



# 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:** Wednesday, June 8, 2022

**TIME:** 4:00 p.m.

**PLACE:** Norwood Airport Commission Meeting Room  
111 Access Road  
Mark C. Welch Administration Building (Building #9)  
Norwood, MA 02062

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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

- 5-25-22 regular business meeting

### 3. AIRPORT MANAGER'S REPORT

### 4. OLD BUSINESS

### 5. NEW BUSINESS

- FY 2023 commercial permits
- *Flight Level, BluntheMovie, LLC* – on-airport filming request
- *RAE Contracting, LLC*, payment request #1
- *Boston Executive Helicopters, LLC* (BEH), tenant issues

### 6. CORRESPONDENCE:

- *RAE Contracting, LLC*, payment request #1
- 6-1-22 letter from R. Maguire to MassDOT/Aeronautics re: pavement work
- 7-26-18 *Use Agreement for the Collection of Landing Fees* document between *Flight Level* and Airport Commission
- E-mails: R. Maguire and D. Knowles from *HTS, LLC* re: west apron activities
- 5-19-22 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron, and self-fueling operations on the west apron
- 5-19-22 letter from R. Maguire to *US Lease Company, Inc.* re: west apron activities
- 11-19-21 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron
- 6-17-21 letter from R. Maguire to BEH re: unauthorized helicopter operations on the west apron
- Undated, J. Fogle of *BluntheMovie, LLC* re: request for on-airport filming
- 5-25-22 letter from M. Krawczyk, of *Flight Level*, re: support for on-airport filming

### 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.

- 5-25-22 executive session minutes

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
May 25, 2022**

**DRAFT ONLY**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Michael Sheehan; John Corcoran; Russ Maguire, Airport Manager; Mina Makarious, Esq.

**Meeting Called to Order: 4:00 PM**

**Matt MacDonald from the Norwood Record and Chris Donovan from BEH are recording the meeting.**

**PROJECTS**

- AIP Project update, DuBois & King, Mark Goodrich

Proposed Taxiway D relocation project – June 27<sup>th</sup> is the start date of construction with an end date of mid-August.

Runway 10-28 reconstruction and Taxiway C realignment – A grant is anticipated to be received in July for the reconstruction of Taxiway C.

**MINUTES**

- 4/13/22 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, and highlighted significant items.

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

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## NEW BUSINESS

- Airport Manager position vacancy

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to reach out to the HR department to advertise externally for the Airport Manager's position.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- NAC standard contract with RAE Contracting LLC for site work adjacent to administration building

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize the Chairman to sign the standard contract with RAE Contracting LLC.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA payment request #3, AIP No. 3-25-0037-042-2021 (taxiway D construction)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve payment request #3 in the amount of \$8,838.26 to be paid by the FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA payment request #3, AIP No. 3-25-0037-043-2021 (environmental assessment, phase II)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve payment request #3 in the amount of \$17,681.01 to be paid by the FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## CORRESPONDENCE

- MassDOT standard contract: site work adjacent to administration building
- FAA payment request #3, AIP No. 3-25-0037-042-2021 (taxiway D construction)
- FAA payment request #3, AIP No. 3-25-0037-043-2021 (environmental assessment, phase II)
- FAA grant application for re-location of taxiway C project
- 4-25-22 notice of award to RAE Contracting, LLC
- 5-2-22 letter of resignation, Marsha Johnson
- 5-11-22 letter from R. Maguire to D. Spiegel, of Annex Realty Trust re: lease option



- 5-19-22 letter from R. Maguire to Boston Executive Helicopters re: unauthorized helicopter operation on the west ramp, and self-fueling operations on the west apron
- 5-19-22 letter from R. Maguire to US Lease Company, Inc. re: west apron activities

On a motion by Mr. Sheehan and seconded by Mr. Corcoran the Commission voted 3/0 by roll call to recognize Ms. Johnson, and have Mr. Maguire and Mr. Ryan work with HR to advertise for a new recording service.

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 have the owner of Boston Executive Helicopters and Chris Donovan in for a hearing at the next Commission meeting in June to discuss the unauthorized use of the west apron that occurred on May 13<sup>th</sup> as outlined in the letter sent to BEH and US lease Company, Inc.

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 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 following purposes:

- 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.
- Discuss and approve 4/13/22 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 4:36 p.m.

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

**MEETING ADJOURNED: 5:03 PM**



# 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

June 1, 2022

Massachusetts Department of Transportation/Aeronautics  
Attn: Owen Silbaugh, Director of Airport Engineering  
Logan Office Center  
One Harborside Drive, Suite 205-N  
East Boston, MA 02128-2909

**RE: Comprehensive Crack Repair, Crack Seal, and Markings at OWD**

Dear Owen,

On behalf of the Norwood Airport Commission (NAC), please accept my thanks for all of the pavement work recently completed at the Norwood Airport. The state contractors, along with MassDOT's Jacob Keady, did great work and they were very professional. All of this would not have been possible without MassDOT's financial support, to include the agency's engineering, management and administrative oversight.

Again, thank you very much on behalf of the NAC.

Sincerely,

Russ Maguire, Manager  
Norwood Memorial Airport

*Cc: Norwood Airport Commission*



# G702 APPLICATION and CERTIFICATE for PAYMENT

To: TOWN OF NORWOOD  
566 WASHINGTON ST  
NORWOOD, MA 02062-0040

Project: NORWOOD AIRPORT  
OBSERVATION AREA  
#NAC-22-03  
ACCESS RD

From: RAE CONTRACTING, LLC  
6 DRACUT ST  
METHUEN, MA 01844

Contract For:

Via Architect: ENGINEER DEPT

Application No: 1

Distribution to:  
☒ OWNER  
☒ CONSTRUCTION MGR.  
☒ ARCHITECT  
☒ CONTRACTOR  
☐ OTHER

App. Date: June 3, 2022

Period to: June 3, 2022

Project No: NAC-22-03

Contract Date: April 25, 2022

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, G703, is attached.

1. ORIGINAL CONTRACT SUM 237,575.00
2. Net Change By Change Orders 3,160.00
3. CONTRACT SUM TO DATE 240,735.00
4. TOTAL COMPLETED AND STORED TO DATE 131,760.00
5. RETAINAGE:

- a. of Completed Work 6,588.00
- b. of Stored Material 0.00

- TOTAL RETAINAGE 6,588.00
6. TOTAL EARNED LESS RETAINAGE 125,172.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
8. CURRENT PAYMENT DUE 125,172.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE 115,563.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	3,160.00	
Total approval this Month		
TOTALS	3,160.00	
NET CHANGES by Change Order	3,160.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: RAE CONTRACTING, LLC

By:  Date: June 3, 2022

RICHARD CAMPBELL

State of: MASSACHUSETTS County of: MIDDLESEX

Subscribed and sworn before me this 3rd day of June 2022

RICHARD CAMPBELL personally appeared before me, the undersigned notary public, and provided satisfactory evidence of identification to be the person who signed this document in my presence and swore or affirmed to me that the contents of this document are truthful and accurate to the best of his/her knowledge and belief.

Notary Public: My Commission expires:

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

### AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should use an original document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application No: 1

App. Date: June 3, 2022

Period to: June 3, 2022

Project No: NAC-22-03

Use Column I on Contracts where variable retainage for line items may apply.

A Item #	B Description of Work	C Schedule of Values	D Work Completed		F Materials Stored & Used Prior + Current	G Total Completed and Stored To Date	% %	H Balance to Finish	I Retainage
			From Previous Application(s)	This Period					
1	EROSION CONTROL	3,000.00		3,000.00		3,000.00	100.00	0.00	150.00
2	UNCLASSIFIED EXCAVATION	8,000.00					0.00	8,000.00	0.00
3	GRAVITY BLOCK RETAINING WALL	105,000.00		105,000.00		105,000.00	100.00	0.00	5,250.00
4	GUARDRAIL	27,900.00					0.00	27,900.00	0.00
5	REMOVE AND RESET CL FENCE	10,400.00		3,500.00		3,500.00	33.65	6,900.00	175.00
6	HOT MIX ASPHALT	7,500.00					0.00	7,500.00	0.00
7	4" CEMENT CONCRETE	25,200.00					0.00	25,200.00	0.00
8	GRANITE CURB	11,475.00		8,100.00		8,100.00	70.59	3,375.00	405.00
9	IRRIGATION SYSTEM	8,700.00					0.00	8,700.00	0.00
10	LOAM	15,000.00					0.00	15,000.00	0.00
11	SEEDING	6,400.00					0.00	6,400.00	0.00
12	LIGHTED BARRICADES	9,000.00		9,000.00		9,000.00	100.00	0.00	450.00
13	CO #1 CONSTRUCTION FENCE	3,160.00		3,160.00		3,160.00	100.00	0.00	158.00

GRAND TOTAL:

240,735.00	131,760.00	131,760.00	54.73	108,975.00	6,588.00
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A=Line Item Number      B=Brief Item Description      C=Total Value of Item      D=Total of D and E From Previous Application(s) (If Any)      E=Total Work Completed For This Application  
 F=Materials Purchased and Stored for Project      G=Total of All Work Completed and Materials Stored for Project      H=Remaining Balance of Amount to Finish      I=Amount Withheld from G



Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



OMB No.: 1235-0008  
Expires: 04/30/2021

PROJECT OR CONTRACT NO.  
NAC-22-03

(4) While completion of Form WH-347 is optional, it is optional for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a), The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "turnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room 33502, 200 Constitution Avenue, N.W., Washington, D.C. 20210

Date 6/1/22

**RICHARD CAMPBELL**

**MEMBER**

I, \_\_\_\_\_ (Name of Signatory Party) \_\_\_\_\_ (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

**RAE CONTRACTING, LLC**

on the

**NOWOOD AIRPORT OBSERVATION**; that during the payroll period commencing on the

(Building or Work)

23 day of MAY, 2022, and ending the 29 day of MAY, 2022,

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

**RAE CONTRACTING, LLC**

from the full

(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS



in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH




Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

NAME AND TITLE	SIGNATURE
RICHARD CAMPBELL MEMBER	
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAKES SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.	





# NORWOOD MEMORIAL AIRPORT

## USE AGREEMENT FOR COLLECTION OF LANDING FEES

1. At its July 11, 2018 public meeting, the Norwood Airport Commission (NAC) voted to approve the implementation of landing fees for transient aircraft only landing at Norwood Memorial Airport. The assessment of landing fees shall therefore begin on August 1, 2018 with the fee structure set forth in *Exhibit 1*.
2. Beginning August 1, 2018, *Flight Level Norwood, LLC (Flight Level)* shall invoice and collect all applicable landing fees.
3. *Flight Level* shall be responsible for all billing, inquiries and record-keeping.
4. To determine whether an aircraft is based or transient, airport management shall provide *Flight Level* with a current based aircraft listing, per the FAA based aircraft database.
5. To determine the maximum take-off weight (MTOW) of a particular aircraft, *Flight Level* shall use the FAA aircraft characteristics database, , which is included in Appendix 1 of the FAA Advisory Circular, AC 150/5300-13A (Airport Design). See *Exhibit 2*.
6. Each calendar quarter, *Flight Level* shall provide a payment to the NAC for all collected fees, with *Flight Level* retaining 20% for administration. Along with the quarterly payment to the NAC, *Flight Level* shall provide a summary of the fees assessed and collected. This shall include the total receipts broken down by MTOW and type of aircraft.

7. Aircraft exempt from landing fees shall include those used by the U.S. military; local, state and federal aeronautical agencies; airborne law enforcement; medical evacuations and life support (to include *Angel Flight*); aircraft in a declared emergency; any aircraft included in the Airport Manager's current based aircraft listing per the FAA based aircraft database for Norwood Airport; and any aircraft approved as exempt by the NAC.
8. Any change to the landing fee methodology, or the metric used (*Exhibit 1*), shall be at the sole discretion of the NAC.
9. Aircraft owners/operators are expected to net payment within 30 days. After 30 days, *Flight Level* can assess late fees to cover the additional administration costs. These late fees cannot exceed 15% of the original invoice.
10. If a landing fee is disputed, *Flight Level* shall attempt to reconcile the fee and/or amount by reviewing the airport's landing fee policy with the complainant, showing, if needed, the calculation of fees consistent with this agreement.

If the dispute cannot be reconciled, *Flight Level* shall recommend that the complainant put his/her concerns in writing, addressed to the Norwood Airport Manager's office. The Airport Manager's office shall then determine whether the complaint will go before the NAC. In either case, the complainant will be advised in writing.

If the complaint is forwarded to the NAC, while the dispute is being considered, the complainant shall pay in full the contested amount. Should the NAC's decision support the complainant, the NAC shall ensure prompt re-payment of the disputed fee.

The aircraft owner/operator may not be denied reasonable access to the airport.


11. This use agreement can be revoked by either party with 60 days' written notice.

Date:

July 26, 2018

**Flight Level Norwood, LLC**

By:

  
Peter Eichleay

**Norwood Airport Commission**

By:

  
Mark T. Ryan



# **EXHIBIT 1**

# LANDING FEE STRUCTURE

Beginning August 1, 2018

Maximum Take-Off Weight (MTOW) <sup>1</sup> for Fixed-Wing Aircraft	Fee
5,001 – 8,000 lbs.	\$15.00
8,001 – 10,000 lbs.	\$20.00
10,001 – 15,000 lbs.	\$30.00
15,001 – 30,000 lbs.	\$60.00
30,001+ lbs.	\$80.00

<b>Helicopters<sup>2</sup></b>	<b>\$20.00</b>
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<sup>1</sup> Maximum take-off weight (MTOW) is derived exclusively from the FAA's aircraft characteristics database, which is also included in Appendix 1 of the FAA Advisory Circular, AC 150/5300-13A (Airport Design)

<sup>2</sup> Non-exempt, transient helicopters shall be assessed a \$20 landing fee, regardless of MTOW.

