

**AVIATION COMMISSION
Regular Meeting Minutes
March 26, 2018 - 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, Ty Cox, Town Council Liaison

VISITORS: Eric Pearson, CAP, Dawn Guite, Recording Secretary, Ed Shelomis, Loureiro Engineering, Lynn Michaud, Interstate Aviation, 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 February 26, 2018

Mr. Piotrowski made a motion to approve the Minutes of February 26, 2018. Mr. Clemens seconded the motion and they were approved unanimously by members present.

2. Financial Report

Mr. Colby reviewed the Income Statement Summary to date with the commission members and stated that there is a healthy fund balance for revenues and expenditures. Yearly discretionary money is held by the state until it is requested for use by the town.

The Income Statement Summary was accepted unanimously by the commission members.

III. Other Business

A. Interstate Aviation Report

There was no information available. Lynn Michaud from Interstate Aviation was in attendance and said that she will forward the report on Tuesday morning. She reported that there will no longer be charters.

During January/February 2018 there were 34 planes in tie downs. More are expected as spring comes into play. Communication on fuel sales is expected.

Oxford Airport is temporarily closing for four months for construction. Interstate has created a list for those interested in tie downs at Robertson Airport.

B. LEA Report

(I) Ed Shelomis gave an update on documents for bidding for the Apron Rehabilitation for Robertson Airport.

1. Bidding needs to get advertised. Documents will be available at the municipal center on March 30. A walkthrough will be scheduled on April 4. Deadline for bid submission is April 13. Bid selection to be completed on May 1.
2. Construction drawings are completed.
3. Construction will be done in three phases to soften the interruption of airport activity.
4. Existing tie downs will be cut to allow for milling.
5. Dry mill will be rolled and asphalt repurposed for parking lot; no environmental concerns.
6. Bidding needs to get advertised. Documents will be available at the municipal center on March 30. A walkthrough will be scheduled on April 4. Deadline for bid submission is April 13. Bid selection to be completed on May 1.

Several comments were made regarding events at the airport that may conflict with construction activity; Wings and Wheels in June and the Balloonfest in August. Ed Shelmonis said that these events should not interfere with the construction schedule.

(II) GPS for south end of runway 2

1. Trees on the Bergenty property have been removed.
2. Loureiro will GPS to determine and remove any additional obstructions in the glide slope.
3. Confirmation and certification are required per FAA – Ed Griffin.
4. Night flight by FAA will be scheduled.

C. Airport On-Call Consultant Interviews – 4/12/18 (Aviation Commission Special Meeting)

Four consultants have been selected for interviews. Interviews will begin at 6:00 pm at the municipal center. Rooms 300 and 302 are reserved for the interviews.

D. Any Other Items

Mr. Pearson mentioned the electrical rate for the brown building.

IV. Public Comments

Mr. Corlis said that everyone is going in the right direction for planning of projects. "Keep doing what you are doing."

V. Adjournment

Meeting adjourned at 7:50 pm.

Respectfully submitted,

Dawn Guite

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Recording Secretary