



Gardner Municipal Airport

MEETING MINUTES

GARDNER AIRPORT COMMISSION

Gardner Municipal Airport
Gardner, Massachusetts

March 22, 2016

Attendance:

Commission Members: Ken Bonk, Chairman
Phil Morrissey
Jim Morrissey
John Lavoie

Other: Stu Moncrieff, Gale Associates, Inc.

The meeting was called to order by Mr. Bonk at 6:31 P.M. Four (4) members of the Commission were in attendance, constituting a quorum.

Items Discussed:

Mr. Moncrieff gave a project update (see attached). The T-Hangars have been deferred to FY 2017, and work on that will resume during the summer. Mr. Bonk indicated that the contracts for the T-Hangars were fully executed by the City, and gave them to Mr. Moncrieff. It was noted that the AIP numbers for FY 2016 and 2016 have been swapped, since the T-Hangars are being deferred. AIP-16 will be the Snow Removal Equipment (SRE), and AIP-17 will be the T-Hangars.

Mr. Moncrieff presented a preliminary specification for the SRE equipment, and reviewed the options with the Commission. It has been decided that a larger truck is preferred, and the Commission plans to have 2 or 3 drivers get (or maintain) their CDL.

The Commission prefers a fixed angle plow, to more effectively cast snow as far as possible.

Mr. Moncrieff noted that the vehicle would most likely be a Freightliner M2, since that truck has a nationwide FAA waiver already in place.

The specifications for the truck were agreed to as follows:

- Engine: Diesel, 9.0L, 300 HP, 860 lb-ft torque
- Transmission: Automatic
- Drivetrain: Six-wheel, Four wheel drive
- Axles: 12,000-lb front, 23,000-lb rear
- Body: Dump, upgrade to 7-gauge steel for ballast
- Frame: 80,000 ksi upgrade
- Fuel Tank: 80-Gal min.

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The specifications for attachments were agreed to as follows:

- Attachment 1: Fixed angle rollover plow, 9' clear path
- Attachment 2: None

Mr. Moncrieff indicated that he would prepare a draft specification and email to the Commission on March 28. A design review meeting was scheduled for March 29, 2016 at 6:30 to finalize the specifications.

Mr. Moncrieff presented a draft scope of work and contract proposal for review.

The meeting was concluded at 7:40 P.M.

MONTHLY PROJECT UPDATE

GARDNER AIRPORT COMMISSION

Gardner Municipal Airport
Gardner, Massachusetts

March 22, 2016

Gale Associates, Inc. (Gale) is currently administering two (2) projects on behalf of the Gardner Airport Commission. They are:

Construct T-Hangars

AIP No. 3-25-0020-17-2017 (Pending)

This project is for the design and construction of a 6-unit T-Hangar.

<u>Estimated Cost:</u>	FAA Share (90%)	\$472,500
	MassDOT Share (5%)	\$26,250
	<u>Local Share (5%)</u>	<u>\$26,250</u>
	TOTAL	\$525,000

Project Status:

- Gale's engineering contract is circulating for signatures within the City. Work will resume when the City has fully executed the contracts.
 - A grant application for this project is due on May 2, 2015. Based on the remaining time available for design, permitting, and bidding, this project may need to be moved to FY 2017.
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Acquire Snow Removal Equipment (SRE)

AIP No. 3-25-0020-16-2016

This project is for the acquisition of new snow removal equipment.

<u>Estimated Cost:</u>	FAA Share (90%)	\$150,000
	MassDOT Share (5%)	\$8,333
	<u>Local Share (5%)</u>	<u>\$8,333</u>
	TOTAL	\$166,666

Project Status:

- Cut sheets of possible SRE vehicles and plows were distributed at the October meeting.
- HP Fairfield attended the January meeting to discuss equipment options for the Commission's consideration. Equipment in excess of 26,000 lbs GVW will require a CDL.
- Gale will require a signed Agreement for preliminary consulting services to develop a scope and prepare project Contracts for circulation.
- Gale is prepared to quickly develop a specification package for the Airport's desired equipment. To allow suitable time for bidders to develop their proposals, this project should be advertised for bid next Wednesday, March 30, 2016. As such, decisions for the desired equipment must be made tonight.
- The Freightliner M2 is pre-approved on the FAA's Buy American waiver list. This is the only equipment that is known to meet the FAA requirements. Therefore, Gale recommends preparing

a specification that this vehicle can meet. This vehicle has a minimum GVW of 25,500 lbs, which would support a basic plow blade up to approx. 11'. A rollover plow would require heavy duty axles, which would push the GVW past 26,000 lbs and require a CDL.

Other Information:

- Trees at RWY 18 end must be removed prior to issuance of FY 2016 grant.