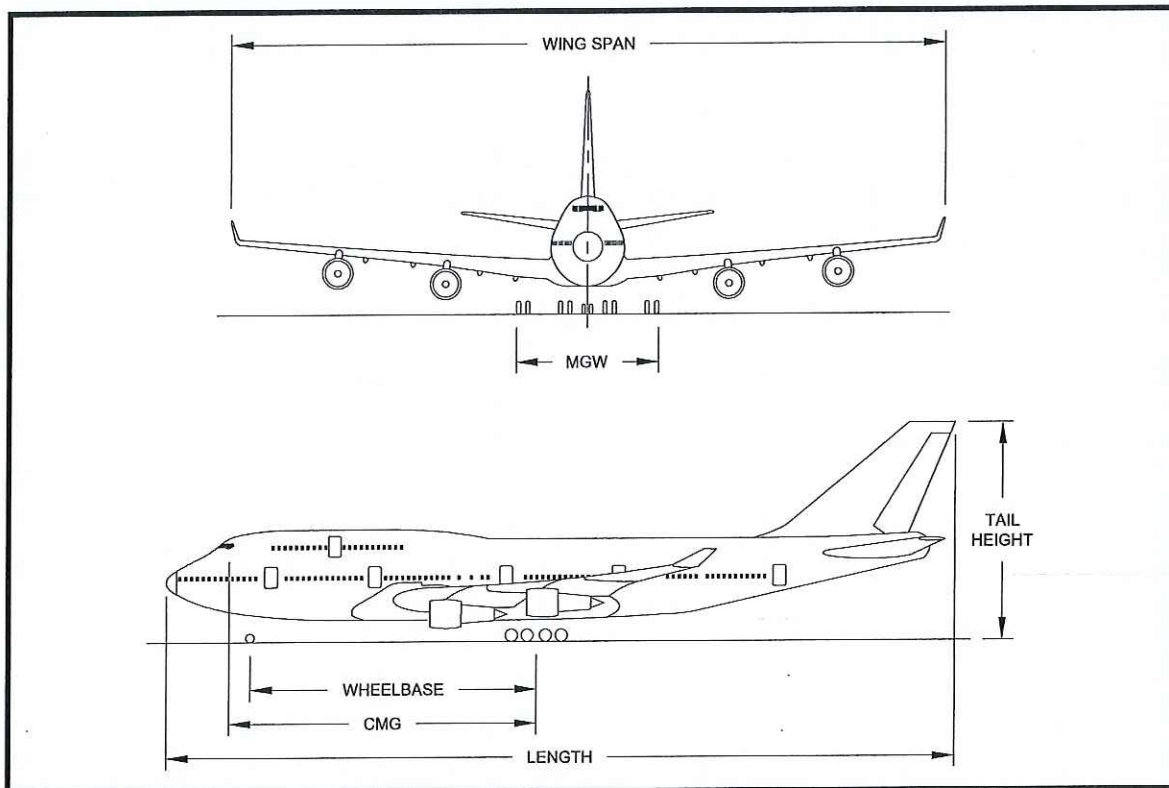
## **EXHIBIT 2**

## Appendix 1. Aircraft Characteristics

**A1-1. Basic aircraft characteristics.** This appendix provides the airfield designer with basic aircraft characteristics for common aircraft as needed to perform such design functions as taxiway fillet layout and taxiway to taxilane separation requirements. Table A1-1 has been developed from the best manufacturers' information available at the time of issuance of this AC.

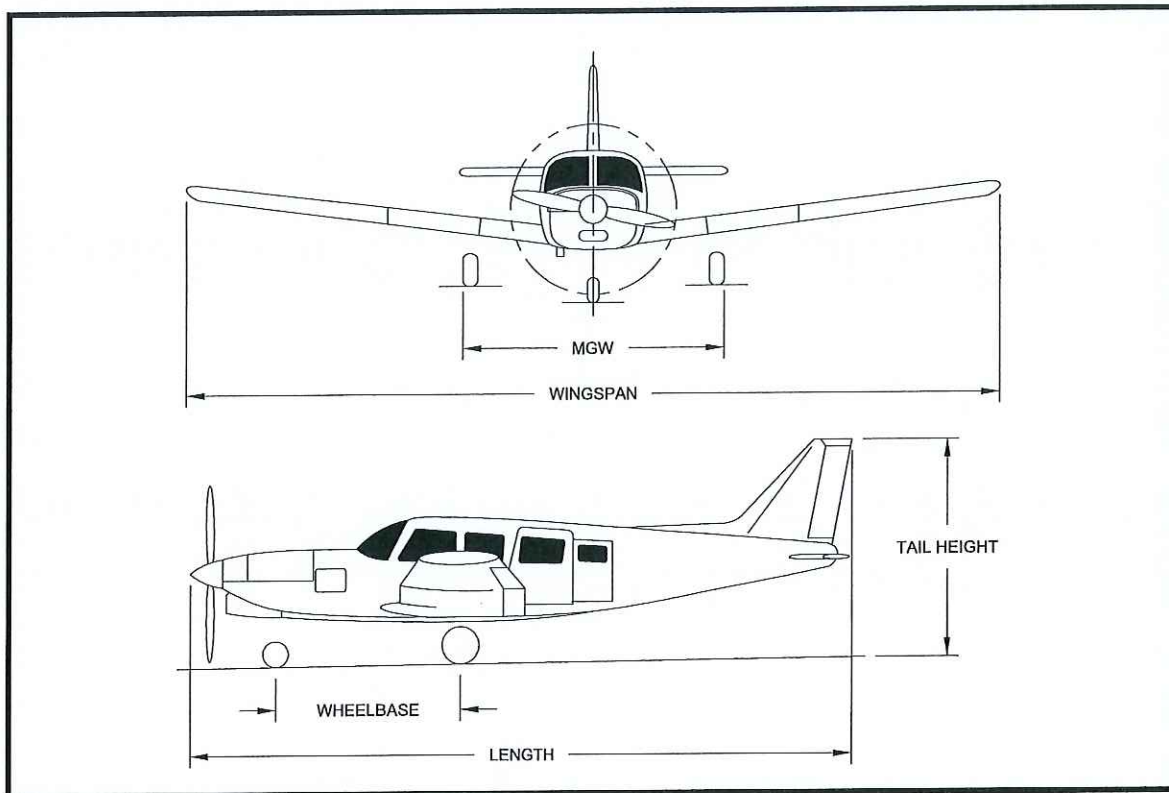
**Note:** *These data do not include all aircraft or versions of aircraft the designer may encounter, nor have these data been fully verified. Please consult the manufacturer's technical specifications if there is a question on a specific aircraft. Eventually the Airport Geographic Information System (GIS) website will include a more comprehensive and up to date database. When using this database consider the following:*

- *In accordance with the cockpit over centerline design method, the Cockpit to Main Gear (CMG) dimension will be used in lieu of wheelbase for aircraft (typically larger) where the cockpit is located forward of the nose gear. For aircraft with the cockpit located aft of the nose gear, use the wheelbase in lieu of CMG to determine the Taxiway Design Group (TDG). Refer to Figure A1-1 and Figure A1-2.*



**Figure A1-1. Typical dimensions of large aircraft**





**Figure A1-2. Typical dimensions of small aircraft**

Sources of the information provide in this appendix include aircraft manufacturers' websites and various databases:

- FAA Aircraft Characteristics  
Database: [http://www.faa.gov/airports/engineering/aircraft\\_char\\_database/](http://www.faa.gov/airports/engineering/aircraft_char_database/)
- Eurocontrol Aircraft Performance Database  
V2.0: <http://elearning.ians.lu/aircraftperformance/>
- Airbus Airplane Characteristics for Airport  
Planning: <http://www.airbus.com/support/maintenance-engineering/technical-data/aircraft-characteristics/>
- Boeing Airplane Characteristics for Airport  
Planning: [http://www.boeing.com/commercial/airports/plan\\_manuals.html](http://www.boeing.com/commercial/airports/plan_manuals.html)
- Embraer Aircraft Characteristics for Airport  
Planning: <http://www.embraercommercialjets.com/#/en/downloads>

**A1-2. Background.**

a. Aircraft physical characteristics have operational and economic significance which materially affect an airport's design, development, and operation. They influence the design aspects of runways, taxiways, ramps, aprons, servicing facilities, gates, and life safety facilities. Their consideration when planning a new airport or improving existing airport facilities maximizes their utilization and safety. Airport designers should consider anticipated growth in air traffic and the effects of near future model aircraft operating weights and physical dimensions.

b. Military aircraft frequently operate at civil airports. Joint-use airports should also meet the physical characteristics for military aircraft. Hence, during airport facility design, consider routine military operations such as medical evacuation, strategic deployment and dispersal, and Reserve and National Guard training missions.

**A1-3. Aircraft arranged by aircraft manufacturer, and Runway Design Code (RDC).**

a. **Aircraft characteristics database.** The FAA is redesigning the Aircraft Characteristic Database and incorporating it in the Airport Design section of the FAA Airport GIS System (see <https://airports-gis.faa.gov/airportsgis/>). The FAA expects to complete this work in the near future. See [http://www.faa.gov/airports/engineering/aircraft\\_char\\_database/](http://www.faa.gov/airports/engineering/aircraft_char_database/).

b. **Access to database.** Until the new database is complete, aircraft characteristics data is available below as well as on the FAA website at: [http://www.faa.gov/airports/engineering/aircraft\\_char\\_database/](http://www.faa.gov/airports/engineering/aircraft_char_database/). The database may include information on aircraft characteristics provided subsequent to the date of this AC.

**Table A1-1. Aircraft characteristics database – sorted by aircraft manufacturer/model**

Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> /Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Airbus	A-300	C	IV	5	147.1 (44.83)	55 (16.72)	175.9 (53.61)	75 (22.86)	61 (18.6)	36.1 (11)	363,763 (165000)	137
Airbus	A-300-600	C	IV	5	147.1 (44.84)	55 (16.7)	177 (54.1)	75 (22.87)	61 (18.6)	36 (10.96)	375,888 (170500)	137
Airbus	A-310	C	IV	5	144 (43.9)	52.1 (15.87)	153.1 (46.66)	63.9 (19.49)	49.9 (15.22)	36 (10.96)	361,558 (164000)	139
Airbus	A-318	C	III	3	111.9 (34.1)	42.3 (12.89)	103.2 (31.45)	42.4 (12.91)	33.6 (10.25)	29.4 (8.95)	149,914 (68000)	121
Airbus	A-318 Sharklet *	C	III	3	117.5 (35.8)	42.3 (12.89)	103.2 (31.45)	42.4 (12.91)	33.6 (10.25)	29.4 (8.95)	149,914 (68000)	121
Airbus	A-319	C	III	3	111.9 (34.1)	39.7 (12.11)	111 (33.84)	44.9 (13.7)	36.2 (11.04)	29.4 (8.95)	166,449 (75500)	138
Airbus	A-319 Sharklet.	C	III	3	117.5 (35.8)	39.7 (12.11)	111 (33.84)	44.9 (13.7)	36.2 (11.04)	29.4 (8.95)	166,449 (75500)	126

\* Preliminary



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Airbus	A-320	C	III	3	111.9	39.6	123.3	50.2	41.5	29.4	171,961	136
					(34.1)	(12.08)	(37.57)	(15.3)	(12.64)	(8.95)	(78000)	
Airbus	A-320 Sharklet.	C	III	3	117.5	39.6	123.3	50.2	41.5	29.4	171,961	136
					(35.8)	(12.08)	(37.57)	(15.3)	(12.64)	(8.95)	(78000)	
Airbus	A-321	C	III	3	111.9	39.7	146	64.2	55.4	29.4	206,132	142
					(34.1)	(12.1)	(44.5)	(19.56)	(16.9)	(8.97)	(93500)	
Airbus	A-321 Sharklet.	C	III	3	117.5	39.7	146	64.2	55.4	29.4	206,132	142
					(35.8)	(12.1)	(44.5)	(19.56)	(16.9)	(8.97)	(93500)	
Airbus	A-330-200	C	V	5	197.8	58.2	191.5	86.8	72.8	41.4	524,700	136
					(60.3)	(17.73)	(58.36)	(26.45)	(22.18)	(12.61)	(238000)	
Airbus	A-330-200F	C	V	5	197.8	57.1	191.5	86.8	72.8	41.4	513,677	139
					(60.3)	(17.41)	(58.36)	(26.45)	(22.18)	(12.61)	(233000)	
Airbus	A-330-300	C	V	5	197.8	56.4	209	97.2	83.2	41.4	518,086	137
					(60.3)	(17.18)	(63.69)	(29.64)	(25.37)	(12.61)	(235000)	
Airbus	A-340-200	D	V	5	197.8	56	195	90.1	76.1	41.4	606,271	136
					(60.3)	(17.06)	(59.42)	(27.47)	(23.2)	(12.61)	(275000)	
Airbus	A-340-300	D	V	5	197.8	55.9	209	97.3	83.3	41.4	609,578	138
					(60.3)	(17.04)	(63.69)	(29.67)	(25.4)	(12.61)	(276500)	
Airbus	A-340-500	D	V	6	208.2	57.5	222.9	105.4	91.7	41.4	837,757	146
					(63.45)	(17.53)	(67.93)	(32.13)	(27.95)	(12.61)	(380000)	
Airbus	A-340-600	D	V	6	208.2	58.8	247.3	122.6	108.9	41.4	837,757	153
					(63.45)	(17.93)	(75.36)	(37.38)	(33.2)	(12.61)	(380000)	
Airbus	A-350-900	D	V	5	212.4	57.1	219.5	99.6	94	42.2	590,839	145
					(64.74)	(17.39)	(66.89)	(30.36)	(28.66)	(12.87)	(268000)	
Airbus	A-380-800	D	VI	7	261.6	79.6	238.6	104.6	97.9	47	1,254,430	138
					(79.75)	(24.3)	(72.73)	(31.88)	(29.83)	(14.34)	(569000)	
ATR	Alenia ATR- 42-200/300	B	III	2	80.7	24.9	74.5	29	28.8	16	36,817	104
					(25)	(8)	(23)	(9)	(8.8)	(5)	(16700)	
ATR	Alenia ATR- 72-200/210	B	III	3	88.9	25.3	89.2	36	35.3	24	47,399	105
					(27)	(8)	(27)	(11)	(10.8)	(7)	(21500)	
Beech	Bonanza V35B	A	I	1B	33.4	7.6	26.3	21	25.1	12	3,400	70
					(10)	(2)	(8)	(6)	(7.7)	(3.5)	(1542)	
Beech	Beech 55 Baron	A	I	1A	37.7	9.5	27.9	7	7	8	5,071	90
					(11)	(3)	(9)	(2)	(2)	(2)	(2300)	
Beech	Beech 60 Duke	B	I	1A	39.4	12.5	33.8	7	7	8	6,768	98
					(12)	(4)	(10)	(2)	(2)	(2)	(3070)	
Beech	King Air F90	B	III	1A	45.9	34.1	39.8	13	13	13	10,950	108
					(14)	(10)	(12)	(4)	(4)	(4)	(4967)	
Beech	100 King Air	B	I	1A	45.9	15.4	40.0	15	15	14	11,795	111
					(14)	(5)	(12)	(5)	(5)	(4)	(5350)	
Boeing	707-320B	C	IV	4	145.8	42.1	152.9	68.4	59	26.3	333,600	128
					(44.4)	(12.8)	(46.6)	(20.85)	(17.9)	(8.02)	(151319)	
Boeing	717-200	C	III	2	93.2	29.8	124.0	55.8	57.8	19.4	121,000	139
					(28.40)	(9.08)	(37.80)	(17.00)	(17.62)	(5.90)	(54,885)	
Boeing	717-200HGW	C	III	3	108.0	34.3	133.2	55.90	57.8	22.9	121,000	139
					(32.9)	(10.4)	(40.6)	(17.04)	(17.6)	(6.98)	(54885)	



