



Gardner Municipal Airport

MEETING MINUTES

GARDNER AIRPORT COMMISSION

**Gardner Municipal Airport
Gardner, Massachusetts**

May 15, 2018

Attendance:

Commission Members: Ken Bonk, Chairman
John Lavoie
Phil Morrissey

Other: Kevin McCole, Airport Manager
Stu Moncrieff, Gale Associates, Inc.

The meeting was called to order by Mr. Bonk at 6:31 P.M. Three (3) members of the Commission were in attendance, constituting a quorum.

Items Discussed:

1. There was no New Business to discuss.
2. Mr. Bonk stated that the weather seal atop the main hangar door needs replacement. The cost estimate is \$2,800. Mr. McCole asked if the FBO tenant has a requirement to conduct this kind of maintenance as part of his lease. Mr. Bonk did not think so, but he will check the lease on file at City Hall to determine any requirement.
3. A purchase order has been issued for the John Deere loader bucket. The unit has not yet been delivered to the Airport.
4. Mr. Bonk has marked the trees at the Runway 18 end. Dane from Gardner DPW is planning to remove this cluster of trees. Schedule is unknown, likely within the next couple of months. Mr. Moncrieff stated that the Airport's 5010 master record must be clear of obstructions prior to any grant being issued by FAA.
5. Mr. Moncrieff gave the Gale project update (see attached). The FAA has agreed to allow an FY 2018 grant application based on an estimated construction cost. This would allow for a grant application with an estimated total project cost of \$900,500. Per FAA guidelines, this is amendable up to 15% of the original amount. Therefore, this would allow for a total project cost of \$1,035,575. Any total project cost exceeding this amount would be the responsibility of the Airport and/or City. Mr. Moncrieff recommended speaking with MassDOT about the possibility of securing funding assistance for any possible overages.
6. Mr. Moncrieff also reminded the Commission about the need to remove obstructions from

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the Runway 18 approach. If the Commission decides to proceed with the FY2018 grant, this work will need to be conducted very soon, with a follow-up check by Drew Mihaley of MassDOT.

7. With all business being completed, Mr. Morrissey made a motion to adjourn the meeting. Mr. Lavoie seconded the motion. The **motion was approved** unanimously.

The meeting was concluded at 7:34 P.M.

MONTHLY PROJECT UPDATE

GARDNER AIRPORT COMMISSION

**Gardner Municipal Airport
Gardner, Massachusetts**

May 15, 2018

Gale Associates, Inc. (Gale) is currently administering one (1) project on behalf of the Gardner Airport Commission. It is shown below. Updates/changes for this month are shown in **blue text**.

Construct T-Hangars

AIP No. 3-25-0020-17-2018 (Pending)

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

Estimated Cost:

FAA Share (90%)	\$540,000
MassDOT Share (5%)	\$30,000
Local Share (5%)	\$30,000
TOTAL	\$600,000

Project Status:

- Bids were opened on March 15, 2018. Only one (1) bid was received for the project, and it was far in excess of the available funding for the project. FAA has advised that we should re-bid the project, with some items removed to reduce the cost.
- FAA would not entertain a “design only” grant for this project, as they are limiting the amount of these grant types.
- However, FAA has agreed to allow a grant application based on an estimated construction cost. GDM has \$810,450 in Non-Primary Entitlement (NPE) funds available. This represents 90% FAA share of a \$900,500 project. GDM will lose \$300,000 in NPE funds if no grant application is submitted.
- Additionally, Gale has invoiced \$110,442.46, and the City currently has no mechanism to settle these invoices.
- A grant based on estimate would allow for re-bidding the project later this summer or in the fall, and lining up construction for spring 2019.
- To best keep costs in check, FAA recommended bidding a 4-unit T-hanger, with the 6-unit building as an “alternate bid item”. This helps guard against high bid prices.
- The Airport may wish to talk to MassDOT about assistance for the non-Federal share of the project, regardless of the expectation of bid prices.
- A grant application that maximizes the available FAA funds would break down as follows:

FAA Share (90%)	\$810,450
MassDOT Share (5%)	\$45,025
<u>Local Share (5%)</u>	<u>\$45,025</u>
TOTAL	\$900,500

- The grant would also be “amendable” up to 15% over the original amounts. This would allow for a total project cost of:

FAA Share (90%)	\$932,017.50
MassDOT Share (5%)	\$51,778.75
<u>Local Share (5%)</u>	<u>\$51,778.75</u>
TOTAL	\$1,035,575

- The introduction of an “alternate bid item” will require plan modifications, and re-bidding the project. These costs are not eligible under the AIP program, and would be the responsibility of the Airport.
- A grant application would be due to FAA by COB on May 25, 2018 if the Commission elects to pursue this option.

Other Information:

- The GDM 5010 form is still showing obstructions in both Runway approaches. The 36 approach appears to be close-in obstructions (9’ height, 300’ from RWY end). The listed obstructions in the Runway 18 approach appear to be larger and further out. It is unclear if this information is current. Gale advises the Airport to coordinate with Drew Mihaley at MassDOT (617-412-3692, Andrew.Mihaley@dot.state.ma.us) to verify the information is current. The 5010 must be free of listed obstructions before FAA will issue a grant for the T-Hangar project. Gale is able to assist with this effort using our corporate drone to identify and locate obstructions. **IF A 2018 GRANT APPLICATION IS GOING TO BE MADE, THESE OBSTRUCTIONS MUST BE REMOVED AS SOON AS POSSIBLE.**
- Stu Moncrieff is leaving Gale, effective on May 25, 2018. A new point-of-contact will be assigned, but in the interim, all inquiries should go to Armand Dufresne (ajd@gainc.com, or 603-471-1887).