

**Aviation Commission Meeting Minutes**  
**Regular Meeting**  
**April 25, 2022**  
**7:00pm**  
**Council Meeting Room**

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

**ABSENT:** Robert Mastrianni

**STAFF:** *Robert Lee, Town Manager*

**VISITORS:** Gerry D'Amico – AECOM, Ziggy Tomic, *Interstate Aviation*, David Underwood, *Town Council Liaison*

**I. CALL TO ORDER**

The meeting was called to order by Mark DePucchio at 7:01 pm.

**II. OLD BUSINESS**

**A. March 28, 2022 Meeting Minutes**

**A motion was made by:** Frank Cawley to approve the March 28, 2022 minutes as written.

**Seconded by:** David King

**All in Favor 4 to 0      Motion Passes      Minutes Approved**

**III. OTHER BUSINESS**

**A. 5 Year ACIP / Bipartisan Infrastructure Law (BIL)** – Robert went over the Funding for the Airport Capital Plan and AIG BIL. Spreadsheet was shared with commissioners. Robert talked about the revised 5-year Capital Improvement Plan. Discussion Followed. To be discussed further.

Lisa Metayer to add “Airport Master Plan Update” to the meeting agenda in August.

**B. T-Hangar Discussion** – Mark reported that he had the opportunity to talk to the FAA Development Team. Mark asked some questions for clarification on the 7-acre parcel of land, by the airport. They shared with Mark that if the parcel is not used for aviation purposes, then the FAA needs to approve the plan. If it is used for Aviation purposes, they will not need to approve.

The FAA will not contribute to Hangar construction. The grant does not pay for Hangars. A survey would be needed. To be discussed further.

**C. Status of Property Release – no updates**

**D. AECOM Report**

Grant was submitted by March 28. 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 1<sup>st</sup>. 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. Trees along the fence line need to be removed because of the AWOS. The 15 to 16 trees across from the terminal on the south need to come down.

The board asked about the wind sock feedback from the FAA. Gerry reported that he is still working on it. The contact for the FAA, John changed positions and there is a new person that he needs to contact. Gerry will report updates at the next meeting.

The board discussed if grass or asphalt should be the under the segmented circle. The commissioners agree that a combination of grass and asphalt can be used. To be discussed further.

Robert talked about the trees and bushes on the Carling Technology property. They need to be removed with money from the budget because they are not part of the FAA Grant.

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. ongoing

**E. Administrative Building Renovation Update**

Ziggy provided an update on renovation progress. Ziggy shared a spreadsheet of additional charges that Interstate would like the Town of Plainville to pay for. The commissioners looked over the spreadsheet and asked questions. Robert to follow up with Nick about the Johnson Control Bill. It appears to be maintenance issues, which Interstate would need to pay for.

**A motion was made by:** R. Clemens to approve the airport improvement charges proposed by Interstate Aviation not to exceed \$120,000.

**Seconded by:** F. Cawley

**All in Favor 3 to 0    M. DePucchio abstains    Motion Passes**

Ziggy and Nick are hoping for a grand opening in June.

**F. Interstate Aviation Report**

Ziggy went over the report. He noted the increase in fuel sales. Ziggy asked that the apron be swept. Robert to look into it. David asked about the towers on the front of the building, if they are being moved. Ziggy to find out from Nick and report at the next meeting.

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.

**G. Financial Report**

Robert went over the report. Discussion followed.

**H. Any Other Items**

Ziggy asked about the chain link fence needed by the airport entrance. Robert to look into it.

**IV. PUBLIC COMMENTS**

None

**V. Adjournment**

**A motion was made by:** David King to adjourn the meeting at 8:31 pm.

**Seconded by:** Reade Clemens

**All in Favor 4 to 0**

**Motion Passed, Meeting Adjourned at 8:31 pm.**

Respectfully submitted,

*Jennifer Dahlstrom*

Recording Secretary