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Boeing	727-100	C	III	3	108.0	34.3	133.2	60.20	53.3	23.0	160,000	124
					(32.90)	(10.40)	(40.60)	(18.34)	(16.2)	(7.01)	(72575)	
Boeing	727-200	C	III	4	107.9	34.9	153.2	70.2	63.3	23.3	210,000	133
					(32.9)	(10.64)	(46.7)	(21.40)	(19.29)	(7.10)	(95254)	
Boeing	727-200/W	C	III	4	109.3	34.9	153.2	70.2	63.3	23.3	210,000	136
					(33.30)	(10.64)	(46.70)	(21.40)	(19.29)	(7.10)	(95,254)	
Boeing	737-100	C	III	3	93.0	37.2	94.0	39.1	13	20.9	110,000	136
					(28.3)	(11.3)	(28.7)	(11.93)	(4)	(6.36)	(49895)	
Boeing	737-200	C	III	3	93.2	36.8	100.1	42.7	37.3	21.0	128,600	133
					(28.40)	(11.22)	(30.50)	(13.00)	(11.37)	(6.40)	(58332)	
Boeing	737-300	C	III	3	94.8	36.6	109.6	45.9	40.8	21.0	138,500	133
					(28.9)	(11.16)	(33.4)	(14.00)	(12.44)	(6.40)	(62823)	
Boeing	737-300/W	C	III	3	102.4	36.6	109.6	45.9	40.8	21.0	138,500	133
					(31.20)	(11.16)	(33.40)	(14.00)	(12.44)	(6.40)	(62,823)	
Boeing	737-400	C	III	3	94.8	36.6	119.4	52.2	40.8	21.0	150,000	139
					(28.9)	(11.16)	(36.40)	(15.90)	(12.44)	(6.40)	(68039)	
Boeing	737-500	C	III	3	94.8	36.6	101.7	41.7	36.3	21.0	133,500	128
					(28.9)	(11.16)	(31.0)	(12.70)	11.6	(6.40)	(60555)	
Boeing	737-500/W	C	III	3	102.0	36.6	101.7	41.7	36.3	21.0	133,500	128
					(31.10)	(11.16)	(31.00)	(12.70)	(11.06)	(6.40)	(60555)	
Boeing	737-600	C	III	3	112.5	41.7	102.4	42.0	36.8	23.0	143,500	125
					(34.30)	(12.71)	(31.20)	(12.80)	(11.22)	(7.00)	(65091)	
Boeing	737-700	C	III	3	112.5	41.7	110.2	46.6	41.3	23.0	154,500	130
					(34.30)	(12.71)	(33.60)	(14.20)	(12.59)	(7.00)	(70080)	
Boeing	737-700W	C	III	3	117.5	41.7	110.2	46.6	41.3	23.0	154,500	130
					(35.80)	(12.71)	(33.60)	(14.20)	(12.59)	(7.00)	(70080)	
Boeing	737-800	D	III	3	112.5	41.2	129.6	56.4	51.2	23.0	174,200	142
					(34.30)	(12.56)	(39.50)	(17.20)	(15.61)	(7.00)	(79016)	
Boeing	737-800W	D	III	3	117.5	41.2	129.6	56.4	51.2	23.0	174,200	142
					(35.80)	(12.56)	(39.50)	(17.20)	(15.61)	(7.00)	(79016)	
Boeing	737-900	D	III	3	112.5	41.2	138.1	61.7	56.3	23.0	174,200	141
					(34.30)	(12.56)	(42.10)	(18.80)	(17.16)	(7.00)	(79016)	
Boeing	737-900W	D	III	3	117.4	41.4	138.2	61.6		23	174,200	141
					(35.8)	(12.6)	(42.1)	(18.78)		(7.00)		
Boeing	737-900ER	D	III	3	112.6	41.4	138.2	61.6	56.3	23	187,700	141
					(34.3)	(12.6)	(42.1)	(18.78)	(17.7)	(7.00)	(85139)	
Boeing	737-900ERW	D	III	3	117.5	41.2	138.1	61.7	56.3	23.0	187,200	141
					(35.80)	(12.56)	(42.10)	(18.80)	(17.16)	(7.00)	(84912)	
Boeing	BBJ	C	III	3	117.4	41.6	110.3	46.6	41.3	23	171,000	132
					(35.8)	(12.7)	(33.6)	(14.20)	(12.6)	(7.0)	(77564)	
Boeing	BBJ2	D	III	3	117.4	41.4	129.5	56.4		23	174,200	142
					(35.8)	(12.6)	(39.5)	(17.2)		(7.00)	(79016)	
Boeing	747-SP	C	V	5	195.5	65.8	184.7	75.1	67.3	40.7	703,000	140
					(59.60)	(20.06)	(56.30)	(22.90)	(20.51)	(12.40)	(318875)	
Boeing	747-100	D	V	5	195.5	64.3	231.0	91.9	84.0	40.7	753,000	144
					(59.60)	(19.60)	(70.40)	(28.00)	(25.60)	(12.40)	(341595)	



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Boeing	747-200	D	V	5	195.5	64.3	231.0	91.9	84.0	40.7	836,000	150
					(59.60)	(19.60)	(70.40)	(28.00)	(25.60)	(12.40)	(379203)	
Boeing	747-200F	D	V	5	195.8	64.3	229.2	91.7		41.2	833,000	150
					(59.7)	(19.6)	(69.9)	(27.95)		(12.56)	(377843)	
Boeing	747-300	D	V	5	195.5	64.3	231.0	91.9	84.0	40.7	836,000	152
					(59.60)	(19.6)	(70.40)	(28.00)	(25.60)	(12.40)	(379203)	
Boeing	747-400	D	V	5	213.0	64.0	231.9	86.7	84.0	41.3	875,000	157
					(64.9)	(19.5)	(70.7)	(26.40)	(25.6)	(12.60)	(396894)	
Boeing	747-400ER	D	V	5	212.9	64.3	232.0	86.7	84.0	41.3	913,000	157
					(64.90)	(19.60)	(70.70)	(26.4)	(25.60)	(12.60)	(414130)	
Boeing	747-400F	D	V	5	213	64.1	231.9	91.7	84.0	41.3	875,000	158
					(64.9)	(19.5)	(70.7)	(27.95)	(25.6)	(12.60)	(396894)	
Boeing	747-SP	C	V	5	195.7	65.8	184.8	75	67.4	41.1	696,000	140
					(59.6)	(20.1)	(56.3)	(22.86)	(20.5)	(12.53)	(315701)	
Boeing	747-8	D	VI	5	224.4	62.7	250.2	99.8	97.3	41.8	987,000	152
					(68.40)	(19.10)	(76.25)	(30.40)	(29.66)	(12.73)	(447696)	
Boeing	747-8F	D	VI	5	224.4	62.7	250.2	99.8	97.3	41.8	987,000	159
					(68.40)	(19.10)	(76.25)	(30.40)	(29.66)	(12.73)	(447696)	
Boeing	757-200	C	IV	4	125.0	45.1	155.2	72.2	60.0	28.2	255,000	137
					(38.1)	(13.75)	(47.30)	(22.00)	(18.29)	(8.60)	(115666)	
Boeing	757-200/W	C	IV	4	134.8	45.1	155.2	72.2	60.0	28.2	255,000	137
					(41.10)	(13.70)	(47.30)	(22.00)	(18.29)	(8.60)	(115666)	
Boeing	757-300	D	IV	4	125.0	44.9	178.5	85.3	73.3	28.2	270,000	143
					(38.10)	(13.69)	(54.40)	(26.00)	(22.34)	(8.60)	(122470)	
Boeing	757-300/W	D	IV	4	134.8	44.9	181.8	85.3	73.3	28.2	270,000	143
					(41.10)	(13.69)	(55.40)	(26.00)	(22.34)	(8.60)	(122470)	
Boeing	767-200	C	IV	5	156.2	52.9	159.1	79.7	64.6	35.4	361,000	135
					(47.60)	(16.12)	(48.50)	(24.30)	(19.69)	(10.80)	(163747)	
Boeing	767-200ER	D	IV	5	156.2	52.9	159.1	79.7	64.6	35.4	396,000	142
					(47.60)	(16.12)	(48.50)	(24.30)	(19.69)	(10.80)	(179623)	
Boeing	767-300	C	IV	5	156.2	52.6	180.1	82.2	74.8	35.8	361,000	140
					(47.60)	(16.03)	(54.90)	(25.10)	(22.80)	(10.90)	(163747)	
Boeing	767-300ER	D	IV	5	156.2	52.6	180.1	82.2	74.8	35.8	412,000	145
					(47.60)	(16.3)	(54.90)	(25.10)	(22.80)	(10.90)	(186880)	
Boeing	767-300ERW	D	IV	5	167.0	52.6	180.1	82.2	74.8	35.8	412,000	145
					(50.90)	(16.03)	(54.90)	(25.10)	(22.80)	(10.90)	(186880)	
Boeing	767-400	D	IV	5	170.3	55.8	201.3	92	-	36	450,000	150
					(52)	(17)	(61)	(28)		(11)	(204117)	
Boeing	767-400ER	D	IV	5	170.3	55.8	201.4	93.3	85.8	36.1	450,000	150
					(51.90)	(17.01)	(61.40)	(28.4)	(26.15)	(11.00)	(204117)	
Boeing	777-200	C	V	5	199.8	61.5	209.0	94.8	84.9	42.3	545,000	136
					(60.90)	(18.75)	(63.70)	(28.90)	(25.88)	(12.90)	(247208)	
Boeing	777-200ER	C	V	5	199.8	61.5	209.0	94.8	84.9	42.3	656,000	139
					(60.90)	(18.75)	(63.70)	(28.90)	(25.88)	(12.90)	(297557)	
Boeing	777-200LR	C	V	5	212.6	61.5	209.0	94.8	84.9	42.3	766,800	140
					(64.80)	(18.75)	(63.70)	(28.90)	(25.88)	(12.90)	(347815)	



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> /Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Boeing	777-300	D	V	6	199.8	61.5	242.5	112.3	102.4	42.3	660,000	149
					(60.90)	(18.75)	(73.90)	(34.20)	(31.21)	(12.90)	(299371)	
Boeing	777-300ER	D	V	6	212.6	61.8	242.5	112.3	102.4	42.3	775,000	149
					(64.80)	(18.84)	(73.90)	(34.20)	(31.21)	(12.90)	(351534)	
Boeing	787-8	D	V	5	197.3	56.1	186.1	83.4	74.8	38.1	502,500	143
					(60.12)	(17.10)	(56.70)	(25.40)	(22.80)	(11.60)	(227930)	
Boeing	MD-81	C	III	4	107.9	30.2	147.6	70.5	72.4	20.3	142,000	134
					(32.90)	(9.21)	(45.00)	(21.50)	(22.07)	(6.20)	(64410)	
Boeing	MD-82	C	III	4	107.9	30.2	147.6	70.5	72.4	20.3	149,500	134
					(32.90)	(9.21)	(45.00)	(21.50)	(22.07)	(6.20)	(67812)	
Boeing	MD-83	D	III	4	107.9	30.2	147.6	70.5	72.4	20.3	160,000	144
					(32.90)	(9.21)	(45.00)	(21.50)	(22.07)	(6.20)	(72575)	
Boeing	MD-87	C	III	4	107.9	31.2	130.6	70.5	62.9	20.3	149,500	134
					(32.90)	(9.51)	(39.80)	(21.50)	(19.17)	(6.20)	(67812)	
Boeing	MD-88	D	III	4	107.9	30.2	147.6	70.5	72.4	20.3	160,000	144
					(32.90)	(9.21)	(45.00)	(21.50)	(22.07)	(6.20)	(72575)	
Boeing	MD-90	C	III	4	107.9	31.2	152.6	75.1	77.2	20.3	156,000	138
					(32.90)	(9.51)	(46.50)	(22.90)	(23.53)	(6.20)	(70760)	
Boeing	MD-11	D	IV	6	170.5	58.8	202.1	101.7	80.8	41.3	630,500	153
					(51.97)	(17.92)	(61.60)	(31.00)	(24.63)	(12.60)	(285990)	
Boeing	DC8-62	C	IV	4	148.3	43.3	157.5	67.3	60.8	24.9	350,000	138
					(45.20)	(13.20)	(48.00)	(20.50)	(18.53)	(7.60)	(158757)	
Boeing	DC9-15	C	III	2	89.6	27.6	104.3	41.7	43.7	19.7	91,500	132
					(27.30)	(8.41)	(31.80)	(12.70)	(13.32)	(6.00)	(41504)	
Boeing	DC9-20	C	III	2	93.2	27.6	104.3	41.7	43.7	19.7	101,000	126
					(28.40)	(8.41)	(31.80)	(12.70)	(13.32)	(6.00)	(45813)	
Boeing	DC9-50	C	III	2	93.5	28.8	133.5	59.1	60.9	19.4	122,000	135
					(28.50)	(8.78)	(40.70)	(18.00)	(18.56)	(5.90)	(55338)	
Bombardier	BD-100-1A10	C	II	2	63.8	20.0	68.8	26.3	27.8	12.8	38,850	124
					(19.5)	(6.1)	(21.0)	(8.0)	(8.5)	(3.9)	(17,622)	
Bombardier	CL-600-1A11 (600)	C	II	2	64.3	20.7	68.4	23.2	26.2	12.6	41,100 – 41,250 <sup>o</sup>	133.25
					(19.6)	(6.3)	(20.9)	(7.1)	(8.1)	(3.8)	(18,648 – 18,711) <sup>o</sup>	
Bombardier	CL-600-2A12 (601 Variant)	C	II	2	64.3	20.7	68.4	23.2	26.2	12.6	43,100 – 45,100 <sup>o</sup>	135
					(19.6)	(6.3)	(20.9)	(7.1)	(8.1)	(3.8)	(19,550 – 20,457) <sup>o</sup>	
Bombardier	CL-600-2B16 (601-3A Variant)	C	II	2	64.3	20.7	68.4	23.2	26.2	12.6	43,100 – 45,100 <sup>o</sup>	135
					(19.6)	(6.3)	(20.9)	(7.1)	(8.1)	(3.8)	(19,550 – 20,457) <sup>o</sup>	

<sup>o</sup> Contact Bombardier for detailed information.

Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Bombardier	CL-600-2B16 (601-3R Variant)	C	II	2	64.3	20.7	68.4	23.2	26.2	12.6	45,100	135
					(19.6)	(6.3)	(20.9)	(7.1)	(8.1)	(3.8)	(20,457)	
Bombardier	CL-600-2B16 (604 Variant)	C	II	2	64.3	20.7	68.4	23.2	26.2	12.6	47,600 – 48,200 <sup>o</sup>	132
					(19.6)	(6.3)	(20.9)	(7.1)	(8.1)	(3.8)	(21,591 – 21,863) <sup>o</sup>	
Bombardier	CL-600-2B19 (Regional Jet Series 100, 440)	C - D <sup>o</sup>	II	3	69.5	20.7	87.8	24.5	36.3	12.0	53,000	140.8 - 142.5 <sup>o</sup>
					(21.2)	(6.3)	(26.8)	(7.5)	(11.1)	(3.6)	(24,041)	
Bombardier	CL-600-2C10 (Regional Jet Series 700, 701 and 702)	C	II	3	76.3	24.4	106.7	48.2	49.3	16.5	75,000	134.4
					(23.2)	(7.4)	(32.5)	(14.7)	(15.0)	(5.0)	(34,020)	
Bombardier	CL-600-2D15 (Regional Jet Series 705)	C	III	3	81.5	24.1	118.9	48.2	56.8	16.5	84,500	134.4
					(24.4)	(7.3)	(36.2)	(14.7)	(17.3)	(5.0)	(38,329)	
Bombardier	CL-600-2D24 (Regional Jet Series 900)	C	III	3	81.5	24.1	118.9	55.7	56.8	16.5	84,500	140.7
					(24.4)	(7.3)	(36.2)	(17.0)	(17.3)	(5.0)	(38,329)	
Bombardier	CL-600-2E25 (Regional Jet Series 1000)	C	III	3	85.8	24.4	128.6	60.7	61.8	16.5	91,800	139.9
					(26.2)	(7.4)	(39.2)	(18.5)	(18.8)	(5.0)	(41,640)	
Bombardier	CL-215-6B11 (CL-415 Variant) Restricted Category - Land Operation	A	III	3	93.8	29.8	65.0 – 66.58 <sup>o</sup>	12.0	23.7	18.6	43,850	87
					(28.6)	(9.1)	(19.8 – 20.28 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(19,890)	
Bombardier	CL-215-6B11 (CL-415 Variant) Utility Category - Land Operation	A	III	3	93.8	29.8	65.0 – 66.58 <sup>o</sup>	12.0	23.7	18.6	41,000	87
					(28.6)	(9.1)	(19.8 – 20.28 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(18,597)	
Bombardier	CL-215-6B11 (CL-215T Variant) Restricted Category - Land Operation	A	III	3	93.8	29.8	65.02 – 66.6 <sup>o</sup>	12.0	23.7	18.6	43,500	87
					(28.6)	(9.1)	(19.8 – 20.28 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(19,731)	



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Bombardier	CL-215-6B11 (CL-215T Variant) Utility Category - Land Operation	A	III	3	93.8	29.8	65.0-66.58 <sup>o</sup>	12.0	23.7	18.6	37,850	87
					(28.6)	(9.1)	(19.8-20.28 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(17,168)	
Bombardier	CL-215-1A10 (CL-215) Restricted Category - Land Operation	A	III	3	93.8	29.5	65.0-66.43 <sup>o</sup>	12.0	23.7	18.6	43,500	87
					(28.6)	(9.0)	(19.8-20.24 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(19,731)	
Bombardier	CL-215-1A10 (CL-215) Utility Category - Land Operation	A	III	3	93.8	29.5	65.02-66.45 <sup>o</sup>	12.0	23.7	18.6	36,000	87
					(28.6)	(9.0)	(19.8-20.24 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(16,329)	
Bombardier	CL-215-1A10 (CL-215) Modified with SB 215-124	A	III	3	93.8	29.5	65.0-66.43 <sup>o</sup>	12.0	23.7	18.6	37,700	87
					(28.6)	(9.0)	(19.8-20.24 <sup>o</sup> )	(3.7)	(7.2)	(5.7)	(17,100)	
Bombardier	BD-500-1A10 (CS100)	C	III	3	115.1	37.7	114.8	45.6	43.0	22.1	129,000	127
					(35.1)	(11.5)	(35.0)	(13.9)	(13.1)	(6.7)	(58,513)	
Bombardier	BD-500-1A11 (CS300)	C	III	3	115.1	37.6	127.0	52.6	50.0	22.1	144,000	133
					(35.1)	(11.5)	(38.7)	(16.0)	(15.2)	(6.7)	(65,317)	
Bombardier	DHC-8-101	B	III	4	85.0	24.5	73.0	22.6	26.1	28.0	33,000	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.5)	(14,970)	
Bombardier	DHC-8-102	B	III	4	85.0	24.5	73.0	22.6	26.1	28.0	34,500	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.5)	(15,649)	
Bombardier	DHC-8-103	B	III	4	85.0	24.5	73.0	22.6	26.1	28.0	34,500-35,200 <sup>o</sup>	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.5)	(15,649-15,966) <sup>o</sup>	
Bombardier	DHC-8-106	B	III	4	85.0	24.5	73.0	22.6	26.1	28.0	36,300	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.5)	(16,466)	
Bombardier	DHC-8-201	B	III	4	85.0	24.5	73.0	22.6	26.1	28.1	36,300	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.6)	(16,466)	
Bombardier	DHC-8-202	B	III	4	85.0	24.5	73.0	22.6	26.1	28.1	36,300	92
					(25.9)	(7.5)	(22.3)	(6.9)	(8.0)	(8.6)	(16,466)	
Bombardier	DHC-8-301	B	III	4	90.0	24.6	84.3	28.7	32.8	28.5	41,100	99 <sup>o</sup>
					(27.4)	(7.5)	(25.7)	(8.7)	(10.0)	(8.7)	(18,648)	
Bombardier	DHC-8-311	B	III	4	90.0	24.6	84.3	28.7	32.8	28.5	41,100-43,000 <sup>o</sup>	99 <sup>o</sup>
					(27.4)	(7.5)	(25.7)	(8.7)	(10.0)	(8.7)	(18,648-19,505) <sup>o</sup>	

Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Bombardier	DHC-8-314	B	III	4	90.0	24.6	84.3	28.7	32.8	28.5	41,100 – 43,000 <sup>†</sup>	99 <sup>°</sup>
					(27.4)	(7.5)	(25.7)	(8.7)	(10.0)	(8.7)	(18,648 – 19,505) <sup>†</sup>	
Bombardier	DHC-8-315	B	III	4	90.0	24.6	84.3	28.7	32.8	28.5	41,100 – 43,000 <sup>†</sup>	99 <sup>°</sup>
					(27.4)	(7.5)	(25.7)	(8.7)	(10.0)	(8.7)	(18,648 – 19,505) <sup>†</sup>	
Bombardier	DHC-8-400	B	III	--	93.3	27.5	107.8	32.0	45.8	31.2	61,700 – 65,200 <sup>†</sup>	118 – 120 <sup>°</sup>
					(28.4)	(8.4)	(32.8)	(9.8)	(14.0)	(9.5)	(27,987 – 29,574) <sup>†</sup>	
Bombardier	DHC-8-401	B	III	--	93.3	27.5	107.8	32.0	45.8	31.2	61,700 – 65,200 <sup>†</sup>	118 – 120 <sup>°</sup>
					(28.4)	(8.4)	(32.8)	(9.8)	(14.0)	(9.5)	(27,987 – 29,574) <sup>†</sup>	
Bombardier	DHC-8-402	B	III	--	93.3	27.5	107.8	32.0	45.8	31.2	61,700 – 65,200 <sup>†</sup>	118 – 120 <sup>°</sup>
					(28.4)	(8.4)	(32.8)	(9.8)	(14.0)	(9.5)	(27,987 – 29,574) <sup>†</sup>	
Bombardier	BD-700-1A10 (Global 5000)	C	III	3	94.0	25.5	99.4	41.9	42.4	16.0	99,500	129
					(28.7)	(7.8)	(30.3)	(12.8)	(12.9)	(4.9)	(45,132)	
Bombardier	BD-700-1A11 (Global 6000)	C	III	3	94.0	25.5	96.8	39.2	39.8	16.0	92,500	129
					(28.7)	(7.8)	(29.5)	(11.9)	(12.1)	(4.9)	(41,957)	
British Aerospace	BAE-146-200	C	III	2	86.4	28.2	93.7	37	37	20	93,035	125
					(26)	(9)	(29)	(11.5)	(11.5)	(6)	(42,201)	
Cessna	Citation Mustang		I	2	43.2	13.4	40.6	10 <sup>†</sup>	14.3	17 <sup>†</sup>	8,645	
					(13.2)	(4.1)	(12.4)	(3.0) <sup>†</sup>	(4.4)		(3,921.4)	
Cessna	Citation CJ2+	B	II	2	49.8	14	47.7	14 <sup>†</sup>	17.8	17 <sup>†</sup>	12,500	115
					(15.2)	(4.3)	(14.5)	(4.3) <sup>†</sup>	(5.4)		(5,670)	
Cessna	Citation CJ3	B	II	2	53.3	15.2	51.2	16 <sup>†</sup>	20	17 <sup>†</sup>	13,870	130
					(16.2)	(4.6)	(15.6)	(4.9) <sup>†</sup>	(6.1)		(6,291)	
Cessna	Citation CJ4		II	1B	50.8	15.3	53.3	17 <sup>†</sup>	21.2	13.5 <sup>†</sup>	16,950	
					(15.5)	(4.7)	(16.3)	(5.2) <sup>†</sup>	(6.5)		(7,689)	
Cessna	Citation XLS+		II	2	56.3	17.2	52.5	18 <sup>†</sup>	21.9	16 <sup>†</sup>	20,200	
					(17.2)	(5.24)	(16)	(5.5) <sup>†</sup>	(6.7)		(9,163)	
Cessna	Citation Sovereign	B	II	1B	63.3	20.3	63.5	25 <sup>†</sup>	27.8	12 <sup>†</sup>	30,300	
					(19.3)	(6.2)	(19.4)	(7.6) <sup>†</sup>	(8.5)		(13,744)	
Cessna	Citation X		II	1B	63.9	19.3	72.3	27 <sup>†</sup>	29.9	13 <sup>†</sup>	36,100	
					(19.5)	(5.9)	(22.0)	(8.2) <sup>†</sup>	(9.1)		(16,375)	
Cessna	Citation Ten	C	II	1B	69.2	19.3	73.6	28 <sup>†</sup>		13 <sup>†</sup>	36,600	130
					(21.1)	(5.9)	(22.4)	(8.6) <sup>†</sup>			(16,602)	

