

AVIATION MEETING
Regular Meeting Minutes
September 28, 2020 – 7:00 pm
Municipal Center Council Chamber

PRESENT: The following members were present: Robert Mastrianni, Mark DePucchio (*by phone*), Reade Clemens, David King (*by phone*), Frank Cawley, Byron Treado (*by phone*), and Chuck Zettergren

ABSENT: Robert Lee – *Town manager*

STAFF: Matt Daskal – *Assistant Town Manager*, Caitlin Prantis - *Recording Secretary*

VISITORS: Nick Scata - *Interstate Aviation*, Gerry D'Amico – *AECOM*, Eric Pearson – *CAP*, and Joe Corlis

I. Call To Order

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

II. Old Business

Review & Approve August 24, 2020 Meeting Minutes

Mr. Cawley made a motion to approve the minutes of the August 24, 2020 Meeting. Mr. Clemens seconded the motion and they were approved unanimously by present members.

III. Other Business

• **Capitol Improvement Plan**

Mr. Daskal delineated the current progress of the C.I.P. As it stands, snow removal equipment has been included in the plan for the federal fiscal year of 2025. He spoke to capital work to date; the commission will spend \$91 K between commitments. The sum has been broken down as follows:

HVAC improvements - \$26,200
Roofing Repairs -\$5,946
Siding Repairs - \$9,700
Ongoing Painting Contract - \$49,00

Mr. DePucchio asked for a rough estimate on any additional repairs that coincide with the painting contract. Mr. Daskal gave the rough estimate of no more than a few thousand dollars in minor metal repairs.

- **Other Items**

Mr. Daskal presented a reoccurring question within the commission that Hangar 6 needs to have its roof pressure washed and painted. A vent pipe has stained the roof with rust. Mr. Daskal also stated that Hangar 1, Building 1 was quoted for pressure washing at \$6,000. Mr. Scata said that Interstate Aviation will take care of it in the spring.

Mr. DePucchio made a motion to engage the painting contractor to power wash and touch up the roof on Hangar 6 for \$1,200. Mr. Mastrianni seconded the motion. A discussion was held. The motion was passed unanimously.

- **Hangar 4 Project Update**

Mr. Scata gave an update on the repairs being made to the interior of hangar 4. The maintenance side of the building including the maintenance director's office and bathroom will be done in approximately a week. The ceiling and lights are in. HVAC will be finished the following week. The equipment is in place to finish the siding on the building so the outdoor unit can be hung. This should be wrapped up by the end of the next week. Mr. Scata would like to get the town involved with some of the exterior plans to help keep the cost down. In addition, new exterior LED lights are getting put up this week.

A discussion was held over the paint colors for the doors in Hangar 4. Mr. Scata suggested that the entry doors be painted brown to offset the tan color that will be used on the other doors through out the building.

- **Roof Project Update**

Mr. Daskal has begun the process of reaching out to the vendors and identifying a list of vendors while attempting to get this project out to bid without the use of an architectural firm for a bid spec.

- **AECOM Report-Taxiway Project Update**

Mr. D'Amico gave an update on the taxiway project which commenced approximately 3 weeks prior. All the existing pavement was removed during phase one of the project as well as milled, re-compacted and grated the taxiway. Phase 2 is being completed in sections. Currently, lighting connections are being made for the taxiway.

A discussion was held on the need to file a Project Readiness Form (PRF) pertaining to the projects listed in the Capitol Improvement Plan.

Mr. DePucchio posed a question about the pricing for the AWOS. He wants to make sure that the numbers are right for the pricing of the AWOS? Mr. D'Amico assured that he will double check the numbers.

Mr. Daskal explained that the submission for the AWOS is for \$450 K, so that will be the amount that we will move forward with. If, in the event that the bid results come out differently, they will be approached in a similar way to the taxiway.

IV. Public Comments

Mr. Pearson would like to know what can be done to help with repairs to the Brown House, the home of the Civil Air Patrol at Robertson Airport. He reported on a sheet of siding that had come off during a storm, and made mention that there are roofing shingles that have fallen off as well.

Mr. Daskal suggested that, because the building is town owned and the damage occurred during a storm, a further discussion needs to be had because the aforementioned storm is a federally declared disaster.

Mr. Corlis told Mr. Scata that he is doing a great job with the repairs, and advised that he keep up the good work. He also mentioned that he would like his Sky Hawk to stay at Robertson Airport.

Mr. Pearson announced that CAP held a successful airplane wash & wax day. He invited all the plane owners in the commission to join in on the next one. In recognizing the success this event had, he will be hosting similar events biannually.

V. Adjournment

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

The meeting adjourned at 7:57 pm.

Considerately submitted,

Caitlin Prantis
Recording Secretary