

MINUTES
Aviation Commission Regular Meeting
Monday, October 23, 2023 – 7:00pm
Robertson Airport Classroom

PRESENT: Alex Cal; Reade Clemens; Mark DePucchio; David King (virtual); Robert Mastrianni; Dominick Moschini

ABSENT: Frank Cawley

STAFF: Andy Cirioli, *Assistant Town Manager*; Robert Lee, *Consultant* (virtual)

GUESTS: David Underwood, *Town Council Liaison*; Ziggy Tomic, *Interstate Aviation*; Derek Hollinger, *AECOM* (virtual); Nick Cota, *AECOM* (virtual)

I. Call to Order

The meeting was called to order by Acting Chair Clemens at 7:04 PM.

II. Minutes of Previous Meeting

- **September 25, 2023 Regular Meeting**

Motion: Dominick Moschini moved to accept the minutes of the September 25, 2023 Regular Meeting.

Second: Robert Mastrianni

Vote: 5 in favor / 0 opposed / 1 abstention (Mark DePucchio). **Motion Carries.**

III. Announcements and Reports

- **Town Manager's Report**

- a. Crack Sealing on Runway**

Assistant Town Manager Cirioli reported that the Town gave Santoro the go ahead at the end of September to seal cracks on the Runway. Due to the weather and their schedule, they will be able to accommodate Robertson in early-mid November.

- b. Rotating Beacon Replacement**

Assistant Town Manager Cirioli reported that Buildings and Grounds inspected the rotating beacon a couple weeks ago and determined that replacing all of the electrical components would be the best option. They are scheduled to perform the replacement later this week through early next week.

- c. Tree Cutting**

Assistant Town Manager Cirioli reported that Roadways is coordinating with tree cutting service providers to cut a select number of tall trees at the north-end of the runway. This is an ongoing project that should be

wrapped up in the coming weeks. The Town will then coordinate with FAA to schedule a second flight check to certify the Runway 20 PAPI. The Town will try to get a flight check for recertifying the REILS at the same time.

d. Chair and Secretary Elections

At the November Aviation Commission meeting, the Commission will be nominating and elected a chair and secretary. There are not term limits, so David and Reade can be renominated for their positions.

- **AECOM's Report**

AECOM submitted and reviewed a report to the Commission, including the PAPI, AWOS, Segmented Circle, and Wind Cone and Perimeter Fence.

The Town sent Eagle Fence a contract for their review and signature.

- **Interstate Aviation's Report**

Interstate Aviation submitted a report to the Commission. The report included a financial report.

IV. Discussions of Interest

- **T Hangars**

Mr. DePucchio asked for an update on the federal grant applications. Assistant Town Manager Cirioli responded that we did not receive either the grant from the House or Senate, but the Town was highly encouraged to resubmit in the next funding cycle.

- **Status of Property Release**

No update.

V. Old Business

- Mr. DePucchio asked for an update on the Lease Negotiation Subcommittee. Assistant Town Manager Cirioli stated that the subcommittee has not met and is waiting for their consultant to provide recommendations after they speak with Interstate.
- Mr. DePucchio asked for an update on the ACIP, Master Plan RFP, and On-Call Engineering Services RFP. Assistant Town Manager provided update that the ACIP is still being reviewed by FAA and CAA. Once approved, we can proceed with the Master Plan and On-Call Engineering Services RFPs.

VI. New/Other Business

- Mr. King briefed the Commission on the Tweed-CAA licensing issue. Assistant Town Manager Cirioli provided update that Robertson is in compliance.

- Mr. Tomic mentioned that Interstate is interested in hosting a Wings & Wheels fly-In for Spring 2024.

VII. Public Comments

- No public comment.

VIII. Adjournment

Motion: Mark DePucchio moved to adjourn the meeting.

Second: Robert Mastrianni

Vote: 6 in favor / 0 opposed. **Motion Carries.**

Meeting adjourned at 7:47 PM.

Respectfully submitted,

Andy Cirioli, *Assistant Town Manager*