<sup>†</sup> Estimated



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
Cessna	Centurion	A	I	1A	36.7 (11)	9.8 (3)	28.2 (9)	6 (2)	6 (2)	10 (3)	4,012 (1223)	75
Cessna	Cessna Stationair6	B	I	1A	35.8 (11)	9.8 (3)	28.2 (9)	7 (2)	7 (2)	9 (3)	3,638 (1650)	92
Cessna	Cessna 182 Skylane	B	I	1A	36.1 (11)	9.2 (3)	28.2 (9)	6 (2)	6 (2)	9 (3)	2,800 (1270)	92
DeHavilland Canada	DHC-8-300 Dash 8	A	III	3	89.9 (27)	24.6 (7)	84.3 (26)	33 (10)	33 (10)	27 (8)	41,099 (18642)	90
DeHavilland Canada	DHC-7 Dash 7	A	III	3	93.2 (28)	26.2 (8)	80.7 (25)	28 (8.5)	28 (8.5)	26 (8)	47,003 (21321)	83
DeHavilland Canada	DHC-8-100 Dash 8	B	III	3	85.0 (26)	24.6 (7)	73.2 (22)	33 (10)	33 (10)	27 (8)	34,502 (15650)	100
Douglas	DC-8-50	C	IV		142.4 (43.4)	43.6 (13.3)	150.7 (45.9)			24.7 (7.5)	325,000 (147418)	137
Douglas	DC-8-60	C	IV		142.4 (43)	42.3 (13)	187.3 (57)			24.7 (7.5)	349,874 (158703)	137
Embraer	EMB-110 Bandeirante	B	II	2	50.2 (15)	16.1 (5)	46.6 (14)	17 (5)	17 (5)	17 (5)	13,007 (5900)	92
Embraer	EMB-120 Brasilia	B	II	3	65.0 (20)	21.0 (6)	65.6 (20)	23 (7)	23 (7)	24 (7)	26,455 (12000)	120
Embraer	170	C	III		85.3 (26.0)	32.3 (10.0)	98.1 (29.90)		34.8 (10.6)		79,344 (35990)	124
Embraer	175		III		85.3 (26.0)	31.9 (9.73)	103.9 (31.68)				82,673 (37500)	
Embraer	190	C	III		94.3 (28.72)	34.7 (10.57)	118.9 (36.24)		45.3 (13.8)		105,359 (47790)	124
Embraer	195		III		94.3 (28.72)	34.6 (10.55)	126.8 (38.65)		48 (14.6)		107,564 (48790)	
Embraer	ERJ135	C	II		65.8 (20.04)	22.2 (6.76)	86.4 (26.33)	41.8 (12.7)	41.8 (12.7)		41,887 (19000)	130
Embraer	ERJ140		II		65.8 (20.04)	22.2 (6.76)	93.3 (28.45)	44.3 (13.5)	44.3 (13.5)		44,312 (20100)	
Embraer	ERJ145	C	II		65.8 (20.04)	22.2 (6.76)	98 (29.87)	47.4 (14.4)	47.4 (14.4)		48,501 (22000)	135
Embraer	ERJ145XR		II		65.8 (20.04)	22.2 (6.76)	98 (29.87)	47.4 (14.4)	47.4 (14.4)		53131 (24100)	
Fokker	F-27 Friendship	B	III	3	95.1 (29)	27.9 (9)	75.8 (23)	29 (9)	29 (9)	27 (8)	44,996 (20410)	120
Fokker	F-28 Fellowship	C	III	2	88.8 (27)	27.9 (9)	89.9 (27)	30 (9)	30 (9)	20 (6)	72,995 (33111)	125
Gulfstream	G150		II		55.6 (16.94)	19.1 (5.82)	56.8 (17.30)	21 (6.4)	21 (6.4)		26,100 (11839)	
Gulfstream	G280		II		63 (19.2)	21.3 (6.5)	66.8 (20.37)				39,600 (17962)	
Gulfstream	G350	C	II		77.8 (23.72)	25.2 (7.67)	89.3 (27.23)				70,900 (32160)	140
Gulfstream	G450		II		77.8	25.2	89.3				74,600	



Manufacturer	Aircraft	AAC	ADG	TDG	Wing-span	Tail Height	Length	CMG	Wheel-base	MGW Outer to Outer	MTOW	V <sub>REF</sub> / Approach Speed
					ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	ft (m)	lbs (kg)	kts
					(23.72)	(7.67)	(27.23)				(33838)	
Gulfstream	G500	C	III		93.5	25.8	96.4	45	45		85,100	140
					(28.50)	(7.87)	(29.39)	(13.7)	(13.7)		(38601)	
Gulfstream	G550	C	III		93.5	25.8	96.4	45	45		91,000	140
					(28.50)	(7.87)	(29.39)	(13.7)	(13.7)		(41277)	
Gulfstream	G650		III		99.7	25.7	99.8				99,600	
					(30.36)	(7.82)	(30.41)				(45178)	
Learjet	Learjet 24	C	I	1A	35.1	12.3	43.0	17	17	10	13,001	128
					(11)	(4)	(13)	(5)	(5)	(3)	(5897)	
Learjet	Learjet 25	C	I	1A	35.4	12.1	47.6	17	17	10	14,991	137
					(11)	(4)	(15)	(5)	(5)	(3)	(6800)	
McDonnell Douglas	MD-11	D	IV	6	170.5	58.8	202.2	101.7	80.8	41.3	630,500	153
					(52.0)	(17.9)	(61.6)	(40.00)	(24.6)	(12.57)	(285995)	
Piper	PA-28R Cherokee Arrow	A	I	1A	29.9	7.9	24.3	8	8	12	2,491	70
					(9)	(2)	(7)	(2)	(2)	(3.5)	(1130)	
Piper	PA-28-140 Cherokee	A	I	1A	35.1	7.2	24.0	7	7	11	2,425	65
					(11)	(2)	(7)	(2)	(2)	(3)	(1100)	

Zimbra

rmaguire@norwoodma.gov

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**Re: HTS Helicopters -- Norwood Memorial Airport (MA)**

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**From :** Russ Maguire <rmaguire@norwoodma.gov>  
**Subject :** Re: HTS Helicopters -- Norwood Memorial Airport (MA)  
**To :** Dave Knowles <knowlesd@htshelicopters.com>  
**Cc :** Rob Fournier <fournierr@htshelicopters.com>, Ed Lincoln <lincolne@htshelicopters.com>, clarkm@htshelicopters.com, Patrick W McDonough <pmcdonough@norwoodma.gov>, David Hayes <dhayes@norwoodma.gov>  
**Bcc :** jcorcoran@norwoodma.gov, mryan@norwoodma.gov, msheehan@norwoodma.gov, Mark Raymond <mraymond@norwoodma.gov>

Fri, May 27, 2022 11:20 AM

 1 attachment

Good morning David--

I appreciate your quick response and attention to this matter--much appreciated.

If, prior to your next visit to our airport, you need advance coordination, I've copied on this e-mail Lt. Patrick McDonough and Chief David Hayes of the Norwood Fire Department (NFD). NFD's fire prevention phone number is 781-440-5211.

Thank you.

Russ

Main: 781-255-5615

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**From:** "Dave Knowles" <knowlesd@htshelicopters.com>  
**To:** "rmaguire" <rmaguire@norwoodma.gov>  
**Cc:** "Rob Fournier" <fournierr@htshelicopters.com>, "Ed Lincoln" <lincolne@htshelicopters.com>, clarkm@htshelicopters.com  
**Sent:** Thursday, May 26, 2022 12:49:45 PM  
**Subject:** HTS Helicopters

Hello Russ,

We received your letter regarding our helicopter parking & fuel truck re-fueling in the wrong areas of the Norwood airport. I have provided a copy of your letter and have spoken to HTS operations personnel to make sure this type of incident does not happen again. The helicopter completed a single day lift job downtown Boston on May 14th and had to stage out of the Norwood airport as a last minute alternate, due to a Ferris wheel recently set up next to the lift area, unaware of by the HTS crews who had completed the job walk 3 weeks prior.

We appreciate your input, if you have any questions feel free to contact me.

Regards

David W. Knowles  
General Manager  
Helicopter Transport Services, LLC  
Heavy-Lift Division  
14497 Keil Rd. NE  
Aurora, Oregon 97002  
Phone: 503-776-9300 Ext. 102  
Fax: 503-776-9305





# 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: [christopherdonovan1@gmail.com](mailto:christopherdonovan1@gmail.com);  
[chris@bostonexecutivehelicopters.com](mailto:chris@bostonexecutivehelicopters.com)

May 19, 2022

*Boston Executive Helicopters, LLC*

Attn: Christopher Donovan, Sr., President

209 Access Road

Norwood, MA 02062

**RE: Unauthorized Use of West Apron for Helicopter Operations; Use of  
West Apron for Fuel Transfer of Transient Aircraft by Transient Operator**

Chris:

On the morning of Friday, May 13, it came to my attention that a CH-54 heavy lift helicopter (N6979R) had ground-taxied onto the west apron (*see Attachment A*). 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. This point has been brought to your attention several times already. Specifically:

1. On November 19, 2021, I sent you a letter regarding unauthorized helicopter operations on the west apron that had taken place on November 4.
2. On June 17, 2021, I sent you a letter noting unauthorized helicopter operations on the west apron that had taken place on June 8.

To again clarify any misunderstanding on your company's part:

*Attachment B* 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 D*, 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 D*), 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.

On an equally important note, also parked on the west apron last Friday was a large fuel tanker truck (see *Attachments E-H*). Since the operator of this transient fuel storage/dispensing vehicle had not received prior review, permitting and/or approval by the Town of Norwood, I was tasked—after the fact—with notifying the Norwood Fire Department (NFD). To ensure that all of the requirements for fire safety, environmental safety, and indemnification were properly addressed, NFD Fire Prevention Officer, Lt. Patrick McDonough, then took the lead. Lt. McDonough ensured that the operator had a spill kit available. Additionally, the following documents were passed along to Lt. McDonough for his review:

- A spill plan
- Registration for the fuel truck
- Registration for N6979R
- Insurance for the fuel truck and N6979R

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

Thank you.

Sincerely,



Russ Maguire, Manager  
Norwood Memorial Airport

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

# **ATTACHMENT A**





## **ATTACHMENT B**

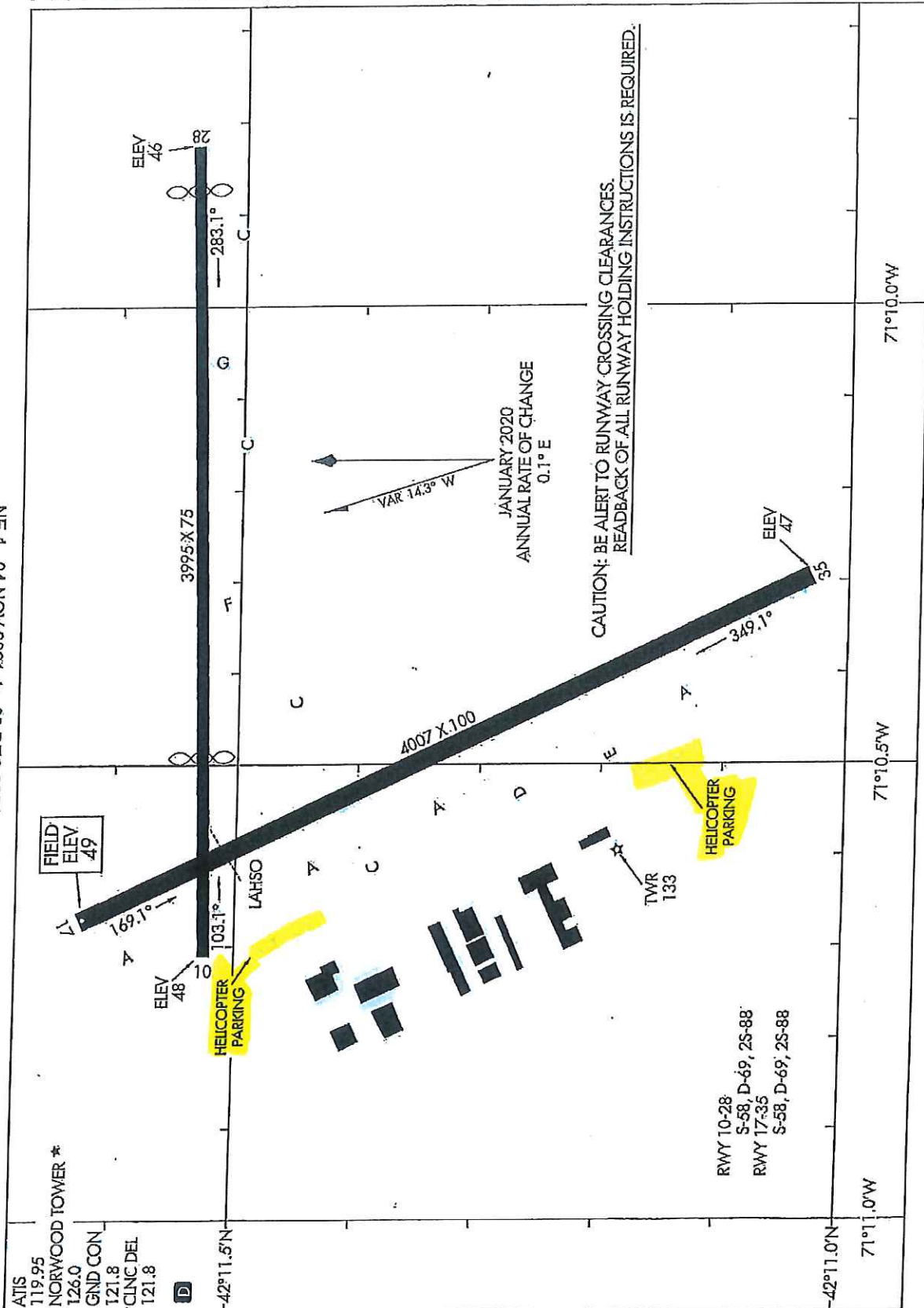
21112

## 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

21112

NORWOOD, MASSACHUSETTS  
NORWOOD MEML (OWD)



## **ATTACHMENT C**

<p style="text-align: center;"><b>ATTACHMENT D</b></p> <p style="text-align: center;"><b>HELICOPTER PROCEDURES</b></p>
--

