



# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## NORWOOD AIRPORT COMMISSION

Mark P. Ryan, *Chairman*

Michael Sheehan, *Vice Chairman*

John J. Corcoran

## **NORWOOD AIRPORT COMMISSION**

### **POSTING**

NOTICE IS HEREBY GIVEN THAT A PUBLIC MEETING OF THE NORWOOD AIRPORT COMMISSION WILL BE HELD:

**DATE:** Friday, December 17, 2021  
**TIME:** 3:30 p.m.  
**PLACE:** Norwood Airport Commission Meeting Room  
111 Access Road  
Mark C. Welch Administration Building (Building #9)  
Norwood, MA 02062

2021 DEC 15 A 9:17  
TOWN CLERK  
TOWN OF NORWOOD  
RECEIVED

*The Chair reserves the right to call items on the agenda out of order. The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Items listed for executive session may be discussed in open session, in addition to or in lieu of discussion in executive session.*

## MEETING AGENDA

### 1. PROJECTS

- AIP project update: *DuBois & King*

### 2. MINUTES

- 11/10/21 regular business meeting

### 3. AIRPORT MANAGER'S REPORT

### 4. OLD BUSINESS

### 5. NEW BUSINESS

- MassDOT application for assistance, security camera system expansion

### 6. CORRESPONDENCE:

- 11-19-21 letter to D. Abbott from R. Maguire re: authorized/unauthorized helicopter operating areas
- 11-19-21 letter to *NC Transportation* from R. Maguire re: authorized/unauthorized helicopter operating areas
- 11-19-21 letter to *Boston Executive Helicopters, LLC* from R. Maguire re: authorized/unauthorized helicopter operating areas
- 11-16-21 Conservation Commission order of conditions
- 11-11-21 letter from the Massachusetts Division of Fisheries and Wildlife
- 11-3-21 letter from Massachusetts DEP
- MassDOT application for assistance, security system expansion
- MassDEP major project certification, permit application

### 7. EXECUTIVE SESSION

Purpose 3 for executive session (M.G.L. c. 30A, § 21(a)(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.

Purpose 1 for executive session (M.G.L. c. 30A, § 21(a)(1)) – To discuss receipt of an Open Meeting Law complaint against the Norwood Airport Commission from Christopher Donovan, Sr.

- 11/10/21 executive session minutes

**DRAFT ONLY**

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
November 10, 2021**

**In Attendance:**

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

**Meeting Called to Order: 3:30 PM**

**NCM, Matt McDonald from Norwood Record and Chris Donovan from BEH are recording this meeting.**

**PROJECTS**

- AIP Project update, DuBois & King, Mark Goodrich

The environmental assessment permit has been rejected by MassDEP, and now they are moving forward with the variance permit, which is in the process of being submitted to FAA and MassDOT for their review before final submission to MassDEP.

Construction Relocation of Taxiway D and removal of tree obstruction, the contractor will be on site Monday and Tuesday to begin removing Taxiway D and installing new edge lights and changes to signs. Tree clearing and full relocation of the taxiway will begin in the spring.

Mr. Goodrich provided three end of year financial reports on the three AIP projects for signature.

**MINUTES**

- 10/27/21 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

**AIRPORT MANAGER'S REPORT**

Mr. Maguire presented the Manager's report to the Commission. Of note, landing fees to date have surpassed the entirety of last year.

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

## **OLD BUSINESS**

- Initial commercial permit application, FY 2022, Blue Hill Helicopters (BHH)

Bob Brew made a presentation to the Commission on Blue Hill Helicopters.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call approve the FY 2022 commercial permit application for Blue Hill Helicopters.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## **NEW BUSINESS**

- Application, Army Corps of Engineers Permit

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to have the Chair sign the U.S. Army Corps of Engineers Application for Department of the Army Permit for the taxiway C realignment and runway safety area project.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA year-end report for AIP No. 3-25-0037-041-2020

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call have the Chair sign federal grant 3-25-0037-041-2020.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA year-end report for AIP No. 3-25-0037-042-2021

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call have the Chair sign federal grant 3-25-0037-042-2021.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA year-end report for AIP No. 3-25-0037-043-2020

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call have the Chair sign federal grant 3-25-0037-043-2020.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Unauthorized Helicopter Operations, West Apron  
Mr. Maguire discussed concerns having helicopters operating on unauthorized areas of the airport. Mr. Donovan of BEH has been put on notice of this. Mr. Maguire would like to consider some action to be sure this doesn't continue. There was discussion with members of the public regarding this issue.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to send a warning letter to NCH, David Abbott, BEH and Flight Level notifying them that the West Apron is not an authorized area, and provide map showing authorized area.

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 to authorize the Airport Manager to work with the Airport helicopter users, DuBois & King, legal counsel and MassDOT on the possibility of areas that are safe to consider for future helicopter operations.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Snow removal contract, P.J. Hayes, Inc.
- Snow removal contract, Ciavattone Construction

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to authorize the airport manager to send out contracts to P.J. Hayes, Inc. and Ciavattone Construction using the FY 2022 rates.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA Grant Application through Harper Act of 2021

On a motion by Mr. Sheehan and seconded by Mr. Corcoran the Commission voted 3/0 to submit the grant application in the amount of \$59,000, 100% funded by FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## **CORRESPONDENCE**

- Aerial photos showing authorized helicopter operating areas
- Application for Army Corps of Engineers permit
- Notification of engineer selection
- Norwood Airport capital improvement plant, updated
- FAA year-end report for AIP No. 3-25-0037-041-2020
- FAA year-end report for AIP No. 3-25-0037-042-2021
- FAA year-end report for AIP No. 3-25-0037-043-2020

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; 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 4:39 p.m.

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

**MEETING ADJOURNED: 4:52 PM**



Charles D. Baker, Governor  
 Karyn E. Polito, Lieutenant Governor  
 Jamey Tesler, Acting Secretary & CEO  
 Jeffrey DeCarlo, Administrator



### Application for Assistance

MassDOT Aeronautics Division Form AD1 (Last Modified: March 1, 2021)

<b>1. DATE SUBMITTED:</b>		AIRPORT: NORWOOD MEMORIAL AIRPORT	
<input type="checkbox"/> APPLICATION	<input checked="" type="checkbox"/> CONSTRUCTION	CITY: Norwood, MA	
<input checked="" type="checkbox"/> PRE-APPLICATION	<input type="checkbox"/> PLANNING	<input checked="" type="checkbox"/> PUBLIC	<input type="checkbox"/> PRIVATE
MASSACHUSETTS AIRPORT SYSTEM PLAN (MASP) AIRPORT RANKING:			
AIRPORT CONSULTANT: DuBois & King			
CONGRESSIONAL DISTRICT: 8			

<b>2. PROJECT TITLE:</b> Security Camera Expansion
<b>PROJECT DESCRIPTION:</b>  This project involves expansion of the existing security camera system to add cameras at security gate 2 and security gate 3, as well as new cameras outside/inside the new administration building.
<b>PROJECT JUSTIFICATION:</b>  The camera system expansion will provide added security for the airport and the airport authority's municipal assets.
Attach an 8.5 x 11" sketch showing the location of the project

<b>3. PROJECT COST BREAKDOWN:</b>				
	AIP ELIGIBLE	ASMP ELIGIBLE	INELIGIBLE	TOTAL
CONSULTANT				
CONSTRUCTION		\$50,000		\$50,000
EQUIPMENT				
OTHER COSTS				
ADMINISTRATION				
TOTAL PROJECT COST		\$50,000		\$50,000

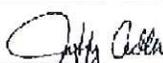
<b>4. PROJECT FUNDING BREAKDOWN:</b>				
	AIP ELIGIBLE	ASMP ELIGIBLE	INELIGIBLE	TOTAL
FAA SHARE				
STATE SHARE		\$40,000		\$40,000
LOCAL SHARE		\$10,000		\$10,000
TOTAL PROJECT COST		\$50,000		\$50,000

<b>5. PROJECT SCHEDULE:</b>	
START DATE: April 2022	COMPLETION DATE: June 2022

6. PROJECT COST EXPENDITURE SCHEDULE:						
CALENDAR YEAR	FISCAL YEAR	FISCAL QUARTER <sup>1</sup>	FAA SHARE	STATE SHARE	LOCAL SHARE	TOTAL
2022	2022	4		\$40,000	\$10,000	\$50,000

7. OTHER INFORMATION:				YES	NO	N/A
IS PROJECT REFLECTED IN STATE CAPITAL IMPROVEMENT PROGRAM (CIP)?				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IS PROJECT REFLECTED IN FEDERAL CAPITAL IMPROVEMENT PROGRAM (CIP)?				<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
IS PROJECT REFLECTED IN AIRPORT MASTER PLAN (AMP)?				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IS PROJECT REFLECTED IN AIRPORT LAYOUT PLAN (ALP)?				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DOES PROJECT CORRECT INSPECTION DEFICIENCY?				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

8. SPONSOR CERTIFICATIONS:				YES	NO	N/A
1. SPONSOR WILL COMPLY/HAS COMPLIED WITH THE MASSACHUSETTS GENERAL LAWS FOR THE PROCUREMENT OF THE PROJECT.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. SPONSOR WILL OBTAIN/HAS OBTAINED ALL ENVIRONMENTAL PERMITS FOR THE PROJECT.				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. SPONSOR WILL MEET/HAS MET DBE <sup>2</sup> OR M/WBE <sup>3</sup> REQUIREMENTS FOR THE PROJECT. ENTER ANTICIPATED % DBE <sup>3</sup> or M/WBE <sup>4</sup> PARTICIPATION: <u>4.5%</u>				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. SPONSOR WILL ASSURE/HAS ASSURED THAT ALL NECESSARY SAFETY PRECAUTIONS HAVE BEEN TAKEN FOR CONSTRUCTION ON THE AIRPORT.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. SPONSOR WILL NOTIFY/HAS NOTIFIED ALL AIRPORT USERS OF PROPOSED PROJECT.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. SPONSOR WILL HAVE/DOES HAVE AVAILABLE FUNDS FOR LOCAL SHARE OF PROJECT.				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. TITLE:	NAME & SIGNATURE:	DATE:
AIRPORT CONSULTANT		11/15/21
AIRPORT MANAGER		
AIRPORT COMMISSION CHAIRMAN		
MASSDOT – AERONAUTICS DIVISION DIRECTOR OF AVIATION PLANNING		
MASSDOT – AERONAUTICS DIVISION DIRECTOR OF AIRPORT ENGINEERING		
MASSDOT – AERONAUTICS DIVISION ADMINISTRATOR		

<b>10. MASSDOT – AERONAUTICS DIVISION COMMENTS:</b>

<sup>1</sup> – Q1 = July to September | Q2 = October to December | Q3 = January to March | Q4 = April to June  
<sup>2</sup> – DBE Goal is used for projects with any amount of federal participation; cross out M/WBE.  
<sup>3</sup> – M/WBE Goal is used for projects with no federal participation; cross out DBE.

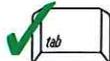


Massachusetts Department of Environmental Protection  
Bureau of Resource Protection – Wetlands and Waterways  
**BRP WW 10 Major Project Certification**  
**BRP WW 11 Minor Project Certification**  
401 water Quality Certification for Fill and excavation  
Projects in waters and Wetlands

X288536  
Transmittal Number #

### A. Applicant Information

**Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Which permit category are you applying for?

BRP WW 10     BRP WW 11

2. Applicant/Owner:

Norwood Memorial Airport

Name

111 Access Road Building 9

Address

Norwood

City/Town

MA

State

02062

Zip Code

Mark Ryan, Norwood Airport Commission

Contact Person

Telephone (home)

(781) 255-5615

(work)

3. Authorized Agent

Epsilon Associates, Inc.

Name

3 Mill & Main Place, Suite 250

Address

Maynard

City/Town

MA

State

01754

Zip Code

Alyssa Jacobs

Contact Person

Telephone (home)

978-897-7100

(work)



**Massachusetts Department of Environmental Protection**  
 Bureau of Resource Protection – Wetlands and Waterways  
**BRP WW 10 Major Project Certification**  
**BRP WW 11 Minor Project Certification**  
**401 water Quality Certification for Fill and excavation**  
**Projects in waters and Wetlands**

X288536  
 Transmittal Number #

**B. Project Information**

1. Project Location:

Norwood Memorial Airport, 111 Access Road

Address

Norwood

MA

02062

City/Town

State

Zip Code

Neponset River and Purgatory Brook

Nearest or Adjacent Waterbody

2. Project Name (if any):

Norwood Memorial Airport Taxiway C Realignment and Runway Safety Area Project

3. a. Describe project purpose:

The purpose of this Project is to enhance the safety of aircraft and passengers using the Airport, specifically to improve airfield safety and compliance with FAA design guidelines by eliminating direct connections from apron areas to runways, and to meet the runway length needs of existing aircraft using the Airport. Bringing the Airport into compliance with FAA airport design standards would fulfill the public need to enhance safety at the Airport. The Airport has thus far managed air traffic in such a manner as to mitigate these safety concerns, and avoid accidents, but is seeking a longer-term solution to the potential runway incursion problem.

b. Is the project

water-dependent

non water-dependent





**Massachusetts Department of Environmental Protection**  
 Bureau of Resource Protection – Wetlands and Waterways  
**BRP WW 10 Major Project Certification**  
**BRP WW 11 Minor Project Certification**  
**401 water Quality Certification for Fill and excavation**  
**Projects in waters and Wetlands**

X288536  
 Transmittal Number #

**B. Project information** (cont.)

7. Alternatives Analysis:

As related to the project purpose, attach a detailed description of alternatives to the proposed project that were considered and why none are available that avoid adverse impacts to wetlands and waters.

