

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

PRESENT: The following members were present: Byron Treado (*by phone*) Robert Mastrianni, Mark DePucchio, and David King

STAFF: Scott Colby, Jr. Assistant to the Town Manager

VISITORS: Ed Shelomis, Louriero Engineering, Fraser Walsh, PE, AECOM, Dawn Guite, Recording Secretary, Nick and Lynn from Interstate Aviation, and Joe Corlis.

I. Call To Order

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

II. Old Business

1. Review and approve February 25, 2019 Regular Meeting Minutes

Mr. King made a motion to approve the Minutes of February 25, 2019 Regular Meeting as posted. Mr. Mastrianni seconded the motion and they were approved unanimously by members present.

2. Financial Report

Scott Colby, Jr. went over the financial numbers.

Mr. King made a motion to approve the Financial Report for February 28, 2019 as posted. Mr. Mastrianni seconded the motion and it was approved unanimously by members present.

III. Other Business

- Meeting Participation Via Telephone Conference or Electronic Communications Policy

The policy was discussed in length by the commissioners and comments were made. This policy was requested by the Aviation Commission to cover

personal illness or disability and other emergencies which affect there being a quorum at meetings. It will be tabled to the meeting in April.

- LEA Report and Apron Project Updates

Mr. Shelomis walked the area with the FAA and there are no outstanding items. Leveling the paving matched what was there previously. Mr. Shelomis and Tilcon looked at the area when it was wet outside.

- Taxiway Project Update – IFE

The FAA should be giving formal approval in April.

- Property/Building Assessment Discussion

Mr. Walsh said that four hangers are being surveyed and is working with staff to finalize. The draft should be ready in April. Mr. Walsh will email the draft to Scott Colby for distribution to the commission members.

- Interstate Aviation Report

Lynn from Interstate Aviation reviewed the numbers for February 28, 2019. There were 33 planes in tie-downs. As of February 28, 2019 fuel sales were 100LL – 1484.2 gals; Jet A sold 398.0 gals. There were 0 overages.

Nick said that he was approached about using Hanger 1 for a fundraiser in May 2020. Liability will be discussed if the fundraiser is confirmed.

Proposals to paint the hangers were discussed as this is something that needs to be done. A preliminary estimate for \$25,000 would include power washing and use of durable paint guaranteed for 20 years. Reviewing the lease will determine who is responsible for what.

- Any Other Items

June 8th is the date for Wings and Wheels.

IV. Public Comment

Mr. Corlis said that everything is on track and to keep going at this pace. Progress is being made.

V. Adjournment

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

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Dawn Guite

Dawn Guite
Recording Secretary