**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.



## **ATTACHMENT D**



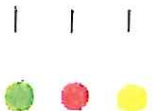


# LEGEND

Authorized Helicopter Parking

Unauthorized Helicopter Parking

Helipad





## **ATTACHMENT E**



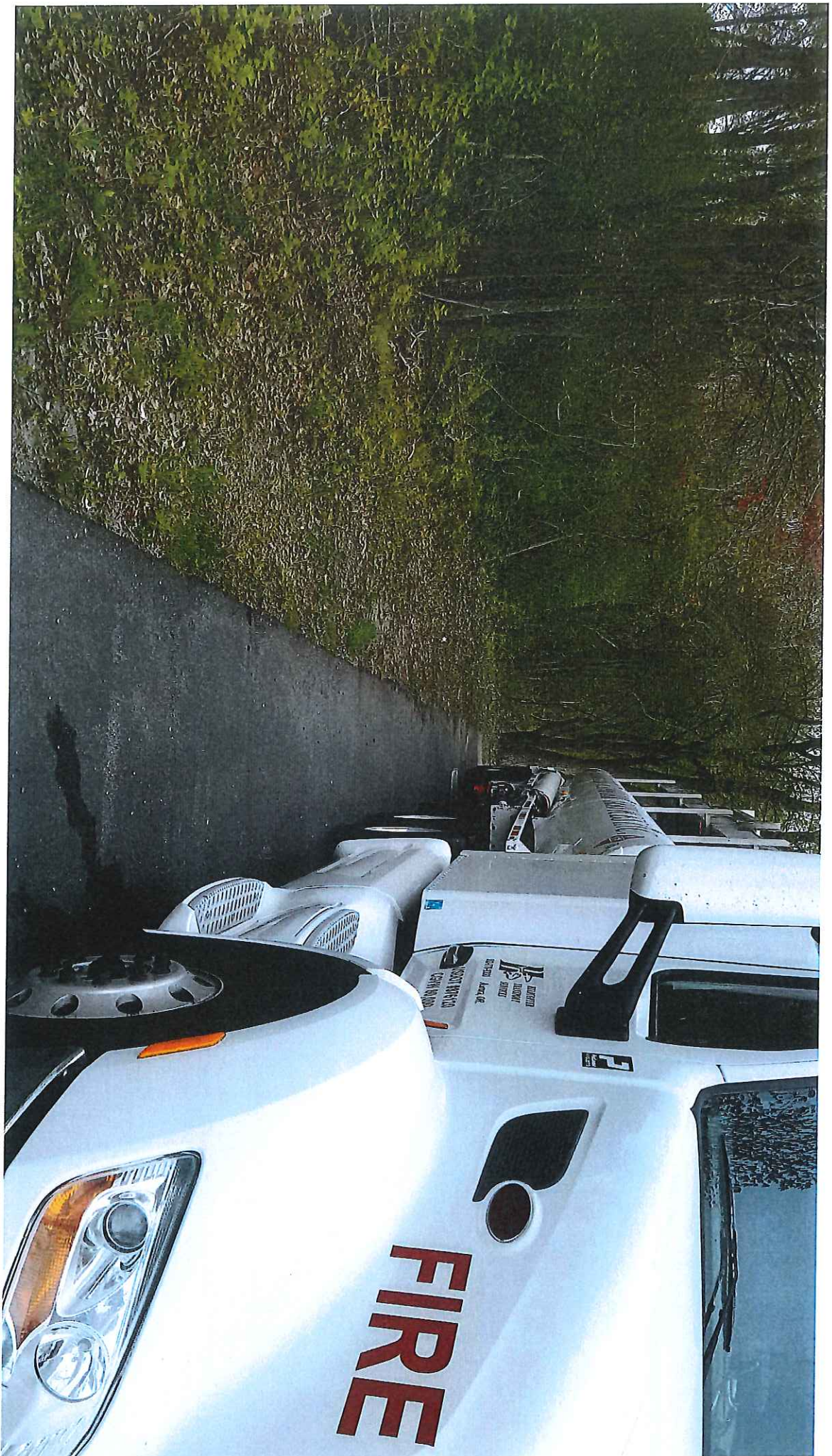
# **ATTACHMENT F**





# ATTACHMENT G







## **ATTACHMENT H**

**7**  
Purlease  
112-2073

PMCSA  
Maintenance Record  
Date of last inspection: 11/11/11  
Inspected by: [Signature]  
Inspector's License No.: [Number]  
Inspection Station: [Number]  
Inspection Results: [Number]  
Remarks: [Text]  
Signature of Owner/Operator: [Signature]  
Date: [Date]



HELICOPTER  
TRANSPORT  
SERVICES

503-776-9300

Aurora, OR.

USDOT #876120  
CGVW 80,000

IFT  
CHESA



# 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**

May 19, 2022

*US Lease Company, Inc.*  
14497 Keil Road, NE  
Aurora, OR 97002

**RE: Unauthorized Use of West Apron for Helicopter Operations; Use of  
West Apron for Fuel Transfer of Transient Aircraft by Transient Operator**

Dear Sir or Ms.:

On the morning of Friday, May 13, it came to my attention that a CH-54 heavy lift helicopter, registered as N6979R and owned by your company, had landed and then ground-taxied for parking onto our west apron (*see Attachment A*). 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.

*Attachment B* 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 D*, 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

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<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 D*), before receiving an ATC clearance to taxi to one of the helicopter parking circles marked in yellow.

On an equally important note, also parked on our west apron last Friday was a large fuel tanker truck. This vehicle, registered to *Helicopter Transport Services*, is listed at the same address as yours: 14497 Keil Road, NE; Aurora, OR (see *Attachments E-H*). Since your company is also the presumed operator of this transient fuel storage/dispensing vehicle, and your company had not received prior review, permitting and/or approval by the Town of Norwood, I was tasked—after the fact—with notifying the Norwood Fire Department (NFD).

To ensure that all of the requirements for fire safety, environmental safety, and indemnification were properly addressed, NFD Fire Prevention Officer, Lt. Patrick McDonough, then took the lead. Lt. McDonough ensured that the operator had a spill kit on hand. Additionally, the following documents were passed along to Lt. McDonough for his review:

- A spill plan
- Registration for the fuel truck
- Registration for N6979R
- Insurance for the fuel truck and N6979R

In the future, I expect that your company will only utilize the aforementioned helicopter operating areas. With regard to self-fueling operations here on the Norwood Airport, we'd also appreciate your company giving us sufficient prior notice.

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

Thank you.

Sincerely,



Russ Maguire, Manager  
Norwood Memorial Airport

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

# **ATTACHMENT A**







## **ATTACHMENT B**

21112

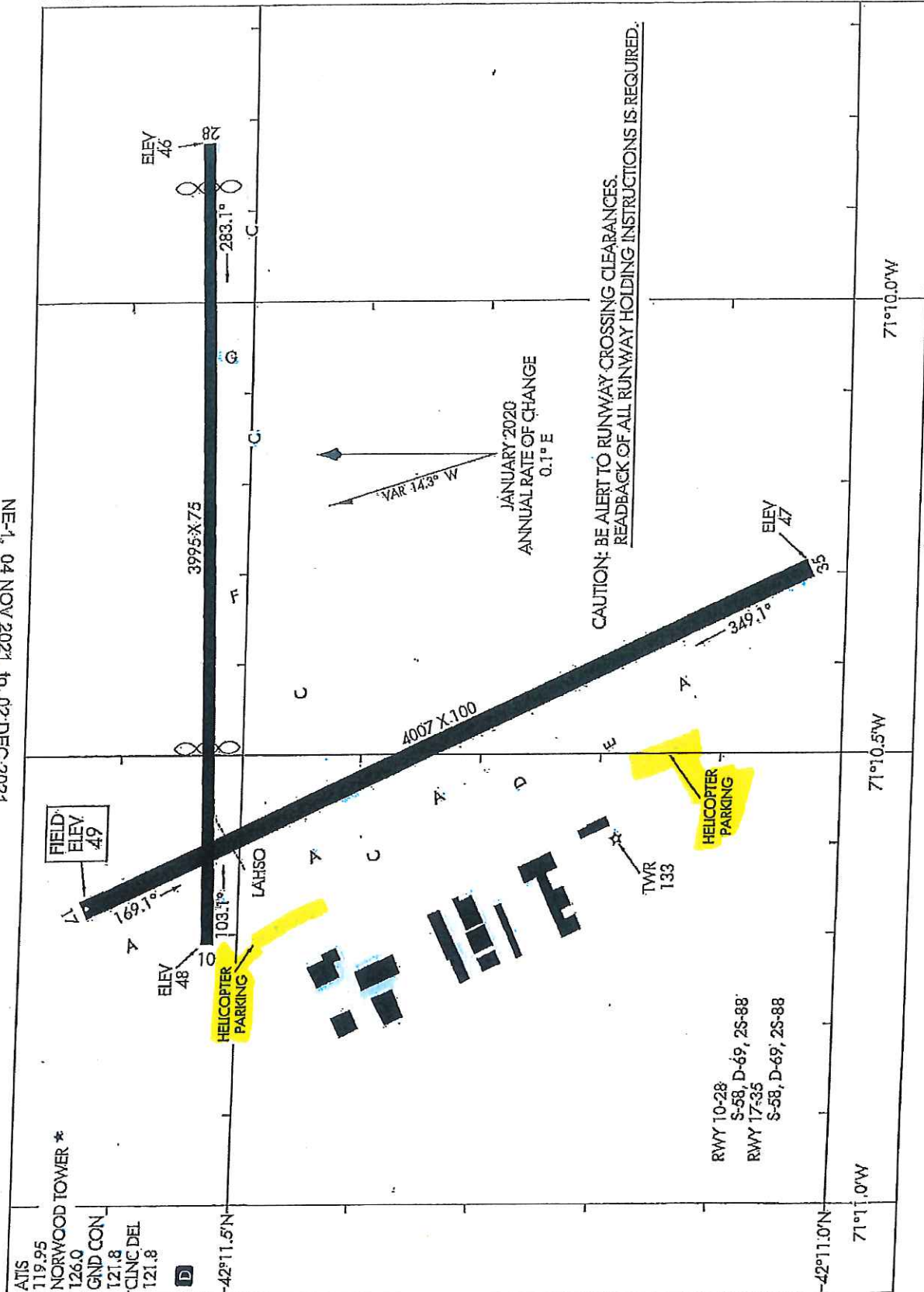
# AIRPORT DIAGRAM

AI-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

21112

NORWOOD, MASSACHUSETTS  
NORWOOD MEML (OWD)

## **ATTACHMENT C**



<p style="text-align: center;"><b>ATTACHMENT D</b></p> <p style="text-align: center;"><b>HELICOPTER PROCEDURES</b></p>
--

**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.

## **ATTACHMENT D**





**LEGEND**

Authorized Helicopter Parking

—

—

Unauthorized Helicopter Parking

—

—

Helipad

—

—



## **ATTACHMENT E**



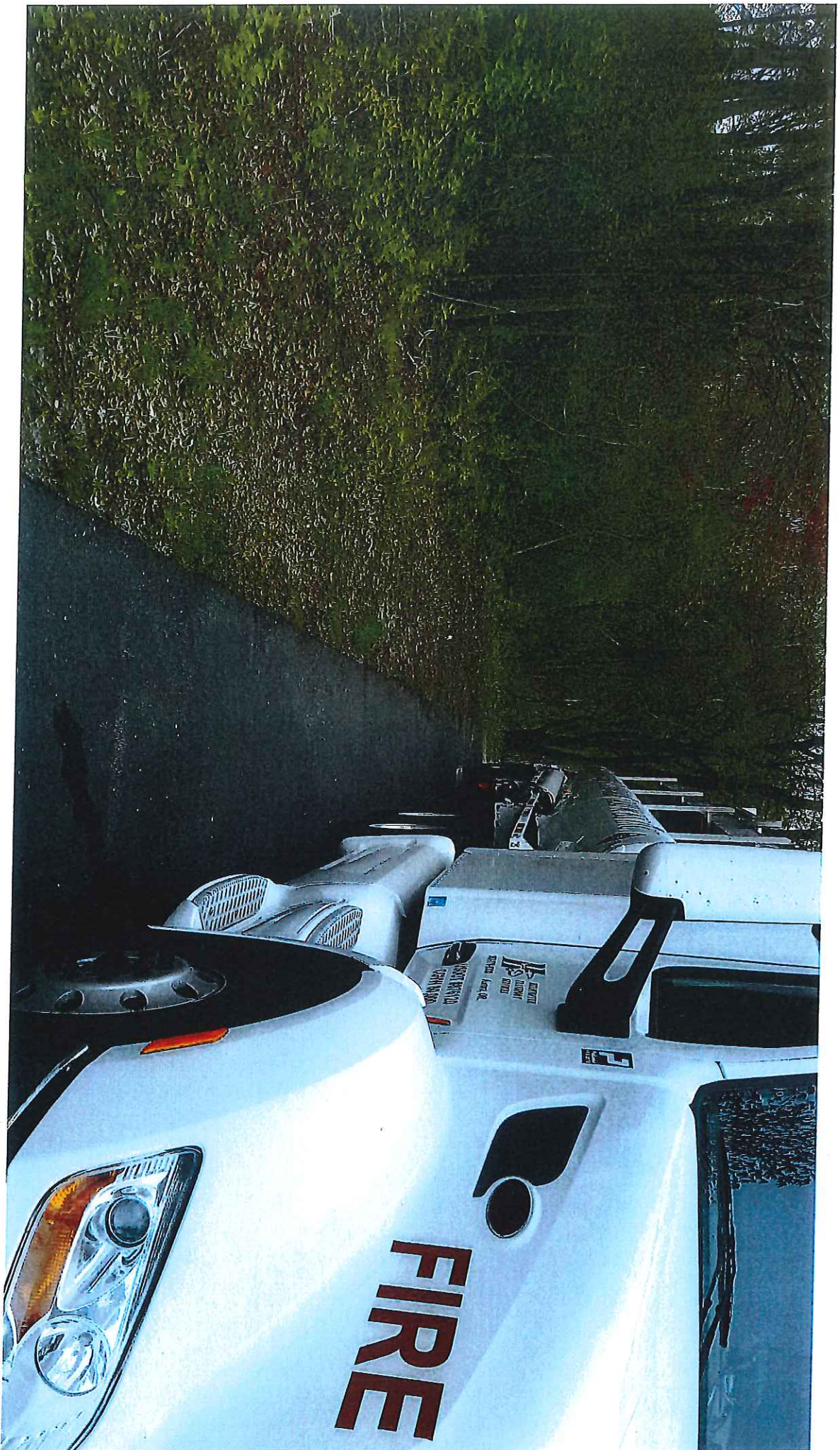
## **ATTACHMENT F**





## **ATTACHMENT G**







## **ATTACHMENT H**

DECLARATION OF INTEREST

U.S. DEPARTMENT OF JUSTICE

NAME: J. Edgar Hoover

ADDRESS: 2000 L Street, N.W., Washington, D.C. 20535

OCCUPATION: Director, Federal Bureau of Investigation

DECLARATION: I, J. Edgar Hoover, do hereby declare that I am a citizen of the United States of America and that I am not a member of any organization which is known to the Federal Bureau of Investigation as a subversive organization.

