

APPROVED

2/10/21

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
January 13, 2021**

In Attendance:

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

Meeting Called to Order: 4:03 PM

NCM is recording this meeting.

Meeting via GoToMeeting

PROJECTS

- AIP Project update, DuBois & King, Jeff Adler
Jeff Adler updated the Commission regarding the environmental assessment for the paved safety areas and Taxiway C relocation. MEPA certificate was received at the end of December and the preferred alternatives were approved to move forward with the process. The goal is getting all permits in hand and the variance at the end of 2021 and begin construction in 2022.

Mr. Adler discussed the design/construction Taxiway D relocation as well as obstruction removal of approaches to the four runway ends. The project needs to be out to bid by mid-March, open bids in mid-April and apply for grant application before May 1. At the moment it looks to be funded 90% federal, 5% state and 5% local. With the CARES Act it could be 100% funding, but that has not been determined yet.

MINUTES

- 12/9/20 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the minutes.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- 12/16/20 Regular Business Meeting

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 by roll call to approve the minutes with the spelling correction made.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

AIRPORT MANAGER'S REPORT

Mr. Maguire discussed the report showing activities from December 8th to January 11th. Mr. Maguire would like to recognize the Flight Level's line personnel, air traffic control, Norwood Police, Norwood Fire and the assistant airport manager regarding the security

breach and property damage that occurred on January 4th. The Commission thanked Mr. Maguire for his efforts as well. Southern Airways would like to continue operations sometime in late quarter 1 or early quarter 2.

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

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

NEW BUSINESS

- Payment request #3, AIP No. 3-25-0037-039-2020 (post-construction monitoring)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize payment of Dubois & King Payment Request No. 3 in the amount of \$4,778.25, 100% reimbursed by FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Payment request #3, AIP No., 3-25-0037-041-2020 (environmental assessment)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize payment of Dubois & King Payment Request No. 3 in the amount of \$20,472.68, 100% reimbursed by FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA – Sponsor verification of intent

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize the Chairman sign the verification of intent and forward to the FAA.

- Taxiway D construction/obstruction removal grant project, engineering contract

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize the Chairman to sign the contract pending review by town counsel in the amount of \$331,275.

- Gregory Grant, security badge revocation

Mr. Grant's badge has been disabled due to an incident on December 1th, pending review by the Commission. Mr. Grant addressed the Commission and apologized for his actions regarding the incident.

On a motion by Mr. Corcoran and seconded by Mr. Sheehan, the Commission voted 3/0 by roll call to reinstate Mr. Grant's security badge with the stipulation that if there is another incident involving a vehicle, Mr. Grant will be permanently barred from Norwood Airport, with a letter sent to Mr. Grant stating the same.

CORRESPONDENCE

- 1-8-21 Reserve fund transfer request to replace damaged security equipment
- FAA – Sponsor verification of intent form
- Payment Request #3, AIP No. 3-25-0037-039-2020 (post-construction monitoring)
- Payment Request #3, AIP No. 3-25-0037-041-2020 (environmental assessment)
- 12-21-20 letter from Airport Commission to BEH re: approved leases B&H licensed area
- 12-17-20 letter from Airport Manager to Gregory grant re: security badge suspension
- Flight Level Norwood, LLC v Town of Norwood, document subpoena
- Boston Executive Helicopters, LLOC v Town of Norwood, Notice of Appeal
- 12-14-20 letter to N. Hartzell from M. Makarious re: DC-3 apron fueling interest
- 12-9-20 letter from Airport Manager to AIR2, LLC re: unauthorized operations
- 12-9-20 letter from P. Eichleay to Airport Commission re: DC-3 apron fueling interest
- 12-8-20 letter from N. Hartzell re: Civil Action No. 1982CV01099
- Motion to Dismiss re: Civil action No. 1982CV01099
- Memorandum of Decision and Order re: Civil Action No. 1982CV01099

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to file the correspondence.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to adjourn for the purposes of Executive Session for Purpose 3 to discuss strategy with respect to litigation, if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: Boston Executive Helicopters, LLC v. Town of Norwood et al., U.S. District Court – Massachusetts Civil Action No 1:15-CV-13647-RGS;

- 12/9/20 executive session minutes.

The open session and executive session will be adjourned at the end of the executive session meeting.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 4:37 p.m.

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

MEETING ADJOURNED: 4:59 PM