

APPROVED

6 / 14 / 18

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
March 14, 2018**

In Attendance:

Commissioners: Mark Ryan, Chairman; Kevin Shaughnessy, Michael Sheehan; Mark Raymond on behalf of Russ Maguire

Meeting Called to Order: 3:05 PM

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

PROJECTS

- AIP project update: Jeff Adler, DuBois & King
Taxiway A Relocation. Plans are being finalized. April 18th will be the bid opening. Waiting on the final variance permit from DEP. A grant application will be filed with the FAA prior to May 1st.
- Obstruction Analysis and AGIS Survey, Jeff Adler, DuBois & King
The aerial mapping has been completed. The obstruction analysis information should be received by the end of March. The goal is to have the whole technical master plan finished by the end of the year.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 3/0 to pay payment request No. 2 for the AGIS survey. Total invoice is \$55,618.20. Norwood share is \$2,780.91.

MINUTES

- January 10, 2018 Regular Business Meeting
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve the minutes with spelling corrections made.

AIRPORT MANAGER'S REPORT

- Airport Manager's Report is submitted. Mr. Raymond discussed snow removal and purchase of new equipment. MassDOT provided a grant to the airport in the amount of \$262,400.

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 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. Shaughnessy, the Commission voted 3/0 to extend the fiscal 2017 non-FBO commercial permit until the next meeting for Boston Executive Helicopters.

NEW BUSINESS

- DC-3 Ramp Papa Whiskey is the lessee. The term is up on March 31, 2018.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 3/0 to offer an extension of the current lease for 60 days.

- Landing fees, feasibility study

The Finance Commission did an audit of revenues and expenditures of the airport.

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to table discussion until the next meeting.

- Part 16, BEH v Town of Norwood – The issue is extended to April 11, 2018 and will not be extended beyond that date.
- Land Use Inspection – Mary Walsh from FAA send a letter saying the letter is complete and closed.
- Release of settlement of all claims of damage caused by East Coast Aero Club.

CORRESPONDENCE

- 1-25-18 FAA letter to NAC re: notice of time extension (Part 16, BEH v Town of Norwood, Norwood Airport Commission)
- 1-19-18 letter from M. Walsh, of FAA Airports Division (New England Region) to R. Maguire, re: 8-5-14 FAA land use compliance inspection and subsequent corrective action plan
- 3-1-18 MassDOT grant award notification (\$262,400) for two trucks w/plows, and attachment
- MassDOT application for assistance: two trucks w/plows, and attachment
- Copy, Norwood Airport standard ground lease, DC-3 ramp
- Release and settlement of all claims, Old Republic Aerospace, Inc., on behalf of East Coast Aero Club, Inc., (ECAC) re: August 2107 ECAC damage to airport sign
- Notice: special Town meeting
- FAA/MassDOT payment request #2: AGIS

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, 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. Sheehan: Yes

Adjourned for the purposes for Executive Session at 3:24 p.m.

The Commission returned to Open Session at 3:40 p.m.

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

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

MEETING ADJOURNED: 3:40 PM