

**AVIATION COMMISSION
Regular Meeting
January 23, 2017
7:00 pm
Room 300, Municipal Center**

Minutes

PRESENT: The following members were present: Reade Clemens, Mark DePucchio, Robert Zirpolo, Richard Piotrowski, Byron Treado,

STAFF: Robert Lee, Town Manager

ABSENT: Robert Mercer, Brandon Lanza, Robert Mastrianni

VISITORS: Ed Shelomis, Loureiro Engineering, Joseph Corlis, Mark Capen and Eric Pearson from CAP

I. Call To Order

The meeting was called to order at 7:06 pm by Byron Treado, Chairman. There were not enough members present to have a quorum.

II. Old Business

1. Minutes of November 28, 2016

R. Piotrowski made a motion to approve the November 28, 2016 minutes with a change, #3, item 4, should read: Ed will present a proposal.

Second: M. DePucchio

All in Favor 5 to 0 Minutes approved with change

2. Financial Report – None.

III. Other Business

A. Interstate Aviation Report – Lynn will email the report to the commission, she was not present at the meeting.

B. LEA Report – Ed went over the report with the commission.

1. Capital Improvement Plan

- 2017 - Nothing Planned
- 2018 – Taxiway Design and Obstruction removal design and permitting.
- 2019 – Taxiway Construction and obstruction removal
- 2020 – Fence Replacement and rehabilitation design
- 2021 – Fence Replacement and rehabilitation construction

2. Sponsors Approach to FAA / CAA 5 Year Plan

- As of today Robertson Airport has \$472,530.00 of entitlement funds available for airport projects. The commission needs to work on making a list of priorities and when they should be done.
- Ed talked about an idea that they are working on to add more grassy areas to the airport to decrease the amount of pavement that needs to be fixed or replaced. Ed to meet with Bill O'Leary and Robert Lee with a plan and report at the next meeting.
- Project readiness forms were completed and submitted to the FAA for the design and construction of phase 1 of the apron rehabilitation project. This will require entitlement funds to complete.

3. Obstruction clearing at the south end of the runway

- Robert Lee reported that the Town Staff started removing obstruction trees on the south side of the airport.

C. Other Items

- Robert reported that Eversource will be putting the lights on the obstruction poles soon.
- Civil Air Patrol asked that the Town reimburse them for the light fixtures they installed at the Brown House.
- Robert to follow up with staff about the price for the internet for the CAP.
- Robert to locate the lease for the CAP. It might need to be updated and a set of rules and regulations is needed.

- CAP would like to put in a shed. CAP to send a formal request to Robert for approval.
- The commission talked to the CAP about locating a plane at Robertson. They are interested, but cannot afford to pay the tie down fee. Robert to talk to Bill O'Leary to see if the fee can be waived. CAP to email Robert regulations from the FAA about CAP Planes and tie down fees.
- The commission discussed some concerns that were brought up at the last meeting about the CAP and airport security. To be discussed further and rules and regulations will need to be established.

IV. Public Comments

Joseph Corlis is happy with how things are going at the airport. He thinks that the town should work with the CAP.

V. Adjournment

Motion to Adjourn by: R. Piotrowski
Second: M. DePucchio

All in Favor 5 to 0 *Motion passes, meeting adjourned at 8:15 pm.*

Respectfully submitted,

Jennifer Dahlstrom
 Jennifer Dahlstrom
 Recording Secretary