

Buildings and Grounds Committee Minutes
December 12, 2011 – 3:00 p.m.

Present: Chairman Rowland; Supervisors Hargrave, Jenkins, M. Johnson, Raymond, Thompson, Wright, Southworth, Kinowski, and Sausville; Ryan Moore, Mgmt. Analyst; J. Ritchey, Tom Speziale, Public Works; Jason Kemper, Planning; Steve Dorsey, Attorney; Mike Mahoney, Tim Hanke, Chris Ryan, George Hanke, Adirondack Soaring; Michael Churchill, McFarland-Johnson; Cindy Benson, Jim Morzillo, Mike McCarrey, Saratoga Soaring; Press.

Chairman Rowland called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Hargrave, seconded by Mr. Thompson the minutes of the November 1, 2011 meeting were approved unanimously.

Mr. Kemper requested a resolution authorizing a sewer lateral easement on the Zim Smith Trail, 1200 ft. south of Zepco Lane in the Town of Ballston. There will be two easements; one is a temporary work easement for developer Rossi to do work within the county right of way. Once the sewer line is in and accepted, this will be an easement to Saratoga County once the sewer laterals are accepted.

Mr. Kemper said there was an estimate prepared for full restoration of the 1200ft. Trail, and Mr. Rossi would provide a letter of credit prior to any work in the event there was any damage to the trail. The towns have approved and Mr. Rossi has IDA funding to construct the sewer.

A motion was made by Mrs. Johnson, seconded by Ms. Raymond to approve authorizing a sewer lateral easement on the Zim Smith Trail, 1200ft. South of Zepko Lane in the Town of Ballston. Unanimous.

Mr. Churchhill gave a brief update on what has been accomplished since the October Buildings and Grounds committee as follows:

- Revisions to rules and regulations based on meeting with DPW, Attorney
- A draft has been sent to the FAA for review and comment
- Several conference calls have taken place with FAA personnel
- Review meeting with DPW, Attorney to discuss FAA comments
- Draft final report completed, which was emailed to all supervisors for their review

The following are significant items that were addressed in the Draft Rules and Regulations:

- Coordination of events – all events or activities require notification of FBO

- Access control – participants in events or activities are to park in designated areas, and only authorized vehicles associated with the activity are permitted beyond these areas.
- FAA explicitly prohibits staging, assembly and disassembly adjacent to runways
- Coordination between Glider Clubs – should more than one glider club be operating at the same time, they are required to operate on the same runway.
- Radio Communication – all events or activities shall have a designated event coordinator who will coordinate with FBO, and have constant radio communication via UNICOM
- Glider Patterns – a right hand traffic pattern will be established to segregate glider and powered aircraft operations to the extent possible.

Ms. Raymond asked if the rules are adopted, is the county going to be responsible for designating an events coordinator or is it the person who is having the event? Mr. Churchill said it would be the person having the event, specifically the person who is requesting the event.

Ms. Raymond asked if the county was going to designate someone from county staff as a point person. If they have to write a letter and ask for permission to have an event, do they write to the County Attorney, Commissioner of Public Works or the Chairman of the Board? Who is going to be the coordinator on the county side?

Mr. Rowland said the initial concept was that it was going to go through the FBO and then to Public Works.

Ms. Raymond said with regard to event coordination, it should be decided how much in advance someone needs to make a request for an event.

Mr. Kinowski asked if there would be signage to direct people to all the different areas. Mr. Rowland said they have discussed this with Mr. Ritchey and one of the problems is getting the traffic through the maze of buildings and roadways. Mr. Ritchey has assured us that he can provide signage that will get people in the right areas where they need to be.

Mr. Rowland said there is a provision in the rules that will give vehicles that are authorized to be on the runway. The vehicles will be required to have lights and radios, which is designated by the FAA.

Mr. Churchill said there would be another TAC meeting to hear other ideas on how things can be made better.

Mrs. Johnson asked if there was a December deadline. Mr. Rowland said, no, this is the first completion of rounds of the draft rules. There will be a Public Hearing to adopt the rules. Glider activity is not on the airport at this point, but there will be activity beginning in March.

