

APPROVED

5 / 11 / 16

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
April 13, 2016**

In Attendance:

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

Meeting Called to Order: 3:10 PM

PROJECTS

- AIP project update, environmental assessment of taxiway A re-location, wildlife hazard assessment, Jeff Adler

Working on developing alternatives in accordance with DEP's request to draft EIR. June should be finalizing the EIR and submitting that. That would complete phase 1, then moving into phase 2, the permitting.

Wildlife Hazard Assessment, data collection is completed. Amanda Atwell from Epsilon will come to the May Commission meeting to give an update on the final report.

MINUTES

- March 9, 2016

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to accept.

EXECUTIVE SESSION MINUTES

- October 21, 2015
- March 9, 2016

On a motion Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to go into Executive Session to discuss the minutes and review with counsel their litigation position going forward. Discussion of this matter in open session would prejudice the interests of the Airport Commission and the Town.

AIRPORT MANAGER'S REPORT

Mr. Maguire would like to add that the ramp lighting project is ongoing. The plan is that Jeff Adler, along with an electrical engineer will come down to the airport to look at options. Goal is to tie this in with construction phase of taxiway A.

Mosquito control is working out of Norwood Airport, dispensing pellets. Already notified air traffic control, MEMA, Commonwealth of Massachusetts Fusion Center and Norwood Police.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to accept the Airport Manager's report.

NEW BUSINESS

- Above the Clouds charity event, proposed

This is the second year sponsoring this. Would like to do it in the Radley hangar this year, June 5, 2016, 3:00 – 6:00 p.m. 175 supporters. They have coordinated with security and Norwood Police. Board of Selectmen need an authorization from the Airport Commission before they can issue a liquor license. Want to make sure that the Airport employees and commissioners are added as additional insureds.

On a motion by Mr. Sheehan and seconded by Mr. Leblanc, the Commission voted 3/0 to approve the Above the Clouds event on Sunday, June 5th from 3:00 to 6:00 with the conditions outlined in the March 17, 2016 email to Above the Clouds from Mr. Maguire, which would include that they add as additional insureds, the Town of Norwood, the Norwood Airport, the Norwood Airport employees and Commissions on the liquor liability insurance policy.

CORRESPONDENCE

- Copy of Norwood Airport Commission solicitation for professional engineering services

NAC solicited engineering services for the next three years. Put out a request for proposals from July of 2016 to June of 2019. Dubois and King were the only interested party.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to accept Dubois and King as the airport engineer for the time period July 1, 2016 through June 30, 2019.

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

Mr. Sheehan: Yes

Mr. LeBlanc: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 3:27 p.m.

The Commission returned to Open Session at 4:23 p.m.

OLD BUSINESS

- Flight Level, CAP Apron Project

Bob Lawrence from Flight Level Aviation gave an update on the project. They received approval from the Town of Norwood Planning Board meeting this week. Everything is in place. Mr. Lawrence passed out a diagram of the plan. They are hoping to break ground by the end of April.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to approve the plan as presented and specifically the proposed temporary construction access, the temporary Jersey barriers be cement, that a weekly safety meeting is held with the Airport Manager, that dust control and foreign object damage debris plans be in place, there is signage indicating that all vehicles exit out through Access Road to Route 1, and all enter in from Route 1 via Access Road, no construction vehicles use Access Road to Neponset Street, and to follow all the order of conditions of the Conservation Commission and Planning Board.

- Boston Executive Helicopters, LLC FY 2014 Commercial Permit

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to extend BEH's commercial permit until the next meeting.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 3/0 to adjourn the meeting.

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

MEETING ADJOURNED: 4:38 PM