

**APPROVED**

11 / 14 / 18

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
October 17, 2018**

**In Attendance:**

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

**Meeting Called to Order: 3:03 PM**

**NCM and Chris Donovan of Boston Executive are recording this meeting.**

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

**PROJECTS**

- AIP project update: Jeff Adler, DuBois & King  
Taxiway A Relocation. The weather has affected the schedule. All paving and draining should be complete on the taxiway in a week. By Friday, November 9, taxiway A will be complete. Then it will be determined whether to go forward with Taxiway D or delay because of time. The goal was to complete everything by Thanksgiving, but time was lost due to weather.
- Technical Master Plan, Jeff Adler, DuBois & King  
A meeting is set up with MassDOT and FAA for October 25<sup>th</sup> at FAA to get feedback. After that a public meeting will be set up. The goal is to conclude that by the end of the year.
- Wildlife Fence, Jeff Adler, DuBois & King  
The existing fence is in disrepair in many areas. An application has been submitted to the FAA for the supplemental funding for this. The goal is to get the fence out of the wetlands area.
- Access Control System, Emergency Repairs, Russ Maguire  
The heavy rain exacerbated a problem with the access control system, which are the gates and how they communicate with the head unit. There has been a lot of disruption in the access control system. The service provided has been to the airport and determined the problem is tied back into the underground copper cable. They would like to seek a MassDOT grant to repair the access control system. The corrections need to be done before the winter. The total cost of the project is \$42,550. Local share will be \$8,510.

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve \$42,550 to upgrade the access control system and make the emergency repairs and upgrades.

**MINUTES**

- September 26, 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 corrections noted.

## **AIRPORT MANAGER'S REPORT**

- Mr. Maguire discussed the Airport Manager's Report.  
Mr. Maguire would like to recognize Pat Fahey, the air traffic control tower manager for his help with the taxiway project. An aircraft incident happened first day of Collings foundation visit. The air traffic control tower handled things very well and the runway reopened very quickly. This is the first quarter with landing fees. Flight level would be collecting fees with 80% going to the Town. \$9,800 was collected from the third quarter. Collings foundation visit went very well. Second day was challenging with a Patriots home game. Mr. Maguire would like to recognize Flight Level for their support before, during and after the event.

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 3/0 to approve the Airport Manager's Report.

## **CORRESPONDENCE**

- 10/4/18 letter from T. Mahoney, at MassDOT, to M. Ryan, of the NAC, re: SRE/administration building fit-out. There is a grant of 95% support from MassDOT.
- 10/3/18 letter to R. Maguire re: notice of sale of ILFP credits for U.S. Army Corps of Engineers permit.

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: (1) Boston Executive Helicopters, LLC v. Town of Norwood; (2) Boston Executive Helicopters v. Norwood Airport Commission and Town of Norwood; and (3) Boston Executive Helicopters v. Flight Level Norwood LLC, EAC Realty Trust and Peter Eichleay, as well as to review the September 26, 2018 Executive Session minutes and to return to public session for purposes of adjournment.

Mr. Ryan: Yes

Mr. Sheehan: Yes

Mr. Shaughnessy: Yes

Adjourned for the purposes for Executive Session at 3:33 p.m.

The Commission returned to Open Session at 4:40 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: 4:40 PM**