



The TOWN OF NORWOOD

Commonwealth of Massachusetts

NORWOOD AIRPORT COMMISSION

Mark P. Ryan, *Chairman*

Michael Sheehan, *Vice Chairman*

John J. Corcoran

NORWOOD AIRPORT COMMISSION

POSTING

NOTICE IS HEREBY GIVEN THAT A PUBLIC MEETING OF THE NORWOOD AIRPORT COMMISSION WILL BE HELD:

DATE: Wednesday, August 17, 2022
TIME: 4:00 p.m.
PLACE: Norwood Airport Commission Meeting Room
111 Access Road
Mark C. Welch Administration Building (Building #9)
Norwood, MA 02062

2022 AUG 15 2:13 PM
TOWN OF NORWOOD

The Chair reserves the right to call items on the agenda out of order. The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Items listed for executive session may be discussed in open session, in addition to or in lieu of discussion in executive session.

MEETING AGENDA

1. PROJECTS

- AIP project update: *DuBois & King*

2. MINUTES

- 6-8-22 regular business meeting

3. AIRPORT MANAGER'S REPORT

4. OLD BUSINESS

- *Boston Executive Helicopters, LLC* – Continued discussion of activity and behavior of BEH at Norwood Memorial Airport.

5. NEW BUSINESS

- FY 2023 commercial permits

6. CORRESPONDENCE:

7. EXECUTIVE SESSION

Purpose 3 for executive session (M.G.L. c. 30A, § 21(a)(3)) – To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: *Boston Executive Helicopters, LLC* v. Town of Norwood et al., U.S. District Court-Massachusetts Civil Action No. 1:15-cv-13647-RGS.

- 5-25-22 executive session minutes

TO: NORWOOD AIRPORT COMMISSION
FROM: MARK RAYMOND, AIRPORT MANAGER
RE: MANAGER'S REPORT: 6/7/22—7/20/22

— Major Projects/Issues—

Airport Park Project

During this period, *RAE Contracting, LLC* continued to work steadily on the airport park project. This has included re-installing the perimeter fence, installing the sprinkler system, and laying down new sod. The airport manager is also working closely with the contractor.

Taxiway “D” Project

On 6/27, *C. Naughton Construction* mobilized materials and equipment, and the company began to work on the taxiway “D” project. This has included removal and replacement of soil, installation of new storm drains, and installation of new drainage pipe. Engineering consultant *DuBois & King* and the airport manager are also working closely with the contractor.

Monthly Revenues

For the month of May, two deposits were posted to the Treasurer’s office. This totaled \$28,269.01 in payments.

Monthly Fuel Flowage

For the month of June, *Flight Level’s* bills of lading for fuel totaled 62,565 gallons. At \$.07/gallon, the Town received \$4,379.55 in flowage fees.

For the month of June, *Boston Executive Helicopter’s* bills of lading for fuel totaled 17,420 gallons. At \$.07/gallon, the Town received \$1,219.40 in flowage fees.

Landing Fees

For the months of April, May, and June *Flight Level* submitted \$12,160.00 for landing fees collected on behalf of the airport.

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
June 8, 2022**

DRAFT ONLY

In Attendance:

Commissioners: Mark Ryan, Chairman; Michael Sheehan; John Corcoran; Russ Maguire,
Airport Manager; Mina Makarious, Esq.

Meeting Called to Order: 4:00 PM

Norwood Community Media, Matt MacDonald from the Norwood Record and Chris Donovan from BEH are recording the meeting.

Mark Ryan and the other Commission members recognized and thanked Russ Maguire on his retirement after 27 years as the Airport Manager.

PROJECTS

- AIP Project update, DuBois & King, Mark Goodrich

Proposed Taxiway D relocation project – June 27th is the start date of construction with an end date of mid-August.

Runway 10-28 reconstruction and Taxiway C realignment – A grant is anticipated to be received in July for the reconstruction of Taxiway C.

MINUTES

- 5/25/22 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the minutes.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

AIRPORT MANAGER'S REPORT

Mr. Maguire presented the Manager's report to the Commission after recognizing those who have worked with him over the prior 27 years.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the Airport Manager's Report.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to appoint Mark Raymond the interim Airport Manager.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

NEW BUSINESS

- FY 2023 commercial permits

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to extend the FY22 commercial permits to the next Airport Commission meeting.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Flight Level, Bluntthemovie, LLC – on-airport filming request

Matt Campbell, first assistant director, made a presentation to the Commission on what the filming of the movie would entail.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the request made by Flight Level on behalf of Bluntthemovie to film on Norwood Memorial Airport from July 18th to August 8th.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- RAE Contracting, LLC, payment request #1

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve payment request #1 in the amount of \$125,172.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Boston Executive Helicopters, LLC (BEH), tenant issues

Mr. Maguire and Mr. Makarious presented to the Commission the following tenant issues:

1. Unauthorized Fueling Operations on the Airport
2. Unauthorized Aircraft Operations on the West Apron
3. Blocking Access for Others
4. Landing Fee Agreement

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize Mr. Makarious to draft a memo to BEH asking them to outline an explanation on the issues before the next meeting and ask the owner of BEH, Moshe Yanai, to be at the next meeting either in-person or virtually.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Mr. Radlo from Flight Level was given the opportunity to speak.

Mr. Donovan from Boston Executive Helicopters was given the opportunity to speak.

CORRESPONDENCE

- RAE Contracting, LLC, payment request #1
- 6-1-22 letter from R. Maguire to MassDOT/Aeronautics re: pavement work
- 7-26-18 Use Agreement for the Collection of Landing fees document between Flight Level and Airport Commission
- E-mails: R. Maguire and D. Knowles from HTS, LLC re: west apron activities
- 5-19-22 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron and self-fueling operations on the west apron
- 5-19-22 letter from R. Maguire to US Lease Company, Inc. re: west apron activities
- 11-19-21 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron
- 6-17-21 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron
- Undated, J. Fogle of Bluntthemovie, LLC re: request for on-airport filming
- 5-25-22 letter from M. Krawczyk, of Flight Level, re: support for on-airport filming

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to file the correspondence.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to adjourn the meeting without going into Executive Session.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

The minutes of the NAC will be published on the Town Website.

MEETING ADJOURNED: 5:06 PM