If no alternatives are available, describe how the activity will minimize or mitigate the adverse impacts to wetlands and waters.

See application instructions for information required. Attach required documentation.

**C. Additional Information**

1. Is any of your proposed work exempt from the Massachusetts Wetlands Protection Act or taking place in a federal non-state wetland?

Yes     No

If yes, see Application Instructions for additional information needed.

2. Public notice to a newspaper of general circulation within the area of the proposed activity must be published within 10 days of the date of this application. Is proof of public notice submitted?

Yes     No

(See Application Instructions for additional information)

**D. Certification**

Application is hereby made for water quality certification.

"I certify that I am familiar with the work proposed and that to the best of my knowledge and belief the information contained in this application is true, complete, and accurate"

Applicant's Signature

Mark Ryan

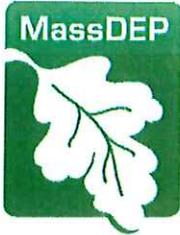
Print name

Agent's Signature

Alyssa Jacobs

Print Name

Date



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

Southeast Regional Office • 20 Riverside Drive, Lakeville MA 02347 • 508-946-2700

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Kathleen A. Theoharides  
Secretary

Martin Suuberg  
Commissioner

NOV - 3 2021

Mark Ryan  
Norwood Airport Commission  
111 Access Road, Building 9  
Norwood, Massachusetts 02062

RE: Norwood – Wetlands  
File No. SE 251-0528  
Superseding Order of  
Conditions

Dear Mr. Ryan:

Following an in-depth review of the above-referenced file, and in accordance with Massachusetts General Laws, Chapter 131, Section 40, the Department of Environmental Protection (MassDEP) has issued the enclosed Superseding Order of Conditions (SOC). The SOC affirms the Norwood Conservation Commission's Order denying the proposed project within an Area Subject to Protection Under the Act.

The proposed project consists of the realignment of a portion of Taxiway C to remove a direct connection from the apron area to Runway 17/35 in accordance with Federal Aviation Administration (FAA) design criteria, and the paving of the Runway Safety Areas. The project does comply with the performance standards for Bordering Vegetated Wetlands at 310 CMR 10.55(4). Specifically, 31,045 square feet of permanent BVW impact is proposed for the realignment of Taxiway C, which exceeds the 5,000 square foot general performance standard at 310 CMR 10.55(b). In addition, BVW alteration is proposed within the Fowl Meadow and Ponkapoag Area of Critical Environmental Concern (ACEC) which does not meet the general performance standard at 310 CMR 10.55(4)(e).

The cover letter to the Request for Superseding Order of Conditions prepared by Epsilon Associates, Inc. dated September 28, 2021, acknowledges that the project will be denied a Superseding Order of Conditions and a Variance Request to the Commission of MassDEP will be required in accordance with 310 CMR 10.05(10).

In the opinion of the Department, the reasons given here are sufficient to justify the enclosed Superseding Order of Conditions. However, the Department reserves the right, should there be further proceedings in this matter, to raise additional issues and present further evidence as may be appropriate.

If you have any questions regarding this SOC, or require further assistance, please contact Mark Bartow at (508) 946-2746, or by e-mail at [Mark.Bartow@mass.gov](mailto:Mark.Bartow@mass.gov).

Sincerely,



Daniel F. Gilmore, Chief  
Wetlands and Waterways Program  
Bureau of Water Resources

mb/dg

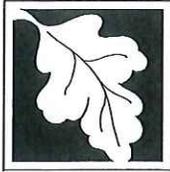
Enclosure

CERTIFIED MAIL # 7021 0950 0001 0418 0415

cc: Norwood Conservation Commission

Alyssa Jacobs, PWS  
Associate & Manager, Ecological Sciences  
Epsilon Associates, Inc.  
3 Mill & Main Place, Suite 250  
Maynard, MA 01754

ecc: Thomas Gruszkos, MassDEP Boston, BWR Wetlands Program



**A. General Information**

From:

**Massachusetts Department of Environmental Protection**  
 Issuing Authority

This issuance is for:

**Superseding Order of Conditions – Affirmation Denial**

**To: Applicant:**

**Property Owner (if different from applicant):**

Mark Ryan – Norwood Airport Commission  
 Name  
 111 Access Road, Building 9  
 Mailing Address  
 Norwood MA 02062  
 City/Town State Zip Code

Name  
 Mailing Address  
 City/Town State Zip Code

**1. Project Location:**

111 Access Road  
 Street Address  
 21  
 Assessors Map/Plat Number

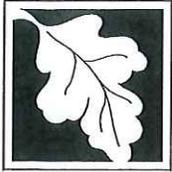
Norwood  
 City/Town  
 13-1  
 Parcel/Lot Number

**2. General Description of Project:**

Norwood Memorial Airport safety improvements to include realigning a taxiway in accordance with Federal Aviation Administration (FAA) design criteria (Advisory Circular 150/5300-13A) and to pave Runway Safety Areas.

**3. Final Plans and Other Documents (if different from those listed in Order of Conditions):**

Norwood Memorial Airport Environmental Permitting TW 'C' Realignment and Runway 17-35  
 Paved Safety Areas 8/13/21  
 Title Date  
 Mark Goodrich, P.E.  
 Signed and Stamped by



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection – Wetlands  
**WPA Form 5-Superseding Order of Conditions – Affirmation - Denial**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

SE 251-1859  
DEP File Number  
Norwood  
Municipality

**B. Findings**

The Department hereby finds that the project, as proposed, is denied.

In accordance with 310 CMR 10.05(7)(i), this Superseding Order of Conditions affirms the Order of Conditions issued by the Norwood Conservation Commission on September 24, 2021. The Order of Conditions is attached and is incorporated by reference. The project fails to meet the performance standards for Bordering Vegetated Wetlands found at 310 CMR 10.55(4)(b) and 310 CMR 10.55(4)(e).

The Department makes no findings pursuant to a municipal bylaw or ordinance.

**C. Issuance**

Issued by: Massachusetts Department of Environmental Protection

Signature: *Daniel F. Gilmore*  
Daniel F. Gilmore, Chief, Wetlands & Waterways Program, Bureau of Water Resources

Date of Issuance: \_\_\_\_\_

Certified Mail # 7021 0950 0001 0418 0415

DFG/mb



#### **D. Appeal Rights and Time Limits**

The applicant, the landowner, any person aggrieved by the Superseding Order, Determination or other Reviewable Decision as defined at 310 CMR 10.04, who previously participated in the proceedings leading to this Reviewable Decision, the conservation commission, or any ten (10) residents of the city or town where the land is located if at least one resident was previously a participant in the permit proceeding, are hereby notified of their right to appeal this Reviewable Decision pursuant to M.G.L. c.30A, § 10, provided the request is made by certified mail or hand delivery to the Department, along with the appropriate filing fee and a MassDEP Fee Transmittal Form within ten (10) business days of the date of issuance of this Superseding Order or Determination, and addressed to:

Case Administrator  
Office of Appeals and Dispute Resolution  
Environmental Protection  
One Winter Street, 2<sup>nd</sup> Floor  
Boston, MA 02108

A copy of the request (hereinafter also referred to as Appeal Notice) shall at the same time be sent by certified mail or hand delivery to the Conservation Commission, the applicant, the person that requested the Superseding Order or Determination, and the issuing office of the MassDEP at:

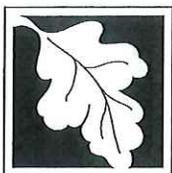
MassDEP  
20 Riverside Drive  
Lakeville, MA 02347

In the event that a ten resident group requested the Superseding Order or Determination, the Appeal Notice shall be served on the designated representative of the ten resident group, whose name and contact information is included in this Reviewable Decision (when relevant).

#### **Contents of Appeal Notice**

An Appeal Notice shall comply with the Department's Rules for Adjudicatory Proceedings, 310 CMR 1.01(6) and 310 CMR 10.05(7)(j), and shall contain the following information:

- (a) the MassDEP Wetlands File Number, name of the applicant, landowner if different from applicant, and address of the project;
- (b) the complete name, mailing address, email address, and fax and telephone numbers of the party filing the Appeal Notice; if represented by consultant or counsel, the name, fax and telephone numbers, email address, and mailing address of the representative; if a ten-residents group, the same information for the group's designated representative;
- (c) if the Appeal Notice is filed by a ten (10) resident group, then a demonstration of participation by at least one resident in the previous proceedings that led to this Reviewable Decision;
- (d) if the Appeal Notice is filed by an aggrieved person, then a demonstration of participation in the previous proceeding that led to this Reviewable Decision and sufficient written facts to demonstrate status as a person aggrieved;



**Massachusetts Department of Environmental Protection**  
Bureau of Resource Protection – Wetlands  
**WPA Form 5-Superseding Order of Conditions – Affirmation - Denial**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

SE 251-1859  
DEP File Number  
Norwood  
Municipality

- (e) the names, telephone and fax numbers, email addresses, and mailing addresses of all other interested parties, if known;
- (f) a clear and concise statement of the alleged errors contained in the Department's decision and how each alleged error is inconsistent with 310 CMR 10.00 and does not contribute to the protection of the interests identified in the Wetlands Protection Act, M.G.L. c.131, § 40, including reference to the statutory or regulatory provisions that the party filing the Appeal Notice alleges has been violated by the Department's Decision, and the relief sought, including any specific desired changes to the Department's decision;
- (g) a copy of the Department's Reviewable Decision that is being appealed and a copy of the underlying Conservation Commission decision if the Reviewable Decision affirms the Conservation Commission decision;
- (h) a statement that a copy of the request has been sent by certified mail or hand delivery to the applicant and the conservation commission; and
- (i) if asserting a matter that is Major and Complex, as defined at 310 CMR 10.04, a statement requesting that the Presiding Officer make a designation of Major and Complex, with specific reasons supporting the request.

**Filing Fee and Address**

A copy of the Appeal Notice along with a MassDEP Fee Transmittal Form and a valid check or money order payable to the Commonwealth of Massachusetts in the amount of one hundred dollars (\$100) must be mailed to:

Commonwealth of Massachusetts  
Department of Environmental Protection  
Commonwealth Master Lockbox  
P.O. Box 4062  
Boston, Massachusetts 02211

The request will be dismissed if the filing fee is not paid unless the appellant is exempt or granted a waiver. The filing fee is not required if the appellant is a city or town (or municipal agency), county, district of the Commonwealth of Massachusetts, or a municipal housing authority. The Department may waive the adjudicatory hearing filing fee pursuant to 310 CMR 4.06(2) for a person who shows that paying the fee will create an undue financial hardship. A person seeking a waiver must file an affidavit setting forth the facts believed to support the claim of undue financial hardship together with the hearing request as provided above.

**Massachusetts Department of Environmental Protection**  
 Bureau of Resource Protection - Wetlands  
**WPA Form 5 - Order of Conditions**  
 Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
 MassDEP File #:251-0528  
 eDEP Transaction #:1311404  
 City/Town:NORWOOD

**A. General Information**

1. Conservation Commission NORWOOD  
 2. Issuance a.  OOC b.  Amended OOC

**3. Applicant Details**

a. First Name MARK b. Last Name RYAN  
 c. Organization NORWOOD AIRPORT COMMISSION  
 d. Mailing Address 111 ACCESS ROAD  
 e. City/Town NORWOOD f. State MA g. Zip Code

**4. Property Owner**

a. First Name b. Last Name  
 c. Organization  
 d. Mailing Address  
 e. City/Town f. State g. Zip Code

**5. Project Location**

a. Street Address 111 ACCESS ROAD  
 b. City/Town NORWOOD c. Zip Code 02062  
 d. Assessors 21 e. Parcel/Lot# 13-1  
 Map/Plat#  
 f. Latitude 42.18682N g. Longitude 71.17283W

**6. Property recorded at the Registry of Deed for:**

a. County b. Certificate c. Book d. Page  
 4704 156

**7. Dates**

a. Date NOI Filed : 8/18/2021 b. Date Public Hearing Closed: 9/15/2021 c. Date Of Issuance: 9/24/2021

**8. Final Approved Plans and Other Documents**

a. Plan Title: NORWOOD MEMORIAL AIRPORT ENVIRONMENTAL PERMITTING TW 'C' REALIGNMENT AND RUNWAY 17-35 PAVED SAFETY AREAS  
 b. Plan Prepared by: MARK GOODRICH  
 c. Plan Signed/Stamped by: 8/13/2021  
 d. Revised Final Date: e. Scale:

**B. Findings**

**1. Findings pursuant to the Massachusetts Wetlands Protection Act**

Following the review of the the above-referenced Notice of Intent and based on the information provided in this application and presented at the public hearing, this Commission finds that the areas in which work is proposed is

**Massachusetts Department of Environmental Protection**  
 Bureau of Resource Protection - Wetlands  
**WPA Form 5 - Order of Conditions**  
 Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
 MassDEP File #:251-0528  
 eDEP Transaction #:1311404  
 City/Town:NORWOOD

significant to the following interests of the Wetlands Protection Act.

