

**Village of Hamilton  
Airport/Airpark Commission**

**Regular Meeting of June 25, 2009**

**APPROVED MINUTES**

**PRESENT:** Chairman Carl Albrecht; Commissioners Art Steneri, Roger Rowlett, and Rob Gustafson; Director of Utilities and Public Works Sean Graham

**PUBLIC PRESENT:** Bill Verfuss, MacFarland-Johnson; Bill Parry

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

**Old Business**

**Master Plan/Business Interviews** – Interviews are underway and everything is on track.

**Father's Day Fly-In and Pancake Breakfast** – Chairman Albrecht reported that more than 900 people attended, and the feedback has been very positive on this event. Ben Eberhardt will provide a "lessons learned" memorandum, and would like to make this an annual event.

**New Business**

**Financial Report** – The latest report, as of May 31, 2009, was distributed and reviewed, showing a net profit of \$63,669.

**Annual Pilots Meeting** – Chairman Albrecht will draft an agenda.

**Proposed Car Wash at the Airpark** – Chairman Albrecht reported that Bill Parry had brought this issue before the Planning Board, where the following issues were discussed: preferred uses of the Airpark properties; an applicant's business plan must show the creation of jobs; FAA regulations; real estate transactions involving Airpark properties typically take longer because the FAA is involved and MacFarland-Johnson has to put an FAA package together for every sale; the APC must make a recommendation to the Board of Trustees. A car wash is not currently included as a "preferred use," but that does not mean it could not be approved. Director Graham agreed to schedule a meeting with the Planning Board, MacFarland-Johnson, Chairman Albrecht, and Mr. Parry to discuss the sale contract and purchase offer process and requirements.

Mr. Parry summarized his plans for a car wash and a state-of-the-art "dog wash," which, if approved, would be the only one in addition to the one in Oriskany. He would use part of the lot across from Vantine's, and it would be similar to the one in Norwich. He would utilize water reclamation technology. The building would be constructed of concrete blocks and would include two vacuuming stations, as well as vending machines for supplies. He would contract with a car wash maintenance firm, and would hire two part-time employees. He estimates that water use would be about 1 million gallons annually. Director Graham noted that a prior determination by the FAA states that this lot is not suitable for aviation use. Commissioner Rowlett asked if a business

were located on this corner, how would it affect the other lots. Director Graham stated that it is possible to adjust lot lines according to a buyer's needs.

Commissioner Steneri made a motion to authorize Chairman Albrecht to make a recommendation to the Board of Trustees that Mr. Parry's proposal be approved and that he may be permitted to proceed with the project. The motion was seconded by Commissioner Gustafson and carried unanimously. Chairman Albrecht will report to the Planning Board and will add this to the agenda for the Trustees' meeting on July 14. Chairman Albrecht will give the lot appraisal to Mr. Parry.

**Wild Life Survey** – Director Graham shared an email from the DOT Aviation Bureau advising airport owners and managers of free wildlife hazard site visits, and advised that the Village should consider taking advantage of this offer.

**Parallel Taxiway Project** – Bill Verfuss of MacFarland-Johnson reported that the project is currently out to bid, with funding still undecided. It could be completed in separate sections, depending on the funding. Discussion followed concerning LED lights, the transformer, quartz lights, a new regulator, etc. The Commissioners agreed that LED lights were preferable. Director Graham stated that NYPA is looking for a green project, and suggested that solar panels could be put on the T-hangars.

**Fence Project** – Director Graham stated that the current drawings are too institutional in appearance, and the Village wants more flexibility, a softer appearance, and plowing considerations taken into account. Mr. Verfuss stated that the bid on this project would not go out until the security substation is completed, and noted that any of the details can be changed. Mr. Verfuss also informed the Commission that the DOT will be coming out with another round of Bond Act money.

**Security Substation** – Mr. Verfuss reported that current estimates reflect a need for an additional \$200,000, but real numbers won't be known until the project is actually bid. He is still waiting for DOT sign-off. He will send the water and electric plans to Director Graham for review. Director Graham noted that completing the taxiway first will solve all the safety issues.

**Next Meeting** – Thursday, July 23, 2009, at the Airport Office, followed by the Annual Pilots Meeting.

### **Adjournment**

There being no further business to come before the Commission, Commissioner Gustafson made a motion to adjourn. The motion was seconded by Commissioner Rowlett and carried. The meeting was adjourned at 5:30 pm.

Respectfully submitted,

Chris Hoffman