

**Village of Hamilton
Airport/Airpark Commission**

Regular Meeting of June 25, 2008

APPROVED MINUTES

PRESENT: Chairman Carl Albrecht; Commissioners Roger Rowlett, Rob Gustafson, Art Steneri, Anne Clauss

PUBLIC PRESENT: Louis Petersen (Valley View Aviation), Carol Petersen

The meeting was called to order by Chairman Albrecht at 4:10 p.m.

APPROVAL of MINUTES

Regular Meeting of May 22, 2008 – Approval of the minutes was postponed until the July meeting.

OLD BUSINESS

Metro Air Proposal – Bill Rayhill will come before the Commission to discuss a potential lease of land to build a helicopter hangar.

Police Building – No elevations are available yet.

Airport Sign – There were two comments on the latest design. Commissioner Rowlett wanted it to be two-sided and a shared cost with hangar occupants. “Home of Colgate University” should be removed and the font size of “Village of Hamilton” should be increased. Director Graham will email the latest version to the Commissioners, and will send a check to David Grace for one half of the cost, after everyone has approved. He noted that it will take about 30 days after the sign is completed to install it.

NEW BUSINESS

HBA – Chairman Albrecht reported that he had been approached by the president of the HBA, who conveyed concerns from member businesses about the move of the police to the airport/airpark and that it appears as if the Trustees had never actually approved the relocation of the police building. The new building has been termed a “substation,” but this term has never been defined. Trustee Albrecht has agreed to explain the rationale to the HBA. Commissioner Clauss inquired whether the APC should propose that the BOT formally approve the relocation. Chairman Albrecht replied that this will be done once the plans are finalized. Commissioner Clauss expressed that there also may be concern about the work force and the business brought to downtown. DPW Director Graham added that there are concerns that the police will “never be in the Village.”

Airport/Airpark Master Plan – Chairman Albrecht is putting together a small group to meet about three times during the development of the master plan to review all aspects. The group will include the mayor, community representatives, and some APC commissioners. All suggestions are welcome. MacFarland-Johnson will do a presentation at some point to the Commission. Chairman Albrecht had a general discussion with MacFarland-Johnson concerning the continuance of using their services and invited them to give a briefing to the APC at its July meeting about their consulting expertise. Director Graham noted that other consultants are also interested, and that the MacFarland-Johnson contract runs out later this year.

New Airport Designator – Director Graham reported that MacFarland-Johnson is considering changing the designator from H30 to possibly VOH, but there is some dispute with the FAA. Mr. Petersen noted that it will change again when the GPS approach is installed. Director Graham indicated he is discussing this issue with Syracuse air traffic control.

Airport Concession Stand – Chairman Albrecht sent an email to the commissioners on this topic. Mr. Petersen thinks it is a good idea, as there is significant public interest and presence at the airport, all of whom would use it.

Public Relations – Chairman Albrecht reported that during the recent Village elections, he learned that many people are generally aware that the airport is doing better, but there are still many people who continue to wonder why the Village is running an airport. He suggested that perhaps better public relations would be beneficial. Commissioner Gustafson suggested a periodic blurb be included in the MUC bill. Commissioner Clauss suggested using Radio Free Hamilton as a communications tool. Commissioner Rowlett noted that the AOPA is a good source of general PR language, and that the bottom line is that the Airport/Airpark is a financial gain for the Village. Director Graham reminded the Commissioners that Charlie Getchonis had tried to sell the airport, but the FAA wouldn't allow it without extracting significant sums of money from the Village. The Village purchased it at a greatly reduced price, and in doing so, avoided suburban blight and strip mall development.

NEXT MEETING DATE

The next meeting was scheduled for Tuesday, July 22, 2008, at 4:00 pm at the Airport Office.

ANNUAL PILOTS MEETING

The Commissioners moved into the south corporate hangar for the annual pilots meeting at 5:00 p.m.