Check all that apply:

a. <input checked="" type="checkbox"/> Public Water Supply	b. <input type="checkbox"/> Land Containing Shellfish	c. <input checked="" type="checkbox"/> Prevention of Pollution
d. <input checked="" type="checkbox"/> Private Water Supply	e. <input checked="" type="checkbox"/> Fisheries	f. <input checked="" type="checkbox"/> Protection of Wildlife Habitat
g. <input checked="" type="checkbox"/> Ground Water Supply	h. <input checked="" type="checkbox"/> Storm Damage Prevention	i. <input checked="" type="checkbox"/> Flood Control

2. Commission hereby finds the project, as proposed, is:

Approved subject to:

a.  The following conditions which are necessary in accordance with the performance standards set forth in the wetlands regulations. This Commission orders that all work shall be performed in accordance with the Notice of Intent referenced above, the following General Conditions, and any other special conditions attached to this Order. To the extent that the following conditions modify or differ from the plans, specifications, or other proposals submitted with the Notice of Intent, these conditions shall control.

Denied because:

b.  The proposed work cannot be conditioned to meet the performance standards set forth in the wetland regulations. Therefore, work on this project may not go forward unless and until a new Notice of Intent is submitted which provides measures which are adequate to protect interests of the Act, and a final Order of Conditions is issued. **A description of the performance standards which the proposed work cannot meet is attached to this Order.**

c.  The information submitted by the applicant is not sufficient to describe the site, the work or the effect of the work on the interests identified in the Wetlands Protection Act. Therefore, work on this project may not go forward unless and until a revised Notice of Intent is submitted which provides sufficient information and includes measures which are adequate to protect the interests of the Act, and a final Order of Conditions is issued. **A description of the specific information which is lacking and why it is necessary is attached to this Order as per 310 CMR 10.05(6)(c).**

3.  Buffer Zone Impacts: Shortest distance between limit of project disturbance and the wetland resource area specified in 310CMR10.02(1)(a).                       
a. linear feet

**Inland Resource Area Impacts:(For Approvals Only):**

Resource Area	Proposed Alteration	Permitted Alteration	Proposed Replacement	Permitted Replacement
4. <input checked="" type="checkbox"/> Bank	<u>8</u> a. linear feet	<u>                    </u> b. linear feet	<u>0</u> c. linear feet	<u>                    </u> d. linear feet
5. <input checked="" type="checkbox"/> Bordering Vegetated Wetland	<u>31045</u> a. square feet	<u>                    </u> b. square feet	<u>62090</u> c. square feet	<u>                    </u> d. square feet
6. <input checked="" type="checkbox"/> Land under Waterbodies and Waterways	<u>123</u> a. square feet	<u>                    </u> b. square feet	<u>0</u> c. square feet	<u>                    </u> d. square feet
	<u>0</u> e. c/y dredged	<u>                    </u> f. c/y dredged		
7. <input checked="" type="checkbox"/> Bordering Land Subject to Flooding	<u>386692</u> a. square feet	<u>                    </u> b. square feet	<u>0</u> c. square feet	<u>                    </u> d. square feet

**Massachusetts Department of Environmental Protection**

Bureau of Resource Protection - Wetlands

**WPA Form 5 - Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:251-0528

eDEP Transaction #:1311404

City/Town:NORWOOD

Cubic Feet Flood Storage	<u>4398</u> e. cubic feet	<u>          </u> f. cubic feet	<u>5370</u> g. cubic feet	<u>          </u> h. cubic feet
8. <input type="checkbox"/> Isolated Land Subject to Flooding	<u>          </u> a. square feet	<u>          </u> b. square feet		
Cubic Feet Flood Storage	<u>          </u> c. cubic feet	<u>          </u> d. cubic feet	<u>          </u> e. cubic feet	<u>          </u> f. cubic feet
9. <input checked="" type="checkbox"/> Riverfront Area	<u>86241</u> a. total sq. feet	<u>          </u> b. total sq. feet		
Sq ft within 100 ft	<u>          </u> c. square feet	<u>          </u> d. square feet	<u>          </u> e. square feet	<u>          </u> f. square feet
Sq ft between 100-200 ft	<u>          </u> g. square feet	<u>          </u> h. square feet	<u>          </u> i. square feet	<u>          </u> j. square feet

**Coastal Resource Area Impacts:**

Resource Area	Proposed Alteration	Permitted Alteration	Proposed Replacement	Permitted Replacement
10. <input type="checkbox"/> Designated Port Areas	Indicate size under Land Under the Ocean, below			
11. <input type="checkbox"/> Land Under the Ocean	<u>          </u> a. square feet	<u>          </u> b. square feet		
	<u>          </u> c. c/y dredged	<u>          </u> d. c/y dredged		
12. <input type="checkbox"/> Barrier Beaches	Indicate size under Coastal Beaches and/or Coastal Dunes below			
13. <input type="checkbox"/> Coastal Beaches	<u>          </u> a. square feet	<u>          </u> b. square feet	<u>          </u> c. c/y nourishment	<u>          </u> d. c/y nourishment
14. <input type="checkbox"/> Coastal Dunes	<u>          </u> a. square feet	<u>          </u> b. square feet	<u>          </u> c. c/y nourishment	<u>          </u> d. c/y nourishment
15. <input type="checkbox"/> Coastal Banks	<u>          </u> a. linear feet	<u>          </u> b. linear feet		
16. <input type="checkbox"/> Rocky Intertidal Shores	<u>          </u> a. square feet	<u>          </u> b. square feet		
17. <input type="checkbox"/> Salt Marshes	<u>          </u> a. square feet	<u>          </u> b. square feet	<u>          </u> c. square feet	<u>          </u> d. square feet
18. <input type="checkbox"/> Land Under Salt Ponds	<u>          </u> a. square feet	<u>          </u> b. square feet		
	<u>          </u> c. c/y dredged	<u>          </u> d. c/y dredged		
19. <input type="checkbox"/> Land Containing Shellfish	<u>          </u> a. square feet	<u>          </u> b. square feet	<u>          </u> c. square feet	<u>          </u> d. square feet
20. <input type="checkbox"/> Fish Runs	Indicate size under Coastal Banks, inland Bank, Land Under the Ocean, and/or inland Land Under Waterbodies and Waterways, above			



**Massachusetts Department of Environmental Protection**

Bureau of Resource Protection - Wetlands

**WPA Form 5 - Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:251-0528

eDEP Transaction #:1311404

City/Town:NORWOOD

the name of the owner of the land upon which the proposed work is to be done. In the case of the registered land, the Final Order shall also be noted on the Land Court Certificate of Title of the owner of the land upon which the proposed work is done. The recording information shall be submitted to the Conservation Commission on the form at the end of this Order, which form must be stamped by the Registry of Deeds, prior to the commencement of work..

10. A sign shall be displayed at the site not less than two square feet or more than three square feet in size bearing the words,

" Massachusetts Department of Environmental Protection"  
[or 'MassDEP']  
File Number : "251-0528"

11. Where the Department of Environmental Protection is requested to issue a Superseding Order, the Conservation Commission shall be a party to all agency proceedings and hearings before Mass DEP.
12. Upon completion of the work described herein, the applicant shall submit a Request for Certificate of Compliance (WPA Form 8A) to the Conservation Commission.
13. The work shall conform to the plans and special conditions referenced in this order.
14. Any change to the plans identified in Condition #13 above shall require the applicant to inquire of the Conservation Commission in writing whether the change is significant enough to require the filing of a new Notice of Intent.
15. The Agent or members of the Conservation Commission and the Department of Environmental Protection shall have the right to enter and inspect the area subject to this Order at reasonable hours to evaluate compliance with the conditions stated in this Order, and may require the submittal of any data deemed necessary by the Conservation Commission or Department for that evaluation.
16. This Order of Conditions shall apply to any successor in interest or successor in control of the property subject to this Order and to any contractor or other person performing work conditioned by this Order.
17. Prior to the start of work, and if the project involves work adjacent to a Bordering Vegetated Wetland, the boundary of the wetland in the vicinity of the proposed work area shall be marked by wooden stakes or flagging. Once in place, the wetland boundary markers shall be maintained until a Certificate of Compliance has been issued by the Conservation Commission.
18. All sedimentation barriers shall be maintained in good repair until all disturbed areas have been fully stabilized with vegetation or other means. At no time shall sediments be deposited in a wetland or water body. During construction, the applicant or his/her designee shall inspect the erosion controls on a daily basis and shall remove accumulated sediments as needed. The applicant shall immediately control any erosion problems that occur at the site and shall also immediately notify the Conservation Commission, which reserves the right to require additional erosion and/or damage prevention controls it may deem necessary. Sedimentation barriers shall serve as the limit of work unless another limit of work line has been approved by this Order.

**NOTICE OF STORMWATER CONTROL AND MAINTENANCE REQUIREMENTS**

19. The work associated with this Order(the "Project") is (1)  is not (2)  subject to the Massachusetts Stormwater Standards. If the work is subject to Stormwater Standards, then the project is subject to the following conditions;
- a) All work, including site preparation, land disturbance, construction and redevelopment, shall be implemented in accordance with the construction period pollution prevention and erosion and sedimentation control plan and, if applicable, the Stormwater Pollution Prevention Plan required by the National Pollutant Discharge Elimination System Construction General Permit as required by Stormwater Standard 8. Construction period erosion, sedimentation and pollution control measures and best management practices (BMPs) shall remain in place until the site is fully stabilized.
- b) No stormwater runoff may be discharged to the post-construction stormwater BMPs unless and until a

**Massachusetts Department of Environmental Protection**

Bureau of Resource Protection - Wetlands

**WPA Form 5 - Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:251-0528

eDEP Transaction #:1311404

City/Town:NORWOOD

- Registered Professional Engineer provides a Certification that: *i.* all construction period BMPs have been removed or will be removed by a date certain specified in the Certification. For any construction period BMPs intended to be converted to post construction operation for stormwater attenuation, recharge, and/or treatment, the conversion is allowed by the MassDEP Stormwater Handbook BMP specifications and that the BMP has been properly cleaned or prepared for post construction operation, including removal of all construction period sediment trapped in inlet and outlet control structures; *ii.* as-built final construction BMP plans are included, signed and stamped by a Registered Professional Engineer, certifying the site is fully stabilized; *iii.* any illicit discharges to the stormwater management system have been removed, as per the requirements of Stormwater Standard 10; *iv.* all post-construction stormwater BMPs are installed in accordance with the plans (including all planting plans) approved by the issuing authority, and have been inspected to ensure that they are not damaged and that they are in proper working condition; *v.* any vegetation associated with post-construction BMPs is suitably established to withstand erosion.
- c) The landowner is responsible for BMP maintenance until the issuing authority is notified that another party has legally assumed responsibility for BMP maintenance. Prior to requesting a Certificate of Compliance, or Partial Certificate of Compliance, the responsible party (defined in General Condition 19(e)) shall execute and submit to the issuing authority an Operation and Maintenance Compliance Statement ("O&M Statement") for the Stormwater BMPs identifying the party responsible for implementing the stormwater BMP Operation and Maintenance Plan ("O&M Plan") and certifying the following: *i.*) the O&M Plan is complete and will be implemented upon receipt of the Certificate of Compliance, and *ii.*) the future responsible parties shall be notified in writing of their ongoing legal responsibility to operate and maintain the stormwater management BMPs and implement the Stormwater Pollution Prevention Plan.
- d) Post-construction pollution prevention and source control shall be implemented in accordance with the long-term pollution prevention plan section of the approved Stormwater Report and, if applicable, the Stormwater Pollution Prevention Plan required by the National Pollutant Discharge Elimination System Multi-Sector General Permit.
- e) Unless and until another party accepts responsibility, the landowner, or owner of any drainage easement, assumes responsibility for maintaining each BMP. To overcome this presumption, the landowner of the property must submit to the issuing authority a legally binding agreement of record, acceptable to the issuing authority, evidencing that another entity has accepted responsibility for maintaining the BMP, and that the proposed responsible party shall be treated as a permittee for purposes of implementing the requirements of Conditions 19(f) through 19(k) with respect to that BMP. Any failure of the proposed responsible party to implement the requirements of Conditions 19(f) through 19(k) with respect to that BMP shall be a violation of the Order of Conditions or Certificate of Compliance. In the case of stormwater BMPs that are serving more than one lot, the legally binding agreement shall also identify the lots that will be serviced by the stormwater BMPs. A plan and easement deed that grants the responsible party access to perform the required operation and maintenance must be submitted along with the legally binding agreement.
- f) The responsible party shall operate and maintain all stormwater BMPs in accordance with the design plans, the O&M Plan, and the requirements of the Massachusetts Stormwater Handbook.
- g) The responsible party shall:
1. Maintain an operation and maintenance log for the last three (3) consecutive calendar years of inspections, repairs, maintenance and/or replacement of the stormwater management system or any part thereof, and disposal (for disposal the log shall indicate the type of material and the disposal location);
  2. Make the maintenance log available to MassDEP and the Conservation Commission ("Commission") upon request; and
  3. Allow members and agents of the MassDEP and the Commission to enter and inspect the site to evaluate and ensure that the responsible party is in compliance with the requirements for each BMP established in

**Massachusetts Department of Environmental Protection**

Bureau of Resource Protection - Wetlands

**WPA Form 5 - Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

MassDEP File #:251-0528

eDEP Transaction #:1311404

City/Town:NORWOOD

the O&M Plan approved by the issuing authority.

- h) All sediment or other contaminants removed from stormwater BMPs shall be disposed of in accordance with all applicable federal, state, and local laws and regulations.
- i) Illicit discharges to the stormwater management system as defined in 310 CMR 10.04 are prohibited.
- j) The stormwater management system approved in the Order of Conditions shall not be changed without the prior written approval of the issuing authority.
- k) Areas designated as qualifying pervious areas for the purpose of the Low Impact Site Design Credit (as defined in the MassDEP Stormwater Handbook, Volume 3, Chapter 1, Low Impact Development Site Design Credits) shall not be altered without the prior written approval of the issuing authority.
- l) Access for maintenance, repair, and/or replacement of BMPs shall not be withheld. Any fencing constructed around stormwater BMPs shall include access gates and shall be at least six inches above grade to allow for wildlife passage.

