

**APPROVED**

11 / 8 / 17

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
October 11, 2017**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Kevin Shaughnessy, Martin Odstrchel, Les LeBlanc, Michael Sheehan; Airport Manager, Russ Maguire.

**Meeting Called to Order: 3:00 PM**

**NPA-TV and Boston Executive Helicopters are recording this meeting.**

**Re: Sign-in Sheet: Chris Donovan has not signed in.**

**PROJECTS**

- AIP Project Update: environmental assessment of taxiway A re-location – Jeff Adler, Dubois & King Variance was submitted on September 29<sup>th</sup> to the DEP. A public hearing to be held in Norwood is being set up.
- AGIS Obstruction Analysis Project – Jeff Adler, Dubois & King  
Trying to set up a meeting date to go over the generalization of what the project is. It may go to early November.

**MINUTES**

- September 21, 2017 – Regular Business Meeting  
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve the minutes with corrections. Mr. Odstrchel and Mr. LeBlanc abstained.
- September 21, Executive Session  
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve the minutes. Mr. Odstrchel and Mr. LeBlanc abstained.
- August 9, 2017 – Regular Business Meeting  
On a motion by Mr. Odstrchel and seconded by Mr. Shaughnessy, the Commission voted 4/0 to approve the minutes with corrections. Mr. LeBlanc abstained.
- August 9, 2017 – Executive Session  
On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 4/0 approve the minutes with correction. Mr. LeBlanc abstained.

**AIRPORT MANAGER'S REPORT**

Mr. Maguire had nothing to add to the Airport Manager's Report, and there were no questions.

On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 4/0 to accept the Airport Manager's report. Mr. LeBlanc abstained.

## **NEW BUSINESS**

- Commercial permits, Mr. Maguire recommended the following motion.

On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 4/0 to approve FY2018 commercial permit applications for the following businesses: Kestrel Aviation, Inc. and New Horizon Aviation. Mr. LeBlanc abstained.

- Commercial Permit, Boston Executive Helicopters, LLC

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to provisionally extend until the next Airport Commission Meeting FY2017 commercial permit for the following business: Boston Executive Helicopters, LLC. A letter will be written to Boston Executive Helicopters as a reminder that the NAC is waiting for the fueling plan, and once it is received BEH will have their FBO. Mr. LeBlanc abstained.

- MassDOT grant offer (obstruction analysis, ALP update, AGIS survey): standard contract, grant assurances

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to authorize the chairman to enter into the agreement. Mr. LeBlanc abstained.

- Mr. C. Reid is present. He has been working with Mr. Maguire regarding noise pollution while golfing at Norwood Country Club. Mr. Reid went to the Selectmen for assistance, and he was then sent back to the NAC.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to put Mr. Reid on the agenda for the next meeting of the NAC. Mr. LeBlanc abstained.

- Discussion regarding release and settlement of all claims for damaged airport sign by East Coast Aero Club. Mr. Maguire will reach out to East Coast Aero Club indicating the NAC will sign the release once the final cost is determined.

## **CORRESPONDENCE**

- 10/6/17 letter and attachments from R. Maguire to M. Holzwarth; w/release and settlement of all claims
- MassDOT application for assistance, re-location of taxiways A, D
- 9/29/17 letter from R. Maguire to Norfolk County Mosquito Control, re: assistance
- 9/28/17 letter from R. Maguire to D. Wigdant re: request to bow-hunt on airport property
- 9/28/17 letter from R. Maguire to J. Nolan re: request to bow-hunt on airport property
- Five-year capital improvement plan, updated
- E-mails, C. Reid and R. Maguire, re: overflights, Norwood Country Club

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted by roll call to adjourn for the purposes of Executive Session, to discuss strategy with respect to litigation, if in open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission in their litigation with Boston Executive Helicopters and to return to public session for purposes of adjournment.

Mr. Ryan: Yes

Mr. Shaughnessy: Yes

Mr. Odstrchel: Yes

Mr. Sheehan: Yes

Mr. LeBlanc: Abstain

Adjourned for the purposes for Executive Session at 3:23 p.m.

The Commission returned to Open Session at 3:37p.m.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to adjourn the meeting. Mr. LeBlanc abstained.

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

**MEETING ADJOURNED: 3:37 PM**