

**AVIATION COMMISSION
Special Meeting Minutes
December 19, 2019 - 7:00 pm
Plainville Municipal Center – Room 300**

PRESENT: The following members were present: Byron Treado (*by phone*), Richard Piotrowski (*by Phone*), Reade Clemens (*by phone*), Robert Mastrianni, Mark DePucchio, David King, Chuck Zettergren, and Robert Zirpolo

ABSENT:

STAFF: Robert Lee, Town Manager and Scott Colby, Jr., Assistant to the Town Manager

VISITORS: Nick Scata, Interstate Aviation, Zivorad Tomic, Interstate Aviation and David Underwood, Town Council Liaison

I. Call To Order

The meeting was called to order at 7:00 pm by Mark DePucchio.
There was a quorum.

II. Review & Approve November 25, 2019 Regular Meeting Minutes

Mr. Zirpolo made a motion to approve the Minutes of November 25, 2019 Regular Meeting as amended. Mr. Zettergren seconded the motion and they were approved 6-0-2 with Mr. Zettergren and Mr. Piotrowski abstaining

III. Aviation Commission Meeting Participation Via Telephone Conference or Electronic Communications Policy

Mr. DePucchio stated that the Telephone Conference or Electronic Communications Policy was discussed at the last meeting and that we should continue to have a discussion on the matter of commission members calling in

Mr. King apologized to Mr. Treado regarding some comments made at the last meeting regarding his attendance.

Mr. Lee discussed section "G" of the Aviation Commission Meeting Participation Via Telephone Conference or Electronic Communications Policy and the exceptions that can be voted on by commission members.

Mr. Zettergren made a motion to allow Mr. Treado to participate via telephone until further notice. Mr. Piotrowski seconded the motion and was passed unanimously.

IV. Elect Secretary (Vice-Chair)

Mr. DePucchio informed the commission that at the last meeting Mr. King was elected Secretary. At the time the commission was unaware that Mr. King was serving in the capacity as an alternate member.

Mr. King stated that he would be resigning from the Secretary position due to being ineligible to serve that role as an alternate member of the commission.

Mr. Piotrowski made a motion to accept Mr. King's resignation due to being an alternate member. Mr. Zettergren seconded the motion and was passed unanimously.

Mr. DePucchio asked if there were any nominations. Mr. Piotrowski nominated Mr. Treado to the Secretary position. Mr. DePucchio asked if there were any other nominations. There were no other nominations and a vote followed.

Mr. Piotrowski made a nomination to elect Mr. Treado to the Secretary position. Mr. Clemens seconded the motion and was passed unanimously.

V. Siding & Repair Discussion

Mr. Scata discussed the quote that he received from Advanced Welding LLC. Of Plainville, CT. Nick discussed that the quote and the locations where the work would take place. Mr. King asked if we can use the additional siding that we have. Mr. Scata replied that we do not have enough, and it is not the same color to match the buildings. Mr. DePucchio asked Mr. Scata if he was comfortable with the quote in the amount of \$9,700 for the work to be completed. Mr. Scata stated that he was comfortable with the quote.

Mr. Piotrowski made a motion to move forward with the quote from Advanced Welding LLC. Of Plainville, CT. Mr. Mastrianni seconded the motion and passed unanimously.

Mr. Scata asked if the Town can receive a purchase order from Finance and send it Mr. Scata. Mr. Colby to follow up with Finance on this.

VI. Discussion of Lease Extension

Mr. Lee discussed that there may have been some confusion in regard to the lease agreement with Interstate Aviation and how to proceed with the lease extension. Mr. Lee read aloud Section 4 of the *Modification and Addendum to Lease and Operating Agreement* signed December of 2018. Following this reading, Mr. Lee stated that Mr. Scata did follow up with the Town that he would like to exercise his extension. Mr. Lee then read aloud Section 5 of the *Lease and Operating Agreement Between Town of Plainville and Interstate Aviation, Inc. at Robertson Airport Plainville, Connecticut*. Mr. DePucchio discussed Section 4 and how a decision needed to be finalized by December 31, 2019. Mr. Lee stated that the Aviation Commission could grant an extension if both parties agreed to it.

Discussion ensued about a lease extension proposal and how if agreed upon both parties could extend negotiations for another thirty days. Both the commission members and Interstate Aviation agreed to extend the negotiations through the end of January 2020.

VII. Executive Session – Lease Negotiations Strategy

Mr. Zirpolo made a motion to enter into executive session to discuss the commission's lease negotiations strategy at 8:21 P.M. Mr. Mastrianni seconded the motion and was passed unanimously. Also present were; Byron Treado (by phone), Richard Piotrowski (by Phone), Reade Clemens (by phone), Robert Mastrianni, Mark DePucchio, David King, Chuck Zettergren, Robert Zirpolo, and Robert Lee, and Scott Colby, Jr.

Mr. Zirpolo made a motion to exit Executive Session at 9:12 P.M. Mr. Mastrianni seconded the motion and was passed unanimously.

VIII. Consider Sub-Committee

Mr. DePucchio asked if there were any commission members who were interested in serving on the sub-committee to discuss negotiations for the lease with Interstate Aviation. Mr. DePucchio, Mr. Treado, Mr. Clemens, and Mr. King expressed interest in participating on the sub-committee.

IX. Discussion of Lease Timetable

Mr. DePucchio discussed that we could work with both Mr. Scata and commission members to decide on a date to meet as a sub-committee to discuss Interstate Aviation's lease.

X. Adjournment

A motion was made by Mr. Zirpolo to adjourn the meeting and seconded by Mr. Zettergren which passed unanimously.

The meeting adjourned at 9:13 pm.

Respectfully submitted,

Scott W. Colby Jr

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Assistant to the Town Manager