

APPROVED

5/28/20

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
April 23, 2020**

In Attendance:

Commissioners: Mark Ryan, Chairman; Michael Sheehan, Vice Chairman; John Corcoran; Russ Maguire, Airport Manager

Meeting Called to Order: 3:30 PM

NCM is recording this meeting.

PROJECTS

- Technical Master Plan, Jeff Adler, DuBois & King
Ready to schedule a public meeting, either virtual or in public. There are two professional engineering agreements with DuBois & King, waiting review of town counsel.

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 to authorize the Chairman to sign the contract for environmental assessment, phase I for taxiway C re-location and paved safety areas, runway 12/35 pending town counsel's satisfactory review.

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 to authorize the Chairman to sign the contract taxiway A post-construction monitoring (years 1, 2) pending town counsel's satisfactory review.

Mr. Ryan congratulated Mr. Sheehan for being reappointed to the Norwood Airport Commission for another three-year term.

MINUTES

- 2/12/20 Regular Business Meeting

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

AIRPORT MANAGER'S REPORT

- Mr. Maguire discussed how the ongoing health crisis has changed the way of doing business at the airport. The Board of Health's recommendations have been passed on to the commercially permitted businesses on the airport. Mr. Maguire discussed key points in the Airport Manager's Report.

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

NEW BUSINESS

- Flight Level request to remove trees

Trees in question are south to the old Airport Commission offices. There have been issues with branches and leaves clogging the storm drain, and there has been flooding over the years.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 that prior to cutting down the trees, Flight Level present to the Commission a landscape plan for the area.

- Request to hunt on airport

Officer O'Brien requested hunting on the airport with two others, J. Bennett from Canton and Mr. Mulvey from Easton. There are four conditions set forth in the past for hunting on the airport. They are: 1, Norwood Police Chief support the individuals requesting to hunt; 2, All hunting is in observance of all Commonwealth of Massachusetts hunting regulations; 3, The hunter or hunters can only gain access to airport land beyond the security fence by lawful entry. They cannot trespass onto private property; and 4, the hunter or hunters must advise in writing in advance of when they expect to hunt.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to approve the hunting on the airport with the conditions set forth by the Airport Manager.

- Federal CARES Act, airport grant monies available

The federal government is providing \$100 million to general aviation airport. The Norwood Airport has available up to \$69,000 in grant monies. This is a reimbursement program, and the airport is required to use it for operating expenses on the airport or new development. The eligibility period starts on January 20, 2020. There is no end date.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to authorize the Chairman to sign the FAA application for assistance once it is received and filled out.

- MassDOT standard contract, battery-powered mower
- MassDOT grant assurances, battery-powered mower

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to have the Commissioner sign the contract and grant assurances for the 60" Battery-Operated Commercial Mower with solar canopy, AMP Project No. 2020-OWD-20, State Grant No. ASMP20OWD20OWDSUNMOW.

- MassDOT grant application for Marshmaster

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to have the Commissioner sign the contract and grant assurances for the multimodal vegetation equipment, ASMP Project No. 2020-OWD-21, State Grant No. ASMP20OWD21OWDVEGEQP.

- Tower Construction, payment application #010, phase II fit-out of administration building

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 to authorize payment in the amount of \$79,714.84. Local share is \$3,985.74 and MassDOT share is \$75,729.10.

- Tower Construction, payment application #011, phase II fit-out of administration building

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to authorize payment in the amount of \$6,103.42. Local share is \$305.18 and MassDOT share is \$5,798.25.

- FAA grant application, environmental assessment, phase I for taxiway C re-location and paved safety areas runway 17/35

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to submit the grant application to the FAA in the amount of \$293,333.30.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to rescind the previous vote and submit the grant application to the FAA in the amount of \$283,333.30.

- MassDOT grant application, environmental assessment, phase I for taxiway C re-location and paved safety areas, runway 17/35

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to submit the grant application to MassDOT in the amount of \$283,333.30.

- FAA grant applications taxiway A post-construction monitoring (years 1, 2)

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 to submit the grant application to the FAA in the amount of \$49,975.

- MassDOT grant application, taxiway A post-construction monitoring (years 1, 2)

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 to submit the grant application to MassDOT in the amount of \$49,975.

- FAA/MassDOT payment request #8 AGIS

On a motion by Mr. Sheehan and seconded by Mr. Sheehan, the Commission voted 3/0 to pay request #8 in the amount of \$23,125.25. Norwood's share is \$1,156.27.

CORRESPONDENCE

- 2/24/20 letter from N. Burlingham, representing Flight Level, to Norwood Airport Commission, requesting authorization to remove trees
- Undated letter to the Norwood Airport Commission from M. O'Brien, requesting permission from the NAC for O'Brien, plus two other hunters (J. Bennett and W. Mulvey), to hunt on airport property
- MassDOT standard contract, battery-powered mower
- MassDOT grant assurances, battery-powered mower
- MassDOT grant application, Marshmaster
- Tower Construction, payment application #010, phase II fit-out of administration building
- Tower Construction, payment application #011, phase II fit-out of administration building
- FAA grant application, environmental assessment, phase I for taxiway C re-location and paved safety areas, runway 17/35

- MassDOT grant application, environmental assessment, phase I for taxiway C re-location and paved safety areas, runway 17/35
- FAA grant application, taxiway A post-construction monitoring (years 1, 2)
- FAA/MassDOT payment request #8, AGIS

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted by roll call to adjourn for the purposes of Executive Session for Purpose 3 to discuss strategy and obtain advice of counsel with respect to potential litigation against I.W. Harding Construction Co., Inc. in connection with the project known as AIP No. 3-25-0037-38, if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission.

Purpose 3 to discuss strategy with respect to litigation if an opening meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: (1) Boston Executive Helicopters, LLC v. Town of Norwood et al., U.S. District Court – Massachusetts Civil Action No 1:15-CV-13647-RGS; and (2) Boston Executive Helicopters v Norwood Airport Commission and Town of Norwood, Federal Aviation Administration Docket No. 16-15-05.

Purpose 6 to consider the purchase, exchange, lease or value of real property if an opening meeting may have a detrimental effect on the negotiating position of the Town – in connection with lots A, B, C lease offer to Flight Level.

To vote on 2/12/20 executive session minutes, and return to regular session for purpose of adjournment only.

Mr. Corcoran: Yes

Mr. Sheehan: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 4:17 p.m.

The Commission returned to Open Session at 4:52 p.m.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to adjourn the meeting.

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

MEETING ADJOURNED: 4:54 PM