

APPROVED

3 / 13 / 19

**AIRPORT COMMISSION MEETING
BUSINESS MEETING
November 14, 2018**

In Attendance:

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

Meeting Called to Order: 12:02 PM

NCM, The Norwood Record and Chris Donovan 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. This project is ongoing. There are some issues with the paving. This week paving should be complete. Taxiway should be complete before Thanksgiving. Taxiway D will be delayed until the spring, weather permitting.

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 3/0 to approve payment of pay request No. 3. Total amount is \$567,720.71. Norwood's share is \$14,193.02.

- AGIS Technical Master Plan, Jeff Adler, DuBois & King
Meetings with FAA and MassDOT went well. The next step is to set up a public meeting at the discretion of the Airport Commission.

MINUTES

- October 17, 2018 Regular Business Meeting

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 3/0 to approve the minutes.

- October 24, 2018 Special Business Meeting

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 3/0 to approve the minutes.

- November 5, 2108 Special Business Meeting

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 3/0 to approve the minutes

AIRPORT MANAGER'S REPORT

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

NEW BUSINESS

- FY 2019 Snow Removal Contracting
Mr. Maguire requested a motion to approve execution of the snow removal contract for P. J. Hayes and Ciavattone Construction. The equipment rates are based on Public Works rates.

On a motion by Mr. Shaughnessy and seconded by Odstrchel, the Commission voted 3/0 to sign the snow removal contract with P. J. Hayes, Inc. and Frank Ciavattone.

CORRESPONDENCE

- FAA/MassDOT payment request #3, AIP No. 3-25-0037-38, re-construction of taxiway A
- 11-1-18 cover letter (w/o exhibits) from Attorney M. Fee, representing Boston Executive Helicopters, to S. Pollack and J. DeCarlo, of MassDOT, re: violations of state grant assurances by Norwood Memorial Airport
- 10/22/18 letter from C. Carney, Town of Norwood, to C. Gladstone of MA division of Capital Asset Management and Maintenance, re: waiver request of advertising requirements for emergency work
- 10/26/18 letter from K. Manganaro, Asst. Attorney General, Commonwealth of MA, to K. North, Norwood Town Counsel, re: open meeting law complaint from Boston Executive Helicopters; determination

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted by roll call to adjourn for the purposes of Executive Session for Purpose 3 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; (3) Boston Executive Helicopters, LLC v. Flight Level as well as to review the October 17, 2108 and November 4, 2018 Executive Session minutes and to return to public session for purposes of adjournment.

Mr. Shaughnessy: Yes

Mr. Odstrchel: Yes

Mr. Ryan: Yes

Adjourned for the purposes of Executive Session at 12:05 p.m.

The Commission returned to Open Session at 12:42 p.m.

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

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

MEETING ADJOURNED at 12:42