**Special Conditions:**

**D. Findings Under Municipal Wetlands Bylaw or Ordinance**

1. Is a municipal wetlands bylaw or ordinance applicable?  Yes  No

2. The Conservation Commission hereby (check one that applies):

a.  DENIES the proposed work which cannot be conditioned to meet the standards set forth in a municipal ordinance or bylaw specifically:

1. Municipal Ordinance or Bylaw \_\_\_\_\_

2. Citation \_\_\_\_\_

Therefore, work on this project may not go forward unless and until a revised Notice of Intent is submitted which provides measures which are adequate to meet these standards, and a final Order or Conditions is issued. Which are necessary to comply with a municipal ordinance or bylaw:

b.  APPROVES the proposed work, subject to the following additional conditions.

1. Municipal Ordinance or Bylaw NORWOOD WETLANDS BYLAW XXV

2. Citation \_\_\_\_\_

3. The Commission orders that all work shall be performed in accordance with the following conditions and with the Notice of Intent referenced above. To the extent that the following conditions modify or differ from the plans, specifications, or other proposals submitted with the Notice of Intent, the conditions shall control.

The special conditions relating to municipal ordinance or bylaw are as follows:

THE WORK IS DENIED UNDER THE STATE WETLANDS PROTECTION ACT BUT APPROVED UNDER THE LOCAL BYLAW. A LOCAL ORDER OF CONDITIONS WILL BE ISSUED SEPARATELY TO BE IMPLEMENTED IF A VARIANCE ORDER OF CONDITIONS IS ISSUED BY THE DEP.

Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands  
**WPA Form 5 - Order of Conditions**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
MassDEP File #:251-0528  
eDEP Transaction #:1311404  
City/Town:NORWOOD

**E. Signatures**

This Order is valid for three years from the date of issuance, unless otherwise specified pursuant to General Condition #4. If this is an Amended Order of Conditions, the Amended Order expires on the same date as the original Order of Conditions.

9/24/2021

1. Date of Original Order

Please indicate the number of members who will sign this form. This Order must be signed by a majority of the Conservation Commission.

4

2. Number of Signers

The Order must be mailed by certified mail (return receipt requested) or hand delivered to the applicant. A copy also must be mailed or hand delivered at the same time to the appropriate Department of Environmental Protection Regional Office, if not filing electronically, and the property owner, if different from applicant.

Signatures:

Kristin Capezio

Stephen Washburn

Peter Bamber

John Gear

by hand delivery on

by certified mail, return receipt requested, on

Date

Date

**F. Appeals**

The applicant, the owner, any person aggrieved by this Order, any owner of land abutting the land subject to this Order, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate MassDEP Regional Office to issue a Superseding Order of Conditions. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and a completed Request for Departmental Action Fee Transmittal Form, as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Order. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant.

Any appellants seeking to appeal the Department's Superseding Order associated with this appeal will be required to demonstrate prior participation in the review of this project. Previous participation in the permit proceeding means the submission of written information to the Conservation Commission prior to the close of the public hearing, requesting a Superseding Order, or providing written information to the Department prior to issuance of a Superseding Order.

The request shall state clearly and concisely the objections to the Order which is being appealed and how the Order does not contribute to the protection of the interests identified in the Massachusetts Wetlands Protection Act

Massachusetts Department of Environmental Protection

Bureau of Resource Protection - Wetlands

WPA Form 5 - Order of Conditions

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:
MassDEP File #:251-0528
eDEP Transaction #:1311404
City/Town:NORWOOD

(M.G.L. c. 131, § 40), and is inconsistent with the wetlands regulations (310 CMR 10.00). To the extent that the Order is based on a municipal ordinance or bylaw, and not on the Massachusetts Wetlands Protection Act or regulations, the Department has no appellate jurisdiction.

G. Recording Information

This Order of Conditions must be recorded in the Registry of Deeds or the Land Court for the district in which the land is located, within the chain of title of the affected property. In the case of recorded land, the Final Order shall also be noted in the Registry's Grantor Index under the name of the owner of the land subject to the Order. In the case of registered land, this Order shall also be noted on the Land Court Certificate of Title of the owner of the land subject to the Order of Conditions. The recording information on this page shall be submitted to the Conservation Commission listed below.

NORWOOD
Conservation Commission

Detach on dotted line, have stamped by the Registry of Deeds and submit to the Conservation Commission.

To:
NORWOOD
Conservation Commission

Please be advised that the Order of Conditions for the Project at:

111 ACCESS ROAD Project Location 251-0528 MassDEP File Number

Has been recorded at the Registry of Deeds of:

County Book Page

for:
Property Owner

and has been noted in the chain of title of the affected property in:

Book Page

In accordance with the Order of Conditions issued on:

Date

If recorded land, the instrument number identifying this transaction is:

Instrument Number

If registered land, the document number identifying this transaction is:

Document Number

□ **Massachusetts Department of Environmental  
Protection**

Bureau of Resource Protection - Wetlands

**WPA Form 5 - Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

---

Provided by MassDEP:

MassDEP File #:251-0528

eDEP Transaction #:1311404

City/Town:NORWOOD

\_\_\_\_\_  
Signature of Applicant

Rev. 4/1/2010



# Massachusetts Department of Environmental Protection

## Adjudicatory Hearing Fee Transmittal Form

**IMPORTANT!** This form is intended for fee transmittal only. The contents of a request for an adjudicatory appeal (Notice of Claim) are established at 310 CMR 1.01(6) and the substantive statutes and regulations governing the Department's action.

### A. Person/Party Making Request

1. Name and address of person or party making request:

Name - If appropriate, name group representative

Street Address

City

State

Zip Code

2. Project Information:

Street Address

City

State

Zip Code

DEP File or ID Number

\$

Amount of filing fee attached

Email Address

### B. Applicant (if applicable)

1. Name and address of applicant:

Name - If appropriate, name group representative

Street Address

City

State

Zip Code

Email Address

### C. Instructions

1. Send this form and check or money order of \$100.00 payable to the Commonwealth of Massachusetts to the MassDEP Lockbox at:

Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211

2. Send a **copy** of this form and a **copy** of the check or money order with the Request for Adjudicatory Appeal (Notice of Claim) to:

Case Administrator  
Office of Appeals and Dispute Resolution  
One Winter Street  
Boston, MA 02108

**Important:** When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.





Massachusetts Department of Environmental Protection  
One Winter Street, Boston MA 02108 • Phone: 617-292-5751

**Communication For Non-English Speaking Parties - 310 CMR 1.03(5)(a)**



**1 English:**

This document is important and should be translated immediately. If you need this document translated, please contact MassDEP's Diversity Director at the telephone numbers listed below.



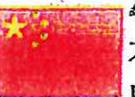
**2 Español (Spanish):**

Este documento es importante y debe ser traducido inmediatamente. Si necesita este documento traducido, por favor póngase en contacto con el Director de Diversidad MassDEP a los números de teléfono que aparecen más abajo.



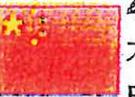
**3 Português (Portuguese):**

Este documento é importante e deve ser traduzida imediatamente. Se você precisa deste documento traduzido, por favor, entre em contato com Diretor de Diversidade da MassDEP para os números de telefone listados abaixo.



**4(a) 中國 (傳統) (Chinese (Traditional)):**

本文件非常重要，應立即翻譯。如果您需要翻譯這份文件，請用下面列出的電話號碼與MassDEP的多樣性總監聯繫。



**4(b) 中国 (简体中文) (Chinese (Simplified)):**

本文件非常重要，应立即翻译。如果您需要翻译这份文件，请用下面列出的电话号码与MassDEP的多样性总监联系。



**5 Ayisyen (franse kreyòl) (Haitian) (French Creole):**

Dokiman sa-a se yon bagay enpòtan epi yo ta dwe tradui imedyatman. Si ou bezwen dokiman sa a tradui, tanpri kontakte Divèsite Direktè MassDEP a nan nimewo telefòn ki nan lis pi ba a.



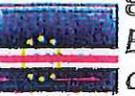
**6 Việt (Vietnamese):**

Tài liệu này là rất quan trọng và cần được dịch ngay lập tức. Nếu bạn cần dịch tài liệu này, xin vui lòng liên hệ với Giám đốc MassDEP đã dạng tại các số điện thoại được liệt kê dưới đây.



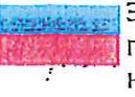
**7 ប្រទេសកម្ពុជា (Kmer (Cambodian)):**

ឯកសារនេះគឺមានសារៈសំខាន់និងគួរត្រូវបានបកប្រែភ្លាមៗ ប្រសិនបើអ្នកត្រូវបានបកប្រែឯកសារនេះសូមទំនាក់ទំនងអង្គភាពជាតិសម្រាប់ការការពារសិទ្ធិមនុស្ស MassDEP នៅលេខទូរស័ព្ទដែលបានរាយនាងក្រោម។



**8 Kriolu Kabuverdianu (Cape Verdean):**

Es documento é importante e deve ser traduzido imidiatamente. Se bo precisa des documento traduzido, por favor contacta Director de Diversidade na MassDEP's pa es numero indicode li d'boche.



**9 Русский язык (Russian):**

Этот документ должен быть немедленно. Если вам нужна помощь при переводе, свяжитесь пожалуйста с директором по этике и разнообразию в MassDEP по телефону указанному ниже.

**10 العربية (Arabic):**

هذه الوثيقة الهامة وينبغي أن تترجم على الفور. إذا كنت بحاجة إلى هذه الوثيقة المترجمة، يرجى الاتصال مدير التنوع في MassDEP على أرقام الهواتف المدرجة أدناه.

**11 한국어 (Korean):**

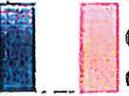
이 문서는 중요하고 즉시 번역해야 합니다. 당신이 번역이 문서가 필요하면 아래의 전화 번호로 MassDEP의 다양성 감독에 문의하시기 바랍니다.

**12 հայերէն (Armenian):**

Այս փաստաթուղթը շատ կարևոր է եւ պէտք է թարգմանել անմիջապես. Եթե Ձեզ անհրաժեշտ է այս փաստաթուղթը թարգմանվել դիմել MassDEP բազմազանությունը տնօրեն է հեռախոսահամարների թվարկված են ստորև.

**13 فارسی (Farsi [Persian]):**

این سند مهم است و باید فوراً ترجمه شده است. اگر شما نیاز به این سند ترجمه شده، لطفاً با ما تماس تنوع مدیر MassDEP در شماره تلفن های ذکر شده در زیر.

**14 Français (French):**

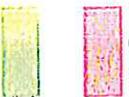
Ce document est important et devrait être traduit immédiatement. Si vous avez besoin de ce document traduit, s'il vous plaît communiquer avec le directeur de la diversité MassDEP aux numéros de téléphone indiqués ci-dessous.

**15 Deutsch (German):**

Dieses Dokument ist wichtig und sollte sofort übersetzt werden. Wenn Sie dieses Dokument übersetzt benötigen, wenden Sie sich bitte Diversity Director MassDEP die in den unten aufgeführten Telefonnummern.

**16 Ελληνική (Greek):**

Το έγγραφο αυτό είναι σημαντικό και θα πρέπει να μεταφραστούν αμέσως. Αν χρειάζεστε αυτό το έγγραφο μεταφράζεται, παρακαλούμε επικοινωνήστε Diversity Director MassDEP κατά τους αριθμούς τηλεφώνου που αναγράφεται πιο κάτω.

**17 Italiano (Italian):**

Questo documento è importante e dovrebbe essere tradotto immediatamente. Se avete bisogno di questo documento tradotto, si prega di contattare la diversità Direttore di MassDEP ai numeri di telefono elencati di seguito.

**18 Język Polski (Polish):**

Dokument ten jest ważny i powinien być natychmiast przetłumaczone. Jeśli potrzebujesz tego dokumentu tłumaczone, prosimy o kontakt z Dyrektorem MassDEP w różnorodności na numery telefonów wymienionych poniżej.

**19 हिन्दी (Hindi):**

यह दस्तावेज़ महत्वपूर्ण है और तुरंत अनुवाद किया जाना चाहिए. आप अनुवाद इस दस्तावेज़ की जरूरत है, नीचे सूचीबद्ध फोन नंबरों पर MassDEP की विविधता निदेशक से संपर्क करें.



MASSWILDLIFE

## DIVISION OF FISHERIES & WILDLIFE

1 Rabbit Hill Road, Westborough, MA 01581  
p: (508) 389-6300 | f: (508) 389-7890  
[MASS.GOV/MASSWILDLIFE](http://MASS.GOV/MASSWILDLIFE)

November 11, 2021

Mark Ryan  
Norwood Airport Commission  
125 Access Road  
Norwood MA 02602

RE:     Applicant:             Mark Ryan, Norwood Airport Commission  
       Project Location:        125 Access Road, Norwood Memorial Airport  
       Project Description:     Realignment of Taxiway C & Pave Runway Safety Areas  
       **NHESP File No.:**        **14-32982**

Dear Commissioners & Applicant:

The Natural Heritage & Endangered Species Program of the Massachusetts Division of Fisheries & Wildlife (the "Division") received a MESA Project Review Checklist, botanical survey report (prepared by John Vieira, Epsilon Associates, Inc, dated 8/19/21) for Long's Bulrush (*Scirpus longii*), site plans (dated Aug. 2021) and other required materials for review pursuant to the MA Endangered Species Act Regulations (321 CMR 10.18).

