

APPROVED

3/9/16

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
February 10, 2016**

In Attendance:

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

Meeting Called to Order: 3:00 PM

PROJECTS

- AIP update, environmental assessment, Russ Maguire
Environmental Assessment for Taxiway A relocation, on course with environmental impact report.
Wildlife Hazard Assessment, still going through survey work. Expect to get a report in March/April on ongoing wildlife issues.
- Submit pay application for wildlife hazards assessment, payment application No. 4 , \$6,387.05. Norwood share is \$319.35
On a motion by Mr. Odstrechel and seconded by Mr. LeBlanc, the Commission voted 5/0 to pay payment request number 4 in the amount of \$6,387.05.

MINUTES

- October 21, 15 – Complete transcript as well as summary. Put off to March meeting.
- December 16, 2015

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

EXECUTIVE SESSION MINUTES

- December 16, 2015

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

AIRPORT MANAGER'S REPORT

- Draft budget, no changes.
- Discussion with Norwood Police on use of drones.
- Letter from Helicopters, Inc., would like additional lighting. Would like to have the airport engineer see if it could be added onto the summer project for 2017.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 5/0 to have Mr. Maguire contact Dubois & King about lighting the helicopter areas.

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

OLD BUSINESS

- Waltzing Matilda Aviation, financial documentation
Commission has the bank statements, June of 2015-present. The last bit of financial information the NAC needed. Matthew Hurley is present, was thanked for cooperating with the NAC.

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 5/0 to approve a full commercial permit for Waltzing Matilda until the end of the fiscal year.

- Boston Executive Helicopters, LLC FY 2014 Commercial Permit

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

NEW BUSINESS

- Elite Aero Services

Elite Aero Services went through initial commercial permit phase. They had a 2015 commercial permit. They missed the June mailing to renew 2016 permit. They are an existing business, and need a 2016 permit. They have two exemption requests.

On a motion by Mr. Shaughnessy and seconded by Mr. Leblanc, the Commission voted 5/0 to approve a 2016 commercial permit for Elite Aero Services, continuing exemptions for Section 6 part A, rented space and Section 6 part E, commercial tie-down.

- Flight Level, update on capital project planned for calendar year 2016, Peter Eichleay

CAP ramp rejuvenation and hangar construction project. Conservation Commission has given their approval. Should start in April and be completed before next winter. Improving the appearance of the hangars. Managers for the hangar project are present, Frank Gundel and Bob Lawrence. This is a \$2.4 million project. The site contractor is Lawrence-Lynch. Also discussed the letter from Peter Eichleay about aircraft management services.

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

On a motion by Mr. Shaughnessy 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 adjournment.

Mr. Ryan: Yes

Mr. Shaughnessy: Yes

Mr. Sheehan: Yes

Mr. LeBlanc: Yes

Mr. Odstrchel: Yes

Adjourned for the purposes for Executive Session at 3:29 p.m.

The Commission returned to Open Session at 3:51 p.m.

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

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

MEETING ADJOURNED: 3:52 PM