SIGNED: J. Edgar Hoover

DATE: JAN 10 1968



# HELICOPTER TRANSPORT SERVICES

**503-776-9300**

**Aurora, OR.**

USDOT #876120  
CGVW 80,000







# 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.

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<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, reading "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**

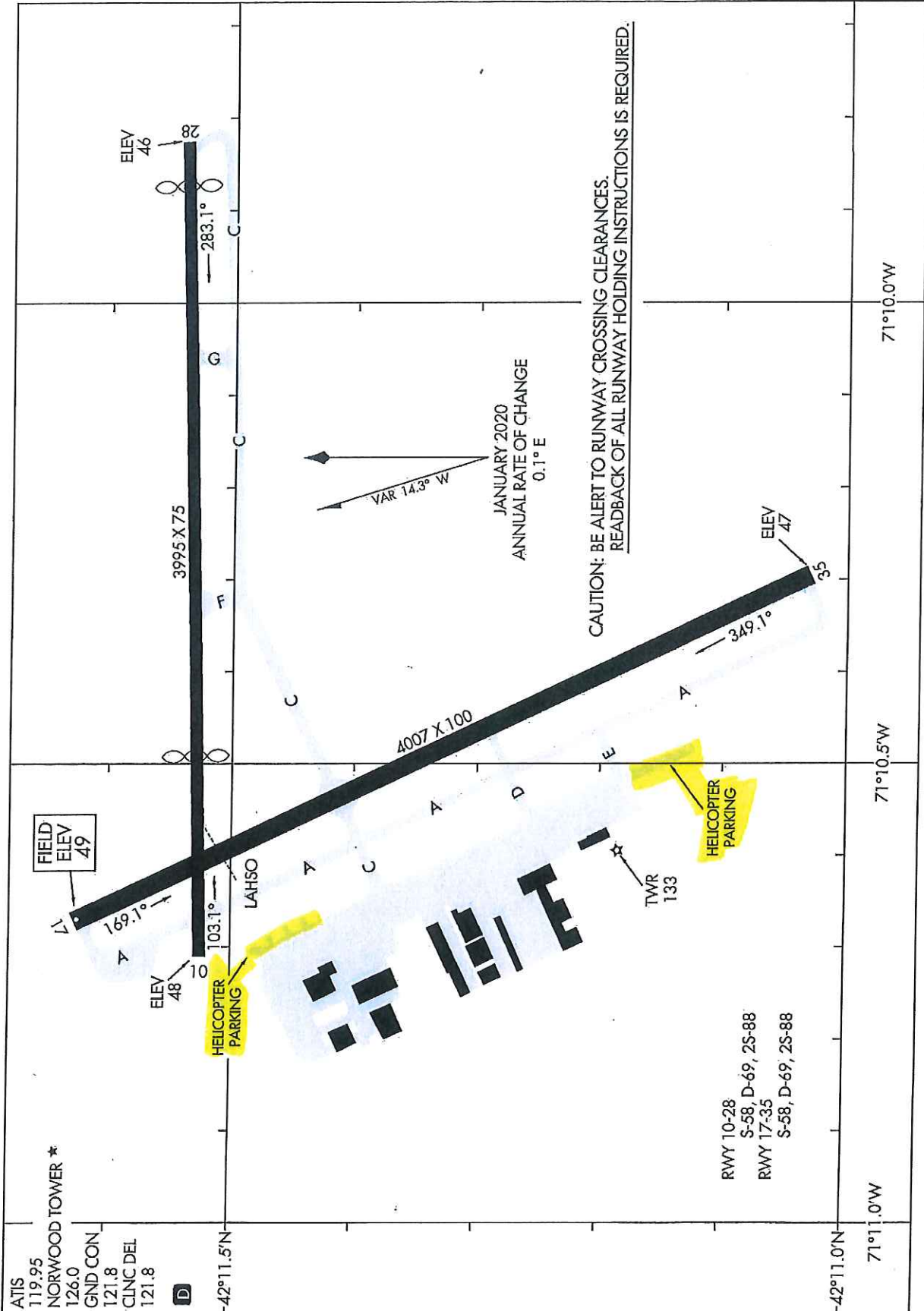
21112

# 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.  
REARBACK OF ALL RUNWAY HOLDING INSTRUCTIONS IS REQUIRED.

NE-1, 04 NOV 2021 to 02 DEC 2021

# AIRPORT DIAGRAM

21112

NORWOOD, MASSACHUSETTS  
NORWOOD MEML (OWD)

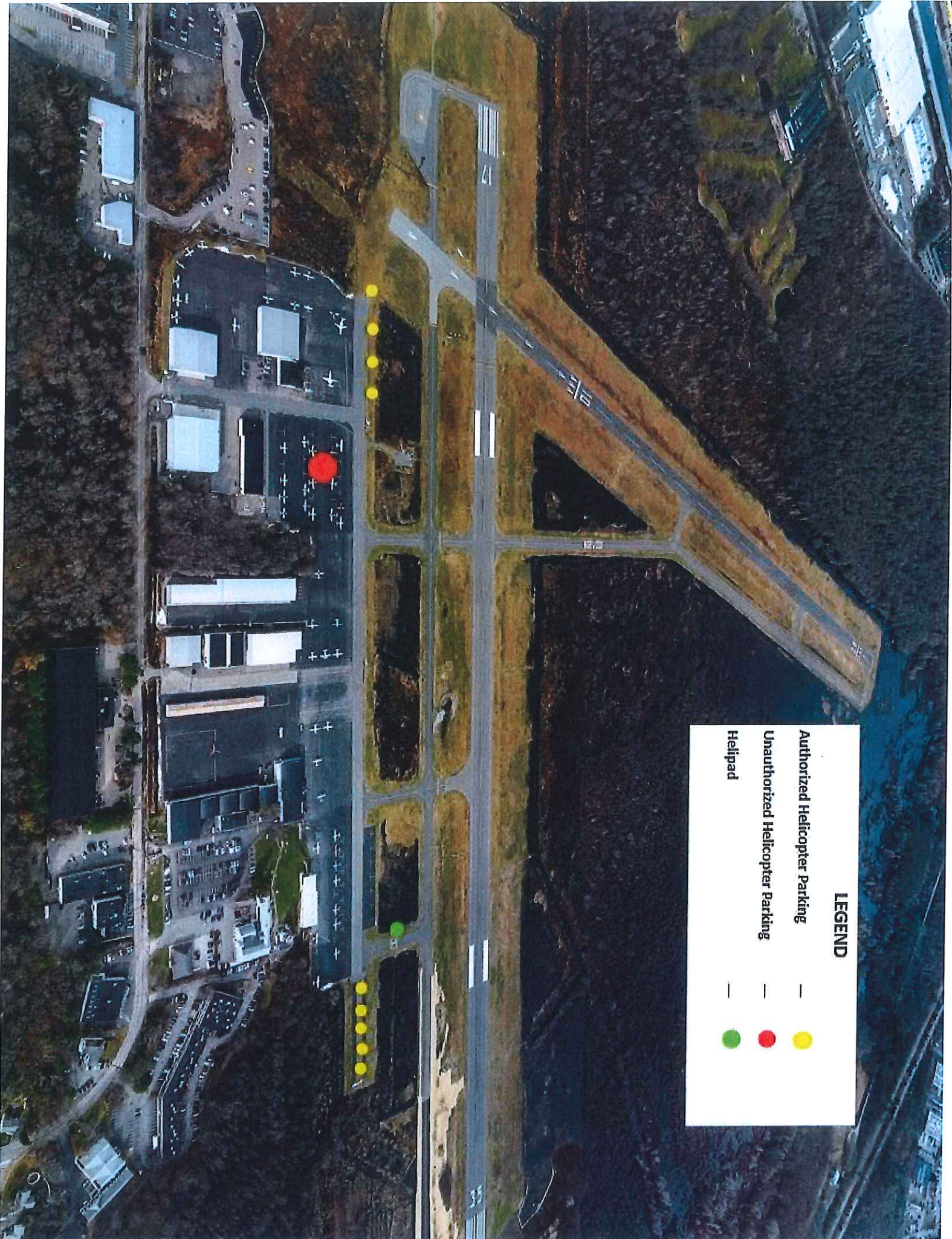


## **ATTACHMENT B**



**LEGEND**

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





## **ATTACHMENT C**



<p style="text-align: center;"><b>ATTACHMENT D</b></p> <p style="text-align: center;"><b>HELICOPTER PROCEDURES</b></p>
--

**I.           GENERAL**

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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

June 17, 2021

**BY ELECTRONIC MAIL ONLY**

*Boston Executive Helicopters, LLC*

Attn: Chris Donovan, Sr., President

209 Access Road

Norwood, MA 02062

**RE: BEH Helicopter Landing on West Apron, June 8, 2021**

Chris,

At about 1:35 p.m. last Tuesday, June 8, you landed your company helicopter (N10MY) on the west apron. Another company, *Blue Hills Helicopters* (BHH), performed a helicopter run-up on the west apron that same day. I spoke with the new BHH owner by phone last Tuesday, telling him that the west apron was not authorized for helicopter operations, and he agreed to refrain from doing so in the future.

As you're well aware, the west apron is not an authorized helicopter operating area at this airport. This has been true for some time as demonstrated in our 2011 correspondence shown in *Attachment A*. Furthermore, last Tuesday, you landed N10MY next to *Flight Level's* fuel farm, and in the process, you performed a pedal turn in a manner that brought N10MY's tail rotor in close proximity to a parked, unattended mobile fuel truck stationed at the *Flight Level* fuel farm.

The Norwood Airport Commission, FAA and MassDOT agreed to finance the construction of four helicopter parking circles on the northernmost end of the north/south taxi-lane, and to re-authorize this space for helicopter operations. Since then, BEH has been operating its helicopters from these parking circles. This is the only authorized helicopter operating area on the north quadrant of the airport.<sup>1</sup>

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<sup>1</sup> Unfortunately, the June 8 landing was not the first time BEH has landed a helicopter on an unauthorized part of the airport. See *Attachment B*.



In short, please refrain from operating helicopters anywhere outside of the authorized areas on the airport, and advise any BEH customers, including BHH, to also utilize only those authorized areas.

Failure to comply with these basic airport safety rules may result in enforcement action by the Commission.

Sincerely,

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

Russ Maguire, Manager  
Norwood Memorial Airport

Cc: Norwood Airport Commission  
Tony Mazzucco, Norwood Town Manager  
Jorge Panteli, Compliance Officer, FAA Airports Division, New England Region  
Ron Curtis, Manager, FAA, Boston Flight Standards District Office (FSDO)  
Stephen Brown, Manager, FAA, Aviation Safety Program Manager, Boston FSDO  
Diana Novellano, Manager, Norwood Air Traffic Control Tower

## **ATTACHMENT A**

Zimbra

rmaguire@norwoodma.gov

---

**Re: Helicopter proposed changes, Norwood Airport**

---

**From :** Russ Maguire, A.A.E. ,ACE <rmaguire@norwoodma.gov> Mon, Jan 10, 2011 11:18 AM  
**Subject :** Re: Helicopter proposed changes, Norwood Airport  
**To :** CHRISTOPHER DONOVAN  
<christopherdonovan1@gmail.com>  
**Bcc :** Tom Wynne <c21tjwynne@norwoodlight.com>,  
aerial172 <aerial172@aol.com>, donna  
<donna.witte@faa.gov>, Christopher Willenborg  
<Christopher.Willenborg@state.ma.us>

Hi Chris,

Thanks for your e-mail. I'll address your last questions/issues in reverse order. First: The next regularly scheduled public meeting of the Norwood Airport Commission (NAC) is this Wednesday (Jan. 12) at 4 p.m. Public notices on all NAC meetings are posted at the Town Clerk's office in the Town Hall, at least 48 hours prior to the meeting. As a rule of thumb: The NAC tentatively meets every second Wednesday of the month at 4 p.m. here at the airport. But again, these meetings are posted. And you're certainly welcome to call or e-mail me regarding these meeting times/dates.

Second: I was informed that MassDOT's review was through the agency's legal counsel (for legal/regulatory matters) and Dick Bunker (for safety). In a telephone conversation with MassDOT Administrator, Chris Willenborg, while the draft procedures apparently passed muster with both reviewers, Mr. Willenborg was aware of the concerns posed by yourself and some of the other helo operators here. He was also aware that the NAC was to convene a working group meeting last week, in order to address these issues. So Mr. Willenborg opted to hold off on correspondence related to the draft procedures until issues could be properly addressed at the local level. As for FAA, its primary focus was FlightLevel's use policy for the north apron. As a result, FAA's Compliance Officer, Donna Witte, was faxed a copy of said policy. In a follow-on telephone conversation, Ms. Witte recommended one change, which, in a cover memo, was then communicated by my office to FlightLevel. FlightLevel incorporated the requested change. (The cover memo, plus initial/final drafts of the FlightLevel use policy are to be included in your company's public records request.)

Third: Regarding your input draft helicopter guidelines, Commissioner Wynne did note at last week's working group meeting that these would be reviewed and considered as part of our drafting (e.g., re-drafting) efforts.

Four: Regarding use of the west apron for helicopter operations, as mentioned after the working group meeting, this apron was re-constructed in 2006 with federal/state AIP funding. The approved design was for fixed-wing aircraft tie-downs. In order to re-address this area for helicopter operations, I



would urge you to re-draft this request as a stand-alone document on your company letterhead, and address the document to the Norwood Airport Commission. If the NAC considers this a viable option, the board will then most likely request FAA's consideration--and approval--since use of the apron would need to be modified to accommodate helicopter activity.

Finally, I concur on the need to continue open dialogue and cooperation. That said, I would fully expect another working group meeting in the next few weeks for the purpose of "final drafting" those helicopter procedures not included in our airport regulations.