As currently proposed, aspects of the project will occur within mapped habitat of Long's Bulrush (*Scirpus longii*), a species state-listed as "Threatened" pursuant to the MESA. This species and its habitats are protected in accordance with the rare species provisions of the MESA.

### MASSACHUSETTS ENDANGERED SPECIES ACT (MESA)

The purpose of the Division's review under the MESA regulations is to determine whether a Take of state-listed species will result from the proposed project. Based on a review of the information that was provided and the information that is currently contained in our database, the Division has determined that this project, as currently proposed, **will not result in a prohibited Take** of state-listed rare species. This determination is a final decision of the Division of Fisheries & Wildlife pursuant to 321 CMR 10.18.

Any changes to the proposed project or any additional work beyond that shown on the site plans may require an additional filing with the Division pursuant to the MESA. We note that all work is subject to the anti-segmentation provisions (321 CMR 10.16) of the MESA. Any changes to the proposed project or any additional work beyond that shown on the site plans may require an additional filing with the Division pursuant to the MESA. This determination is valid for 5 years from the date of issuance. This project may be subject to further review if no physical work is commenced within five years from the date of issuance of this determination, or if there is a change to the project.

Please note that this determination addresses only the matter of state-listed species and their habitats. If you have any questions regarding this letter please contact Amy Hoenig, Endangered Species Review Assistant, at [Amy.Hoenig@mass.gov](mailto:Amy.Hoenig@mass.gov).

MASSWILDLIFE

Sincerely,



Everose Schlüter, Ph.D.  
Assistant Director

cc: Alyssa Jacobs, Epsilon Associates  
John Vieira, Epsilon Associates

**NORWOOD CONSERVATION COMMISSION**  
**Wetlands Protection By-law – Article XXV**

ORDER OF CONDITIONS

TOWN OF NORWOOD

FILE NUMBER N2021-13

TO: NAME Mark Ryan  
ADDRESS 111 Access Rd, Norwood MA

Certified Mail Number hand delivered

PROJECT LOCATION:

Address: Norwood Airport, 111 Access Rd

Recorded at Registry of Norfolk County Book 4704 Page 156

Certificate (if registered) \_\_\_\_\_

REGARDING:

Notice of Intent (dated) 8/18/2021

And plans titled and dated Norwood Memorial Airport Environmental Permitting TW "C" realignment and runway 17-35 paved safety areas dated 8/13/2021

THIS ORDER IS ISSUED ON (date) 11/16/2021

-----  
Pursuant to the authority of TOWN OF NORWOOD BY-LAW ARTICLE XXV, the Norwood Conservation Commission reviewed your Notice of Intent and a plan identified above, and has determined that the area on which the proposed work is to be done is significant to one or more of the interests listed in BY-LAW ARTICLE XXV.

The Norwood Conservation Commission hereby orders that the following conditions are necessary to protect said interests and all work shall be performed in strict accordance with them and with the Notice of Intent and plans identified above except where such plans are modified by said conditions.

---

The applicant, any person aggrieved by this order, any owner of land abutting the land upon which the proposed work is to be done, or any ten residents of the city or town in which such land is located, are hereby notified of their right to appeal this order to the Superior Court of the Commonwealth of Massachusetts.

---

ISSUED BY: NORWOOD CONSERVATION COMMISSION:

Council  
John Shea  
[Signature]  
[Signature]

Commissioner Keith  
John Gear  
Peter Bamber  
Cawlyn Rocken

---

DETACH ON DOTTED LINE AND SUBMIT TO THE ISSUER OF THIS ORDER PRIOR TO COMMENCEMENT OF WORK

---

TO: NORWOOD CONSERVATION COMMISSION (ISSUING AUTHORITY)

PLEASE BE ADVISED THAT THE ORDER OF CONDITIONS FOR THE PROJECT AT:

---

FILE NUMBER \_\_\_\_\_, HAS BEEN RECORDED AT THE REGISTRY OF  
\_\_\_\_\_ ON (DATE) \_\_\_\_\_.

If recorded land, the instrument number which identifies this transaction is \_\_\_\_\_.

If recorded land, the document number which identifies this transaction is \_\_\_\_\_.

CONDITIONS:

1. Failure to comply with all conditions stated herein, and with all related statutes and other regulatory measures, shall be deemed cause to revoke or modify this order.
2. This Order does not grant any property rights or any exclusive privileges; it does not authorize any injury to private property or invasion of private rights.
3. This Order does not relieve the permittee or any other person of the necessity of complying with all other applicable Federal, State, or local Statutes, Ordinances, By-laws, and / or regulations.
4. The work authorized hereunder shall be completed within one (1) year from the date of this Order unless it is for a maintenance dredging project subject to Section 5(9). The Order may be extended by the Conservation Commission for one (1) or more additional one (1) year periods upon application to the said Commission at least thirty (30) days prior to the expiration date of the Order or its Extension.
5. Any fill used in connection with this project shall be clean fill, containing no trash, refuse, rubbish or debris, including, without limiting the generality of the foregoing, lumber, bricks, plaster, wire, lath, paper, cardboard, pipe, tires, ashes, refrigerators, motor vehicles or parts of any of the foregoing.
6. No work may be commenced until all appeal periods have elapsed from the order of the Conservation Commission.
7. No work shall be undertaken until the final order, with respect to the proposed project, has been recorded in the Registry of Deeds for the district in which the land is located within the chain of title of the affected property. The Document Number indicating such recording shall be submitted on the form at the end of this Order to the issuer of this Order prior to commencement of work.
8. Upon completion of the work described herein, the applicant shall forthwith request, in writing, that a Certificate of Compliance be issued stating that the work has been satisfactorily completed. With this request, an As-Built plan shall be presented, signed by a registered engineer. Upon receipt of said Certificate, the applicant shall record it in the proper Registry of Deeds and furnish the issuer of this Order with a copy, showing book and page.
9. The work shall conform to the following described plans and additional conditions:

**Norwood Wetlands Bylaw XXV special conditions**

**Norwood Airport DEP File no. 251-0528**

**Norwood Number 2021-13**

**Findings: The Norwood Wetlands Bylaw is interpreted to be stricter than the Massachusetts Wetlands Protection Act. Although the Conservation Commission does not find the project to meet the standards of the Wetlands Protection Act, the Commission shall presume that work meets the intent of the Wetlands Protection Act upon issuance of a variance Order of Conditions from the Commissioner of the DEP. No work in protected areas shall occur prior to the issuance of a Variance Order of Conditions.**

1. Changes to the Plan or Errors & Omissions\* -(a) If any plan, calculation, or other data presented to the Commission is in error or have omissions, and are deemed significant by the Commissioners or their agents, all work will stop at the discretion of the Conservation Commission or their agent.
2. Liability\* - The applicant shall indemnify and save harmless the Commonwealth, the Town of Norwood, the Conservation Commission, and its agents against all sites, claims or liabilities of every name and nature arising at any time out of or in consequence of the acts of the Commission or its agents in the performance of the work covered by this Order and/or failure to comply with the terms and conditions of this Order whether by itself or its employees or subcontractors.
3. Change in Ownership\* - If a change in ownership takes place while this Order is still in effect, it is the responsibility of the new owner to notify the Commission of the change and to provide the name of the person responsible for compliance with the Order.
4. Inspection - No clearing of vegetation, excavation, grading or other site preparation may begin within one hundred feet of the resource area until the Commission or one of its representatives inspect the erosion and sediment controls.
5. Notification - The applicant shall notify the Commission 48 hours prior to the start of any activity.
6. Contact Person – Applicant shall notify the Commission of the name(s) and telephone number(s) of person or persons who will be responsible for onsite compliance with the conditions of this Order. The Commission shall be notified as to the means of contact
7. Erosion Controls\* - All erosion and sediment controls shall be monitored, maintained, and adjusted throughout the duration of the project as required to prevent adverse impact to wetlands or stormwater protection zones. Any entrapped sediment or other

material shall be removed to an area outside of the 100 foot buffer zone as required by the Commission or its representative. Protective measures shall be installed properly and shall include, as appropriate, but not be limited to: sediment traps, supplemental topsoil, seed or plants, and 100% bio-degradable erosion control matting and/or filter rolls.

8. Run-off\* - There shall be no flooding, ponding, or flood-related damage caused by the project or by surface run off emanating from the project onto lands of an abutter, or onto nearby downstream properties. The applicant shall make sufficient provision to control any unexpected drainage and erosion conditions that may arise during construction that may create damage to wetland areas, streams, brooks, and abutting or downstream properties. Said control measures are to be implemented immediately upon need and the Conservation Commission so notified in writing.
9. Delay in Work\* - If there is an interruption of more than 10, but less than 60 days between completion of grading and revegetation, the applicant shall sow all disturbed areas with annual rye grass to prevent erosion. If soils are to be exposed for longer than 60 days, a temporary cover of rye or other grass should be established following US Soil Conservation Services procedures to prevent erosion and sedimentation. Once final grading is complete, loaming and seeding of final cover should be completed promptly. Vegetative cover, either temporary or permanent shall be established prior to winter. If the season is not appropriate for plant growth, exposed surfaces shall be stabilized with jute matting, staked mulches or erosion controls as may be necessary to ensure that any eroded materials will not enter wetlands and water bodies.
10. Oil Spills\* - During and after work on this project, there shall be no discharge or spillage of fuel, oil or other pollutants onto any part of the site. The applicant shall take all necessary precautions to prevent the release of pollutants by ignorance, accident or vandalism.
11. Catch Basins\* – The paved roadways and parking lots shall be bermed and shall be installed with standard Town of Norwood catch basins. Said basins shall be cleaned at least twice a year and as warranted during and after construction to keep them clean of sediment. Prior to the site being stabilized, catch basin filter traps (e.g., haybales) shall be placed to prevent sediment from entering drainage structures.
12. Stormwater System Maintenance Plan – Prior to the start of other construction, the applicant will submit to the Commission for its approval a plan and provision for the maintenance and repair in perpetuity of the stormwater management system. Such plan shall include the name of the entity that will be responsible for the ongoing maintenance.
13. Replication Area – The wetland replication areas shall be constructed as stated/shown in the approved plan prior to any filling of the wetlands. No further work shall proceed until the Commission or its representative has been notified and has inspected the replication area. Once

the wetland replication areas are at rough grade to the elevation of the surrounding wetland, the organic soils from the wetland area to be filled shall be placed in the replication areas and brought to the grade of existing wetland. Wetland vegetation must be satisfactorily established in the replication area within two growing seasons.

14. Limit of Work – No further filling, dredging or altering of wetland resource areas shall take place other than provided for in this Order of Conditions.
15. Wetland Filling – Filling activity shall be undertaken during dry periods and at low surface water levels.
16. Invasive Vegetation – Inspection of any imported materials to be used in the bufferzone and/or resource areas prior to use in bufferzone/ resource area and implement weeding program to remove any invasive plants after final grades reached every 6 months for 2 years post project.
17. Vegetation\* - Proper landscaping of embankments and run off areas including but not limited to grass, vegetation, and shrubbery shall be established before the project is considered complete. Any replicated wetland must be satisfactorily established within two growing seasons before the project is considered complete.
18. Erosion Controls\* - Hay bales and other erosion controls shall not be removed from the site until all disturbed surfaces have been stabilized with final vegetative cover and written certification has been received from the Commission or one of its representatives stating that erosion controls may be removed. The controls must then be removed within two weeks of receipt of that certification.
19. Certificate of Compliance\* - Upon completion of the project, the applicant shall request in writing a Certificate of Compliance from the Commission in which he/she shall certify in writing that the work completed conforms to the plans as submitted. If the project has been completed in accordance with plans stamped by a registered professional engineer, architect, landscape architect, or land surveyor, certification must include a written statement by such professional & include an as-built showing topography and any required stormwater management infrastructure.
20. Pesticides, Etc. – No pesticides, herbicides, or fertilizers, with the exception of lime, shall be used on lawn(s) within the 100; buffer zone to a BVW or Bank after completion of the project.
21. Sand/Salt – The use of sand and salt on paved surfaces shall be kept to an absolute minimum during the winter months.

22. As a continuing order of these conditions, even after a Certificate of Compliance is issued, the Norwood Conservation Commission must review future development of this site affecting the hydrology.
23. Special Condition: before commencement of work, the Norwood Conservation Commission shall receive comment from NHESP confirming that work does not disturb Priority Habitat of rare or endangered species.



# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## **Norwood Memorial Airport** Russ Maguire, A.A.E., ACE, Airport Manager

OFFICE ADDRESS  
111 Access Road  
Norwood, MA 02062

MAILING ADDRESS  
111 Access Road  
Norwood, MA 02062

**BY E-MAIL ONLY (chris@bostonexecutivehelicopters.com)**

November 19, 2021

*Boston Executive Helicopters, LLC*  
Attn: Christopher Donovan, Sr., President  
209 Access Road  
Norwood, MA 02062

**RE: Unauthorized Use of West Apron for Helicopter Operations**

Dear Chris:

On the morning of Thursday, November 4, there were several helicopter operations noted on the Norwood Airport's west apron. While this is an apron that the Norwood Airport Commission (NAC) currently leases to *Boston Executive Helicopters LLC* (BEH), the west apron is not an area authorized for helicopter operations on the Norwood Airport.

As you know, these November 4 operations were discussed at the NAC's public meeting on November 10. At that meeting, the NAC directed me to remind both aircraft owners/pilots of the areas on the Norwood Airport where helicopter operations are authorized. I've since sent letters to both parties.

