

**Village of Hamilton  
Airport/Airpark Commission  
4pm  
Regular Meeting of July 22, 2010**

**APPROVED MINUTES**

**PRESENT:** Chairman Carl Albrecht; Commissioners Roger Rowlett, Art Steneri; Director of Utilities and Public Works Sean Graham; Clerk/Treasurer Ronda Winn

**PUBLIC PRESENT:** Lew Peterson, Valley View Aviation, Inc.

Chairman Albrecht called the meeting to order at 4:00 p.m..

**Approval of Agenda**

Approved as written.

**Approval of Minutes**

A **motion** was made by Commissioner Steneri to approve the **May 6, 2010**, meeting minutes as written. The **motion** was seconded by Commissioner Rowlett and carried.

A **motion** was made by Commissioner Steneri to approve the **June 10, 2010**, meeting minutes as written. The **motion** was seconded by Commissioner Rowlett and carried.

**Public Comment**

Lew Peterson and Director Graham reported they were in contact with a gentleman from Lake George, who owns a flight school and two helicopters, R44 & R22, is interested in building a corporate hangar. Director Graham questioned if the APC has a minimum size requirement for hangars. The APC concurred that there was no minimum size stipulation, but reserved the right to review and accept or deny application on a case by case basis. The APC agreed no subletting unless approved by the APC. The Commission referenced MJ's Airport Layout Plan, dated July 2010, area L. Any new construction must be to APC 's specifications.

Director Graham was contacted by Alliance Energy from Burbank, California. They own a Citation 10 and are interested in hangar space or constructing a hangar. Chairman Albrecht and Director Graham drafted an email with the information and forwarded to Alliance as requested.

Director Graham received a phone call from Bassett Healthcare. They plan to have a presence in Hamilton. While acknowledging their interest in the Airpark, the APC has not made any commitment to hold property.

Two quotes for a new roof at White's residence were received. Director Graham has received a \$9,003.00 quote for a metal roof. One contractor declined to bid.

## **Old Business**

### **SRE Building, Security Substation**

Director Graham reported he met with Richie Kessle, CEO of NYSPA, who stated they would fund the LEED certification portion and materials. Commissioner Steneri recommends a follow up letter by Mayor McVaugh.

Bid packages will be out soon. Eli Retezatu, from MJ, is new to the project which has resulted in a slight delay. The APC/BOT will make the final determination of contractors.

### **Taxiway Project**

Director Graham stated project came in under budget by approximately \$160,000.00. Chairman Albrecht and Director Graham are in discussions with Zach Staff, from MJ, to clarify if money can be used for tie down space. If carried over, money will probably be used by the FAA for Taxiway extension. Director Graham recommends not returning money to the FAA. He recommends using it along 14 Bay to build 12-14 tie downs.

A **motion** was made by Commissioner Steneri to direct MJ to negotiate with the FAA to establish tie downs east of the 14 Bay T Hangar. The **motion** was seconded by Commissioner Rowlett and carried.

A **motion** was made by Commissioner Rowlett to use the Entitlement Part B Allotment for the design and infrastructure of the apron. The **motion** was seconded by Commissioner Steneri and carried.

### **LPV Update**

Director Graham reported NOA published a plate. The old approach was 1103 ft, which was lowered by 900 ft. Still on line for July 29, 2010. Chairman Albrecht requested that MJ draft an article in September regarding new LPV and other current projects and upgrades. New LPV only applies to 3-5.

### **Sherry Thompson Request**

Commissioner Steneri informed the Commission of Ms. Thompson's request to move the SRE Building, due to the noise factor. There seems to be misconceptions, such as aircraft crossing public roads, that will be addressed in a soon to be scheduled meeting with Ms. Thompson.

## **New Business**

### **Financial Report**

Clerk/Treasurer Winn reported on a meeting she had with David Hale. Clerk/Treasurer Winn requested a contribution from Colgate to the Airport of \$15,000.00, which she received. Clerk/Treasurer Winn distributed the financial statements. There is a net profit of \$47,078.00 reported for June 1, 2009, through May 31, 2010. Chairman Albrecht inquired about a trend analysis. Clerk/Treasurer Winn explained the Trial Balance. She believed the retainage was posted twice and will need to discuss with the auditors. The water pipe expense will need to be posted to the Airport account. The Fund Balance minus the land sale and reimbursement from fuel farm purchase will result in a negative balance in this account. Linda Fulton from MJ has been very helpful.

**NYSDOT 5010 Inspection**

Director Graham reported on July 27, 2010, the NYSDOT will be at the Airport for their annual 5010 inspection.

**Future FAA Funding Project Request**

Director Graham requested the Commissioners take a copy of the ALP from MJ and make the desired changes for future plans and Director Graham will present to MJ.

**Snow Pusher**

Director Graham reported Randy Weaver has requested to purchase a snow pusher for the Airport. He has located a used pusher for \$2,500.00. Director Graham is requesting the Commission's approval to purchase. The new mower that was recently purchased has cut mowing time in half.

A **motion** was made by Commissioner Steneri to purchase a snow pusher, not to exceed \$2,500.00, with Airport funds. The **motion** was seconded by Commissioner Rowlett and carried.

Chairman Albrecht stated Commissioner Gustafson declined reappointment. He thanked him for his service to the Commission. Chairman Albrecht would like suggestions from the Commission on a new member.

**Next Meeting**

The next meeting of the APC will be Thursday, August 26, 2010, at 4:00pm, at the Hamilton Airport.

**Adjournment**

There being no further business to come before the Commission, Commissioner Steneri made a **motion** to adjourn. The **motion** was seconded by Commissioner Rowlett and carried. The meeting was adjourned at 5:31pm.

Respectfully submitted,

Kim Taranto