Thanks.

Russ

----- Original Message -----

From: "CHRISTOPHER DONOVAN" <christopherdonovan1@gmail.com>

To: "Russ Maguire, A.A.E. ,ACE" <rmaguire@norwoodma.gov>

Sent: Friday, January 7, 2011 5:53:25 PM GMT -05:00 US/Canada Eastern

Subject: Helicopter proposed changes

Dear Russ,

Thank you for the helicopter operators work group meeting we held on Thursday January 6, 2011.

As we discussed after the meeting, with the congestion at Norwood Airport and the increase in the number of helicopters I would ask that you allow helicopter operations on the "West" apron where you currently have tie downs? I would also ask that you take in to consideration our input and we meet again if necessary to discuss helicopter operations and any proposed rules changes.

The front row could be used for Helicopter operations and allow direct access to approach and departure paths and more room for operations on the "North" ramp.

I would also ask that you and the commission consider our input draft helicopter guidelines which I have attached a copy of.

Mr. Wynn and you stated that the FAA and the Massachusetts Department of Transportation had signed off on the proposed draft helicopter restrictions. Could you please send me a copy of their approval (FAA and DOT) and list the approval persons contact information?

Could you also update me on the the date and time of the next Norwood Airport Commission regularly scheduled meeting. Is this meeting posted in a location

I can check on?

I look forward to working with the Commission and you in insuring our airport operates safely and fairly to all stake holders and the general aviation community.

I am available any time should you have and questions or need anything from me our Boston Executive Helicopters.

Thank you,

Christopher Donovan  
President, Boston Executive Helicopters  
781-603-6186

The preceding e-mail message (including any attachments) contains information that may be confidential, may be protected by the attorney-client or other applicable privileges, or may constitute non-public information. It is intended to be conveyed only to the designated recipient(s) named above. If you are not an intended recipient of this message, please notify the sender by replying to this message and then delete all copies of it from your computer system. Any use, dissemination, distribution, or reproduction of this message by unintended recipients is not authorized and may be unlawful.

--

Russ Maguire, A.A.E., ACE  
Manager, Norwood Memorial Airport  
Business phone (781) 255-5616

---

## **ATTACHMENT B**





# The TOWN OF NORWOOD

Commonwealth of Massachusetts

## *Norwood Memorial Airport*

Russ Maguire, A.A.E., ACE, Airport Manager

OFFICE ADDRESS

125 Access Road  
Norwood, MA 02062

MAILING ADDRESS

125 Access Road  
Norwood, MA 02062

### BY E-MAIL, HAND DELIVERY AND REGULAR MAIL

March 21, 2014

Chris Donovan, President  
*Boston Executive Helicopters (BEH)*  
125 Access Road  
Norwood, MA 02062

**RE: Unauthorized Helicopter Operations**

Dear Chris:

Please see enclosed the following:

- Tab A:** Five video stills showing BEH helicopter, N6089J, having taxied up the gate 3 taxi-lane, landing just off the gate 3 taxi-lane, in the gate 3 taxi-lane TOFA. This operation took place in close proximity to an electrical transformer, picnic tables, the *Boston Air Charter* office and t-hangars. The helicopter is then ground-handled into BEH's t-hangar. The video stills are date/time-stamped March 1, 2014, from 6:04 p.m. until 6:15 p.m.
- Tab B:** A July 20, 2011 letter from Norwood Town Counsel, to BEH attorney, Joshua Fox, referencing helicopter take-offs/landings from the Norwood Airport's three gate lanes and the north/south taxi-lane.
- Tab C:** A June 13, 2011 letter from BEH attorney, Joshua Fox, to my office.

As noted in the video stills (Tab A), the operation of your company aircraft on March 1, 2014 was in close proximity to an electrical transformer, picnic tables, the *Boston Air Charter* office

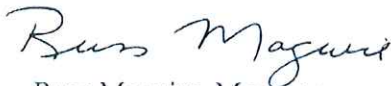
and t-hangars. Please be advised, again, that helicopter operations—to include take-offs/landings—from any of the Norwood Airport's three gate lanes, or the north/south taxi-lane, are not authorized.

As noted in Tabs B and C, this operational restriction—which is very much grounded in safety concerns—was addressed once before. My position has not changed or wavered.

In recent years especially, the Norwood Airport Commission (NAC) has gone to great length to accommodate the helicopter operators at this facility. This is especially true for helicopter operators, like BEH, which are based on the airport's north quadrant. The board's efforts have included FAA filings to convert for helicopter operations a non-movement operating area which had been used largely by fixed-wing aircraft. This modification to standard allowed the NAC to then build—at federal, state and local expense—four helicopter parking circles, which are authorized for helicopter take-offs and landings. In turn, these parking circles are a short distance from BEH's hangar, thus requiring minimal effort on your company's part to ground-handle its aircraft back and forth.

I expect your company's full compliance on this matter. Thank you.

Sincerely,



Russ Maguire, Manager  
Norwood Memorial Airport

w/o attachments

CC: Norwood Airport Commission, Norwood Town Counsel, Rollins, Rollins & Fox

May 25, 2022

Norwood Airport Commission  
125 Access Road  
Norwood, MA 02062

The purpose of this letter is to detail how FlightLevel Aviation will assist in the filming of an upcoming movie at Norwood Memorial Airport. The name of the movie is "Blunt" and is being produced by Kiss and Tale Productions. The plan is to film in Massachusetts from July 18, 2022 to August 8, 2022. FlightLevel Aviation will provide a hangar (building 26) and the terminal for filming. Filming in the terminal will occur after hours so there will be no disruption. FlightLevel will provide the staffing to ensure everything runs smoothly and everyone from Kiss and Tale Productions will be fully escorted while on airport property.

Filming should take 1-2 (12 hour) days. There could be an additional day for prep, wrap & scouting. The producers will pay FlightLevel a location fee along with a fee to use N99BC. We will be sure to get proof of insurance prior to filming.

Sincerely,

Mike Krawczyk  
FlightLevel Aviation  
FBO Manager



Hello Norwood Airport Commission,

I'm writing on behalf of BlunttheMovie, LLC. We are filming a movie currently titled 'Blunt' and within the film, we have scenes that require filming at an airport and in a private plane. We are submitting this request to be approved to film at the Norwood Airport. After careful scouting, we have connected with Flight Level to work within the Norwood Airport. We are hopeful that you will consider our use of Flight Level's lease hold at Norwood Airport as one of our film locations.

Our movie is a thriller about a woman who is working towards her Master of Fine Arts Degree but struggles to come up with the money to support herself and her son. In order to follow her passion of painting and support her family, she rents out her house to tourists who visit the area. While renting out her house, she meets various people from all over the world, but suspicious events take place and her mission is to figure out who is trying to sabotage her life goals.

We will be filming this movie in Massachusetts from July 18th through August 8th. We are interested in filming at the Norwood Airport for 1-2 days. Our filming days are 12 and a half hours long, with additional time for prep and wrap at each location. We would also need 1 additional partial day for a tech scout.

The specific areas at the airport we are interested in filming in are: in a private hangar, on the tarmac right outside the hangar, and at airport security. We also would like to film in a private plane (not moving).

In the pickup/drop off area, we would be showing one of our characters getting out of their car at the airport. We would also show the character getting back in her car and leaving the airport. In the airport security area, one of the scenes shows a family not being able to go through security because of an expired passport. Another scene shows our leads going through customs and randomly one of our character's bags gets flagged/rummaged through. Nothing out of the ordinary is found in her bag. In the airport restroom area, one of our characters gives a small pouch to someone. As far as the airplane scene, we are establishing that two of our characters are sitting together on a flight. The plane would not be required to move/fly.

There are no stunts and no weapons involved in any of the scenes taking place at the airport and on the airplane. We are also very flexible if some of these locations are not possible or if there are time constraints with how long we will have access to specific locations in the airport.

In addition to the filming areas, we will need spaces to hold our talent, store equipment out of the way, an area for our cast and crew to eat lunch, and access to restrooms.

On a typical day, the first step we take is to load in equipment and have a safety meeting. From there, the Director meets with the department heads to go over what we will be accomplishing that day while our talent gets prepped. We start in one area and when we finish filming in that area, we move to the next area to film. At the 6 hour mark, we break for a 30 minute lunch. At the end of the day, when we wrap we load out our equipment and our staff cleans up the spaces we used to film and hold people in to make it look as though we were never there.

The film is fully covered by insurance and we will provide a Certificate of Insurance.

Thank you for your time and consideration.

Sincerely,

Johanna Fogle  
Line Producer  
BlunttheMovie, LLC  
716-597-4157  
[johannafofle4@gmail.com](mailto:johannafofle4@gmail.com)

**TO: NORWOOD AIRPORT COMMISSION**  
**FROM: RUSS MAGUIRE, AIRPORT MANAGER**  
**RE: MANAGER'S REPORT: 5/17/22—6/6/22**

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**— Major Projects/Issues—**

**Airport Park Project**

During this period, *RAE Contracting, LLC* mobilized materials and equipment, and the company began to work steadily on the airport park project. This has included re-setting the perimeter fence, installing the block modular wall, and re-grading. The Town's engineering department is also working closely with the contractor.

**Aircraft Accident**

On 5/30, at about 11:38 a.m., the Airport Manager (AM) received a call from air traffic control (ATC) that a Cessna 172 had made a hard landing on runway 17, becoming airborne again, then landing and striking the right wing on the runway before going off the runway and settling in the infield. The pilot reported no injuries and required no assistance. ATC contacted the FAA regional operations center which notified MassDOT. The AM took photos, and these were submitted to MassDOT along with a short narrative of the event.

**Monthly Revenues**

For the month of May, one deposit was posted to the Treasurer's office. This totaled \$26,769.66 in payments (see *Attachment A*).

**Monthly Fuel Flowage**

For the month of April, *Flight Level's* bills of lading for fuel totaled 28,657 gallons. At \$.07/gallon, the Town received \$2,005.99 in flowage fees. (*Attachment A*).

**— Informational Updates —**

**Air Traffic Counts**

For the Norwood Airport's May 2022 air traffic reports, see *Attachment B*. See *Attachment C* for a seven-year look at Norwood's air traffic count in the month of May.



## May 2022 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	\$24,313.67	\$240,467.87	\$265,972.23	\$14,394.81	\$6,000
Fuel Flowage Fees	\$2,005.99	\$41,602.19	\$32,760.42	\$2,005.99	\$0
Aircraft Tie-Down Leases	\$0	\$0	\$0	\$0	\$0
Security Badge Fees	\$450	\$6,950	\$6,200	\$0	\$0
Revolving – Insurance Recovery	\$0	\$0	\$2,718.90	\$0	\$0
General <sup>3</sup>	\$0	\$300	\$0	\$0	\$0
Landing Fees	\$0	\$34,860	\$38,740	\$0	\$0
<b>TOTAL</b>	<b>\$26,769.66</b>	<b>\$324,180.06</b>	<b>\$346,391.55</b>	<b>\$16,400.80</b>	<b>\$6,000.00</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.

5

Yr.

2

1

Location Ident.

0

W

D

Airport Operations Count

Facility Operating Hours

LOCAL

Total Airport Operations

Day	IFR					VFR					LOCAL			Total Airport Operations
	AC	AT	GA	MI	Total IFR Inherent Ops	AC	AT	GA	MI	Total VFR Inherent Ops	Civil	Military	Total Local Ops	
01	0	6	17	0	23	0	1	198	0	199	144	0	144	366
02	0	3	16	0	19	0	0	114	0	114	274	0	274	407
03	0	3	23	0	26	0	0	48	0	48	42	0	42	116
04	0	8	4	0	12	0	0	1	0	1	0	0	0	13
05	0	12	20	0	32	0	4	145	0	149	222	0	222	403
06	0	5	12	0	17	0	0	151	0	151	202	0	202	370
07	0	2	9	0	11	0	1	6	0	7	0	0	0	18
08	0	6	6	0	12	0	0	34	0	34	0	0	0	46
09	0	4	5	0	9	0	0	35	0	35	32	0	32	76
10	0	6	13	0	19	0	1	72	0	73	26	0	26	118
11	0	6	22	0	28	0	0	84	0	84	106	0	106	218
12	0	5	29	1	35	0	0	73	1	74	56	0	56	165
13	0	2	33	0	35	0	1	125	0	126	118	0	118	279
14	0	7	15	0	22	0	0	180	0	180	137	0	137	339
15	0	9	35	0	44	0	0	68	0	68	104	0	104	216
16	0	7	13	0	20	0	1	89	0	90	130	0	130	240
17	0	5	16	0	21	0	2	66	0	68	22	0	22	111
18	0	4	7	0	11	0	3	160	0	163	62	0	62	236
19	0	9	35	0	44	0	0	46	0	46	142	0	142	232
20	0	7	26	0	33	0	0	119	0	119	90	0	90	242
21	0	12	18	0	30	0	0	99	0	99	54	0	54	183
22	0	10	15	0	25	0	2	147	0	149	112	0	112	286
23	0	1	17	0	18	0	3	144	0	147	66	0	66	231
24	0	0	8	0	8	0	0	129	0	129	44	0	44	181
25	0	5	9	0	14	0	1	183	0	184	204	0	204	402
26	0	7	16	0	23	0	1	125	0	126	70	0	70	219
27	0	12	34	0	46	0	0	29	0	29	26	0	26	101
28	0	7	20	0	27	0	0	0	0	0	16	0	16	43
29	0	6	9	0	15	0	0	157	0	157	188	0	188	360
30	0	7	9	0	16	0	4	154	0	158	68	0	68	242
31	0	8	20	0	28	0	2	101	0	103	92	0	92	223
Total	0	191	531	1	723	0	27	3082	1	3110	2849	0	2849	6682

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

**MONTHLY TOTAL, AIR TRAFFIC COUNTS (2016-2022)****May**

2016	2017	2018	2019	2020	2021	2022
5,590	6,119	6,810	4,641	2,257	7,351	6,682