Regarding this matter as it relates to BEH, on June 17 of this year, your company was sent a similar letter regarding unauthorized helicopter operations on the west apron. In this letter, I noted that on June 8, there had been several unauthorized helicopter operations, and these involved both BEH and *Blue Hill Helicopters*.

Therefore, to clarify any misunderstanding on your company's part:

*Attachment A* is the FAA chart supplement for the Norwood Airport. This document shows (in yellow highlight) the two locations available for based and transient helicopter parking on the north end and south end of the north/south taxi-lane.<sup>1</sup> For ease of reference, within these two areas, there are nine helicopter parking circles, and these circles are marked on the pavement.

---

<sup>1</sup> A third helicopter operating area is located northwest of the *Flight Level* terminal/hangar complex. However, as noted in *Attachment C*, the Norwood Airport General Regulations (attachment D) prohibit transient helicopter operators from using this helicopter operating area.

In *Attachment B*, the yellow dots show the location of the nine authorized helicopter parking circles: four adjacent to the north end of the taxi-lane (also identified by a yellow/black airport sign that reads: "HELICOPTER OPERATIONS AREA"), plus, five on the south end of the taxi-lane. This aerial also shows the unauthorized helicopter operating area marked by a red dot, where the west apron is located.

Transient helicopter pilots are welcome to use the transient helicopter parking circles (marked in yellow) at either end of the north/south taxi-lane. If needed, and with an air traffic clearance, these transient pilots are also welcome to shoot their approaches to the marked helipad on taxiway E (shown by the green dot in *Attachment B*), before receiving an ATC clearance to taxi to one of the helicopter parking circles marked in yellow.

BEH is responsible for notifying its tenants about the areas on the Norwood Airport that are authorized for helicopters operations versus those areas on the airport that are not authorized for helicopter operations—such as the west apron.

Finally, as discussed at the November 10 meeting, the NAC will continue to review how the Norwood Airport's authorized helicopter operating areas are communicated to the piloting community.

Please feel free to contact me if you have any questions.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Russ Maguire".

Russ Maguire, Manager  
Norwood Memorial Airport

*Cc: Norwood Airport Commission, Norwood Air Traffic Control Tower; Drew Mihaley, MassDOT  
Director of Operations and Compliance*

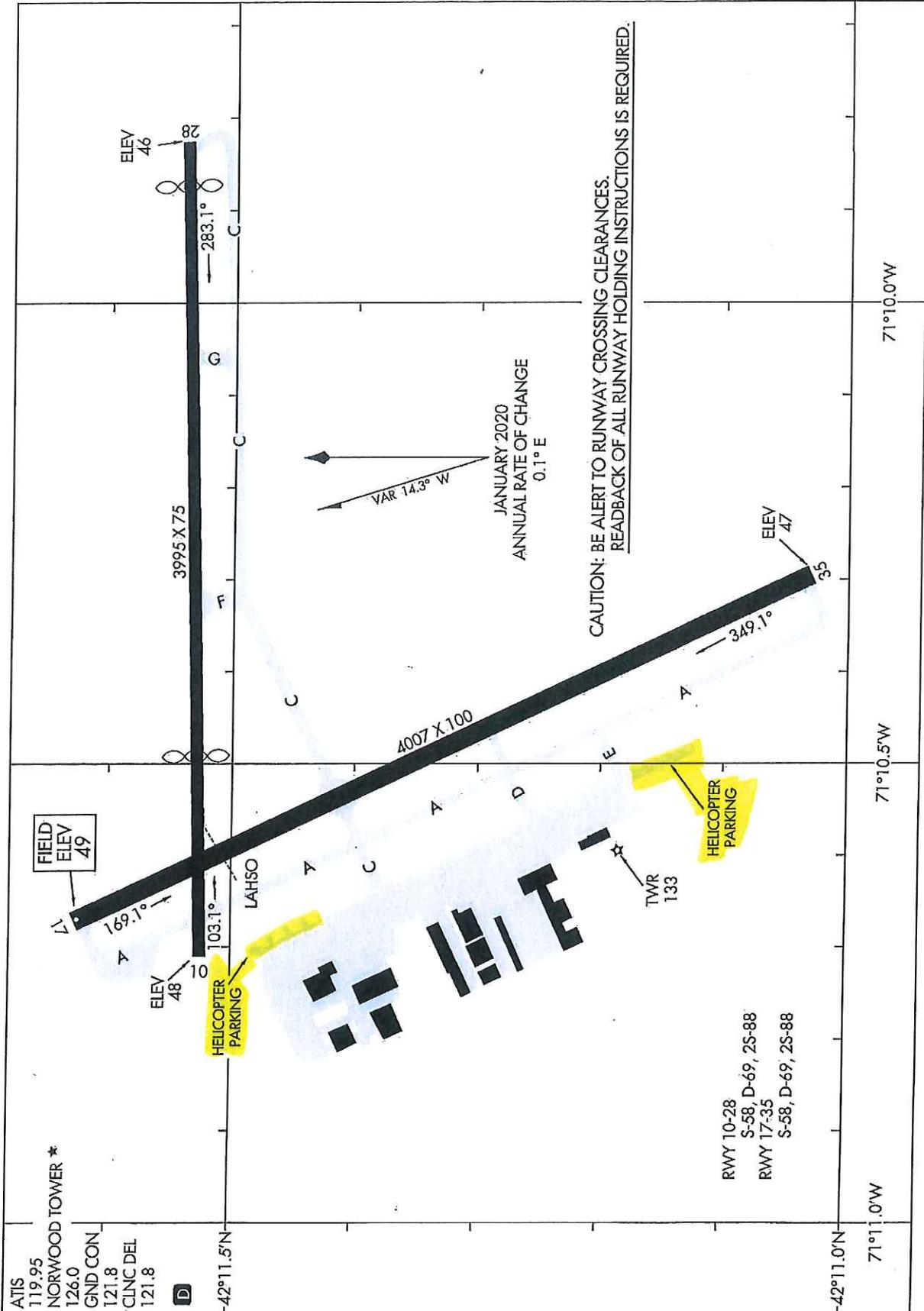
# **ATTACHMENT A**

# AIRPORT DIAGRAM

AL-725 (FAA)

NORWOOD MEML (OWD)  
NORWOOD, MASSACHUSETTS

NE-1, 04 NOV 2021 to 02 DEC 2021



NE-1, 04 NOV 2021 to 02 DEC 2021

# AIRPORT DIAGRAM

NORWOOD, MASSACHUSETTS  
NORWOOD MEML (OWD)

**ATTACHMENT B**



**LEGEND**

Authorized Helicopter Parking



Unauthorized Helicopter Parking



Helipad



**ATTACHMENT C**

**ATTACHMENT D****HELICOPTER PROCEDURES****I. GENERAL**

1. Air taxiing and hovering over aircraft, vehicles, buildings and/or people is prohibited.
2. All air taxiing shall be executed at an altitude/airspeed adequate to allow a safe emergency landing.
3. Transient helicopters shall park in the designated helicopter parking circles on the south end of the north/south taxi-lane; or, on the north end of the north/south taxi-lane. The pilots of transient helicopters shall check in at the FBO desk.

**II. FBO HELICOPTER RAMP**

1. Operations on the FBO helicopter ramp adjacent to, and north of Hangars 4 and 5 shall be coordinated between the FBO and the Airport Manager, and shall be restricted to FBO operations.
2. Transient helicopter operations are prohibited on the FBO helicopter ramp unless specifically authorized in writing by the Airport Manager
3. Helicopter flight training is prohibited on the FBO helicopter ramp.
4. All helicopters air taxiing on the FBO helicopter ramp shall follow the yellow taxiing line to/from the point of departure. The point of departure is that area east of the north/south taxi-lane, identified on the attached sketch.
3. A safety training program shall be conducted by the FBO with all authorized users of the helicopter area.



# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## ***Norwood Memorial Airport*** Russ Maguire, A.A.E., ACE, Airport Manager

**OFFICE ADDRESS**  
111 Access Road  
Norwood, MA 02062

**MAILING ADDRESS**  
111 Access Road  
Norwood, MA 02062

### **BY REGULAR MAIL**

November 19, 2021

David Abbott  
P.O. Box 1270  
Glen, N.H. 03838-1270

### **RE: Unauthorized Use of West Apron for Helicopter Operations**

Dear David:

At about 10:12 a.m. on Thursday, November 4, you were piloting a Robinson R-44 helicopter (N329AB), registered in your name, which made an approach and landing to the Norwood Airport's west apron. While this is an apron that the Norwood Airport Commission (NAC) currently leases to *Boston Executive Helicopters LLC*, this is not an area authorized for helicopter use on the Norwood Airport.

Your November 4 operation—as well as that of another transient helicopter pilot—was discussed at the NAC's public meeting on November 10. At that meeting, the NAC directed me to remind both you and the other aircraft owner/pilot of the areas on the Norwood Airport where helicopter operations are authorized.

*Attachment A* is the FAA chart supplement for the Norwood Airport. This document shows (in yellow highlight) the two locations available for based and transient helicopter parking on the north end and south end of the north/south taxi-lane.<sup>1</sup> For ease of reference, within these two areas, there are nine helicopter parking circles, and these circles are marked on the pavement.

In *Attachment B*, the yellow dots show the location of the nine authorized helicopter parking circles: four adjacent to the north end of the taxi-lane (also identified by a yellow/black airport sign that reads: "HELICOPTER OPERATIONS AREA"), plus, five on the south end of the taxi-lane. This aerial also shows the unauthorized helicopter operating area marked by a red dot, where the west apron is located.

---

<sup>1</sup> A third helicopter operating area is located northwest of the *Flight Level* terminal/hangar complex. However, as noted in *Attachment C*, the Norwood Airport General Regulations (attachment D) prohibit transient helicopter operators from using this helicopter operating area.

As a transient helicopter pilot, you're welcome to use the transient helicopter parking circles (marked in yellow) at either end of the north/south taxi-lane. If needed, and with an air traffic clearance, you're also welcome to shoot your approach to the marked helipad on taxiway E (shown by the green dot in *Attachment B*), before receiving an ATC clearance to taxi to one of the helicopter parking circles marked in yellow.

As discussed at the November 10 meeting, the NAC will continue to review how the Norwood Airport's authorized helicopter operating areas are communicated to the piloting community.

Please feel free to contact me if you have any questions.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Russ Maguire". The signature is written in black ink and is positioned above the printed name.

Russ Maguire, Manager  
Norwood Memorial Airport

*Cc: Norwood Airport Commission, Norwood Air Traffic Control Tower, Boston Executive Helicopters, LLC; Drew Mihaley, MassDOT Director of Operations and Compliance*

**ATTACHMENT A**

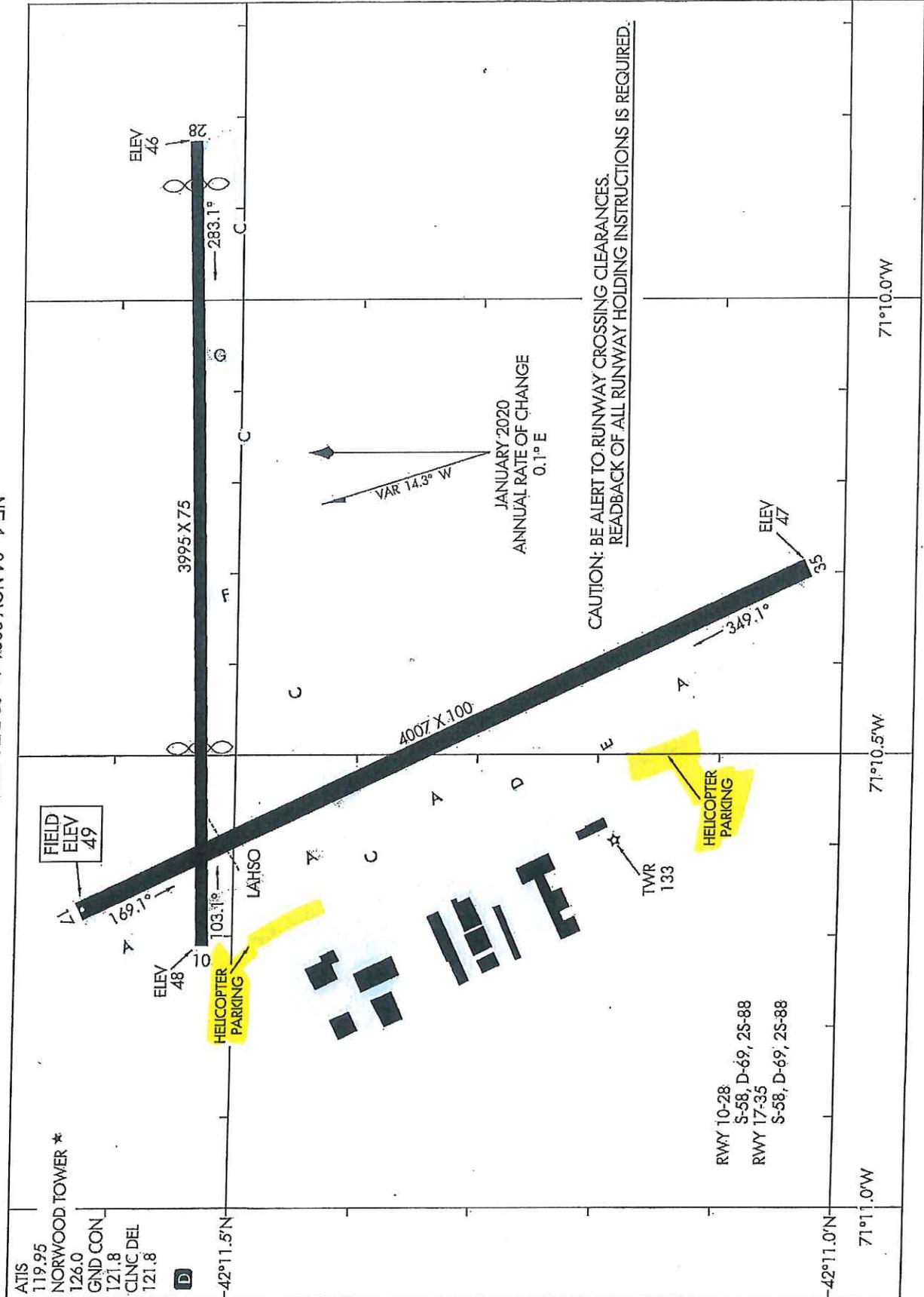
21112

# AIRPORT DIAGRAM

AL-725 (FAA)

NORWOOD MEML (0WD)  
NORWOOD, MASSACHUSETTS

NE-1, 04 NOV 2021 to 02 DEC 2021



CAUTION: BE ALERT TO RUNWAY CROSSING CLEARANCES.  
READBACK OF ALL RUNWAY HOLDING INSTRUCTIONS IS REQUIRED.

