

**MINUTES**  
**Aviation Commission Regular Meeting**  
**Monday, June 26, 2023 – 7:00pm**  
**Robertson Airport Classroom**

**PRESENT:** Alex Cal; Frank Cawley; Reade Clemens (virtual); David King; Dominick Moschini

**ABSENT:** Mark DePucchio; Robert Mastrianni

**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*; Ziggy Tomic, *Interstate Aviation*; Gerry D’Amico, *AECOM* (virtual); Nick Cota, *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. May 22, 2023 Regular Meeting**

**Motion:** Dominick Moschini moved to accept the minutes of the May 22, 2023 Regular Meeting.

**Second:** Frank Cawley

**Amendment:** David King amended the motion to have the minutes correctly state that Mark DePucchio called the meeting to order.

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

**III. Announcements and Reports**

**1. Town Manager’s Report**

**a. Administrative Building Roof Replacement**

The metal roof over the administrative building has been replaced. The only remaining item is the rubber roof connecting the administrative building to Hangar 4. This is expected to be a one-day job and should be completed in the next couple weeks.

**b. Hangar 1 Fire Alarm System**

Over the past month, the Fire Department has responded to numerous false alarms in Hangar 1. The Fire Marshal received quotes to repair/replace the system. The selected proposal is from Maximum Sound and Security of Plantsville, CT for \$6,335. As of today, most of

the new system has been installed and there have been no further false alarms.

c. **Hangar 1 Asphalt Roof**

There is no new update on this item, but, as a reminder, Buildings and Grounds will inspect the roof once they have access to a lift to thoroughly complete the inspection.

d. **LED Rotating Beacons**

Mr. Lee reported that he had a conversation with the FAA and CAA and they presented two options: (1) use the BIL monies that we wanted to use for the apron project or (2) get AIP monies and apply in May. The project could be done immediately, but the Town would need to upfront the cost and apply for reimbursement. Mr. D'Amico stated it may be possible to amend the AWOS project to include the beacon replacement. Mr. Cota will investigate and report back to the Town. Mr. Scata mentioned the beacon works intermittently and it may be worth pursuing a temporary fix. Mr. Lee and Mr. Scata will coordinate time for the Plainville Fire Company to assist an electrician to inspect the bulbs and the baluster.

e. **Crack Sealing on Runway**

AECOM was asked to inspect the cracks and provide guidance on how best to remediate the issue. We will hear more about this item under their report.

f. **Living Tribute for William O'Leary**

We have received a quote for an 8"h x 10"w bronze plaque for \$550. We are still in the process of getting quotes for a stone or granite monument to mount the plaque.

g. **Joint Robertson Airport Lease Negotiation Sub-Committee**

The sub-committee will be meeting with the consultant at the Airport. No further update at this time.

**2. AECOM's Report**

AECOM submitted a report to the Commission, including the PAPI, AWOS, Segmented Circle, and Wind Cone; Perimeter Fence; and crack sealing on runway projects.

Mr. D'Amico reported that comments on the perimeter fencing grant and bid

process were received by the FAA. We anticipate receiving the grant in August. The project is set to begin in the Fall.

Mr. D'Amico reported that the PAPI on Runway 2 passed the flight check. The PAPI on Runway 20 will need to be rechecked due to obstructions by trees impacting the approach angle. Mr. Tomic asked if there were height and zoning restrictions for buildings and trees surrounding the Airport. Mr. D'Amico responded that the FAA has some requirements and others may also be included in the Town's zoning regulations.

Mr. D'Amico reported that the best option to address the cracking on the runway is likely reconstructing the runway. This project could be included in a future CIP for AIP funding. Otherwise, filling the cracks as previously done is the best alternative.

### **3. Interstate Aviation's Report**

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

## **IV. Discussions of Interest**

### **1. Helicopter Operations**

In response to some concerns we received, the helicopter's "hovering practice" has been moved to the south end of the airport, away from airplanes.

### **2. T Hangars**

No update.

### **3. Status of Property Release**

No update.

## **V. Old Business**

## **VI. New/Other Business**

- Mr. Scata requested that the Town develop an event policy and request form for the Airport. The form should include allowable and not allowable events, a check list of steps, possible associated costs, and other necessary information.
- Mr. Moschini recommended that picnic tables be placed in the patio area. Mr. Scata reported that picnic tables are included in the short-term plan for the patio area.

## **VII. Public Comments**

No public comments.

**VIII. Adjournment**

**Motion:** Frank Cawley moved to adjourn the meeting.

**Second:** Alex Cal

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

**Meeting adjourned at 8:26 PM.**

Respectfully submitted,

*Andy Cirioli, Assistant Town Manager*