

**AVIATION MEETING**  
**Meeting Minutes**  
**August 24, 2020 – 7:00 pm**  
**Robertson Airport – Hangar 4**

**PRESENT:** The following members were present: Mark DePucchio, Reade Clemens, David King, Frank Cawley, Byron Treado, and Robert Mastrianni

**ABSENT:** Robert Lee – *Town manager*, Robert Zirpolo, Chuck Zettergren

**STAFF:** Matt Daskal – *Assistant Town Manager*

**VISITORS:** Nick Scata - *Interstate Aviation*, Gerry D'Amico – *AECOM (over the phone)*, Eric Pearson – *CAP*, Caitlin Prantis - *Recording Secretary*, and Joe Corlis

**I. Call To Order**

The meeting was called to order by Mark DePucchio at 7:03 pm.  
There was a quorum.

**II. Old Business**

**Review & Approve July 27, 2020 Meeting Minutes**

**Mr. Cawley made a motion to approve the minutes of the July 27, 2020 Meeting as amended. Mr. Clemens seconded the motion and they were approved unanimously by present members.**

The previous meeting, held over Zoom, was discussed. Mr. Mastrianni expressed his distaste for the virtual format.

**III. Other Business**

- **Hangar 4 Repair Update**  
***(Addressed at the beginning of meeting per Mr. Scata's request)***

Mr. Scata presented blueprints for the concept plans and current submissions for Hangar 4 repairs. Members of the committee took time to overlook the blueprints while Mr. Scata gave and update. He briefed the commission on the progress of the new office space within the hangar, explaining that the only structural changes pertain to the one wall which is slated to be torn out and rebuilt to be fire rated. New ductwork will be run on the other side of the wall.

Mr. Depucchio asked about zoning within the space for classrooms. Mr. Scata replied that we can zone the space further once it is determined where the walls will be going in. Right now there are two zones.

During Mr. Scata's rundown of updates he brought to light plans of expanding the patio on the south side with grass and pavers or stampcrete. An entryway will be redone to include a vestibule and a ramp out to the parking lot for handicap accessibility. There are additional plans to include a café in the FBO space as well classrooms, bathrooms, and a meeting room.

Mr. Depucchio brought forth his concern over access to the patio. As it stands right now, guests are meant to walk through the FBO in order to enter the patio space. He would rather the guests have the ability to directly walk onto the patio and forgo the FBO. A discussion was held in which a coded gate for security controlled access was posited. The biggest concern is deterring access to the ramp.

Mr. Scata asked Mr. Daskal to get an estimate for the the Vendor in Place program, or V.I.P. While *Tilcon* is working on the taxiway they will have their equipment on premises and the V.I.P. Program could allow for some additional paving.

Mr. Daskal explained that the lease agreement requires that the town spends \$300K. Additional grant money totaling \$30K as an additional revenue stream toward the original \$300K.

Mr. D'Amico stated that he feels that the gated area needs to be impenetrable so there is no possibility of a firearm getting passed through from land side to air side. Mr. Depucchio requested that Mr. D'Amico check if whether that level of security is needed for a 135 Operation in a General Aviation Airport with no scheduled service.

**Mr. Clemens motioned to accept the concept and any proposed changes. Mr. Mastrianni seconded the motion.**

**A discussion was held. The motion was passed unanimously.**

The V.I.P. Program was revisited and Mr. Scata detailed which sections he would like to pave. He specified re-paving the ramp area. He additionally requested that the Assistant Town manager follow up on the A-Frame building demolition.

- **Capitol Improvement Plan**

Mr. Daskal ran down the C.I.P. for the C.A.A. The excerpted portion pertains only to Robertson Airport. He focused discussion on year six of the C.I.P. Mr. Depucchio asked about snow removal equipment and where it lies on the Capitol Improvement Plan. Mr. Daskal informed the committee that snow equipment is currently referred to as an out year six item. There is no project slated for 2023.

Mr. Depucchio asked that Mr. Daskal follow up on when we can set snow removal equipment as a project. Time was taken to go over previous Capitol Improvement Plans to see where priorities had previously fallen. Any further discussion will be done through email.

- **Hangar 4 Repair Update**  
***(Painting Project Update)***

Mr. Daskal gave an update on the roof and painting. Painting was awarded by council the previous Monday and we have been in contact with *Superior Finishes LLC* it, as it stands now, painting will commence within the month of September. Additionally, the painting contractor will take care of small structural fixes like torn metal corners and nail holes. Mr. Scata will be handling residing the north end of the structure, which will be completed before painting.

A conversation was held with the painting vendor about completing the project in a phased approach. All areas that require a lift for painting need to be completed at the same time. Coordination between phases has fallen to Mr. Daskal.

- **AECOM Report**

Mr. D'Amico presented his report. A contract was signed with *Tilcon* the previous week and their bonds and insurance certificates are ready. There is a tentative issuance for a notice to proceed on September 8<sup>th</sup>. Mr. Scata is aware of which aircraft need to be moved in the wake of the taxiway project.

The current schedule is to close the runway at night during Phase 2a, running through October 5<sup>th</sup> to October 9<sup>th</sup>. The runways will be closed day and night through November 2<sup>nd</sup> to November 6<sup>th</sup>. Work will commence the day after Labor Day and should wrap up prior to Thanksgiving.

Mr. Depucchio requested that the new schedule get sent to all the tenants of the airport.

- **Interstate Aviation Report**

Mr. Scata gave the report. The tie downs have stayed the same over the last few months. Two twin engines were moved from hangar 1 and over to hangar 6, resulting in a total of three aircraft in hangar 6 as of now.

Fuel sales have begun to gain some traction and the jet fuel is up slightly from where it was last July.

Robertson Airport is officially a Cirrus Training Center. The goal is to be the premier Cirrus training center.

### **Other Items**

#### ***(Roof Repair Update was moved to Other Items)***

Mr. Daskal will be working on getting a further update put together by the time of the next meeting. Mr. Depucchio asked about the possibility of getting any specs or bids before the next meeting to which Mr. Daskal replied that the possibility was narrow.

Mr. King explained that he was concerned about doing a bid package due to the price tag of \$10K.

Mr. Clemens posits the idea of having a roofing contractor come in to create a spec and bid package for the requirements. If that's a possibility, it would cost less.

Mr. Deppuchio asked Mr. Daskal to expedite specs on the roof.

**Mr. Depucchio proposed that a motion be made to give Mr. Daskal a budget so he can get the roofing specs done within the next three weeks. No motion was made.**

**Mr. Deppuchio made a motion to call contractors and give them our specs on steel and insulation for the roof project and use what they give us as the foundation for our bid. Mr. Cawley seconded the motion. The motion passed unanimously.**

#### **IV. Public Comments**

Mr. Corlis advises that the commission be careful when awarding the contract for the roofing because some third party entities that contractors use do not do a good job.

Mr. Pearson raised concerns about his building. The building is leased from the town, and he wanted to know what plans the town has for the brown building. They are at the point where they will be needing a new roof sometime in the relative future.

#### **V. Adjournment**

**Mr. King motioned to adjourn the meeting. Mr. Clemens seconded the motion. The motion was passed unanimously.**

The meeting adjourned at 8:37 pm.

Considerately submitted,

Caitlin Prantis  
Recording Secretary

