

**Village of Hamilton
Airport/Airpark Commission
Regular Meeting of March 10, 2016
4:00pm., Airport**

APPROVED MINUTES

Present: Chairman Carl Albrecht; Commissioners: Keith Watkins and Art Steneri; Treasurer Mary Ann Henderson; Trustee Servedio; AOPA Rep Jeff Rubenstein; Village Administrator Sean Graham

Absent: Administrative Assistant Nancy Mitchell; Commissioner Rowlett; Commissioner Kliman

Public Present: Julie Rubenstein; Jim Leach, PCD President; Jennifer Marotta-Lutters, PCD Managing Director

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

Public Comment: None

Approval of Agenda: Approved as presented

Approval of February 11, 2016, regular meeting minutes: Changes requested:

1. Absent-add after "AOPA" "Rep"
2. Trail-1st sentence-delete "the" add "a", after "potential" add "expansion", delete "a" add "the", after "trail" add "system. 3rd sentence after "is" add "in", change "feeder" to "Feeder" and "trail" to "Trail", after "Airport" add "O & W Railroad Trail."
3. Airport Improvement Projects-2nd sentence add "Mitchell" after "Assistant", 4th sentence add a comma after year and delete "that", add new sentence to the end-"Add to the March agenda for action."
4. Drones-1st sentence-add "Drone" after "Colgate", 2nd sentence delete "the" add "a", after "drone" add "operator", after "tree" add "close to the terminal building", delete "the pilot" add "it", 3rd sentence after "UAS" add "operations", 4th sentence delete "a" add "the drafting of a", add 5th sentence "It will last until there is an approved policy of operation on Village property and at the Airport." 6th sentence-add "operation" after "UAS" and "&Airpark" after Airport
5. White Property-1st sentence-delete "empty" add "vacant by", last sentence-delete "airport property at once" add "Airpark properties at one time. We are waiting for information on the property release from the FAA before the Village can move forward"
6. Procurement of Static Aircraft/update-after "Trustees" add "for"
7. Security Substation-after "reported" add "interior"

A **motion** was made by Commissioner Steneri to approve the February 11, 2016 minutes as amended. The **motion** was seconded by Commissioner Watkins and unanimously carried.

NEW BUSINESS

OLD BUSINESS

T-Hangar Construction: There is \$83,000.00 (local share) in the budget, but because of the deficit in the 2016-2017 budget it is unclear if this money will remain during the budget process.

Drones: The Board of Trustees passed a moratorium on UAS at the February 2016 meeting. Commissioner Steneri made several suggestions to the draft policy Administrative Assistant Mitchell emailed to the Commissioners. They included: dating the application, using date of birth instead of age,

using manufacturer, using UAS instead of UAV for consistency, having the three different types of UAS the same on the registration form as is in the policy. No action was taken.

White Property: The White property is now vacant.

Hangar Rents: Tabled.

Display Aircraft Update: Chairman Albrecht wants a letter stating : “this is a revised version of the attachment you may have received in February 2016” sent out to LT GEN John Hudson USAF (Ret.) and Captain Sterling Gilliam USN (Retired).

Security Substation: Working on connecting communications to the facility.

Marketing/PCD/Trails: Ms. Lutters reported on the Airpark Study Grant. There was a mix up at the State, they misplaced our application, it has been recovered, but this will cause a delay in the RFP’s going out. Once the RFP is issued, it will be forwarded to the Commission. Ms. Lutters explained the PCD is working on update/improving the trail and is acting for advice regarding the part of the trail that goes through the Airpark. They are thinking of putting stone down and some screening. Administrator Graham asked who would maintain trail and where the funds will come from. Ms. Lutters explained the goal is to have less maintenance for the DPW than they spend now on the trails. There is grant money that may be available.

Rolling Upland Wind Farm: Rumors are circulating that some activity has started up again. Commissioner Steneri contacted Pam Fuller for information but she did not have any specifics. Commissioner Steneri called the PSC who referred him to the DEC.

Financial Report/Budget: Treasurer Henderson distributed the financials. Revenue is at 38%, expenses at 60%.

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 Watkins and unanimously carried.

Next Meeting will be **April 14, 2016, 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 Commissioner Watkins and carried. The meeting was adjourned at 5:01pm.

Respectfully submitted,
Kim Taranto