



Taunton Municipal Airport Commission  
MINUTES OF MEETING

February 22, 2023

Commissioners:

Kenneth Gibson - Chairman  
Steve Rogers- Vice Chairman  
Robert Adams  
Jonathan LeMaire  
Craig Foley  
Burton Schriber  
Zena Shivers

Airport Manager: Interim Kenneth Gibson

Treasurer/Secretary Office Manager Sondra LaPlante

Meeting called to order at 7:00 P.M.

**1. Roll call taken** Kenneth Gibson – Not Present  
Steve Rogers - Present  
Craig Foley - Present  
Robert Adams - Present  
Jonathan LeMaire - Present  
Burton Schriber- NP (Not Present)  
Zena Shivers - Present

**2. Public Input-** No public input

**3. ASOS Update**

Commissioner Foley stated TMLP has completed the preparation work and the electrical and trenching will start the following week.

**4. Airport Engineers:**

The above represents the author's recollection of the meeting discussed and agreements made. Please notify the author of any errors or omissions within one week of issuance, otherwise this record shall stand as an accurate representation of the meeting.

## **Airport Solutions Group – Craig Schuster**

**COLD STORAGE BUILDING (ASMP) – ON HOLD** The Taunton Municipal Airport (TAN) is seeking funding assistance under the MassDOT Aeronautics Division’s Airport Safety & Maintenance Program (ASMP) to purchase and install a cold storage shelter to store and maintain its (overflow) fleet of equipment. The proposed cold storage shelter (42’ x 40’ x 17’H) will be made of steel members with a heavy canvass material covering the frame (e.g. Quonset hut “type” structure). The structure will be mounted onto 2-foot-high concrete blocks to allow for protection of the structure from winter conditions and to gain additional clearance height for vehicles. A manual rollup overhead door (16’ x 16’) is proposed for ease of moving equipment to / from the structure. The concrete blocks will be placed on a bed of stone dust, and a gravel access road will be constructed to access the building from Westcoat Drive. A new swing gate is also proposed. The cold storage building location is shown on the Master plan and ALP.

**FUEL FARM PERMITTING (ASMP) – ON HOLD** This project is intended to perform a preliminary design to obtain environmental permits/approval for a future project to construct a new Fuel Farm at the Taunton Municipal Airport (TAN) in Taunton, Mass. The new fuel farm would include two above-ground fuel tanks: one 10,000-gallon Jet-A tank, and one 10,000-gallon AVGAS tank. The system would also include separate pumps and ancillary equipment to receive fuel deliveries from bulk fuel delivery trucks, and to dispense fuel into a mobile fuel truck. It is also proposed for the tanks and equipment to be contained within a dike to contain a potential fuel spill, and that the bulk fuel delivery truck will unload on a new poured concrete pad. The fuel farm permitting will be incorporated into the permitting process for the relocation of Taxiway A which is to occur in 2024 and 2025 (per the Airport’s CIP). The fuel farm, per the Airport’s CIP, is expected to be constructed in 2026.

**AERONAUTICAL STUDY FOR RUNWAY 12-30** Total Est. Cost - \$190,000 Funding breakdown FAA Share (90%) - \$171,000; MassDOT Share (5%) - \$9,500; Local Share (5%) - \$9,500; MAANG (TBD%) - \$TBD This 2023 project is intended to perform an aeronautical study for Runway 12-30 in support of the future reconstruction of Runway 12-30. An aeronautical study has not been done on the runway for some time and needs to be updated with new data and analysis to determine if there are any airspace obstructions which may need to be addressed prior to reconstructing the runway. ASG has coordinated and attended a scope of work meeting with the FAA, TAN, ASG, and MassDOT Aeronautics on Monday, February 21, 2023.

The next step is for ASG to prepare a draft scope of work and submit for review. Since this project is expected to be over \$100,000 per FAA requirements and Independent Fee Estimate (IFE) will the Airport will need to engage an In

**MISCELLANEOUS** • ASG updated the Airport’s capital improvement plan drawing to incorporate projects done between 2014 and 2023

## **5. Secretary Report – January 2023**

Commissioner Adams makes motion to approve Secretary Report

Commissioner Shivers second the motion

All in favor - yes

## **6. Treasurer’s Report – Jan 23**

**January 2023**

Monthly Income (12/1/2022-1/29/2023) - \$46,465.82

Monthly Expenses	- - (\$36,729.41)
Cash Flow	\$9,736.41

Commissioner LeMaire wanted clarification in regard to the report as well as a discrepancy of the fuel income on previous monthly reports.

Commissioner Shivers explained the fuel provider changed over to the Electronic Fund Transfer and the report outlines the changeover.

Office Manager LaPlante added by stating that the EFT process began in late November of 2022. The amounts may have varied due to the reconciliation of the EFT's.

Commissioner Foley made a motion to approve the Treasurers report pending audit

Commissioner Adams: Second the motion

All in favor pending an audit- yes

#### **7. Airport Manager's Report:**

- Airside inspections- Runway lights operational
- AvGas \$6.30/Jet A \$5.95.
- Security Gates 1, 3 and 5 no reported issues. We have included the gate boxes in our daily inspections which has proven to be a good preventative maintenance solution.
- Email communications have been sent to all Hanger Associations for the Bi-Annual Based Aircraft Report. This is due by COB on 2/28/23. Thank you to all those that have responded with the information needed.
- Airport mailbox has been relocated to the other side of Westcoat Drive
- The airport address is now 4 Westcoat Drive and no longer PO BOX 441
- Our linemen Craig DeMoura has received is license to operate the specialized equipment on the field

#### **8. Old Business**

1. Crosswinds Lease Document Update- The document is under review
2. American Aero Septic System update- No update

#### **9. New Business- None**

#### **10. Executive – Commission did not go into Executive Session**

#### **11. Adjourn**

Commissioner Foley made a motion to adjourn

Commissioner LeMarie Second the motion

All in favor - yes

**Next Regularly Scheduled Meeting: March 29, 2023 at 7:00 P.M.** in the Taunton City Council Chambers, 15 Summer Street, Taunton, Massachusetts 02780. 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.