

KGDM
Gardner Municipal Airport
Commission Meeting Minutes

8/9/2023

Meeting Opened: 5:01pm - 8/9/2023.

Attendees:

James A Wood, Chairman James C. Morrissey, Commissioner
Andy Guertin, Commissioner Robert Swartz, Commissioner
Isabel Davis, Manager Kevin McCole, Tenant

Review and Approval of July 5, 2023, Meeting Minutes - RS JM

Old Business:

Gale Associates, Inc.

Runway Project

Pre-Construction Conference was held at 2pm today at the Airport Lounge. James Wood was made contact person for the Airport. There is a list of all Contacts for the construction project.

Phase I Work Area is for 90 Calander Days

Notam to Close the Airport from 8/14/2023 7am to 11/8/2023 5pm was posted 8/10/2023.

All Aircraft Owners have been notified to move their aircraft off the Airport by August 14, 2023, at 7am.

Installation of Lighted Closed Runway "X" with "X" mid field

Contractor Access will be in front of Kevin McCole's hanger.

Monitoring the Aircraft Unicom radio during construction.

Fencing for silt and construction perimeter will be installed.

Weekly Construction Meeting will be held on Thursday @ 2:00pm. Open to all Commissioners & Guests

Discussion insured around the process for laying the loam out and reseeding the areas that are grass. Center Line of the runway will main the same with 7'6" coming off each side of the runway.

The pavement and base are being removed being compaction tested for use in the new runway, testing is being done by SW Cole.

Commissioner Guertin suggested that both Templeton and Gardner Police should be notified to increase patrols at the airport during the construction period to help with the security of the Construction Equipment and Products being brought to the Airport.

Commissioner Swartz: Asked how we set up with Dominic while this is all done? Is he shut down or is that up to Dominic? He's been informed a couple of times; I made very sure that I told him about its weeks ago.

The other airplanes in the tie down area are outside the Construction Area.

Commissioner Swartz: Asked if we should have a groundbreaking Ceremony? Should there be a public announcement of the Construction Request will be made to the Mayor Nicholson.

Capital Improvement Plan & Master Plan

I saw a draft of the Master Plan and Capital Improvement plan and know if it's going to be 2025 or 2026. I will forward a copy to all Commissioners to review.

Mr. McCole: Jim we learned some tough lessons the last time we did a master plan, so Gail came in and told us to make a list of everything we could possibly imagine doing and we had moving the road and we had putting in new buildings and putting in an extra tie-down lot and all the stuff that you know just Wildest Dreams. Two problems, Gail wanted to do an EPA Impact statement on all those events even though we were never going to do them. The point of view was if we don't know we can build it and it's on the plan, that it's not really a plan, until you do that, which I kind of disagreed with because they're going to make you do it again anyway.

Airport Manager's Report

Airport Lounge Renovations:

It's a lot more work than we anticipated. I did what I could. These walls are painted, so I did what I could trying to make it look nice, we got the floor put down. It's a commercial grade floor, will not scratch, waterproof.

Three ceiling fans put up today with lights.

The window room in front of us, it's all rotten. All the walls need to be replaced and we can replace them. If we leave it the exact same dimensions, we're basically just replacing the walls because they're rotten. We're gonna get rid of that step, too. I have three quotes for it.

The airport, as you know, has been given Federal funds, we required whenever and wherever possible to use DBE (Disadvantage

Business Enterprise). The three quotes I have, one is a DBE business and they happen to be the lowest quote, so I would like to use them, if possible, because we are required to do so. There's a posting on the website that Jim has signed that says that the airport manager will use minority-based offices whenever and wherever possible. We would like to if we can. The quote for this is twenty thousand, however it includes finishing the back room, painting, flooring, the trim on the windows.

The other two quotes were higher, and it was only this window room. The other quotes five and ten thousand higher.

The city has a process for posting work, it must be publicly posted for two weeks and anybody who wants to bid on it can. Then we select the one that we would like to do it.

If you do not change the dimensions, doing a repair you don't necessarily have to have a building permit, however I am going to call them and make sure that's accurate, before we start.

The rest of the back room will be done and completed, two new doors which I have purchased will be put in. I've also bought a coffee station set up for transient Pilots.

The Commission wants to proceed with the repair of the building.

Tenants:

A couple people are late and behind I want to keep their privacy, so we won't mention names, but I've sent invoices to a couple of them that are behind, one of them sent a check in immediately which was good, the other one was wondering why we were sending an invoice to them as they have been waived in the past. They were waived from the fee however the mayor and the HR manager feel that they should be paying like everybody else, and I agree with that.

Commissioner Guertin: If there was one person that had donated land and stuff to the airport, but they are no longer around.

Manager: You know, it causes problems when some people are paying, and some people are not paying. It would be fairer if everybody just paid the lease on the land.

Commissioner Guertin: What was unfair about it is those that were on the Commission in the past who had an airplane base here, got free rent, we're waived, yes those that on the commission and living in town got nothing. It is the only commission that does not get paid anything.

Abandon Airplanes:

To take two of those airplanes to small claims court. I'm waiting for the checks to be cut next week and I will go and file that paperwork. One of the owners was registered with a corporation but I have researched that, and you can take a corporation to a small claims court, and we are going to. It's \$150 per Claim and we're going to sue them for the cost of the back rent plus removing the airplane from the ramp. They will probably not show up, the judge will rule in the city's favor, in 30 days after that the city can take possession of the airplanes at which point, we would like to just sell the airplanes. The 152, some people are interested in, that's probably worth five thousand dollars and Piper is worth something as well, although I haven't had any specific value. I'm going to small claims court to do that next week.

Empty Hanger during construction:

Manager: You know we can't really sublet the hangers we'd have to you now give it to them for nothing, I didn't really think that was a great idea.

Commissioner Swartz: Are the current people that are not in those hangars, are they paying for their hangars?

Manager: Yes, they are. They could decide if they wanted to let someone use it for three months since their airplane is somewhere else.

Maintenance:

We put new blades on the Zero Turn, we greased it, we got it all fixed up, it's mowing great the old blades were completely destroyed. Jim got the hydraulic lines fixed on the flex wing and I have ordered new blades for that, I have six of them, there's nine blades in total, the other three will be shipped next week.

New Business:

None

Meeting Adjourned: 5:38 - RS AG