

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **AIRPORT**

DATE: September 25, 2006

Committee Members Present:

Supervisors Tessier
Stec
O'Connor
Haskell
Mason
Girard

Vacant: Town of Queensbury

Others Present:

Marshall Stevens, Airport Manager
William Lamy, DPW Superintendent
Kim Lussier, Empire East Aviation
Representing TD Bancnorth:
Renee Baker
Robert Boothby
Chris Rachmyre, Queensbury Hotel
Graham Smith, American Yankee Association
Paul Dusek, County Attorney
William H. Thomas, Chairman
Joan Parsons, Commissioner of Administrative &
Fiscal Services
Joan Sady, Clerk of the Board
Nicholas Caimano, Budget Officer
Supervisor Kenny
Supervisor F. Thomas
Supervisor Geraghty
Supervisor Sheehan
David Strainer, Town of Queensbury
Debra L. Schreiber, Legislative Office Specialist

Mr. Tessier called the meeting to order at 10:45 p.m.

Motion was made by Mr. O'Connor, seconded by Mr. Mason, and carried unanimously to approve the minutes of the August 17, 2006 committee meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Marshall Stevens, Airport Manager, who distributed copies of his Agenda, to the committee members, and a copy of same is on file with the minutes.

Messrs. Stec, Geraghty, Haskell, F. Thomas and Sheehan entered the meeting at 10:46 a.m.

Mr. Stevens updated the committee on the Balloon Festival held over the past weekend. Due to inclement weather, he said the Saturday morning and both Sunday lift offs were canceled.

Mr. Stevens apprised the committee a gentleman by the name of Alan Lanfear who was involved in the construction of the original airport in 1942 recently visited the airport. Mr. Lanfear donated some black and white photographs along with the names of the people involved in the construction and Mr. Stevens remarked he would like to display these photographs somewhere inside the terminal.

Commencing with the first item on the agenda, Mr. Stevens commented he had not received a reply from Mr. Powers relative to the sale of his parcel; however, Mr. Powers had been busy tidying up the property.

Mr. Stevens apprised the Chartrand easement, Item 2, had been referred to the County Attorney and was awaiting for their response.

Continuing on with the third item, Security Camera Reimbursement, Mr. Stevens advised he had been notified by the Sheriff's Department the application for grant funds totaling \$19,000 for cameras and recording devices had been submitted.

Mr. Stevens reminded the committee they authorized a public hearing on a lease for two additional hangars at the October 13, 2006 Board Meeting. In the past, he said, Warren County required Mr. Schermerhorn to perform all environmental work related to the construction of the hangars. Mr. Stevens commented he anticipated one hangar impacting some of the wetlands regulated by the Corps of engineers only; therefore, he stated it would make better sense for the County to apply for the necessary permits should they decide to build additional hangars long-term. Prior to the County entering into any lease agreement with Mr. Schermerhorn, the issue of wetlands must be resolved, apprised Mr. Dusek. He explained the committee must decide whether the County should go through the permit process to allow for additional improvements or would they rather have Mr. Schermerhorn apply for the necessary building permits for the two hangars, which could potentially preclude the County from further "build out." Mr. Mason queried whether it was possible to charge the engineering fee back to Mr. Schermerhorn and Mr. Stevens responded it was a possibility. Mr. Tessier recommended Mr. Stevens obtain a cost estimate for engineering fees and report back at next month's meeting.

Referring to Item 5 on the agenda, Mr. Stevens said it was his recollection they discussed changing a door on the terminal building to a magnetic lock that would be associated with the gate control system. Unfortunately, this change did not qualify under the security grant and, he stated, he had not had a chance to obtain additional cost estimates.

With respect to the Runway 1 Safety Area Grant, Item 6, Mr. Stevens indicated they received the grant from the Federal Aviation Administration (FAA); however, a portion of the local funds were residual funds in a prior FAA grant that had been closed. While the grant was closed approximately a year ago, he reported they had not received the final reimbursement paperwork from the FAA but acknowledged there was additional paperwork to be forwarded to the FAA. He said he anticipated utilizing the balance of funds from the airport reserve and closed projects to fund the local share which amounted to approximately \$60,000. Mr. Stevens stated he would like the permission of the committee to continue to proceed in this direction and bring the matter before the Finance Committee.

At the request of the County Attorney as well as the Insurance Committee, Mr. Stevens explained he reviewed the current insurance binder to determine the types of events that were covered and discovered the County was precluded from hosting air meets and competitions. In addition, he reported many of the local airports do not insure special events unless they sponsored the event. At the recent glider competition, he commented the County required the gliders provide insurance for the aircraft as well as naming the County an additional insured. While the County had its own policy that included event and individual insurance, Mr. Dusek expounded it was precluded from hosting competitive events. Therefore, he said the committee must decide whether the County would like to host future competitive events and the type of insurance they should carry. Mr. Mason stated if Mr. Stevens and Mr. Dusek felt the event coordinator provided sufficient insurance, then Warren County should continue to host competitive events. Mr. Dusek responded on two prior

occasions when the County was named an additional insured, the County had to pay the cost of defending the indemnification. Mr. Tessier queried whether a comparison had been made between the past and present insurance policies and Mr. Dusek responded the policies were exactly the same. Renee Baker, of Bancnorth, added the only change was the name of the broker, all other policy information remained the same. Mr. Haskell commented he was in favor of competitive events at the airport.

