

**Village of Hamilton
Airport/Airpark Commission
Regular Meeting of July 5, 2012
4:00pm., Airport**

APPROVED MINUTES

Present: Chairman Carl Albrecht; Commissioners: Roger Rowlett, Art Steneri, Keith Watkins, and Harvey Kliman; Administrator Sean Graham; Treasurer Mary Ann Henderson; Trustee Dominick Pangallo.

Public Present: None. A gentleman from the NY 157th was scheduled to come before the Board with a proposal to use property at the Airpark for a Civil War Re-enactment and Farmers' Market in August, but was not in attendance due to illness.

Chairman Albrecht called the meeting to order at 4:07pm.

Approval of Agenda: Approved as written

Approval of Minutes: Regular Meeting of June 7, 2012: Chairman Albrecht asked that the word app be changed to application in section labeled Phase II Taxiway. A **motion** was made by Commissioner Steneri to accept the minutes as amended. The **motion** was seconded by Commissioner Rowlett and carried.

OLD BUSINESS

Security Substation: Administrator Graham talked to Bill Verfuss on 7/3/12. Final plans were missing a cage to hold "police customers." This will be fixed and Administrator Graham will meet again with Mr. Verfuss to discuss bid specs. The project has been scaled down with bid alternates available.

Marketing of the Airpark: Chairman Albrecht stated that there once was a sole realtor that did some marketing for the Airpark. There has never been a marketing budget. The PCD now has a new managing director who would like to help market the Airpark. Trustee Pangallo has been hired by the PCD and will be key in helping with this project. Trustee Pangallo stated he thinks the Airpark needs better brochures and a website linked to the Village website. A subcommittee of Harvey Kliman, Roger Rowlett, Keith Watkins and Trustee Pangallo was formed to develop such a website. Administrator Graham suggests using Kip Hicks from the IDA as a resource. Rick Bargabos, Eagle Flight School, introduced Mike Magnusson, the Economic Development Coordinator for the County, to the Commission as they walked by the meeting. The Commission stated they will be contacting Mr. Magnusson in the future for his assistance in developing the Airpark.

Hangar Door: Administrator Graham reported the hangar door is starting to show wear and will need to be replaced within the next year. Two quotes were obtained: Higher Power - \$24,670.00 and Schweiss - \$22,904.00. These quotes do not include installation or modifications. The Village crew does not have the equipment needed to install this size door. This repair was not

budgeted for. The Commission discussed the need to update the main building. Different options for getting the money for repairs were: loan through the general fund, sweep-up money, or escrow accounts. Budgeting for large annual repairs was suggested.

No word from Mr. Hillman regarding his property at the Airpark.

Chairman Albrecht will check with Joanne Borfitz at Colgate to see if the surveys have been printed.

Commissioner Steneri would like August's meeting to be at the Airport and arrange for a tour of Mr. Rubenstein's hangar. 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.

NEW BUSINESS

Financial Report/Budget: Treasurer Henderson distributed the Airport monthly report. A capital project payment of \$239,000.00 will be paid to JBS Dirt. Treasurer Henderson reported she received word from Laneware and Northland that both canceled the old website.

Claims: Were reviewed by Commissioner Kliman. He had one question regarding a McFarland Johnson invoice. Commissioner Rowlett stated he thought there was \$30-\$35,000.00 per year profit over the last few years for capital projects. Treasurer Henderson will investigate and report back to the Commission. NYS DOT called for an independent audit for the AWOS and the T-Hangar. Treasurer Henderson has put a call into D'Arcangelo to see if that was ever done. If this has not been done, it may cost approximately \$3,000.00.

Chairman Albrecht needs to contact the Trustees with his recommendations of reappointment of Harvey Kliman and Art Steneri.

Next Meeting will be **August 6, 2012, at 4:00pm**, at the Airport.

Adjournment: There being no other business to come before the Commission, Commissioner Steneri made a **motion** to adjourn. The **motion** was seconded by Chairman Albrecht and carried. The meeting was adjourned at 5:30pm

Respectfully submitted,
Kim Taranto