

**AVIATION COMMISSION**  
**Regular Meeting Minutes**  
**February 25, 2019**  
**7:00 pm**  
**Municipal Center**  
**Room 300**

**PRESENT:** The following members were present: Robert Mastrianni, Byron Treado (by phone) Reade Clemens, Robert Zirpolo (arrived late), David King (alternate) Richard Piotrowski, Chuck Zettergren (arrived late) and Mark DePucchio

**STAFF:** Scott Colby, Jr. Assistant to the Town Manager, Robert E. Lee, Town Manager

**ABSENT:** None

**VISITORS:** Fraser Walsh, PE, AECOM, Jennifer Dahlstrom, Acting Recording Secretary, Joe Corlis, Lynn and Nick from Interstate Aviation

**I. Call To Order**

The meeting was called to order at 7:00 pm by Richard Piotrowski  
There was a quorum.

**II. Old Business**

1. Review and approve January 28, 2018 Regular Meeting Minutes

**Mr. Treado made a motion to approve the Minutes of January 28, 2018 Regular Meeting as posted. Mr. DePucchio seconded the motion and they were approved unanimously by members present.**

2. Financial Report

Scott Colby Jr. went over the Financial Report.

**III. Other Business**

- Procedures Regarding Meeting Call-ins

Robert Lee presented a proposed policy. The commissioners suggested a few changes and additions. It will be finalized at the next meeting in March.

- Apron Project update

Nick reported that there is minor puddling in areas. The town is retaining 5% until final sign off. Nick reported that Loureiro needs to sweep up from the project. Nick reported that popcorn is still an issue. Scott to contact Loureiro to ask if the job was done to spec and to request that they come sweep up the concrete.

- Taxiway Project Update – IFE

Waiting for IFE. Application deadline is May 1.

- Hangar Discussion

Robert and Nick shared information about a preliminary meeting that they had with a gentleman that is interested in putting in 6 to 10 T-hangars. The gentleman is supposed to look for 6 to 10 people interested in paying to build the hangars and get back to the town. To be discussed further.

- Property / Building Assessment Proposal Discussion

The commissioners discussed the proposal that was presented from “Partner”.

**A motion was made by:** M. DePucchio to approve “Partner” as the company to inspect the buildings at the airport and prepare a report.

**Seconded by:** R. Clemens

**All in Favor 7 to 0**

**Motion Passes**

- LEA Report

There were no report given.

- Interstate Aviation Report

Lynn from Interstate Aviation went over the report. The commissioners asked questions.

- Other items

None

#### **IV. Public Comment**

Mr. Corlis is happy and wants to keep moving forward.

#### **V. Adjournment**

**A motion was made by Mr. Zirpolo to adjourn the meeting.  
Mr. Mastrianni seconded the motion which passed unanimously.**

**The meeting adjourned at 8:10 p.m.**

Respectfully submitted,

*Jennifer Dahlstrom*

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Acting Recording Secretary