

**APPROVED**

5 / 8 / 19

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
April 10, 2019**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Michael Sheehan, Vice Chairman; Kevin Shaughnessy, Clerk; John Corcoran; Russ Maguire, Airport Manager

**Meeting Called to Order: 3:05 PM**

**NCM, Chris Donovan of Boston Executive Helicopters and Matt MacDonald of the Norwood Record are recording this meeting.**

**PROJECTS**

- AIP Project Update: Jeff Adler, DuBois & King  
Taxiway A and Taxiway D project changes will get processed through MassDOT and FAA. The contractor will update Mr. Adler on when they will be able to Taxiway D. This will most likely be done in the summer months when it is dry.
- Technical Master Plan, Jeff Adler, DuBois & King  
The public hearing is scheduled for April 30<sup>th</sup> at 6:00 at the fire/police station in the public safety training and community room. DuBois & King will make a presentation with handouts for the public.

**Mr. Ryan congratulated Mr. Shaughnessy and Mr. Odstrchel for being reappointed to the Norwood Airport Commission for another three-year term.**

**MINUTES**

- 3/13/19 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 4/0 to approve the minutes.

**AIRPORT MANAGER'S REPORT**

- Mr. Maguire discussed the Airport Manager's Report. Mr. Maguire sent out a distribution email to all the business to inform them of the ongoing construction on the Airport. Economic Impact Study update was discussed.

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

**Mr. Ryan thanked Bernie Cooper, Assistant General Manager for attending the meeting.**

## OLD BUSINESS

- Boston Executive Helicopters' fuel truck operating in vicinity of helicopter circles.

Mr. Ryan invited Chris Donovan of BEH to speak. Mr. Donovan stated that in light of the pending decision by Judge Stearns he declines to speak.

Mr. Shaughnessy would like to inquire of Mr. Donovan if he plans to attend the meeting that was set up to discuss the corrective action. Mr. Donovan stated that in light of the pending decision by Judge Stearns he will not be making any comments today before the Airport Commission. Mr. Ryan explained that there was a settlement agreement that required the NAC to meet with BEH. A meeting has been scheduled for April 12<sup>th</sup>. It is not known if the meeting will take place based on Mr. Donovan's statements.

## CORRESPONDENCE

- 4/8/19 letter from M. Ryan of the NAC to J. LoGiudice of FAA re: request to disregard prior grant amendment request  
On a motion by Mr. Corcoran and seconded by Mr. Shaughnessy, the Commission voted 4/0 to file.
- Request for proposals: lease of approximately 95,446 square feet of airport land  
On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to file.
- Solicitation for professional engineering services: July 1, 2019 - June 30, 2022  
On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to file.
- 3/25/19 letter from Town Counsel to J. Shalek of I.W. Harding Construction Co., re: purported claim for hauling costs  
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to file.
- 3/21/19 letter from C. Carney, Town of Norwood, to A. Poulos of Tower Construction Corporation re: notice to proceed: airport administration building fit-out  
On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to file.
- 3/14/19 letter from FAA headquarters re: notice of extension of time for Part 16 complaint, Boston Executive Helicopters v. Town of Norwood and Norwood Airport Commission  
On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 4/0 to file.
- Massachusetts Statewide Airport Economic Impact Study Update, executive summary, January 2019
- Massachusetts Statewide Airport Economic Impact Study, brief sheet for Norwood Memorial Airport

On a motion by Mr. Corcoran and seconded by Mr. Shaughnessy, the Commission voted by roll call to adjourn for the purposes of Executive Session for Purpose 3 for 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 et al., and (2) Boston Executive Helicopters v Norwood Airport Commission and also to vote on Executive Session Meeting minutes of March 13, 2019 and to return to public session for purposes of adjournment.

Mr. Corcoran: Yes

Mr. Sheehan: Yes

Mr. Shaughnessy: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 3:30 p.m.

The Commission returned to Open Session at 3:50 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: 3:50 PM**