

APPROVED

3 / 14 / 18

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
January 10, 2018**

In Attendance:

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

Meeting Called to Order: 3:02 PM

NPA-TV and Chris Donovan of Boston Executive Helicopters is recording this meeting.

Re: Sign-in Sheet: Chris Donovan has not signed in.

PROJECTS

- AIP project update: Jeff Adler, DuBois & King
Taxiway A Relocation. Comment period has ended. Things are moving forward. Should be ready to put it out to bid in March and file a grant application by May 1 with summer 2018 construction. There was a scoping meeting with FAA for the final design. A draft contract was sent to Mr. Maguire without the numbers, because they aren't finalized. Would like the Commission to conditionally approve that draft.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to send a draft contract to Murphy, Hesse, Toomey and Lehane to go over the particulars.

- Obstruction Analysis and AGIS Survey, Jeff Adler, DuBois & King
Waiting on aerial base plan. It should be ready by January 17th. That plan is needed when the master plan process is started. The first public meeting should be held late January or early February.

MINUTES

- December 13, 2017 Regular Business Meeting
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve the minutes. Mr. Odstrchel abstained.
- November 15, 2017 Regular Business Meeting
On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to approve the minutes.
- November 15, 2017 Executive Session Meeting
On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to approve the minutes.
- October 11, 2017 Executive Session Meeting
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to approve the minutes.

AIRPORT MANAGER'S REPORT

- Mr. Maguire discussed the Airport Manager's Report. The snow budget was discussed.

On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 4/0 to approve the Airport Manager's Report.

OLD BUSINESS

- FY 2017 commercial non-FBO permit application: Boston Executive Helicopters.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to extend the fiscal 2017 non-FBO commercial permit until the next meeting for Boston Executive Helicopters.

NEW BUSINESS

Mr. Maguire had a conversation with MassDOT Aeronautics and Manager of Airport Engineering, Tom Mahoney who gave an update on snow removal equipment/administration building Phase II. Mr. Maguire attended a meeting at Logan Airport, the Airport Manager's Association and MassDOT. Mr. Mahoney stated that MassDOT is going to pay 100% of the design work, which should be completed by July 1st. MassDOT will pay 95% of the construction costs. January 30th there will be a meeting with MassDOT, the architect, Airport Management and representatives from the NAC.

Welcome to Alan Radlo, owner of Flight Level, recognized for his commitment to the airport.

Conflict of Interest – signed and submitted by NAC members.

Discussion of new utility pole on Access Road.

CORRESPONDENCE

- Town of Norwood, summary: Conflict of Interest Law for Municipal Employees w/acknowledgment of receipt form
- 12/21/17 letter from C. Donovan, of Boston Executive Helicopters (BEH) to Norwood Board of Selectmen; w/ 8/3/17 letter from M Fee, of Pierce & Mandell, P.C., representing BEH, to A. Simms, of Pierce, Davis & Perritano, LLP, representing NAC
- 12/13/17 letter from R. Ryan, of the NAC, to the Town of Norwood Personnel Board
- Notice of public hearing, Town of Norwood

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, to discuss strategy with respect to litigation, if in open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission in their litigation with Boston Executive Helicopters and to return to public session for purposes of adjournment.

Mr. Ryan: Yes

Mr. Shaughnessy: Yes

Mr. Odstrchel: Yes

Mr. Sheehan: Yes

Adjourned for the purposes for Executive Session at 3:21 p.m.

The Commission returned to Open Session at 3:44 p.m.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to adjourn the meeting.

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

MEETING ADJOURNED: 3:44 PM