

February 8, 2023

Meeting Called to Order: 11:02 am at Mayor's Conference Room, City Hall, Gardner

Attendees

James Wood – Commission Chairman	Mayor Michael Nicholson
Deborah Pond – Human Recourses	Robert R Swartz, Vice Chair
John Lavoie – Airport Commission	Andre Guertin – Airport Commission
Phil Morrissey – Airport Commission	David Urquhart – Airport Commission
Ken Bonk – Citizen	Leona Lavoie – Citizen

Meeting was convened at the request of Vice Chairman Robert Swartz to the Chairman
Mayor Nicholson explains the City's position on hiring employees
Funding for the Position of Part Time Airport Manager was funded by the City Council in 1/2021
Deborah Pond gave a time line of how the hiring process proceeded
Advertised on employment sites and City's Site 5/22022 and 6/2022
Opening of seven applications and closing of the acceptance of applications on 12/4/2022
Review of applications began, three applications interviewed.
One application accepted and job offered
Discussion ensued around volunteer's roll and responsibility
Process discussing how Commission proceeds with approval of business created or sponsored
by the Commission.
Items that come up to the Commission that are Policy or requirements of the FAA and Mass
DOT may need to go to the Administration for approval and/or funding.
Primary Committee would be Public Service Committee
Councilor Mack, Councilor Dean, Councilor Boone at present time
Community Development Committee may be able to assist also
Recommendations would come from Committees if approved to the Council
Request was made that the Commission create and file with the City an "Annual Report"
Adjourned: 11:50am