event, what would the answer be? Dan asked, to have the cookout in the grassy area near the SRE? Steve responding, yes. Fred told Steve to submit a written request to the commission with the information from the item list given to Frank Nowak. The commission will review and respond accordingly. But there should not be any problem honoring the request to co-sponsor the event in the grassy area.

Ken Gibson addressed the commission stating that he always has the middle road approach, there are two sides and he understands what the group is saying about having cookouts and events, but the only reason this airport is here is because we can share it with other people. Unfortunately where we are at now is we've got the commission having to protect from liability issues. We live in a world where people get rich off suing other people, and Dan, what I hear you say and I understand, it all falls on your head. That's just what some of us understand, some of us are going to get to understand or some of us will realize it after it happens. Ken stated that he actually has to back up Dan and the commission on this issue. Ken talked about a request he sent to the commission to have a plane washing event by his students. He sent in the request with the specifics for the event and the response from the commission was not in their favor. The students were disappointed but it's a real lesson for everybody to say this is where we're at, where can we go, and if we do one side or the other, what is the end result? I think that as a group we need to start thinking about it whatever it may be, and I don't know what the answer is. But they would like to have cookouts, plane washing and other events. Can we look at both sides and figure it out as a group? That's the only way to go before everyone gets hot headed and starting pointing fingers and all the tit for tat, I think that everybody needs to realize what's the big picture? If you can't look at it other than your personal agenda, then you're not thinking of the big picture. That's what I'm looking for when I love to come to these meetings, that's what I'm looking for when I try to educate my students going forward, that's what I'm looking at as what we know versus where we're going. That's what everybody has to think about when you're talking about this airport and the airport into the future.

Juanita Gallagher asks, wouldn't this request for a cookout be just like any other event held on public property? Bill explained the regulations in place and how the airport property is different from say an event held on the Taunton Green.

Charlie added, in his opinion, the key thing is indemnification. If the city is indemnified the airport is indemnified. If an accident is going to happen it can happen in the parking lot, it can happen in between the hangars, you have to defend it. You don't look forward to an accident but this is what insurance is for. The key requisite should be indemnification for the city and the airport commission and the insurance being in place, Charlie doesn't see why it shouldn't be held between the hangars as requested.

**Jan: motions to adjourn at 7:52. Jim: seconds. All in favor, unanimous. So voted.**

Next meeting May 27, 2015 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

<b>TO:</b>	Daniel J. Raposa, Airport Manager	<b>FROM:</b>	Bob Mallard
<b>LOCATION:</b>	Taunton, MA	<b>LOCATION:</b>	Woburn, MA
<b>SUBJECT:</b>	Monthly Status Report – Misc. Projects	<b>DATE:</b>	April 29, 2015

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 draft chapters for Inventory, Forecasting and Facility Requirements. Draft chapters are completed and posted onto airport website.
- Production of remaining three (3) chapters (Recommendations, ALP, and Implementation) is being finalized.
- Draft Airport Layout Plan (ALP) has been produced and submitted for agency review.
- Review/update of the TAN Security Plan and Standard Operating Procedures (SOP) is ongoing.
- Public meeting time/location was held at 7:00 pm on April 8, 2015 at the Taunton City Hall.

### **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.
- Gate delivered to contractor. Completion of Taxiway B work to be delayed until resolution regarding adding access control to pedestrian gate is determined.
- Coordinated with MassDOT Aeronautics security consultant regarding interface of gate and cameras. Camera installation likely in May 2015. Design sketches showing construction modifications necessary to upgrade pedestrian gate for access control sent to Jacobs and MassDOT for review prior to coordination with FTG (access control contractor), upon agreement of necessary work, Walsh and FTG can provide a change order estimate for review and approval.
- 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.