

Gardner Airport Commission
Meeting Minutes

Open Meeting: 5:04pm June 7, 2023

Attendees

Andy Guertin

David Urquhart

Robert Swartz

James Wood

Isabel Davis

Armand Dufresne(Gale)

Jacklyn Marks(Gale)

Approve Prior Meeting Minutes: RS AG

Old Business

Gales Associates, Inc.

Update on Runway Project – No Update

Awaiting paperwork from Mayors Office for submittal to MADOT for payment.

92% of Engineering Fees In the amount of \$334,679.74.

Will coordinate with the Mayors Office

Start time is Aug. 1, 2023

Color selection for Electrical Vault will be made tonight

Request by Manager Davis about Helicopter Operation at the Airport - i.e. Life Flight & Mass Electric

Explanation of how the contractor is going access the airport.

Grinding & storage of excess material

Update Master Plan & CIP - Grant application submitted to FAA & MADOT

Awaiting approval of funding for both applications

Once approved Gale will review airport facilities and make recommendations for compliance to Federal and State Regulation compliance.

Then a plan will be recommended for moving forward for compliance for upto the next 20 years in 5, 10, 20 year increments

Discussion will be started on CIP (Capital Improvement Plan)and where future funding will come from to comply with regulations.

The last Master Plan is coming to an end.

The discussions will include Public comments and Commission input for compliance with procedures.

Hazard Beacons

Instrument Approaches

Discussion issued about process

DBE - Disadvantage Business Enterprise Plan

Required plan for compliance goal for 3 years for FAA funded projects for 2024 to 2026

Example: SRE building

Mass has list of DBE companies

Subs qualified

Airport Manager's Report

Lawn Mower Maintenance

Zero Turn - Hood Latch broken - Parts ordered

Jim is working to repair the gang mower

Delay in mowing due to nesting birds and turtles laying eggs on or near grassy areas

New tenant in Hanger 10-1

Ceiling light in 10-2 needs replacement

Airport Lounge - Painting has begun - brighter

Replacing ceiling lights

Replacing door to ramp

Window area on ramp side has a rot problem

Looking into replacement cost for what is needed

Antenna tower at 1039' msl with 145' agl

Comments must be submitted by 3/9/2023

Manager will submit comment

Airport Electrical

Request was made to the Electrical Contractor to add

Meters to the hangers to enable the renters pay for the electricity they use.

Aircraft on Tie Down ramp

2 Aircraft do not have owners have abandon the aircraft

Must take to Small Claims court to gain back rent and title after 30 days

Sell planes in as is condition

Alarm Central Update

Heat detectors have been replace and tested

Airport Maintenance and Projects

Approximately 4 hours to complete cut trees at south end

Chipping remains to be determined

AMA - Emails were going to the wrong account - Still interested

FAA Advisory Circular - AFS-400

FRIA - (Federal Recognized Identification Area) has been filed

New Business:

Maintenance of snow removal equipment

1 ton Ford truck needs curl removed and lift chain replaced

Large plow on the loader has a broken trip edge

Business Development and Councilors being invited to attend meeting in May

Unable to attend this meetion

Assist in encouraging increased use of the Airport

Report to City about Airport Usage

Not working due Pilot Lounge renovations

Manager is looking into Grants that maybe awarded for airport improvement

Adjourn Meeting: 6:28pm RS AG