

**AVIATION COMMISSION
Special Meeting Minutes
October 29, 2019 - 7:00 pm
Plainville Municipal Center – Room 300**

PRESENT: The following members were present: Byron Treado (*by phone*) Richard Piotrowski, Robert Mastrianni, Mark DePucchio, David King, and Chuck Zettergren.

STAFF: Robert Lee, Town Manager

VISITORS: Nick Scata, Interstate Aviation, Jim Platosh, AECOM, Dawn Guite, Recording Secretary, and Joe Corlis.

I. Call To Order

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

II. Old Business

1. Review and approve September 23, 2019 Regular Meeting Minutes

Mr. Zettergren made a motion to approve the Minutes of September 23, 2019 Regular Meeting as amended based on suggestions from Mr. D'Amico. Mr. Mastrianni seconded the motion and they were approved unanimously by members present.

III. Other Business

- Runway Patching Update

Patching scheduled for October 30, 2019 is cancelled due to rain. Test sites done by Tilcon have suggested that aggregate base sealing can be done to the cracks to extend the life of the runway. There are sub-base perpendicular cracks which are contributing to the problem. Following aggregate base sealing, runway should be inspected yearly to see if additional repairs are required.

- Financial Report

Mr. Lee gave the financial report. The fund balance as of September 30, 2019 is \$568,529.28. Mr. Lee answered questions about operational expenditures.

- CAA Capital Improvement Plan Meeting – Municipal Airports

Mr. Lee distributed handouts for the Five Year Plan from the CAA Capital Improvement Plan Meeting for all Connecticut municipal airports. Figures have been approved for the plan. He noted that Robertson Airport is listed last on the handouts but bears no reflection on project importance. The construction of the parallel taxiway rehabilitation is in the plan of action for FY2020, PAPIs, AWOS (including FAA supplemental funding estimated \$405,000) for FY2021, primary wind cone and segmented circle for FY2022, snow removal for FY2023 resulting in construction of fence replacement and rehabilitation moved to FY2024, and TBD project(s) for FY2025. Any project is subject to change year by year. Dollars remaining from projects can be distributed to other municipalities. If the Town of Plainville does the snow removal, the FAA will fund it.

- AECOM Report

Mr. Platosh said that an inspection was done on October 24, 2019 and reported that the design is going well and is on schedule. Strict safety protocol is being followed. The historic preservation officer was contacted on September 26, 2019 regarding category exclusion but has not replied back. Another communication will be sent this week to follow-up. Mr. King will also follow-up as he knows someone affiliated with historic preservation. The FAA has requested that a Pavement Condition Report (PCI) be completed which will be done. The FAA has ruled that the layout plan has the taxiway pavement at 35 feet wide. Geometry will be up-to-date at 90 degrees for a direct connection between the runway and apron. As design work progresses, Mr. Platosh will give a presentation to the commission members with graphics and visuals.

Mr. Lee thanked Adelphi System for its assistance with the project to date and to Mr. Platosh and Mr. D'Amico for making arrangements with Adelphi. Mr. Lee has authorized that AECOM is now the consultant and confirmed this with the FAA.

- Interstate Aviation Report

Mr. Scata provided the numbers for September 30, 2019. There were 33 planes in tie-down. Fuel sales were 3630.3 gals; Jet A sold 534.6 gals. There were 0 overages.

Mr. Scata said that letters have been sent to all tenants informing them that there is availability for winter storage. A helicopter is scheduled to arrive from Serbia and will be online for the Spring of 2020. It will be available for instruction and tours. Check ride is TBA; hoping for November 2019. Another walkthrough with the Fire Marshall is scheduled on October 30, 2019.

An updated Immediate Repairs and Long-Term Repairs handout to the commissioners and explained that items in dark green have been completed while those in light green are in progress. Mr. Scata and Mr. Lee answered questions about the handout. There are two convex (storage) boxes that are on the property. One will be removed by Gil and the other which holds a furnace will remain there for the time being. There are leaks in Hangers 3 and 4. Roofer has inspected and is completing a report. There are leaks in Hangers 3 and 4. Painting is scheduled to begin in the Spring of 2020.

Mr. Scata would like to have a small maintenance facility (shed) on the property to store what is currently in the corner of Hanger 1.

- Any Other Items

Mr. Lee said that the lease at Robertson Airport is up for renewal. The fiscal year there ends on October 31, 2019. Formal discussions regarding the rent should take place in January 2020. For now the rent will be on a year to year basis.

Mr. Scata will compose a CAP based on the terms of the new lease and will prioritize repairs accordingly. He will reference the Partner Report in his determinations.

IV. Public Comment

Mr. Corlis said that Robertson Airport is the oldest airport in the state established in 1905. This makes it unique among other Connecticut municipal airports and should be considered in plans going forward. He stressed that the commissioners should continue to work together as a team.

V. Adjournment

A motion was made by Mr. Zettergren to adjourn the meeting and seconded by Mr. King which passed unanimously.

The meeting adjourned at 8:00 pm.

Respectfully submitted,

Dawn Guite

Dawn Guite
Recording Secretary