

AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
November 19, 2015

APPROVED

12 / 16 / 15

In Attendance:

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

Meeting Called to Order: 12:00 PM

PROJECTS

- AIP/CIP update, environmental assessment, wildlife hazards assessment, Jeff Adler
Wildlife hazards assessment update: Wildlife hazards assessment is ongoing.
Environmental Assessment for Taxiway A relocation, received comment letter from DEP on
draft EIR. Preparing documentation. Goal to file final EIR in early spring.
- Submit pay application for wildlife hazards assessment, payment application No. 3 , \$12,034.83.
Norwood share is \$601.7
On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 4/0 to pay
payment request number 3 in the amount of \$12,034.83.
- FAA requires year-end statements on outstanding grants. No payments involved, just a
recording as of September 30th. There are documents the Chairman needs to sign.
On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 4/0 to authorize
the Chairman to sign any necessary documents in regards to FAA year-end reports.

MINUTES

- Minutes are being produced.

AIRPORT MANAGER'S REPORT

- East Coast Sealcoating did the crack sealing of the parking lot. Did a nice job. Have
encumbered funds to sealcoat the parking lot, possibly stripe it as well. Will advertise that.
- Snow removal - \$30,000 in budget. Took snow removal subaccount out of a larger subaccount.
It is a separate account now.
- Public Works will put out salt barrels for residents to come by and take salt for their home. The
Airport parking lot is added as one of the areas.

OLD BUSINESS

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

Last meeting the NAC did not extend the fiscal 2014 commercial permit of BEH. Because there are some ongoing issues right now, recommendation to extend the 2014 commercial permit for BEH for another month. Need to rescind vote from last month.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 4/0 to rescind the vote made at the October 21st meeting for no further extensions on the commercial permit for BEH.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 4/0 to extend the 2014 commercial permit for BEH until the next scheduled meeting.

NEW BUSINESS

- **FY 2016 Snow Removal Contract**

PJ Hayes has the contract. Has been here for 15 plus years. Rates are more favorable to the rates that the rest of the town is using. May actually be a little more favorable to the Town. Very good contractor, very responsible. They've had to do some extraordinary things. They have an institutional knowledge of the facility. No problems with damaging anything.

On a motion by Mr. Odstrchel and seconded by Mr. LeBlanc, the Commission voted 4/0 to approve the FY 2015-2016 Snow Removal Agreement with PJ Hayes, Inc.

CORRESPONDENCE

- 11/3/15 letter from Annex Realty Trust
Would like an extension of their lease for parking lot storage. Recommendation to forward it to Town Counsel because there are outstanding requests to lease surplus land for non-aeronautical use. This is Airport land, and the FAA wants to have it removed as aeronautical use land because of environmental constraints and intervening properties that are privately held. Take this under advisement and give it to Town Counsel.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 5/0 to adjourn the November 19, 2015 meeting.

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

MEETING ADJOURNED: 12:15 PM