

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
September 9, 2015**

APPROVED

10/21/15

In Attendance:

Commissioners: Mark Ryan, Chairman; Paul Shaughnessy, Hylie Hutchens, Michael Sheehan, Leslie LeBlanc, Airport Manager, Russ Maguire.

Meeting Called to Order: 12:00 PM

APPOINTMENTS

- AIP update, environmental assessment, wildlife hazards assessment, Jeff Adler
Wildlife hazards assessment update: Halfway through. Surveys are being done to identify issues and hazards. This will be ongoing through March at which point a report will be issued with recommendations.
AIP update: Taxiway A environmental assessment, Submission made to DEP on August 17th.
Now in 60 day wait period where DEP reviews and submits comments back.

MINUTES

- August 12, 2015 regular meeting

On a motion by Mr. Sheehan and seconded by Mr. Hutchens the Commission voted 5/0 accept the Minutes.

AIRPORT MANAGER'S REPORT

- Discussed gate 3 replacement. Need motion to execute property damage release from the insurance company of the party that damaged the gate.

On a motion by Mr. Hutchens and seconded by Mr. LeBlanc, the Commission voted 5/0 to execute the release.

- WWII Bombers will be at Airport from 18th through the weekend.
- Airport management coordinating trolley tours on Norwood Day
- Shooting Touch Fundraiser in Hangar on September 19th. Mr. Maguire will work with the coordinator.

On a motion by Mr. LeBlanc and seconded by Mr. Sheehan, the Commission voted 5/0 to approve the Airport Manager's report.

OLD BUSINESS

- **FY 2014 commercial permit, Boston Executive Helicopters (BEH); provisional extension**

On a motion by Mr. Sheehan and seconded by Mr. Hutchens the commission voted 5/0 to approve the provisional extension of the '14 commercial permit for BEH until the next meeting.

- Commercial Permits – Discussion about BEH permit application, and what is needed. At February's meeting it was voted unanimously what was needed. Waiting for the information. Mr. Ryan recommends special meeting on September 30th to talk about letter of credit as an alternative to the personal guarantor. At that meeting the Commission will have response from 3rd party on everything but the guarantor. The Commission will discuss the letter of credit as well as the response from the 3rd party and make a decision.

NEW BUSINESS

- **FY 2016 Commercial permits: Waltzing Matilda Aviation, Kestrel Aviation**

Mr. Maguire would like to approve 2016 Commercial permit for Waltzing Matilda Aviation with caveat that all the financial information be received that was requested by December as well as approve permit for Kestrel Aviation.

On a motion by Mr. Hutchens and seconded by Mr. LeBlanc, the Commission voted 5/0 to approve the 2016 commercial permit for Waltzing Matilda Aviation with caveat and approve the 2016 commercial permit for Kestrel Aviation.

- **Dumpster issue**

Discussion about overflowing dumpsters and problem with attraction of wildlife.

- **Norwood Aero Club**

Discussion regarding giving members badges.

CORRESPONDENCE

- 8/17/15 letter from Epsilon's A. Jacobs to state EOCC re: DEIR/EA, taxiway A alignment
- 8/18/15 letter from FAA's T. Knox to M. Ryan, of NAC, re: OWD's DBE program
- 8/25/15 letter from Shooting Touch fundraiser to R. Maguire re: 9/19/15 event in Boch hangar
- 8/26 letter from MassDOT's D. Garcia to M. Ryan of NAC, re ACIP

On a motion by Mr. Hutchens and seconded by Mr. Paul Shaughnessy, the Commission voted 5/0 to adjourn the August 12, 2015 meeting.

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

MEETING ADJOURNED: 12:55 PM