

Aviation Commission Meeting Minutes
Regular Meeting
February 28, 2022
7:00pm
Council Meeting Room

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

ABSENT: None

STAFF: Matthew Daskal – *Assistant Town Manager*, Robert Buden, *Finance Director*

VISITORS: Gerry D’Amico – *AECOM*, Nick Scata, *Interstate Aviation*, David Underwood, *Town Council Liaison*

I. CALL TO ORDER

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

II. OLD BUSINESS

A. December 27, 2021 Meeting Minutes

A motion was made by: Reade Clemens to approve the December 27, 2021 minutes with one change, Chuck Zettergren resigned and should not have been listed as absent on the minutes.

Seconded by: David King

All in Favor 5 to 0 Motion Passes Minutes Approved with change

III. OTHER BUSINESS

A. AECOM Report

Planning and design efforts continue to move forward on the PAPIS and AWOS systems. PAPIS, AWOS bids due 3/24. Grant needs to be submitted by April 1st. Phase 1 is PAPIS and the wind cone by the runway, night work will be done so that the airport can remain open. Construction hours would be 7 pm to 6 am. The grant will hopefully be issued by August 1st. Gerry reported that there is a 16-to-20-week delay for delivery on the AWOS, which means it would be delivered in December. PAPIS would be October.

Gerry suggested that the board start thinking about fencing, additional apron construction and an update for the Airport Master Plan. To be discussed at a future meeting.

B. Administrative Building Renovation Update

Nick provided an update on renovation progress. Renovations are nearly completed in the rear portion. The concrete work, rough final grading are complete. Plantings and planters to be done in the spring.

Front foundation and entrance work is done. The Window Shop completed installing windows in the classrooms and the doors. HVAC is roughed out, the exterior wall was rebuilt, the siding is ordered and the walls are studded. Bathrooms are progressing. Nick is hoping to be done with classrooms and bathrooms at the end of March.

Phase 2 will be the café and new Fire Detection System, which will cost \$20,000. Nick reported that he upgraded the electrical to a 200-amp service. Nick is hoping for a grand opening in June.

C. Interstate Aviation Report

Nick went over the report. He noted the increase in fuel sales. Nick stated that he would like to add 2 additional aircraft to his lease. He presented a letter of request to the commission. To be discussed.

Nick reported that a Notice to Quit will be sent to the renters at the white house. They will be given a date to vacate. They owe approximately \$18,000 in back rent.

D. Financial Report

Mr. Buden went over the report. Discussion followed.

E. Any Other Items

Mark would like Hangar Discussion to be added to the agenda for the next meeting.

The commission wished Matt well in his new job. He will be missed.

IV. PUBLIC COMMENTS

None

V. Adjournment

A motion was made by: David King to adjourn the meeting at 8:17 pm.

Seconded by: Reade Clemens

All in Favor 5 to 0

Motion Passes Meeting Adjourned at 8:17 pm.

Respectfully submitted,

Jennifer Dahlstrom
Recording Secretary

