

MINUTES
Aviation Commission Regular Meeting
Monday, February 27, 2023 – 7:00pm
Robertson Airport Classroom

PRESENT: Frank Cawley; Reade Clemens; Mark DePucchio; David King (virtual); Robert Mastrianni; Dominick Moschini

ABSENT: Dominick Moschini

STAFF: Michael Paulhus, *Town Manager*; Andy Cirioli, *Assistant Town Manager*; Robert Lee, *Consultant* (virtual)

GUESTS: David Underwood, *Town Council Vice Chair*; Nick Scata, *Interstate Aviation*; Nicholas Cota, *AECOM*

I. Call to Order

The meeting was called to order by Acting Chair Clemens at 7:01 PM.

II. Minutes of Previous Meeting

1. January 23, 2023 Regular Meeting

Motion: Mark DePucchio moved to accept the minutes of the January 23, 2023 Regular Meeting.

Second: Robert Mastrianni

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

III. Announcements and Reports

1. Town Manager's Report

a. Administrative Building Roof Replacement Update

Town Manager Paulhus reported that the Town Council awarded Bid 2023-20: Robertson Airport Administrative Building Roof to SR Products/Simon Roofing & Sheet Metal under TIPS USA Vendor Contract Number: 211001 in the amount of \$76,740. TIPS USA is a national purchasing cooperative engaging vendors throughout the country. SR Products has a Hartford office.

b. Joint Robertson Airport Lease Negotiations Sub-Committee Update

Town Manager Paulhus reported that the Joint Airport Lease Negotiations Sub-Committee has been meeting to discuss the lease.

c. **2023 CT Food Truck Battles Update**

Town Manager Paulhus and Assistant Town Manager Cirioli reported that the event organizers have met with Town staff, including the Police Department, to discuss details, outstanding needs, and next steps. A second meeting with Town staff has been scheduled for March.

Mr. DePucchio asked if all proceeds will go to charity and cover expenses incurred by the Town. Town Manager Paulhus reaffirmed that all proceed will go to local charities, such as the Plainville Food Pantry, and to cover Town expenses.

d. **Financial Report**

Town Manager Paulhus and Mr. Lee reported on the financials of the Airport. The cash flow statement reports the fund as about \$312k.

2. AECOM's Report

AECOM submitted a report to the Commission. Mr. Cota reported that the PAPI, AWOS, Segmented Circle, and Wind Cone project is on schedule to start in mid-April and end in June. Work is to be done at night and Airport will be closed.

Mr. DePucchio asked if the survey for the Perimeter Fencing project had been completed. Mr. Cota confirmed that it had.

3. Interstate Aviation's Report

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

Town Manager Paulhus inquired about the lease agreement with HTX. Mr. Scata reported that the rent is \$1,500/month plus utilities.

IV. Discussions of Interest

1. Living Tribute for William V. O'Leary

Mr. Scata reported that Mr. O'Leary's family supports the dedication of a living tribute to the former Interstate Aviation owner. Town staff will explore options.

2. Airport Grounds Security

Mr. Scata reported that the fencing along Northwest Drive is in need of repair.

3. T Hangars

T-Hangars are being discussed by the Joint Robertson Airport Lease Negotiation Sub-Committee.

4. Status of Property Release

No update.

V. Old Business

Mr. King asked for a status update on the “punch list” items.

- Lightening Rod Wiring: Work in Progress
- Hangar 3 Door: Will be addressed when weather permits in the Spring
- Broken Fence: Removed

VI. New/Other Business

Mr. Scata reported that the roof on the office off Hangar 1 and the stairwell in Hangar 1 need repair.

Mr. DePucchio mentioned that the Hangars should be power washed. Additionally, he suggested that all roofs be evaluated to determine what needs to be accomplished.

Mr. Paulhus briefed the Commission on Congressionally Directed Spending opportunities that may be available for certain eligible airport projects. Town staff will research and explore projects and funding opportunities.

VII. Public Comments

No public comment.

VIII. Adjournment

Motion: Frank Cawley moved to adjourn the meeting.

Second: Robert Mastrianni

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

Meeting adjourned at 7:54 PM.

Respectfully submitted,

Andy Cirioli, Assistant Town Manager