

MINUTES
Aviation Commission Regular Meeting
Monday, August 28, 2023 – 7:00pm
Robertson Airport Classroom

PRESENT: Frank Cawley; Reade Clemens; Mark DePucchio; David King; Dominick Moschini

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

GUESTS: Nick Scata, *Interstate Aviation*; Gerry D’Amico, *AECOM* (virtual); Nick Cota, *AECOM* (virtual); Brian Romano; Richard Bouvier

I. Call to Order

The meeting was called to order by Chair King at 7:04 PM.

II. Minutes of Previous Meeting

1. May 22, 2023 Regular Meeting

Motion: Reade Clemens moved to accept the minutes of the June 26, 2023 Regular Meeting.

Second: Frank Cawley

Vote: 5 in favor / 0 opposed / 1 abstention (DePucchio). **Motion Carries.**

III. Announcements and Reports

1. Town Manager’s Report

a. Administrative Building Roof Replacement

The metal roof of the administration building and the asphalt roof connecting the administration building to Hangar 4 has been replaced. The contractor is still expected to clean the work area and collect their equipment. This project totaled \$64,000.

b. Hangar 1 Fire Alarm System

The fire alarm system in Hangar 1 was malfunctioning earlier this summer resulting in numerous false alarms to the Fire Department. The Fire Marshal engaged Maximum Sound and Security to replace the entire system. This project is now complete and totaled \$6,770.

c. Hangar 1 Asphalt Roof

The Commission requested that the Town’s Buildings and Grounds Department inspect the metal and shingled roofs on Hangar 1 and the adjacent office building. For the metal roof, it is recommended that the roof be coated for \$95,000 or replaced for \$675,000. For the shingle

roof, it is recommended that it be replaced for approximately \$15,000. Both roofs are rated in poor condition and are at the end of their service life, with approximately 1-3 years of service remaining.

d. Crack Sealing on Runway

AECOM has recommended that we continue the biannual maintenance of sealing cracks with hot applied sealant. Additionally, it has been recommended that we add runway rehabilitation to the ACIP. Town staff, with the help of AECOM, is consulting with the FAA Pavement Research Team as to other possible solutions.

Mr. Moschini recommended that we reach out to Santoro.

e. Handicap Parking Spaces

Two handicap parking spaces and signage have been added to the airport parking lot.

f. LED Rotating Beacons

Robert Lee spoke with Jim Rosen regarding the beacon at the Airport. Mr. Rosen reported the following:

- i. The beacon is activated with a photoelectric cell that is located on the corner of the building. It can turn on/off the beacon during the day when there is cloudy weather.
- ii. He believes that part of the issue is that – on cloudy days – the light gets turned on and off frequently which is not good for a high-pressure sodium bulb. He believes that the problem is with the bulb and suggests that it should be changed.
- iii. He suggested that the device should allow the light to stay lit for a minimum of 1 hour before shutting off (rather than the back and forth as clouds wander by)
- iv. At this point, Nick Scata is trying to arrange a time when his electrician can do the work.

Mr. Scata is getting an updated quote for the replacement.

g. evTOLs and eVERTIPORTS

A representative from eVertiport, a company in the evTOLs (electric vertical take off and landing) air taxi industry, identified Robertson Airport as a possible landing site for these aircraft. The service is tailored towards offering an alternative commuting option to major

airports, or an alternative to short to medium distance charter flights. Currently they're working for quick access from Wall Street to JFK/LaGuardia and a similar approach in Boston. eVertiports is interested in touring the airport and discussing this opportunity further. Town staff will be working to schedule a tour, and Commission members will be invited to join.

h. Event Request Form and Check List

Included in the agenda packet is a draft event request form and checklist. Please feel free to review and let Mr. Cirioli know your thoughts via email.

i. Tribute for Bill O'Leary

A stone plaque has been ordered for the memorial. It should be delivered in late Fall 2023.

j. Airport Capital Improvement Plan (ACIP)

CAA is requested all ACIPs to be submitted by early next week. Included in the agenda packet is a draft ACIP for FFY24-28. This plan is based upon the current 5-year ACIP but includes some additional projects that have been discussed in Commission meetings. Please feel free to review and let us know your thoughts. We will be working to submit the ACIP for next week's deadline.

k. Joint Robertson Airport Lease Negotiation Sub-Committee

Mr. Hodges, our consultant, visited the Airport early this summer and is helping with the on-going negotiations.

l. FY22-23 Financial Report

Mr. Paulhus reviewed the financial report.

2. AECOM's Report

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

3. Interstate Aviation's Report

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

IV. Discussions of Interest

1. T Hangars

No update.

2. Status of Property Release

No update.

V. Old Business

VI. New/Other Business

- Mr. Clemens asked about electrical back up services at the Airport. Mr. Scata replied that there are portable generators, and there is a device that will assist with WiFi if that goes out. Mr. D'Amico added that FAA will fund a generator for runway lights and beacon. Mr. Scata also stated that solar panels with a battery backup should be considered.
- Mr. DePucchio asked about that timeline for On-Call Engineering Services. Mr. Cirioli replied that FAA requires an updated ACIP prior to going out to RFQ. Once the ACIP is accepted by CAA in late September/early October, we will proceed with the solicitation process.
- Mr. Clemens asked if the ACIP runway extension project would include public information sessions. Mr. Paulhus responded that there would be public informational opportunities if the plan to design and construct and extension became more certain.

VII. Public Comments

- Mr. Bouvier shared concerns about the helicopter operation and landing on the taxiway, particularly near airplanes.

VIII. Adjournment

Motion: Frank Cawley moved to adjourn the meeting.

Second: Reade Clemens

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

Meeting adjourned at 8:43 PM.

Respectfully submitted,

Andy Cirioli, *Assistant Town Manager*