

MINUTES
Aviation Commission Regular Meeting
Monday, April 24, 2023 – 7:00pm
Robertson Airport Classroom

PRESENT: Frank Cawley; Reade Clemens; Mark DePucchio; David King; Dominick Moschini
ABSENT: Robert Mastrianni
STAFF: Michael Paulhus, *Town Manager*; Andy Cirioli, *Assistant Town Manager*; Robert Lee, *Consultant* (virtual)
GUESTS: David Underwood, *Town Council Vice Chair*; Ziggy Tomic, *Interstate Aviation*; Gerry D’Amico, *AECOM* (virtual)

I. Call to Order

The meeting was called to order by Chair King at 7:10 PM.

II. Minutes of Previous Meeting

1. March 27, 2023 Regular Meeting

Motion: Frank Cawley moved to accept the minutes of the March 27, 2023 Regular Meeting.

Second: Reade Clemens

Vote: 5 in favor / 0 opposed / 0 abstention. **Motion Carries.**

III. Announcements and Reports

1. Town Manager’s Report

a. Living Tribute for William O’Leary

The Assistant Town Manager and Superintendent of Buildings and Grounds are working to design a living tribute that features a small tree/shrub arrangement and a decorative plaque. The Town is waiting to receive a quote for the plantings.

b. NEXGEN Car Show – Sunday, 4/30/23

The NEXGEN Car Show will be this upcoming Sunday, April 30th from 12:00 PM – 6:00 PM at Robertson Airport. Guests will park in the open lot adjacent to the Airport. The event will be confined to the area surrounding Hangar 1.

A logistics meeting between the event organizer and Town staff was held on Wednesday, April 19th to review details and determine the level

of Town support required. Roadways and Buildings and Grounds will provide barriers, cones, signage, and waste/recycling bins.

In a follow-up meeting, the Police Chief and a Police Sergeant met with the event organizer and their security representative. They drove to the airfield and stopped at various locations to discuss signage, parking, pedestrian entries, safety, etc. Based on their discussion, NEXGEN will hire two officers from 11am - 7pm.

Mr. DePucchio asked about liability and insurance. Town staff responded that the Finance Director reviews insurance certificate with insurance provider to determine if coverage is appropriate.

c. Rotary Club Penny Sale – Saturday, 5/13/23

Rotary Club is hosting their annual Drive-In Penny Sale on Saturday, May 13th starting at 3:00 PM at Robertson Airport. The rain date is Sunday, May 14th. A logistics meeting is scheduled for next week to discuss details and if any Town support is needed.

d. Community Project Funding Application

The Town Manager received notification from Congresswoman Hayes' Office that the Town application for new hangars has been selected as one of fifteen projects from her office to be brought before the House of Representatives. We are still waiting to hear from Senators Blumenthal's and Murphy's Offices on the status of the application submitted to the Senate.

2. AECOM's Report

AECOM submitted a report to the Commission.

Mr. D'Amico reported that the LED rotating beacon is reimbursable under the FAA AIP program.

Mr. D'Amico reported that the AWOS, PAPI, and Segmented Circle/Wind Cone project will begin this week.

Mr. D'Amico reported that the bid for the Perimeter Fencing project closes on Wednesday. A detailed plan was submitted with the report.

Mr. DePucchio asked about the cost for the LED rotating beacon. Mr. D'Amico responded that it would be about \$50k-75k if using the existing pole. If a new pole is required, the cost would be about \$150k-200k. It can be included in next

AIP. Mr. D'Amico will explore more accurate costs. Discussion ensued about possible costs and solutions. Mr. Lee suggested that further analysis into the actual issue must be conducted, including a review of the wiring.

Mr. Clemens asked for clarification on the scope of the fencing project. Mr. D'Amico responded that it would only be the west-facing fence between Hangars 1 and 6.

3. Interstate Aviation's Report

Interstate Aviation submitted a report to the Commission. The report included a financial report.

IV. Discussions of Interest

1. Airport Grounds Security

Chair King requested this item be removed from discussion of interest.

2. T Hangars

No update.

3. Status of Property Release

No update.

4. Crack Sealing on Runway

Assistant Town Manager Cirioli spoke to Roadways Department about the issue and requested that the Superintendent reach out to Nick Scata to review specific areas in need of sealing.

V. Old Business

VI. New/Other Business

- Mr. Moschini reported that he spoke with the concrete company regarding the concrete steps in front of the Administrative Building.
- Chair King inquired about the Town purchasing a portion of the Carling property for airport use. FAA will contribute to the purchase if it is included in the Master Plan.
- Mr. Tomic asked about the Admin Building roof. Assistant Town Manager responded that the parts are being manufactured in May will installation in the summer.

- Mr. DePucchio also mentioned that the asphalt roof on Hangar 1 needs to be replaced.

Motion: Mark DePucchio moved to have Buildings and Grounds evaluate the asphalt roof on Hangar 1, and if they determine it needs to be replaced that Town staff goes forward with soliciting quotes.

Second: Reade Clemens

Vote: 6 in favor / 0 opposed / 0 abstentions. **Motion Carries.**

- Mr. DePucchio asked what the next steps on the on-call engineering contract and the master plan. Assistant Town Manager Cirioli reported that two RFPs are being drafted and will be posted in late spring.

VII. Public Comments

No public comment.

VIII. Adjournment

Motion: Frank Cawley moved to adjourn the meeting.

Second: Reade Clemens

Vote: 6 in favor / 0 opposed / 0 abstentions. **Motion Carries.**

Meeting adjourned at 7:55 PM.

Respectfully submitted,

Andy Cirioli, *Assistant Town Manager*