Mr. W. Thomas entered the meeting at 11:00 a.m.

Regarding Item 8, Mr. Stevens reminded the committee there had been prior discussions relative to the condition and use of the old maintenance hangar. The building could not be removed due to the airport utilities that currently run through that area, he noted. Mr. Stevens stated there were currently two requests for that building: 1) utilize the building in its current condition to restore aircraft or 2) demolish the old and construct a new hangar in its place. Upon the relocation of Empire East and their aircraft maintenance operations, Mr. Stevens recommended utilizing the building for storage purposes. In response to Mr. Haskell's inquiry, Mr. Stevens estimated the building would be removed sometime in 2008. Mr. Tessier concurred with the members of the committee relative to leasing the building to someone within the "aircraft related industry"; however, he informed them some necessary improvements were needed first.

Commencing with new business, Item 9, Mr. Stevens stated the Capital Project for the Runway 12-30 Rehabilitation and Safety Area had been established at the August meeting. He said he requested a new contract with C&S Engineers, Inc. (who had been selected under their current consulting agreement for FAA funded projects) for a design services agreement for the Runway 12-30 reconstruction and safety area. He added an independent fee estimate had been performed from Stantec Consulting Services, Inc. and they found the fee to be reasonable.

Motion was made by Mr. Stec and seconded by Mr. Mason authorizing a new contract with C & S Engineers, Inc. for a design services agreement for Runway 12-30 reconstruction and safety area in an amount not to exceed \$173,050.

In response to an inquiry by Mr. Haskell, Mr. Stevens stated the project was 95% FAA grant, 2 ½% New York State (NYS) and 2 ½% County funded.

After discussion, Mr. Tessier called the question and the motion was carried unanimously approving the request as outlined above and the necessary resolution was authorized for the October Board Meeting. A copy of the resolution request form is on file with the minutes.

Referring to Item 10, Mr. Stevens apprised of another ongoing project was the construction of the new snow removal equipment building located on the Fisher parcel replacing the current Warren County garage at the airport. He said he previously provided the design agreement and, therefore, only included the fee estimate with the agenda. This project was 95% FAA federally funded, 2 ½% New York State (NYS) and 2 ½% County and the necessary funds were in the Capital Project, commented Mr. Stevens. In addition, he stated an independent fee estimate had been performed by C&S Engineers, Inc. with Stantec Consulting Services, Inc. providing the design work.

Motion was made by Mr. Mason, seconded by Mr. Girard and carried unanimously authorizing a new contract with Stantec Consulting Services, Inc. and the necessary resolution was authorized for the October Board Meeting. A copy of the resolution request form is on file with the minutes.

Mr. Stevens advised the Experimental Aircraft Association (EAA) did not have a fly-in this year due to a decrease in membership. However, the EAA had asked Mr. Stevens to schedule a Young Eagles Day on October 14, 2006 in which they offer free flights to young people in the area to spark an interest in aviation.

Turning to Item 12 of the agenda, Mr. Stevens stated he had been invited to attend the National Airports Conference from October 14-18, 2006 in New Orleans, Louisiana and requested the County pay the registration fee and one-half of the hotel expense.

Motion was made by Mr. Girard and seconded by Mr. Stec approving the request for out-of-state travel as outlined above.

Mr. Haskell inquired about the amount of the County share and Mr. Tessier replied Mr. Stevens only needed committee approval as the funds were in the Airport Budget.

After discussion, Mr. Tessier called the question and the motion was carried unanimously approving the request as outlined above and the necessary resolution was authorized for the October Board Meeting. A copy of the resolution request form is on file with the minutes.

With respect to the last item on the agenda, Mr. Stevens explained the American Yankee Association would like to host their national conference in Warren County in June of 2007. He said the Floyd D. Bennett Memorial Airport would be the host airport and the Queensbury Hotel would be the primary hotel for the association. Graham Smith, Conference Chairman, for the American Yankee Association, was in attendance to answer any questions from committee members. He noted he attached some slides to the agenda on the history of American Yankee Association and what they offered. Mr. Stevens summarized some of the activities that would be performed during the conference, such as spot landing, flour bombing, precision taxiing, formation flying and an air race. Recently there was an incident at the airport and after speaking with the FAA many times (despite what was written in the newspaper), he said their comment was the incident was not well managed. Mr. Smith commented unlike glider pilots, they did not land in opposite directions. He noted they had provided a copy of the insurance binder with coverage up to \$2 million and each individual pilot usually carried the standard insurance of \$1 million. Mr. Haskell said this conference might meet the guidelines to receive occupancy tax funding with an anticipated 900 rooms, airport fuel and restaurant business. Mr. Tessier informed Mr. Smith their organization must submit their application for promotional funding on or before December 1st.

Mr. Mason commended Mr. Stevens on how he handled the recent incident at the airport during the glider competition.

There being no further business to come before the committee, on a motion by Mr. Haskell and seconded by Mr. Stec, Mr. Tessier adjourned the meeting at 11:15 a.m.

Respectfully submitted,

Debra L. Schreiber
Legislative Office Specialist