# AIRPORT DIAGRAM

21112

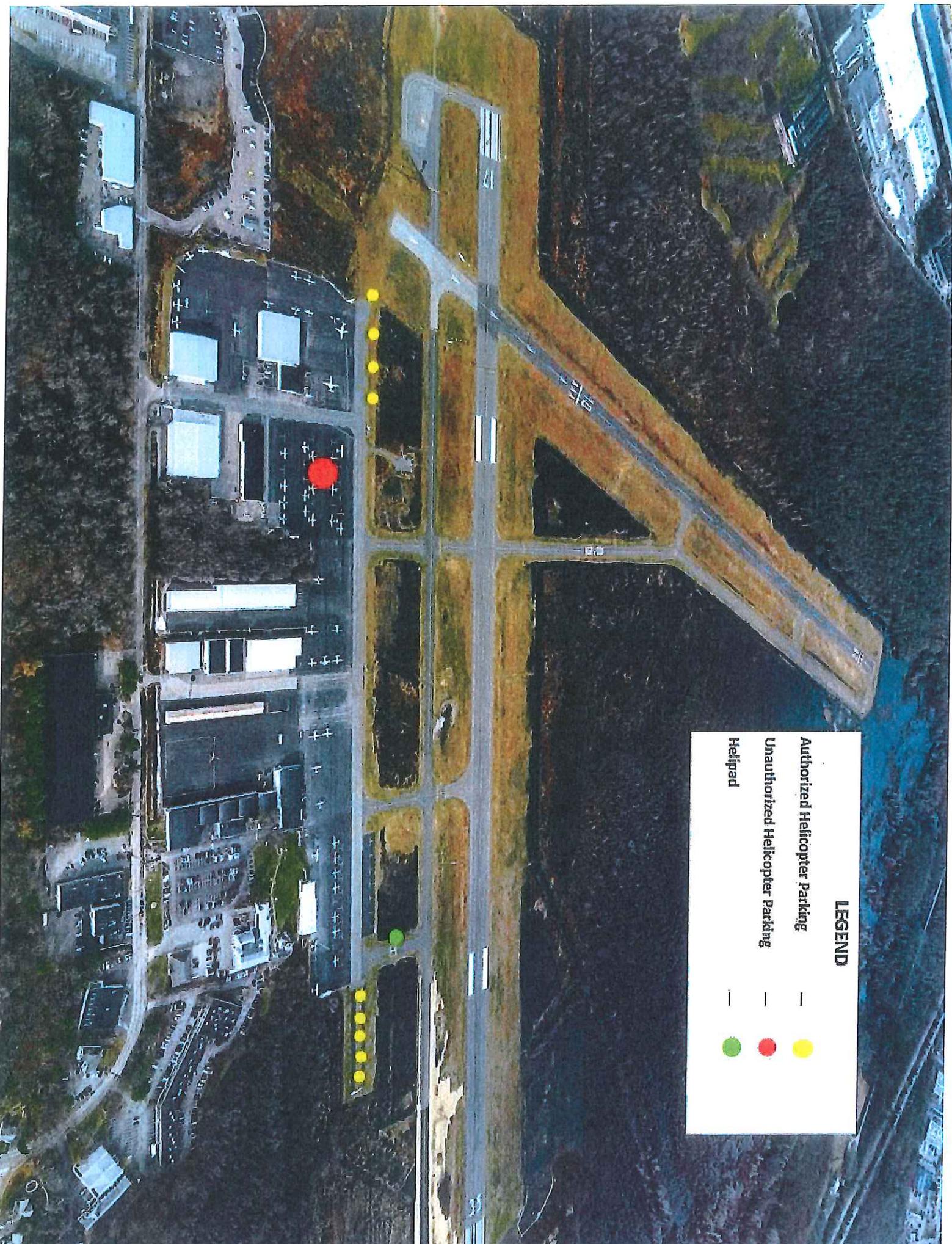
NORWOOD, MASSACHUSETTS  
NORWOOD MEML (0WD)

NE-1, 04 NOV 2021 to 02 DEC 2021

**ATTACHMENT B**

**LEGEND**

Authorized Helicopter Parking	—	●
Unauthorized Helicopter Parking	—	●
Helipad	—	●



**ATTACHMENT C**

<b>ATTACHMENT D</b>  <b>HELICOPTER PROCEDURES</b>
---

**I.           GENERAL**

1.     Air taxiing and hovering over aircraft, vehicles, buildings and/or people is prohibited.
2.     All air taxiing shall be executed at an altitude/airspeed adequate to allow a safe emergency landing.
3.     Transient helicopters shall park in the designated helicopter parking circles on the south end of the north/south taxi-lane; or, on the north end of the north/south taxi-lane. The pilots of transient helicopters shall check in at the FBO desk.

**II.           FBO HELICOPTER RAMP**

1.     Operations on the FBO helicopter ramp adjacent to, and north of Hangars 4 and 5 shall be coordinated between the FBO and the Airport Manager, and shall be restricted to FBO operations.
2.     Transient helicopter operations are prohibited on the FBO helicopter ramp unless specifically authorized in writing by the Airport Manager
3.     Helicopter flight training is prohibited on the FBO helicopter ramp.
4.     All helicopters air taxiing on the FBO helicopter ramp shall follow the yellow taxiing line to/from the point of departure. The point of departure is that area east of the north/south taxi-lane, identified on the attached sketch.
3.     A safety training program shall be conducted by the FBO with all authorized users of the helicopter area.



# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## ***Norwood Memorial Airport*** Russ Maguire, A.A.E., ACE, Airport Manager

OFFICE ADDRESS  
111 Access Road  
Norwood, MA 02062

MAILING ADDRESS  
111 Access Road  
Norwood, MA 02062

### **BY CERTIFIED MAIL**

November 19, 2021

*NC Transportation, Inc.*  
44 Oak Hill Drive  
Loudon, N.H. 03307-0806

### **RE: Unauthorized Use of West Apron for Helicopter Operations**

Dear Sir or Ms.:

On the morning of Thursday, November 4, the pilot of a Bell 206 helicopter (N64JB), registered in your company's name, took off from the Norwood Airport's west apron. While this is an apron that the Norwood Airport Commission (NAC) currently leases to *Boston Executive Helicopters LLC*, this is not an area authorized for helicopter use on the Norwood Airport.

This November 4 operation—as well as that of another transient helicopter pilot—was discussed at the NAC's public meeting on November 10. At that meeting, the NAC directed me to remind both your company and the other aircraft owner/pilot of the areas on the Norwood Airport where helicopter operations are authorized.

*Attachment A* is the FAA chart supplement for the Norwood Airport. This document shows (in yellow highlight) the two locations available for based and transient helicopter parking on the north end and south end of the north/south taxi-lane.<sup>1</sup> For ease of reference, within these two areas, there are nine helicopter parking circles, and these circles are marked on the pavement.

In *Attachment B*, the yellow dots show the location of the nine authorized helicopter parking circles: four adjacent to the north end of the taxi-lane (also identified by a yellow/black airport sign that reads: "HELICOPTER OPERATIONS AREA"), five on the south end of the taxi-lane. This aerial also shows the unauthorized helicopter operating area marked by a red dot, where the west apron is located.

---

<sup>1</sup> A third helicopter operating area is located northwest of the *Flight Level* terminal/hangar complex. However, as noted in *Attachment C*, the Norwood Airport General Regulations (attachment D) prohibit transient helicopter operators from using this helicopter operating area.

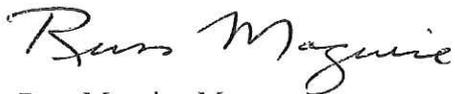
As a transient helicopter pilot, you're welcome to use the transient helicopter parking circles (marked in yellow) at either end of the north/south taxi-lane. If needed, and with an air traffic clearance, you're also welcome to shoot your approach to the marked helipad on taxiway E (shown by the green dot in *Attachment B*), before receiving an ATC clearance to taxi to one of the helicopter parking circles marked in yellow.

As discussed at the November 10 meeting, the NAC will continue to review how the Norwood Airport's authorized helicopter operating areas are communicated to the piloting community.

Please feel free to contact me if you have any questions.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Russ Maguire".

Russ Maguire, Manager  
Norwood Memorial Airport

*Cc: Norwood Airport Commission, Norwood Air Traffic Control Tower, Boston Executive Helicopters, LLC; Drew Mihaley, MassDOT Director of Operations and Compliance*

**ATTACHMENT A**

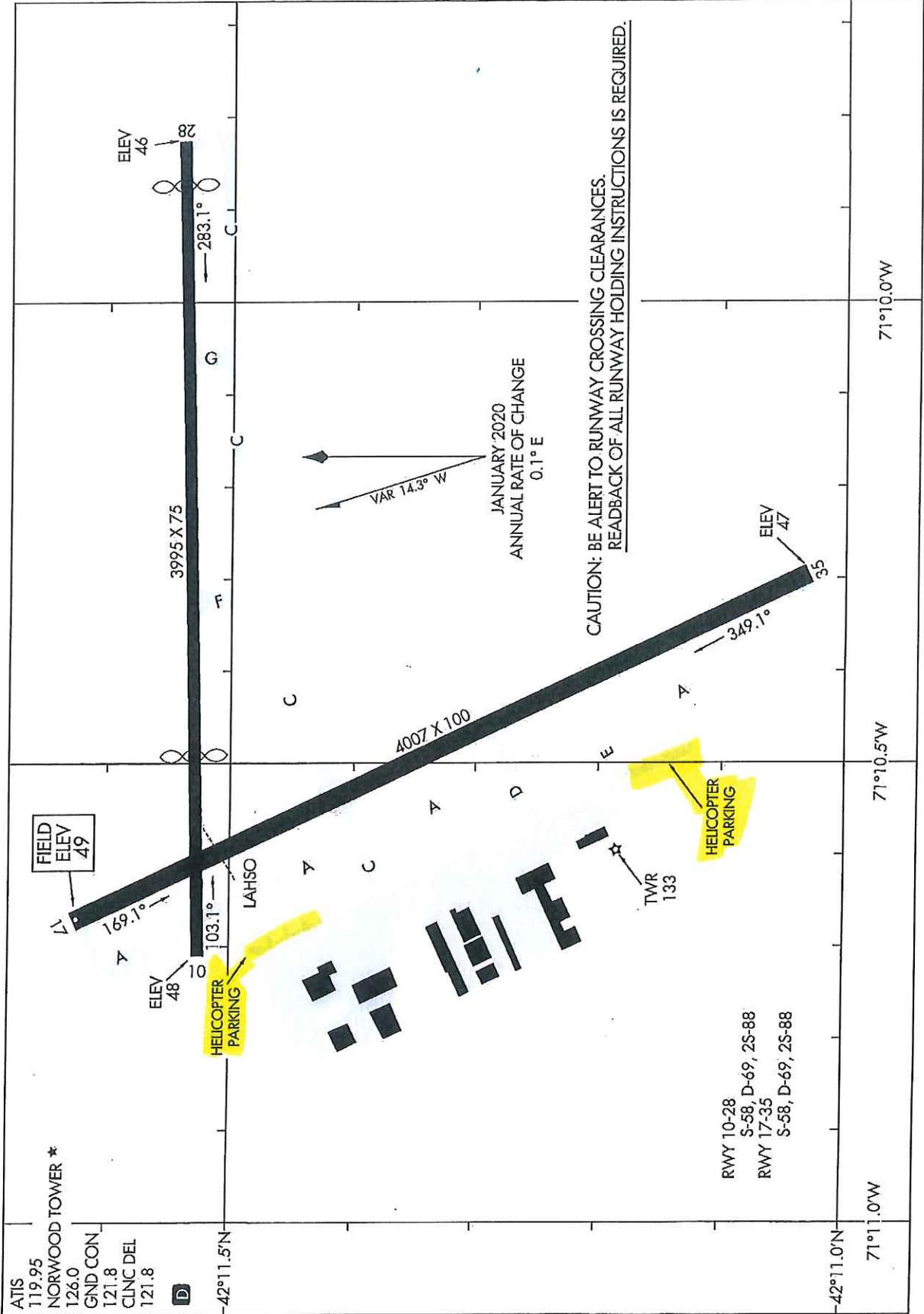
21112

# AIRPORT DIAGRAM

AL-725 (FAA)

NORWOOD MEML (OWD)  
NORWOOD, MASSACHUSETTS

NE-1, 04 NOV 2021 to 02 DEC 2021



CAUTION: BE ALERT TO RUNWAY CROSSING CLEARANCES.  
READBACK OF ALL RUNWAY HOLDING INSTRUCTIONS IS REQUIRED.

