



Gardner Municipal Airport

Commission Meeting Minutes

9/6/2023

Meeting Opened: 5:07pm 9/6/2023

Attendees: James A. Wood, Chairman
John Lavoie, Commissioner
David Urquhart, Commissioner
Jackie Marks, Gale Assoc.

Isabel Davis, Manager
James Morrissey, Commissioner
Ken Bonk
Nik Ippolito, Gales Assoc.

Old Business:

Gales Associates, Inc.

Runway Project

Project started 8/14/2023 and is 24 days into construction and on schedule to complete by 11/11/2023.

Change order #1 to remove side runway drainage system as it interferes with the electrical and new lights, FAA & MDOT has approved.

4th Pay reimbursement is due this week.

Master Plan

Gardner received a grant for the project

Overview: One year for project planning

Public Comment Period to be posted on the Web Site for the City.

Next Meeting first 3 Chapters to be presented and public comment and be posted and comment period will be available throughout the planning process.

DBE Plan has been submitted, incompliance for next 3 years.

Place holder is in place for 2026 for SRE Building

Master Plan

1st Page Overview - Definitions, why, purpose, process, Chapters, Project Team, next steps

Capital Improvement Plan(CIP) - 5 years plan

FAA Airport Improvement Program(AIP) - \$150,000 each year

Bipartisan Infrastructure Law(BIL) - Additional funding 2022 - 2026 up to \$140,000

Review old AMPU plan to understand goal met and not met

Review what we have and what we would like for 0-5, 6-10, 11-20 years

Public is part of whole process

Step 1 - Data Collection and Forecasting

Step 2 - Facility Needs Analysis and Alternatives Development

Step 3 - Graphics of Recommended Airport Developments

Step 4 - Final Submission and Approval

Chapter 1: Introduction

Chapter 2: Inventory of Existing Facilities

Chapter 3: Existing Environmental Conditions and Sensitive Areas

Chapter 4: Forecasts of Aviation Demand and Capacity

Chapter 5: Facility Requirements

Chapter 6: Development and Evaluation of Alternatives

Chapter 7: Schedule of Improvements

Project Team: City of Gardner, FAA, MassDOT, Gale Associates

Next Meeting: Chapters 1, 2, 3

Questions: Approaches are included

PAPI lights were not included in this projects

Airport Managers Report

Rock - what we should do with it

Bills and Invoices to tenants - monthly invoices - monthly, quarterly, yearly.

New Business:

None

Comment: Commissioner Urquhart - Piles of product removed from the runway and reused.

Rules by FAA are being followed.

Adjourn Meeting: 6:15pm JM DU