

**Village of Hamilton
Airport/Airpark Commission
Regular Meeting of May 15, 2014
4:00pm., Airport**

APPROVED MINUTES

Present: Chairman Carl Albrecht; Commissioners: Keith Watkins, Harvey Kliman, Art Steneri and Roger Rowlett; Village Administrator Sean Graham; Trustee Sam Cooper; MUC President John Basher; Mayor Margaret Miller; Morgan Larson, Planning Board; Trustees: Russ Lura, Jen Servedio, Debbie Kliman

Public Present: Lew Peterson; Reg Wilson, Rotary; Joanne Borfritz, Colgate; Sally Lura; Tim Birnie, Birnie Bus; Peter Darby, Town of Hamilton; David Kleps, Charles A. Gaetano Construction Corp; Rick Bargabos; Paul D’Aiuto, Birnie Bus

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

Public Comment: None

Approval of Agenda: The agenda was approved as presented.

Approval of April 10, 2014, regular meeting minutes: Changes requested:

1. Security Substation: Change Verfiss to Verfuss, change nay to any, and change last sentence to: Zach Staff stated it has been reported by the State that leftover sweep up money may be available to rebid the security substation with no local match.

A **motion** was made by Commissioner Steneri to approve the April 10, 2014 as amended. The **motion** was seconded by Commissioner Kliman and unanimously carried.

Reg Wilson-Father’s Day Fly In Breakfast: Mr. Wilson provided the Commissioners with a detailed handout of the Department of Health request, the 2014 Hangar Map (tables, cook area, beverage station layout), and the details for parking and restroom facilities for the Fly-In Breakfast on June 15, 2014. Mr. Wilson stated that this is a joint effort of the Rotary Club and Hamilton Business Alliance. This is a rain or shine event. The Commission recommended having handicap signage. Mr. Wilson stated they anticipate serving 1200 people. A **motion** was made by Commissioner Steneri to recommend to the Trustees to approve this event at the airport. The **motion** was seconded by Commissioner Kliman and unanimously carried.

OLD BUSINESS

Security Substation/Fence: Administrator Graham reported a letter was sent to Mr. Geraldo Mendoza on April 11, 2014, followed by an email today, requesting the status of funding. Mr. Mendoza has not replied to either request. Commissioner Steneri wants Senator Valesky and Congressman Magee contacted for assistance. Administrator Graham will also try to contact Scott Butler from Valesky’s office.

Airport Sign Update: The signs have been picked up. Administrator Graham will contact DPW Supervisor and Line Foreman Rhyde to have them installed.

Hillman Extension Status: No update. Chairman Albrecht will contact Mr. Hillman.

5K fun Run Update: Commissioner Kliman reported that the event was a huge success. They raised \$500.00 for the Canal Association. They had 50-60 participants. They had a dozen business sponsors. Commissioner Kliman stated that they want to have the event again next year.

Marketing Committee Update: Chairman Albrecht reported that PCD Director Shannon Mantaro is working on committee membership. Commissioner Steneri does not understand the need of a marketing committee. He feels that 1-2 people, with marketing experience, to contact the realtors. The Mayor stated that the IDA is an appropriate starting point and recommended viewing the website woodcountyaairport.us. Trustee Cooper has created a flyer about the Airpark that he would like to distribute in the Colgate Alumni packets during Alumni weekend the end of May and for further use. A motion was made by Commissioner Kliman to proceed with the Airpark flyer. The motion was seconded by Commissioner Rowlett and unanimously carried. The Commissioners will review and forward to the Trustees.

NEW BUSINESS

Financial Report: Administrator Graham distributed the financials. Revenue is at 93%, expenses at 71%.

Review of Draft Revised Airport/Airpark Charter: Trustee Cooper distributed copies of the proposed charter. The Commission will review for the next meeting.

Tee Hangar Apron Bid Results: Administrator Graham reported that the bids were opened. Low bidder was Bolland's Excavating \$660,934.03. McFarland Johnson recommends awarding the bid to Bolland's. The Villages' share is \$39,069.02, which is \$1800.00 more than budgeted. A motion was made by Commissioner Steneri to approve the added expense to be paid by the Airport and awarding the contract to Bolland's. The motion was seconded by Commissioner Rowlett and unanimously carried.

Air 99(NYS Aviation Grant Program): There is grant money available, up to \$3 million that needs to be applied for by the middle of June. There is a 10% match. Money could be spent on the Terminal or the Brink's building. The Commission discussed applying for between \$500,000-\$700,000.00. A **motion** was made by Commissioner Steneri to apply for \$500,000.00, with a 10% match, for the next budget. The **motion** was seconded by Commissioner Watkins and unanimously carried.

Birnie Bus: Mr. Tim Birnie came before the Commission because he is looking for a location for a new facility, possibly at the Airpark. He stated that he is currently partnering with Colgate for vehicle maintenance and has approached both the Town and Village to possibly work together. Mr. Birnie stated that the facility would be similar to the Rome facility. Their current facility at the McCrath building is inadequate for their needs. The proposed building would be 20,000 sq. ft. maintenance building with offices, 6-8 acres, steel pre-engineered building, would create 12 new jobs. MUC President Basher asked if the DOT consideration for exiting and entering 12B

would be an issue. Trustee Lura asked for the assessed value of the Rome facility. Off-site storage of vehicles was discussed. The Commission expressed their concern with giving so much property for a parking lot that has had a substantial amount of money spent on infrastructure. The Commission invited Mr. Birnie to return to the June 12th meeting with revised plans after information on the topography; sewer, and water, electric, natural gas is forwarded to David Kleps by Administrator Graham.

Claims: Questions: None

A **motion** was made by Commissioner Steneri to approve the claims and recommend to the Board of Trustees to pay them. The **motion** was seconded by Commissioner Rowlett and unanimously carried.

Next Meeting will be **June 12, 2014, at 4:00pm**, at the Airport.

Adjournment: There being no other business to come before the Commission, Commissioner Watkins made a **motion** to adjourn. The **motion** was seconded by Commissioner Rowlett and carried. The meeting was adjourned at 6:05pm.

Respectfully submitted,
Kim Taranto