

Minutes
Aviation Commission Regular Meeting
June 27, 2022 – 7:00pm
Municipal Center - Conference Room 300

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

ABSENT: Robert Mastrianni

STAFF: Robert Lee, *Town Manager*

VISITORS: Gerry D'Amico – *AECOM*, Nick Scata, *Interstate Aviation*

1. Call to Order

The meeting was called to order by Chairman DePucchio at 7:02pm

2. Old Business

A. Meeting Minutes of April 25, 2022

The Chairman requested the following changes:

1. III-B./First Sentence: “Mark reported that he had the opportunity to talk to the ~~FAA Development Team~~ **person in charge of the Martha’s Vineyard Development Team.**
2. III-B./Second Paragraph, First Sentence: Add “**The Town Manager stated**” the FAA will not contribute to Hangar construction
3. III-E./Motion: Mark would like the spreadsheet/list of items added to the minutes.

The April meeting minutes with these changes will be reviewed at the next meeting for approval.

3. Other Business

A. 5 Year ACIP / Bipartisan Infrastructure Law (BIL)

Per Robert, the proposed 5 yr ACIP discussed at the last meeting has been filed with FAA.

B. Status of Property Release

Robert stated Phase 2 of the trail design by DOT is working its way through the process. Discussion followed regarding the future use of the land and the type of fence that may be preferred for that area. Robert has requested DOT place a gate on both sides of the trail where the field would be accessed from Perron Road.

C. T Hangar Discussion

T Hangar Discussion took place after “Status of Property Release”. Chairman DePucchio asked the Commission if they want to use the existing Master Plan to maximize the number of T Hangars or put money and efforts into a site plan, paper survey and put it out to bid.

Reade suggested an RFP with concept for aviation use only to provide possible options. Frank stated if they do T Hangars, move forward with the existing Master Plan then go with Reade's suggestion for the rest of the property.

Robert suggested the members think about if they are looking for the Town or private money to develop the property for T Hangars. The City of Meriden bonded their project. He recommended the Commission invite the Meriden airport operator to their next meeting to discuss what they did. David said he was thinking along those lines. John agreed with the Town Manager's recommendation. Robert will reach out to Meriden and invite them to the next meeting.

D. Airport Grounds Security Discussion

Mark stated people who do not own aircraft have been seen walking around airport grounds, running dogs in the field. Interstate Aviation is considering hard-wired cameras inside and outside the terminal building. Nick stated they would be high enough resolution to see Hangars 3 and 6, and the ramp area around Hangar 4. Robert suggested the Commission review the amount of coverage at the Airport after those cameras are installed. The Commission could then decide if they would like to expand the coverage area. The expectation is it would be done this fall.

Interstate Aviation is considering locking the gates at night when they leave at 7pm, placing a combination padlock on the gate by Hangar 3, and locking the gate around to patio. The Commission discussed adding review of security, including cameras, to the fencing project.

This subject will be further discussed in September.

E. AECOM Report

- Installation of PAPI, AWOS & Wind Cones Grant

Gerry provided the following update:

1. An Amended Closeout was filed for the Taxiway Construction Project in the amount of \$105,638.75. Additional funding from CAA in the amount of \$6,869 will also be requested.
2. The grant for the PAPI/AWOS has been submitted to the FAA.
3. AECOM is working on the landscaping plan to take some trees down between Carling Technologies and the Airport on the west side of the field. The landscaping plan should be completed this week and will be forwarded to the Town first for review, then to Carling.
4. AECOM is checking with the Flight Check people regarding the PAPI. That will be done after installation. There is a charge – 90% will be paid by FAA grant.
5. Per John Merck, FAA will not pay for the wind cones on the south end of the Airport. He agreed with the one on the North end. Gerry will follow up with Barry Hammer (FAA). Chairman DePucchio asked Gerry to email the results of his follow up to the Commission.
6. Gerry requested clarification from the Commission for the inside of the primary wind cone regarding pavement or grass. It's currently pavement. The Chair deferred to Nick who stated he would like grass. The Commission had no objection to changing to grass and Mark asked Gerry to make the change. Discussion continued regarding the timeline of the project. Per Gerry, the grant offer may come through by the end of July. That would put the completion of underground construction in the fall and final finishes completed by next spring.

F. Administration Building Renovation Update

Per Nick, they are very close to completion; the majority of the infrastructure is done. They are scheduling final inspections and beginning to order furniture. Final expenses will be shared with the Commission at the next meeting.

G. Interstate Aviation Report

The reports provided were discussed. Mark noted fuel sales are down and the price of fuel may be causing that. Also, there are no new outdoor tie downs. Nick stated with Meriden adding all new hangars, owners don't want their aircraft outside. The Commission will look to get more information from Meriden when they meet. Interstate Aviation will look to do more marketing.

Mark asked Nick if he had any information regarding the white house. Nick stated the tenants are to vacate June 30th. He is requesting the house be demolished and use the land for future development. Dave suggested adding to the next meeting agenda a walk-through of the white house since it is expected to take place at the Airport. The Commission was in agreement.

H. Financial Report

Robert updated the Commission on an error that occurred with the calculation of fund balance in the vicinity of \$350,000. Initially, projections showed at the end of 6/30/22 the balance was expected to be \$501,000. That number is now significantly off. He does not have a final number yet. He is waiting for some final invoices.

The Town Manager will work to rectify the discrepancy and advise the Commission on any updates.

I. Any Other Items

None

4. Public Comments

None

5. Adjournment

Motion was made by: Frank Crawley to adjourn the meeting at 8:22pm

Seconded by: John Onisto

All in Favor 5 to 0

Motion Passed, Meeting Adjourned at 8:22 pm.

Respectfully Submitted,

Lisa Metayer

Lisa Metayer
Executive Assistant