

**APPROVED**

4 / 13 / 16

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
March 9, 2016**

**In Attendance:**

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

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

**PROJECTS**

- AIP project update, environmental assessment of taxiway A re-location, wildlife hazard assessment, Jeff Adler  
Environmental Assessment for Taxiway A relocation, Epsilon was out this past month and re-evaluated the wetland areas. Trying to address concerns the DEP had regarding draft environmental assessment that was submitted last fall. DEP wanted additional areas to be looked at, which Epsilon has done. Within the next month they will be putting together responses to DEP. Once the final EIR is filed, then move into permitting which will start in the summer.

Wildlife Hazard Assessment, still going through survey work. Expect to get a report/update in a month or two on ongoing wildlife issues.

**MINUTES**

- October 21, 2015

On a motion by Mr. Odstrchel and seconded by Mr. LeBlanc, the Commission voted 5/0 to accept.

- February 10, 2015

On a motion by Mr. Shaughnessy and seconded by Mr. LeBlanc, the Commission voted 5/0 to accept the minutes of the February 10, 2016 meeting minutes with the clarification regarding the letter from Helicopters, Inc., that the summer project is for the year 2017.

**EXECUTIVE SESSION MINUTES**

- October 21, 2015

On a motion Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 5/0 to table voting on the acceptance of the minutes.

- February 10, 2016

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 5/0 to accept.

## **AIRPORT MANAGER'S REPORT**

- Ramp lighting.
- Damage air traffic control tower. Federal Government will pay for the repair.

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 5/0 to accept the Airport Manager's report.

## **OLD BUSINESS**

- Boston Executive Helicopters, LLC FY 2014 Commercial Permit

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 5/0 to extend BEH's commercial permit until the next meeting.

## **NEW BUSINESS**

- Tuckamore Aviation – Commercial Permit

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 5/0 to approve Tuckamore Aviation Corporation's Commercial permit. They must provide three month financials in three months, and not exceeding 6 months out. The submittal shall be the most recent three months. It will include bank statements and it will also include if the monthly lease is not renewed, the tenant and/or landlord will notify the airport manager.

- Fuel Flowage Fees

Fuel flowage fees have not been increased in at least 7 or 8 years. Would like to raise the fee one cent, from 6 to 7 cents. Would like to start that at the latest in the new fiscal year.

✓ On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 5/0 to increase the flowage fee from 6 cents per gallon to 7 cents per gallon.

Mr. Ryan requested that the Commission adjourn for Executive Session to discuss strategy with respect to ongoing litigation involving Boston Executive Helicopters because discussion in open session would be detrimental to NAC's position.

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted by roll call to adjourn for the purposes of Executive Session, and to return to Open Session for the purposes of adjournment.

Mr. Sheehan: Yes

Mr. LeBlanc: Yes

Mr. Odstrchel: Yes

Mr. Shaughnessy: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 3:22 p.m.

The Commission returned to Open Session at 4:26 p.m.

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

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

**MEETING ADJOURNED: 4:26 PM**