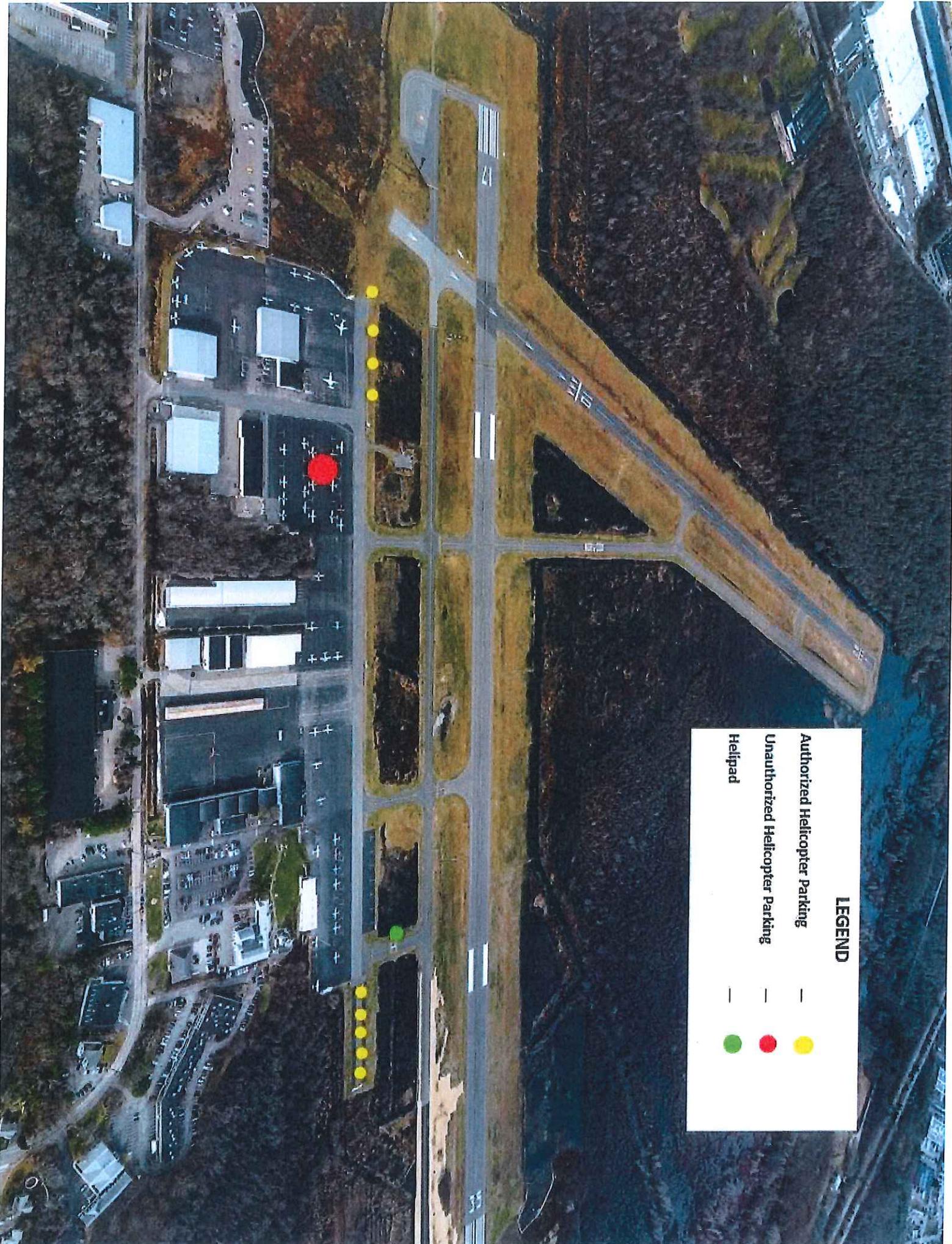
NE-1, 04 NOV 2021 to 02 DEC 2021

# AIRPORT DIAGRAM

21112

NORWOOD, MASSACHUSETTS  
NORWOOD MEML (OWD)

**ATTACHMENT B**



**LEGEND**

Authorized Helicopter Parking



Unauthorized Helicopter Parking



Helipad



**ATTACHMENT C**

**ATTACHMENT D****HELICOPTER PROCEDURES****I. GENERAL**

1. Air taxiing and hovering over aircraft, vehicles, buildings and/or people is prohibited.
2. All air taxiing shall be executed at an altitude/airspeed adequate to allow a safe emergency landing.
3. Transient helicopters shall park in the designated helicopter parking circles on the south end of the north/south taxi-lane; or, on the north end of the north/south taxi-lane. The pilots of transient helicopters shall check in at the FBO desk.

**II. FBO HELICOPTER RAMP**

1. Operations on the FBO helicopter ramp adjacent to, and north of Hangars 4 and 5 shall be coordinated between the FBO and the Airport Manager, and shall be restricted to FBO operations.
2. Transient helicopter operations are prohibited on the FBO helicopter ramp unless specifically authorized in writing by the Airport Manager
3. Helicopter flight training is prohibited on the FBO helicopter ramp.
4. All helicopters air taxiing on the FBO helicopter ramp shall follow the yellow taxiing line to/from the point of departure. The point of departure is that area east of the north/south taxi-lane, identified on the attached sketch.
3. A safety training program shall be conducted by the FBO with all authorized users of the helicopter area.

**TO: NORWOOD AIRPORT COMMISSION**  
**FROM: RUSS MAGUIRE, AIRPORT MANAGER**  
**RE: MANAGER'S REPORT: 11/09/21—12/15/21**

---

**— Major Projects/Issues—**

**Runway 10/28 Geotech Work**

During the week of 11/29, airport management filed notices to airmen (Notams), closing runway 10-28. These actions supported the efforts of a *DuBois & King*/contractor team, which spent several days taking boring samples for next year's proposed re-construction of runway 10-28, plus the re-location of taxiway C.

**Pavement Removal, Taxiway D**

On 11/15, airport management filed Notams and set up lighted Xs and barricades, closing runway 17/35 as well as taxiways D, E, and a section of taxiway A. For this federal grant project, the Commission's contractor, the *C. Naughton Corporation*, then removed the easternmost segment of taxiway D (between taxiway A and runway 17/35). This pavement removal, as required by FAA, effectively ends—via taxiway D—any direct connection between the aircraft parking aprons and Runway 17/35.

On the FAA chart supplement, airport management then worked with *DuBois & King* to more permanently reflect the closure of taxiway D's easternmost section at its current location. We've since been advised that the next chart supplement will be published on January 27, 2022. Until the change is permanently depicted on the chart supplement, airport management will continue to carry a Notam reflecting the closure of taxiway D's easternmost section. Lighted cones have also been installed on taxiway D where the pavement was removed.

A follow-on project to restore the easternmost section of taxiway D's pavement—but at an offset—will be scheduled for some time in the spring.

**Monthly Revenues**

For the month of November, two deposits were posted to the Treasurer's office. These totaled \$23,053.32 in payments (see *Attachment A*).

### **Monthly Fuel Flowage**

For the month of October, *Boston Executive Helicopters'* bills of lading for fuel totaled 8,506 gallons. At \$.07/gallon, the Town received \$595.42 in flowage fees. (*Attachment A*).

For the month of October, *Flight Level's* bills of lading for fuel totaled 48,464 gallons. At \$.07/gallon, the Town received \$3,392.48 in flowage fees. (*Attachment A*).

## **— Informational Updates —**

### **Norwood Fire/Police Training**

On 11/24, 12/6, and 12/13, the Airport Manager, along with Air Traffic Control Tower Manager Diana Novellano, held orientation/training sessions with Norwood Fire and Police. Each session began with a presentation at the fire department followed by a drive-around orientation at the airport, finishing up with a briefing by *Boston Executive Helicopters* and *Flight Level* at their respective fuel farms.

### **Air Traffic Counts**

For the Norwood Airport's November 2021 air traffic reports, see *Attachments B-C*. See *Attachment D* for a seven-year look at Norwood's air traffic count in the month of November.

## November Financial Report

REVENUE TYPE	AMOUNT THIS PERIOD	FY 2022 YTD	FY 2021	FLN FBO <sup>1</sup> THIS PERIOD	BEH FBO <sup>2</sup> THIS PERIOD
Land Leases	\$18,065.42	\$108,327.10	\$265,972.23	\$14,146.56	\$0
Fuel Flowage Fees	\$3,987.90	\$23,017.05	\$32,760.42	\$3,392.48	\$595.42
Aircraft Tie-Down Leases	\$0	\$0	\$0	\$0	\$0
Security Badge Fees	\$1,000.00	\$3,700.00	\$6,200	\$0	\$0
Revolving – Insurance Recovery	\$0	\$0	\$2,718.90	\$0	\$0
General <sup>3</sup>	\$0	\$270.00	\$0	\$0	\$0
Landing Fees	\$0	\$27,944.00	\$27,352.00	\$0	\$0
<b>TOTAL</b>	<b>\$23,053.32</b>	<b>\$163,258.15</b>	<b>\$335,003.55</b>	<b>\$17,539.04</b>	<b>\$595.42</b>

<sup>1</sup> Flight Level Norwood, LLC

<sup>2</sup> Boston Executive Helicopters, LLC

<sup>3</sup> General revenues include commercial permit and public records request fees, and FEMA reimbursements, etc.



### FAA CONTRACT TOWER - AIRPORT OPERATIONS COUNT RECORD

**Facility Name:** Norwood      **Location:** Norwood, MA      **Mo.** 1 | **Yr.** 1 | **Location Ident.** O | W | D

**Airport Operations Count**      **Facility Operating Hours** → 1 | 3 | 0

Day	AC	AT	GA	MI	IFR			VFR			LOCAL			Total Airport Operations	
					Total IFR Inherent Ops	AC	AT	GA	MI	Total VFR Inherent Ops	Civil	Military	Total Local Ops		
															IFR
01		4	13		17			115		4	115	86		86	218
02		1	9		10			141			141	106		106	270
03		3	19		22			164		4	167	108		108	297
04		3	13		16			135			140	172		172	328
05		3	14		17			154			156	102		102	275
06			29		29			139			139	64		64	232
07		1	12		13			158			158	96		96	267
08		6	16		22			105		2	108	84		84	214
09		4	11		15			127			137	88		88	240
10		3	9		12			100			103	140		140	255
11		10	24		34			141			151	206		206	391
12		8	5		13										13
13		2	9		11			99			99	122		122	232
14		18	20		38			101			103	96		96	237
15		6	13		19			66			68	118		118	205
16		4	18		22			106			115	26		26	163
17		5	22		27			125			134	126		126	287
18		4	13		17			85			87	138		138	242
19		5	21		26			76			80	42		42	148
20		3	21		24			133			134	88		88	246
21		9	22		31			92			92	134	6	140	263
22		10	10		20			43			44	170		170	234
23		4	12		16			81			86	102		102	204
24		11	21		32			106			118	44		44	194
25		4	2		6			14			14	12		12	32
26		3	9		12			4			7	2		2	21
27		6	20		26			62			62	12		12	100
28		9	30		39			109			112	142		142	293
29		4	10		14			79			79	120		120	213
30		3	17		20			119			130	120	2	122	272
31															
<b>Total</b>		<b>156</b>	<b>464</b>		<b>620</b>			<b>2979</b>		<b>6</b>	<b>3092</b>	<b>2866</b>	<b>8</b>	<b>2874</b>	<b>6586</b>

#### SYMBOLOLOGY

- AC = Air carrier-type aircraft (e.g., Delta, United)
- AT = On-demand aircraft that use three-letter-ID at beginning of call sign
- GA = General aviation FAR Part 91 aircraft using 'N' at beginning of call sign
- MI = Military



# FAA CONTRACT TOWER OVERFLIGHT SUMMARY RECORD

Facility Name

Norwood

Location:

Norwood, MA

Mo.

1 | 1

Yr.

2 | 1

Loc Ident:

O |  W |  D

## OVERFLIGHT COUNT

Day	IFR OVERFLIGHTS					VFR OVERFLIGHTS					Total Overflights	
	AC	AT	GA	MI	Total	AC	AT	GA	MI	Total		
01												
02							2	4	2	2	12	8
03								8	2	10	10	10
04								16	6	22	22	22
05							2	16		18	18	18
06							2	6		8	8	8
07								14		14	14	14
08								30	2	32	32	32
09							4	12	2	18	18	18
10								10		10	10	10
11								18		18	18	18
12												
13							2	14		16	16	16
14								20		20	20	20
15							4	10		14	14	14
16							2	8	2	12	12	12
17							2	14		16	16	16
18								8		8	8	8
19							2	14		16	16	16
20								34		34	34	34
21								4		4	4	4
22								10		10	10	10
23							2	16	2	20	20	20
24							2	26		28	28	28
25								12		12	12	12
26								6		6	6	6
27							2	4		6	6	6
28								28		28	28	28
29								16		16	16	16
30							8	8		16	16	16
31												
Total							36	396	20	452	452	452

## MONTHLY TOTAL, AIR TRAFFIC COUNTS (2015-2021)

**November**

2015	2016	2017	2018	2019	2020	2021
4,227	4,468	5,052	3,911	5,204	4,827	7,038