Chairman Albrecht welcomed Sue McVaugh, Trustee Margaret Miller, and about 22 pilots to the annual pilots meeting, and then introduced the airport/airpark

commissioners. He gave a brief overview of the airport management organization, noting that Valley View Aviation provides the necessary services and the Village of Hamilton retains management responsibility with key management functions performed by the Commission. Director Graham gave a report on airport improvements, what has been accomplished in the past year, and what is currently being planned. Chairman Albrecht gave a brief report on the financial status of the airport/airpark, noting that in the last three months three properties at the airpark had closed. The airport is no longer a drain on Village taxpayers, and now has a positive cash flow. Fuel pricing is competitive, and there are no handling fees. He noted that taxpayers are very interested in the airport, and their attitude is generally positive. Colgate is a big user, with 70% of get traffic being Colgate-related. Chairman Albrecht noted that Colgate contributes funds to the airport operations. He advised that the Commission meets monthly and that all meetings are open to the public and pilots, and that input from pilots is welcome and valuable to the Commissioners. He also noted that the Commission has allowed other functions into the Airport/Airpark, such as Blue Sky Adventures and the gliders, but only after careful consideration. He also announced that a portable concession stand hosted by the Colgate Inn will begin on June 28th.

Chairman Albrecht stated that the latest version of the new lease agreements is being reviewed by attorney Jim Stokes, and that there has been favorable feedback from the pilots so far.

Director Graham announced that the airport designator will be changed, as no numbers are allowed because of AWAS.

The Airport Master Plan is being revised, and Roger Rowlett will represent pilots on the committee.

Director Graham reported that a partial parallel taxiway is being designed, but it may not ultimately be built.

Director Graham reported that DOT grant applications have been submitted for perimeter fencing, rehabilitation of the main hangar, the DPW maintenance building, and the snow removal equipment building, noting that all these needs could be best addressed under one umbrella. He noted also that the security grant for the police substation has been received, and the project is in the design phase now, with completion expected by Spring 2009.

The new hangar is up, but there is no electricity yet. This was paid for with grant money. Director Graham noted that the Commission is always looking for more grant money to cover additional needs and projects.

Director Graham reported that the airport has become a Category 3 airport, up from a Category 2 security, and that pilots are responsible for securing both their planes and the hangars. He advised that both the FAA and DHS do spontaneous inspections, and that the fire extinguishers get tested annually.

Director Graham and Chairman Albrecht then opened the meeting to questions.

Louis Petersen asked about a log book, and Director Graham responded that he will be providing one.

_____ asked if tie-down planes needed locks, and Director Graham responded that only doors and ignition need to be locked on the planes. Mr. Petersen noted that other airports charge for a prop lock.

Greg Hollis asked about when the identifier will change, and Director Graham responded that it will change when the new AFD comes out, and the new identifier will be VGC. Mr. Hollis also asked whether the perimeter security fence could be anti-deer, as he flies at night frequently. He also asked if the lights on the ramp were working now, and Director Graham replied that the security grant will allow for the installation of more lights.

Andy Soebel (Hangar 4) had several observations/issues about the new lease agreement:

- It is written to support the APC, not the pilots
- Storage in hangars of other than aircraft (he stores his 1957 T-Bird)
- Termination clause – no recourse to lessee if APC gives 30-days notice; would like a due process clause
- Fees to be paid on the 1st; would like a grace period
- Maintenance – written prior permission required now – feels this is too strict.

Director Graham responded to each of these concerns:

- APC wants planes to be used and hangared primarily (not other vehicles)
- Lease agreement is still being reviewed by the Village attorney; termination language would probably only apply if there was a breach of contract
- Village attorney is reviewing the fee payment schedule and requirements.
- Regarding maintenance, if pilots want someone else to work on their aircraft in the hangar, they must provide insurance, qualifications, etc.

Pilot Greg Hollis stated at this point that storage of a private car or anything other than a plane in a hangar is against FAA rules.

Chairman Albrecht and Director Graham agreed to verify this regulation and convey their findings to the Commission for discussion.

Director Graham also advised that the Commission is trying to make the perimeter fencing easy to live with, and are considering a locking system rather than a card entry system.

Don Boardmen (glider club) stated that he is very pleased with Louis Petersen and the way that things are run in general at the Hamilton airport. He noted that other airports he is familiar with allow storage of motor homes, RVs, boats, etc. in hangars.

Brett Moore asked about hangar spaces, and Director Graham responded that all are full now, with a wait list of about 25. He also noted that if the Commission could build more, it would, but hangars are very expensive to build.

ADJOURNMENT

With no further business to come before the Commission, and with the question and answer period at the Annual Pilots Meeting having come to an end, Commissioner Gustafson made a motion to adjourn the meeting. The meeting was seconded by Commissioner Rowlett, and carried. The meeting was adjourned at 5:45 pm.

Respectfully submitted,

Chris Hoffman