

**MINUTES**  
**Aviation Commission Regular Meeting**  
**Monday, March 25, 2024 – 7:00pm**  
**Robertson Airport Classroom**

**PRESENT:** Renato Astolfi; Mark DePucchio; David King; Robert Mastrianni; Dominick Moschini

**ABSENT:** Alex Cal; Reade Clemens

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

**GUESTS:** Nick Scata, *Interstate Aviation* (Virtual); Ziggy Tomic, *Interstate Aviation*; Lucas Paskiewicz, *Interstate Aviation*; Nick Cota, *AECOM*; David Underwood, *Town Council Liaison*

**I. Call to Order**

The meeting was called to order by Chair King at 7:00 PM.

**II. Minutes of Previous Meeting**

**1. February 26, 2024 Regular Meeting**

**Motion:** Mark DePucchio moved to accept the minutes of the February 26, 2024 Regular Meeting.

**Second:** Robert Mastrianni

**Discussion:** Mr. DePucchio inquired about the update on the flight check provided under the Town Manager's report and if the cost was reimbursable by the FAA or if the Town was responsible to cover those costs. Assistant Town Manager Cirioli and Mr. Cota responded that the cost may not be reimbursable, and the cost could be approximately \$6,000 – \$7,000.

**Vote:** 3 in favor / 0 opposed / 2 abstentions (R. Astolfi and D. Moschini). **Motion Carries.**

**III. Announcements and Reports**

**1. Town Manager's Report**

**a. RFQ 2024-07 On-Call Airport Consulting Services - (A) Architectural and Engineering & (B) Planning**

The Town received three responses to the RFQ and the selection panel have scheduled interviews with the firms. Once the selection panel has evaluated the firms' qualifications and they will make a recommendation to the Aviation Commission. A special meeting of the Aviation Commission will likely be scheduled to hear a presentation from the selection panel, discuss the recommended firm, and vote to recommend the firm to the Town Council for Award. This meeting can either be in

person or virtual.

**b. Stairway Replacement at Hangar 1**

The Town's Building & Grounds Department replaced the stairs and railing leading up to the administrative building connected to Hangar 1.

**c. Shingled Roof on Building Adjacent to Hangar 1**

The Town is reviewing three quotes to replace the Roof on the administrative building connected to Hangar 1. The quotes range from \$9,000 to \$14,000 with slight variations in the scope.

**d. Business Continuity Plan**

Currently, the Town is meeting with representative from Interstate Aviation and the Town Attorney. This is still a work in progress, and the Town will continue to provide updates.

**e. Congressionally Directed Spending (formerly Earmarks)**

Plainville's congressional representatives are accepting applications for congressionally directed spending, formerly known as earmarks. The Town Manager is exploring a submission for funds similar to what we submitted last year. In this year's submission, we would also be looking for a Box Hangar, which may be seen as a more attractive funding opportunity due to the broad economic development impacts. Our last application, while ultimately not funded, was seen as competitive.

Mr. DePucchio recommended that the Town reaches out to businesses that would be interested in hangar space at Robertson Airport and seek letters of interest.

**f. Shooting, Outdoor, and Military Expo 2024 – May 4 & 5, 2024**

Mr. Tomic has been working with the Town Manager's Office on organizing this event. The event will include antique guns and military vehicles. A donation will be made to the Plainville Food Pantry.

**2. AECOM's Report**

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

**3. Interstate Aviation's Report**

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

Mr. Tomic mentioned that the fire pit on the patio has been completed and is fully operational. Additionally, the fence at the north end of the runway is broken in some areas and Interstate is requesting the Town make necessary repairs.

**IV. Discussions of Interest**

**1. T Hangars**

No update.

**2. Status of Property Release**

No update.

**V. Old Business**

1. No old business.

**VI. New/Other Business**

1. Chair King inquired about the next Lease Negotiation Sub-Committee meeting. Assistant Town Manager Cirioli mentioned that once the Town's and Interstate's legal teams have a meeting to brief the Town Attorney, the intention is to have a sub-committee meeting.

**VII. Public Comments**

1. No public comment.

**VIII. Adjournment**

**Motion:** Dominick Moschini moved to adjourn the meeting.

**Second:** Robert Mastrianni

**Vote:** 5 in favor / 0 opposed. **Motion Carries.**

**Meeting adjourned at 7:38 PM.**

Respectfully submitted,



Andy Cirioli, Assistant Town Manager