



City of Concord, New Hampshire

Mayor Jim Bouley

TO: Members of City Council

FROM: Mayor Bouley

DATE: June 3, 2021

RE: Airport Advisory Committee Appointment

I propose the appointment of the following individual to the Airport Advisory Committee, for a three-year term that will expire June 30, 2024.

- Gail A. Wolek, 84 Branch Turnpike, #122, Concord. Ms. Wolek will serve as a Residential Neighborhood Representative. A copy of her letter of interest and resume is attached.

In accordance with Section 18 of the City Council Rules, this proposed appointment is being distributed to City Council as information in advance of formal action at the June 14, 2021 City Council meeting. Accordingly, I ask for a suspension of the rules so that this nomination may be affirmed at the June 14, 2021 City Council meeting.

Street Address:

84 Branch Turnpike #122
Concord, NH 03301

Mailing Address:

PO Box 3985
Concord, NH 03302

May 26, 2021

Mr. Carlos P. Baía
Deputy City Manager – Development
41 Green Street
Concord, NH 03301

Dear Mr. Baía:

It was a pleasure speaking with you today. As you know, I am interested in being considered for the Airport Advisory Committee as the Residential Neighborhood Representative, a member position on the Committee that is currently vacant. McKenna's Purchase, where I live and own a home on The Heights, is on the established flight path for runway 17 – 35 and with my aircraft radio usually nearby, I enjoy keeping track of all the activity at the airport. Additionally, I serve as President of the McKenna's Purchase Homeowners' Association.

Aviation has been a lifelong passion of mine. I earned my private pilot's license in 1973 and just renewed my 3rd class medical last month to retain my pilot's privileges. Until recently, I owned a 1946 J3 Piper Cub which has been hangered at the airport for the past four years. I transferred title to the Cub to my son late last year and he is currently working with flight instructor, Kevin Burbank, to earn his own pilot's license. My son's Dad, who also lives here in Concord, was a corporate pilot for 30+ years.

In the mid-late 1980's, I worked as an international flight attendant for Trans World Airlines. It was the BEST mid-life transition job anyone could have ever hoped for and ultimately led to me moving to Concord in 1987, where I have worked for Concord Savings Bank, Dartmouth College, the Governor's office, and now with the State of New Hampshire as Deputy Director for the DNCR Division of Parks and Recreation on Pembroke Road.

So as you can see, aviation is deeply embedded in our family's history and experience. I am currently in the hunt to find my original Cessna 150 which was sold in 1977 to a company based out of Toronto, Canada. When/If I find it and hopefully am able to bring it back to NH, it will also be based at Concord. I think we have one of the best small city airports in the country and especially appreciate our co-location with the National Guard. Military service is also deeply embedded in my family's history, with my son having served in Afghanistan and his Dad having served in Viet Nam.

I have attached a current resumé and hope the City Council will consider my candidacy for the Airport Advisory Committee. I believe I can add value and perspective as both a user of, and a resident neighbor near, the airport. I am especially be interested in the work of the Committee and the City as it contemplates the current and future development of Concord airport.

Sincerely,



Gail A. Wolek

Gail A. Wolek

84 Branch Turnpike, Unit #122, Concord, NH 03301
(W) 603.271.3556 (Personal Cell) 603.848.0077
email: (w) gail.a.wolek@dncr.nh.gov (p) gwolek@rocketmail.com

Objective: Build on expertise and experience of working in state government to continue service to the people of New Hampshire with high level of responsibility and leadership in professional career.

Qualified by: **Expertise in operations of state and federal government.
**Excellent communications, financial management, and supervisory skills.
**Comprehensive range of executive-level experience.
**Pertinent academic credentials (MBA/Leadership, B.A. Political Science)

Experience: State of New Hampshire
Department of Natural and Cultural Resources Concord, NH
Division of Parks and Recreation 2003 to Present

Deputy Director, NH Division of Parks and Recreation; Concord, NH
Served as Interim Director 11/2010-09/2011 2006 to Present
Supervise and administer LWCF federal grant program; supervise staff work assignments; monitor and evaluate staff performance; review permits, projects, reports, studies, and plans to determine recreation and environmental impacts as well as compliance with regulations; prepare annual reports on unit activities, budget, and federal grant program status; monitor federal and state legislative activities for impact on Parks-related programs; supervise staff responsible for enterprise program including camping reservations, POS sales, gift certificates, facilities rentals, etc.; supervise staff responsible for legal issues, contracts, agreements and legislation; supervise staff responsible for marketing, media and public information; supervise staff responsible for parks retail sales program; supervise staff responsible for volunteer activities and community recreation; overall responsibility for reporting the Division's budget status; coordinate agency's emergency response activities; assist Director as needed for special assignments; represent Division/Department at public events and on inter-agency committees.

Executive Director, Appointed by Governor John Lynch Concord, NH
NH State Gaming Study Commission 2009 to 2010
Managed administrative functions for the commission; assisted in development of a work plan; managed the finances of the Commission; coordinated the Commission's schedule of meetings, speakers, and transportation; handled the internal-external communications of the Commission; managed the Commission's website updates and postings; developed, prepared, contracted, and disseminated Commission's Interim and Final Reports; prepared final accounting of Commission's finances; and closed the Commission's office at the end of its tenure. Received "Extraordinary Service" award from Governor Lynch, recommended by Commission Chair Andy Leitz, in February, 2011.

