

**Village of Hamilton  
Airport/Airpark Commission  
Regular Meeting of August 6, 2012  
4:00pm., Airport**

**APPROVED MINUTES**

**Present:** Chairman Carl Albrecht; Commissioners: Roger Rowlett, Art Steneri, and Harvey Kliman; Administrator Sean Graham; Treasurer Mary Ann Henderson; Mayor Margaret Miller.

**Public Present:** Scott Mills, Father's Day Fly-In Breakfast; Shannon Mantaro, Director of the PCD and Hamilton Initiative

Chairman Albrecht called the meeting to order at 4:05pm.

**Approval of Agenda:** Approved as written

**Approval of Minutes: Regular Meeting of July 5, 2012:** Several changes were requested:

1. Correct spelling of Verfiss to Verfuss in section labeled Security Substation
2. Marketing of the Airpark: in third sentence change have to has and that to who. In the fifth sentence change collateral to brochures.
3. Hangar Door: change Swische to Schweiss
4. Page 2: fourth paragraph, second sentence, change Administrator Graham stated that the apron at Mr. Rubenstein's hangar has been to allow for a better transition to Administrator Graham stated that a concrete apron will be installed at Mr. Rubenstein's hangar to allow for a better transition from apron to hangar
5. Claims: fifth sentence change Administrator Graham to Treasurer Henderson and DarcAngelo to D'Arcangelo

**Public Comment:** Scott Mills debriefed the Commission on the Fly-In Breakfast. The weather was great. The Volunteers were great. There were 887 people that were served. Several "glitches" included serving issues, barricade placement and construction, and more handicap access. Safety items have been discussed with Lew Peterson. Having a drop off point for handicap/elderly was discussed for next year. Mr. Mills stated that there are some manholes that exposed. Administrator Graham said they are like that to alert motorists not to drive over them.

**OLD BUSINESS**

**Security Substation:** Administrator Graham reported the State has received all the necessary documentation, so we are waiting to hear from them.

**Marketing of the Airpark:** Shannon Mantaro stated the PCD focusses on economic development. She believes that there needs to be some consistent, comprehensive and current brochures/handouts and an up-to-date web site for the Airpark. The Commission stated that because the FAA is involved it takes anywhere from 90 to 180 days for them to make a decision and report back to the Commission. The Trustees are looking to increase the tax base and create jobs. This is a business park not an industrial park.

**Hangar Door:** Administrator Graham stated he is having some difficulty getting a quote from a company that includes the installation price. If the quote goes over \$35,000.00, a bid spec will be required. The auditors will be consulted to research the two accounts, escrow and fund balance, and the possibility of using the money for the hangar door.

**Civil War Reenactment:** Major Jeffrey did not attend today's meeting and no action was taken on his request to use the Airpark for a possible site for a reenactment.

**Hillman Project:** No word from Mr. Hillman regarding his property at the Airpark. Administrator Graham did run into Mr. Hillman's son and asked him to have his dad call.

**Fuel Pricing:** Administrator Graham reported that Rick Bargabos discussed with him a law that was passed by the State in 2006. NYS Sales Tax is added onto fuel before the sale. We will research this to see if we are due a refund from the State or if our per gallon price can be lowered. Also, our last fuel delivery came from New Jersey and Administrator Graham stated that our branded agreement states our fuel is to come from Rensselaer and Albany. Treasurer Henderson will email John Mancini from NYCOM to get some answers. The size of the fuel tanks was discussed.

**Web Site Committee:** The Committee has met. They discussed the structure of the website. They asked Administrator Graham for information like a site plan, an estimated time line, or other documents that would be relevant.

**Brink Relocation:** Mr. Brink has expressed some interest in purchasing some property at the Airpark by the Car Wash. He has stated he will put in a purchase order to Administrator Graham.

## **NEW BUSINESS**

**Financial Report/Budget:** Treasurer Henderson distributed the Airport monthly report. Revenue is at 23%, expenses at 17%. 100LL sales are down.

**Claims:** Were reviewed by Commissioner Rowlett. More claims will be emailed to Commissioner Rowlett as they come in.

Next Meeting will be **September 10, 2012, at 4:15pm**, at the Airport.

The Commission discussed the proposed new DPW building and whether or not the Airpark or the White Property would be a suitable location to house it.

**Adjournment:** There being no other business to come before the Commission, Commissioner Steneri made a **motion** to adjourn. The **motion** was seconded by Trustee Kliman and carried. The meeting was adjourned at 5:40pm

Respectfully submitted,  
Kim Taranto