

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
March 12, 2014**

APPROVED
5/14/14

In Attendance: Commissioners Tom Wynne, Chairman, Martin Odstrchel, Mark Ryan, Kevin Shaughnessy. Airport Manager, Russ Maguire, Assistant Manager, Mark Raymond.

Meeting Called to Order: 12:00PM

APPOINTMENTS

- * AIP project update: Jeff Adler
Mr. Adler was unable to attend.
- * Boston Executive Helicopters (BEH), update on fuel farm/hangar: Chris Donovan
Construction is ongoing. Sprinkler, water lines, and sewer next to be installed.
Projected end date approximately 60-75 days.
- * Flight Level Norwood, update on capital projects: Mike DeLaria
Waiting for leases. Leases to be discussed in Executive Session at the end of this regular meeting.

MINUTES

- * January 15, 2014 regular business meeting
On a motion by Mr. Odstrchel and seconded by Mr. Ryan, the Commission voted 3/0 to accept the January 15, 2014 meeting minutes.
- * February 12, 2014 regular business meeting
On a motion by Mr. Ryan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to accept the February 12, 2014 meeting minutes
- * February 12, 2014 executive session
On a motion by Mr. Ryan and seconded by Mr. Odstrchel, the Commission voted 3/0 to accept the February 12, 2014 Executive Session meeting minutes.

AIRPORT MANAGER'S REPORT

Airport Accident: February 22, 2014, pilot of Cessna 182 lost control of aircraft on touchdown, propeller contacted runway. The disabled aircraft settled at the intersection of runway 17 and taxiway C. Flight operations were suspended for approximately 2 hours. The Norwood Fire Department, FAA Operations Center and National Transportation Safety Board, and MassDOT were all notified.

Snow Removal: On 2/24, the Airport Manager attended the Special Town Meeting that included an article to appropriate additional funding for emergency snow removal at the airport. This article passed.

— Informational Updates —

2013 Annual Report - Attachments A-B of Managers Report

Air Traffic - February 2014 air traffic report - Attachments C-D of Managers Report

Potential for scenes for another movie to be filmed at Norwood Airport.

Mr. Shaughnessy suggested that the film production company give a donation to a group such as Circle of Hope for the use of the airport.

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 3/0 to accept the Managers Report.

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OLD BUSINESS

NEW BUSINESS

- * Boston Executive Helicopters (BEH), full service fixed-base operator interest
Joshua Foxx, Representative of Rollins, Rollins & Foxx.

Seeking clarity on BEH's ability to fuel on town controlled and approved helipads

West apron: Joshua Foxx, representing BEH, requests all or part of the west apron area of the airport.
The request for the west ramp will be discussed in Executive Session at the end of this meeting.

- * CY 2014 aircraft tie-down leases
Gregory Quinn
Allen Small

On a motion by Mr. Shaughnessy and seconded by Mr. Ryan, the Commission voted 3/0 to accept the tie-down leases.

CORRESPONDENCE

- * 2/20/14 Letter from attorney R. Lizza, representing I.W. Harding, to Norwood Town Counsel

On a motion by Mr. Ryan and seconded by Mr. Shaughnessy, the Commission voted: Mr. Shaughnessy, Yes, Mr. Odstrchel, Yes, Mr. Ryan, Yes, Mr. Wynne, Yes to proceed to Executive Session

Meeting Adjourned for Executive Session: 12:23pm

Meeting Adjourned for Regular Business Meeting: 12:44pm