

**COUNTY FACILITIES COMMITTEE MEETING**  
**AIRPORT AGENDA**  
**May 24, 2023**

Committee Members: BRUNO, Magowan, Diamond, Geraci, Strough, Conover and Thomas

**I. Committee Meeting Call to Order by Chair**

**II. Approval of Minutes of Prior Committee Meeting**

**III. Privilege of the floor and public comment**

**IV. Action Agenda/New Business Items:**

1. Request: – Miscellaneous – Fly-in  
Rationale: – Young Eagles Fly-In Event on June 17<sup>th</sup>
2. Request: – Miscellaneous  
Rationale: – To amend 695 of 2022 (amend the MOU) for the airport dolly purchase
3. Request: – Miscellaneous  
Rationale: – To amend 693 of 2022 to increase amount for grant application from \$250,000 to \$271,000

**V. Discussion Items**

1. FAA Annual Part 139 Inspection May 3<sup>rd</sup> -May 5<sup>th</sup> 2023

**VI. Referrals/Pending Items**

1. The consensus of the Committee was for the Superintendent of Public Works to bring exact overtime figures for the Adirondack Balloon Festival to the next Committee meeting, along with overtime figures for the Sheriff's Office, as well. (10.25.22) Update: The consensus of the Committee was to retain this matter as a pending item to continue discussions regarding donations for the Balloon Festival events at future meetings. (11.22.22). Update: It was noted the County would apply for Occupancy Tax funds to cover over-time costs. (02.23.22)

**VII. Privilege of the floor and public comment**

**VIII. Motion to Adjourn**

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**Attachments**

1. Resolution Request No. 20 – Miscellaneous
2. Resolution Request No. 20 – Miscellaneous
3. Resolution Request No. 20 – Miscellaneous

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: County Facilities - Airport**

**DATE: 5/24/2023**

- (a) Purpose of Request: **To authorize an agreement/s with "EAA Chapter 353" to the use of the Floyd Bennett Memorial Airport for a Young Eagles - Fly In event scheduled on June 17<sup>th</sup> 2023**
- (b) Details: **The agreement shall be for a scheduled Young Eagles Fly-In event to occur on June 17<sup>th</sup> 2023.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **N/A**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: County Facilities - Airport**

**DATE: 5/24/2023**

- (a) Purpose of Request: **Amend Resolution 695 of 2022**
- (b) Details: **Warren County was to have a Memorandum of Understanding (MOU) with Saratoga County and Schermerhorn Aviation for the purchase of a equipment recovery dolly (Iron Tire 20k). North American Flight Services (FBO for Saratoga County) have withdrawn participation. The MOU will now be between Warren County and Schermerhorn Aviation. Warren County's portion of the cost will remain unchanged. Schermerhorn Aviation will assume full responsibility of amount previously designated for North American Flight Services.**
- (c) Previous Resolution Number: **695 of 2022**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A600.01 - Estimated Accounts Payable - \$2,216.38**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: County Facilities - Airport**

**DATE: 5/24/2023**

- (a) Purpose of Request: **Amend Resolution 693 of 2022**
- (b) Details: **Amending Resolution 693 of 2022 to increase total amount authorized for the grant application to the Federal Aviation Administration/New York State Department of Transportation for the 4 Box PAPI Runway 1-19 Replacement Project (Design and Construct) from \$250,000 to \$271,000**
- (c) Previous Resolution Number: **693 of 2022**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **TBD (90% \$243,900 FAA 5% State 5% \$13,550 local A9950.910 \$13,550)**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Eastern Region, Airports Division

1 Aviation Plaza, Room 516  
Jamaica, NY 11434-4809

T: (718) 553-3330  
F: (718) 995-5615

May 4, 2023

EIR#: 2023EA800044

Mr. Robin Mapp C.M., ACE  
Airport Manager  
Floyd Bennett Memorial Airport  
443 Queensbury Ave. – Room 201  
Queensbury, NY 12804  
Phone: 518-792-5995

**GFL – Floyd Bennett Memorial Airport  
Queensbury, New York  
Compliance Letter – FY 2023 -Closeout**

Dear Mr. Mapp:

On May 3 – 4, 2023, the Federal Aviation Administration inspected your airport’s organization, systems, facilities, and procedures for compliance with 14 C.F.R. Part 139 for FY 2023. At the end of that inspection, we advised you of the following findings

**1. 139.311(d) – Marking, Signs and Lighting**

Sign #6: The Runway 30 Hold-Short Sign on Taxiway “D” was unlit. The sign was checked and parts are on order. The appropriate NOTAM was issued.

Corrected/Closed during the Inspection: May 4, 2023

The inspection revealed that the Airport is being operated in compliance with 14 CFR Part 139, the Airport Certification Manual, and the Airport Operating Certificate. Immediate action was taken reference the item listed above during the inspection.

We commend you for the procedures you are using in the day-to-day operation of the airport. The appearance of the Airport indicates they are effective. Thank you for your cooperation during the inspection, and please do not hesitate to call if you have questions regarding the operational safety of the Airport.

You may consider the FY-2023 Inspection closed.

Sincerely,

A handwritten signature in blue ink, appearing to read "John H. Green".

John H. Green  
Airport Certification Safety Inspector  
Safety & Standards Branch  
Airports Division

cc: Cert Files  
NYC / ADO

E-Mail [RMapp@warrencountydpw.com](mailto:RMapp@warrencountydpw.com)

23-GFL-Compliance Letter-Closed

## **RECOMMENDATIONS / COMMENTS**

### **Floyd Bennett Memorial Field**

**May 3 – 4, 2023**

The following recommendations/comments are provided as a result of the Airport Certification Inspection:

1. Airport staff should sign up to receive the latest Advisory Circulars and FAA Cert Alerts via the website links below.

[http://www.faa.gov/airports/resources/recent\\_advisory\\_circulars/](http://www.faa.gov/airports/resources/recent_advisory_circulars/)

[http://www.faa.gov/airports/airport\\_safety/certalerts/](http://www.faa.gov/airports/airport_safety/certalerts/)

**New Cert-Alerts for FY-2023: (expect further guidance to follow)**

**23-01 concerns Fluorine-Free Aircraft Fire Fighting Foam**

[https://www.faa.gov/airports/airport\\_safety/certalerts/part\\_139\\_certalert\\_23\\_01](https://www.faa.gov/airports/airport_safety/certalerts/part_139_certalert_23_01)

**23-02 concerns the Safety Management System**

[https://www.faa.gov/airports/airport\\_safety/certalerts/part\\_139\\_certalert\\_23\\_02](https://www.faa.gov/airports/airport_safety/certalerts/part_139_certalert_23_02)

2. Airport employees should obtain the following document to assist in Day to Day operations: "A Quick Reference to Airfield Standards" created by the FAA Division of Airports, Southern Region office. This document is a great learning tool/reference document that will assist airport operator employees. The document includes easy to understand information for airport markings, signing, lighting and more. This document has been updated to include current standards and is available for printing at the following link:

[https://www.faa.gov/airports/southern/airport\\_safety/part139\\_cert/media/airfield-standards-quikref-aso.pdf](https://www.faa.gov/airports/southern/airport_safety/part139_cert/media/airfield-standards-quikref-aso.pdf)

3. GFL is a Class IV airport and not required to have a Snow & Ice Control Plan (SICP) as per 14 CFR Part 139. GFL, however, is located in the Adirondack Mountains and can receive heavy snow during the winter Months. It is recommended that the airport create and follow a SICP based on Advisory Circular 150/5200-30D (see Chapter 2).