

**Village of Hamilton
Airport/Airpark Commission
4:00pm
Regular Meeting of December 2, 2010**

APPROVED MINUTES

PRESENT

Chairman Carl Albrecht; Commissioners Roger Rowlett, Anne Clauss, Harvey Kliman, Art Steneri; Director of Utilities and Public Works Sean Graham; Trustee Margaret Miller

PUBLIC PRESENT

None

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

Approval of Agenda

Agenda was approved as written.

Approval of Minutes

Chairman Albrecht requested the following changes: take out the comma in section Taxiway Project/Tie-Down Project in the 7th sentence. Under section labeled Fencing, first sentence take out the “a” and change ‘ to feet. Second sentence change will to would. Third sentence add Commissioners. Under section AirBP/Ascent, third paragraph, third sentence change pilots’ to pilots.

A **motion** was made by Commissioner Steneri to approve the **October 21, 2010**, meeting minutes as amended. The **motion** was seconded by Commissioner Clauss and carried.

Public Comment

None

Old Business

SRE Building

Director Graham reported the Mayor is planning to go to Albany to speak with the legislature regarding the SRE Building and possible funding for this project.

Security Substation

Director Graham reported the plans are still at the State for review. He does not anticipate any progress until Spring.

Taxiway Project/Tie-Down Project

Director Graham stated monies left over from the Taxiway project helped to fund the Tie-Down Project. The project is now complete and planes will be moved to the new tie-downs this weekend. The old tie-down location will house transient aircraft.

Fencing

Director Graham reported on a meeting that he, Chairman Albrecht, and Mayor McVaugh had with MJ. There is still concern with the location of the fence on the west side. MJ would like to finish the Master Plan as soon as possible. The Commission reviewed possible changes to the Master Plan. Director Graham will make the proposed changes and will forward to the Commissioners. MJ is requesting a new Environmental Assessment be completed at a cost to us of \$2,850.00. The last EA was done seven years ago.

Trustee Miller asked if Bassett Healthcare was still interested in expanding their operations. Director Graham will contact Bassett.

Commissioner Clauss wanted to know when the budget process is set to begin. Commissioner Clauss would like to invite Clerk/Treasurer Winn to a meeting to discuss budget items and what accounts they are placed in. Commissioner Clauss offered to work on the budget. Commissioner Clauss would like a copy of Director Graham's spreadsheet detailing bonds, projects, etc. Director Graham will email the spreadsheet to Commissioner Clauss.

Chairman Albrecht questioned Doug Hillman's spot at the south end. His extension is expiring. Director Graham will contact Mr. Hillman.

Way Point Aviation Lease

Chairman Albrecht requested input from the Commissioners regarding the lease agreement. Commissioner Rowlett stated the lease rent received is "budget dust" compared to the hangar rent and fuel sale revenue.

A **motion** was made by Commissioner Clauss for the Trustees to authorize the Mayor to enter into a lease with Way Point Aviation. The **motion** was seconded by Commissioner Rowlett and carried.

Commissioner Steneri requested a date stamp be placed on the final lease.

Director Graham reviewed Way Point Aviation's logistics:

- * 3 mechanics
- * 3 AMP's
- * 1 IA
- * working 7 days per week, 9am-5pm
- * possible flying school with 3 aircraft
- * interested in property for office and restaurant
- * have the ability to manage corporate hangars for tenants

Web Site

Commissioners Kliman and Rowlett and Director Graham had a discussion after the last meeting

regarding the Airport's website. Commissioner Rowlett suggests contacting Lew to have him discontinue his website and for the Airport to get its own domain name. Commissioner Kliman has offered to work on the website and try for the domain name of www.hamiltonnyairport.com

New Business

Financial Report

The Commissioners reviewed the financial statement distributed by Chairman Albrecht. Commissioner Steneri questioned the credit card fees. The report shows a net profit of \$6,825.00

Next Meeting

The next meeting of the APC will be Thursday, January 20, 2011, at 4:00pm, at the Hamilton Airport.

Adjournment

There being no further business to come before the Commission, Commissioner Clauss made a **motion** to adjourn. The **motion** was seconded by Commissioner Steneri and carried. The meeting was adjourned at 4:55pm.

Respectfully submitted,

Kim Taranto