Mr. Churchill said with the committee's approval, he would like to forward a copy of the draft comments to the TAC committee for their review. He said there is a tentative meeting set for January 19, 2012 to convene a TAC meeting to receive comments on the draft rules and regulations. With this schedule, we would then finalize the rules and regulations and present them to the Buildings and Grounds Committee for review. Mr. Churchill said he would like to have the process in place by Spring.

Ms. Raymond asked who is represented on the TAC committee? Mr. Churchill said, a representative from the Glider Club, DEC, Fish and Wildlife, County and FBO.

Ms. Benson, said she would hope that the committee would take some input from those who follow the rules and have a sense of what is going on and use their experience instead of not including them because a lot of what is being suggested does not make much sense in some ways.

Mr. Rowland said each of the glider clubs had input at the first TAC meeting along with the County Attorney, Director of Public Works, Public Works Chairman, and Mr. Churchill. All players have been included in the process and will continue to be.

Ms. Raymond suggested that it might be in the best interest of the Glider Clubs to have a membership meeting to get the information to the person that is going to be at the TAC meeting.

A motion was made by Mr. Raymond, seconded by Mr. Hargrave to forward the Rules and Regulations as presented on to the TAC Committee for their input and establish the next meeting for January 19, 2012 with each group represented as prior. Unanimous.

Mr. Rowland said at the last Buildings and Grounds Committee there was a lot of comment on what the area that Saratoga Soaring had in their lease and how it was designated. In going back to the minutes of the meeting it was determined that the area that is leased by Saratoga Soaring is leased on the square footage of the land surface area, not on the building. The intent has been to make the leases, for the most part, be very similar and in the same time frame, so when negotiations take place they are accomplished easily.

Mr. Dorsey said that at an earlier meeting there was a question raised as to why airport leases were not limited to a term of five years. With respect to airport property that is owned by municipalities, the general municipal law allows leases up to forty years provided there is a public hearing before adopting the lease.

Mr. Dorsey said a proposal is being made for a lease that would commence February 1, 2012. The reason for this is that the FAA has to approve the proposed lease area before a lease can be adopted and agreed upon. A request was made to the FAA to approve a leased area adjacent to a spot that Saratoga Soaring is leasing. It is estimated that it will be 60 days before the FAA will respond to the request for approval. The term on the

lease will expire December 31, 2027, which is the same expiration date as the expiration of the Saratoga Soaring lease, so it would be a total of 15 years and 11 months. The rent would be the same as what is being charged Saratoga Soaring for next year. Their base rate for next year is going to be \$3,017.33, which would be pro-rated for eleven months or the actual number of months that the lease is in effect for 2012. There is a provision in the Saratoga Soaring lease for escalation or adjustments to the rent and there would be the same provisions in the Adirondack Soaring Lease. The rent would be subject to a manual adjustment based on the previous years rent increase based on the percentage change in the consumer price index for the year ending June 1st of the previous year, the same as the Saratoga Soaring lease. The rent would be based on the square footage of the total parcel leased and not on the building as constructed. Other key terms of the lease would be that at the end of the lease terms Adirondack Soaring would need to remove any buildings and facilities constructed on the leased premises at the expiration of the term and restore the area to its same condition prior to construction of buildings and facilities. These are the same terms as found in the Saratoga Soaring lease.

Adirondack Soaring requested a renewal period as they are looking to obtain money to construct their building and they really need a lease term of 20 years in order to obtain the funding. Mr. Dorsey said a provision has been added that it would be subject to renewal of an additional five-year period upon mutual agreement of the parties.

Mr. Dorsey requested approval of a Public Hearing date of January 11, 2012 at 4:50p.m.

A motion was made by Mr. Hargrave, seconded by Mrs. Johnson to approve a Public Hearing to be held on January 11, 2012 at 4:50 p.m. in the Supervisors Board Room. Mr. Thompson was opposed. Motion passed.

Mr. Rowland introduced and welcomed Mr. McDonald, from North American Flight Services who has taken the position of manager at the Saratoga County Airport. Mr. McDonald has a pilot's background and has been highly recommended by North American.

Mr. McDonald said he is a retired Army Helicopter pilot and for the last twelve years has been running a charter company out of Plattsburgh, New York with corporate jets.

Respectfully submitted,
Chris Sansom