

**AVIATION COMMISSION**  
**Regular Meeting Minutes**  
**November 27, 2017 - 7:00 pm**  
**Municipal Center - Room 300**

**PRESENT:** The following members were present: Byron Treado, Adam Bergenty, Richard Piotrowski, Reade Clemens and Robert Mercer.

**ABSENT:** Robert Mastrianni, Mark DePucchio, Robert Zirpolo

**STAFF:** Scott Colby, Jr., Assistant to the Town Manager

**VISITORS:** Dawn Guite, New Recording Secretary, Ed Shelomis, Loureiro Engineering, and Joe Corlis.

**I. Call To Order**

The meeting was called to order at 7:00 pm by Byron Treado, Chairman.  
There was a quorum.

**II. Old Business**

1. Minutes of September 25, 2017

Mr. Piotrowski made a motion to approve the Minutes of September 25, 2017. Mr. Mercer seconded the motion and they were approved unanimously by members present.

Meeting notes of October 23, 2017

Mr. Piotrowski made a motion to approve the Minutes of October 23, 2017. Mr. Mercer seconded the motion and they were approved unanimously by members present.

2. Financial Report

There was no information available

**III. Other Business**

A. Interstate Aviation Report

There was no information available.

B. LEA Report – Ed reviewed the report with the commission members.

Ed Shelomis gave an update on Robertson Airport. He distributed copies of FAA readiness forms for projects in 2018. The forms focus on the Apron Rehabilitation Project and the Taxiway Design Project.

Ed showed the latest schematic design (preliminary) to the commission members which includes the 1,500 ft. extension of the runway to accommodate jet traffic.

The orange area indicates tie downs. It is proposed that this area be mill surfaced and overlayed; totaling 260,000 SF. It was suggested that the entire project be completed during one timeframe. The yellow area on the drawing indicates the area to be repaved. It will accommodate 40 – 55 planes. Plan also shows drive through and out taxiway. Nesting planes during scheduled construction phases would avoid disruption in service.

A runway extension will involve addressing environmental issues and obstructions. There is an environmental application process through the FAA where wetlands hazards are to be identified and remediated. The Army Corp of Engineers will also be involved in addressing environmental concerns.

The estimated cost of this project is \$35 – 40 million.

During brainstorming, commission members will proceed with caution to ensure that proper verbiage is documented.

Trees on the Bergenty property that need to be removed will be tagged. Adam Bergenty will be contacted regarding a timeframe for removal of the trees.

C. Review/Approve 2018 Meeting Schedule

Mr. Piotrowski made a motion to approve the 2018 Meeting Schedule as proposed. Meetings are held on the 4<sup>th</sup> Monday of each month at 7:00 pm. Meetings scheduled on different dates due to holidays have been noted. Mr. Clemens seconded the motion which passed unanimously by the commission member.

D. Elect Chair and Vice-Chair

Mr. Piotrowski made a motion to elect Mr. Treado as Chair. Mr. Mercer seconded the motion which passed unanimously by the commission members.

Mr. Treado made a motion to elect Mr. Piotrowski as Vice-Chair. Mr. Mercer seconded the motion which passed unanimously by the commission members.

E. Any Other Items

The Request for Qualifications #2018-06 for Robertson Airport On-call Consultant Selection, was posted on November 16, 2017. This is a 5-year contract with the option that the Town of Plainville can re-select a consultant at any time. Mr. Treado distributed copies to the commission members as reference.

RFQ's must be submitted to the Town Manager's Office no later than 2:00 pm on Thursday, December 21, 2017.

Once received, the proposals will be reviewed and interviews scheduled. The Aviation Commission will make recommendations to the Town Council and the Town Council will decide who the contract is awarded to.

Fixed Base Operator (FBO) was discussed by the commission members. The renewal date of the contract may dictate future planning.

Mr. Clemens mentioned that the height of future signage at U-Haul may be a hazard for incoming planes. He will get more information.

**IV. Public Comments**

Mr. Corlis said that everyone is going in the right direction for planning of projects.

**V. Adjournment**

Meeting adjourned at 8:00 pm.

Respectfully submitted,

*Dawn Guite*

Dawn Guite  
Recording Secretary