Director, NH Office of Recreation and Resource Services Concord, NH
NH Division of Parks and Recreation 2005 to 2006
Managed and administered the Division's Land and Water Conservation Fund (LWCF) program in partnership with the federal Department of Interior, National Park Service; conducted annual grant round training with state and local municipalities, school districts, and other public jurisdictions to provide competitive applications to NPS for approval. NH administers nearly 650 "in-perpetuity" grant properties deploying nearly \$40 million dollars in federal funding, which is matched by local funding, to provide outdoor recreation opportunities for the citizens and guests of New Hampshire.

Resume: Gail Wolek (Continued)

Supervisor, NH State Park Campground Reservations Program Concord, NH
NH Division of Parks and Recreation 2003 to 2005
Administer and manage state park camping program; supervise in-house camping reservations office; implement hardware and software systems to support reservations program; develop, implement, monitor, and evaluate statewide parks camping policies, procedures, and programs; prepare documentation and statistical information for budget requests; contract management responsibilities for campground reservation and information systems.

State of New Hampshire, Governor Jeanne Shaheen Concord, NH
Executive Assistant to the Governor 1997 to 2003
Responsible for all VIP communications with/for the Governor; management of Governor's mail and telephone contacts; coordination of Governor's daily appointments with scheduler; maintain productive work flow for the Governor; assist policy advisors as needed; liaison with state agency executives; brief Governor on issues related to VIP matters; executive contact with White House and Cabinet-level agency heads.

Dartmouth College, President James Freedman Hanover, NH
Executive Assistant to the President 1995 to 1997
Manage the President's schedule; facilitate processing of President's correspondence; coordinate President's travel/meeting schedule; represent President in contacts with various academic constituencies; brief and prepare President on matters related to such constituencies.

Prior to 1995: **Customer Service Assistant/Teller:** Concord Savings Bank 1987 to 1994
International Flight Attendant: TransWorld Airlines: Europe/Middle-East 1985 to 1986
Owner/Operator: MIS Group: marketing/investment consulting company, AK 1983 to 1986
Executive Assistant: Chairman: construction/cable television company, AK 1981 to 1985
Natural Resources Assistant: U.S. Senator Ted Stevens, Alaska/WDC 1980 to 1981
Special Assignments Assistant: ABC News, Washington Post, etc., WDC 1980
Director, Marketing/Trust Accounts: Peoples Bank & Trust, AK 1978 to 1979
Assistant Trust Officer: Wilber National Bank, Oneonta, NY 1977 to 1978
Administrative Assistant: First National Bank in Sidney, NY 1972 to 1977
Personnel Department Assistant: State Bank of Albany, NY 1969 to 1972

Education: Franklin Pierce College Concord, NH
MBA in Leadership, Honors Graduate 2002
University of New Hampshire Manchester, NH
B.A. Political Science, Summa Cum Laude/Presidential Scholar 1995

Other: **NH State Coastal Resilience Committee** December 2017
NH Flood Risk Guidance Report and Summary April 2020

Coastal Risk and Hazards Commission: RSA 483-E:1 August, 2013
Appointed Designee representing Division of Parks & Recreation
Final Report and Summary November 2016

Resume: Gail Wolek (continued)

Member: Board of Directors: UNH Alumni Association Also served on UNHAA Finance Subcommittee	July 2012-June 2017
Member: UNH Manchester Advisory Board Also served on UNHMAB Rules and Process Subcommittee	July 2015-June 2018
Advisor: UNH Manchester Student Leadership Academy	2016-2017
Member: Merrimack River Watershed Conservation Plan: SPNHF	July 2012-Present
Member: St. Paul's Episcopal Church, Concord (served on Vestry and Bishop Search Committee)	1998 – 2008
Member: Grappone Automotive Customer Council	2012 – 2015
President: Edgewood Heights Condominium Association (Served also on Association's budget sub-committee)	2009 – 2012
President: McKenna's Purchase Homeowners' Association	2020 – Present
New England Governors' Conference (NEGC) Commission on Land Conservation Appointed Designee representing Commissioner George Bald NH Department of Resources and Economic Development	2010 – 2011
Franklin Pierce College: Adjunct Instructor: Managerial Communications Graduate and Professional Studies/MBA in Leadership Program	Concord, NH Winter 2004

Completed following NH Bureau of Education Training Courses/Sessions:

<i>Leadership Through Transition Professional Development Conference</i>	September 2003
<i>Personnel Rules Review</i>	October 2003
<i>Creative Problem Solving</i>	November 2003
<i>Microsoft Excel—Level I, Level II, Level III</i>	Jan-March 2004
<i>Myers Briggs Type Indicator Basic and Level II</i>	2004, 2006
<i>Women in Management</i>	February 2011
<i>Microsoft Excel 2010</i>	September 2014
<i>Foundations of Supervision</i>	December 2015
<i>Respect and Civility in the Workplace</i>	December 2020

Additional Training/Courses Completed:

<i>Data Visualization for Professionals</i> (K.S. Rowell and Associates, Babson College)	March 2014
<i>Managing Yourself and Leading Others</i> (UNH Executive Development, Peter T. Paul College of Business and Economics)	May 2014

Member, Official Portrait Committee	2006-2007
Governor Jeanne Shaheen (unveiled and hung at NH State House)	May 17, 2007

Personal Interests:

FAA Licensed Private Pilot/Aviation Enthusiast (includes PIC/instrument, glider training, skydiving)	1973 to Present
Sailor Safe Boating Certificate Licensed by NH Dept. of Safety for Marine Operations (participated 2 years as crew with J80 Fleet 1 Lake Winnepesaukee Sailing Association)	2003 to Present

References: Provided upon request.