

Norwood Airport Commission

January 17, 2024
Meeting Minutes

APPROVED

2 / 21 / 24

PRESENT

Mark Ryan, Chair
Michael Sheehan, Vice Chair
John Corcoran

Mark Raymond, Airport Manager
Emily Manning, Recording Secretary

Meeting being recorded by NCM, Norwood Record (Matt MacDonald)

CALL TO ORDER

The meeting was called to order at 4:00 P.M.

AIP PROJECT UPDATES

Mark Goodrich of Dubois & King presented the AIP project updates. The Taxiway C project had been completed and was in its closing stages. A bidder was secured for the Runway 1028 project that was set to begin in the spring. The Paved Safety Areas project was getting underway. DuBois & King was working with the FAA on that project. Mr. Sheehan questioned if the paved safety areas were for both runways. Mr. Goodrich clarified that the paved safety areas would be on the north and south ends of Runway 1735. Mr. Ryan wondered how the budget worked out for the Taxiway C Project. That project was closed out under budget.

MEETING MINUTES

Mr. Sheehan recognized Mr. Raymond on the seven U.S. Army helicopters that were hosted by the airport in the Fall.

MOTION to approve the minutes of the November 8, 2023 meeting made by Mr. Sheehan.
Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes
Mr. Corcoran: Yes
Mr. Ryan: Yes

Result: 3-0-0 (Motion Passed)

AIRPORT MANAGER'S REPORT

Mr. Raymond presented the report. He discussed landing fees received from airport tenants.

NEW BUSINESS

Airport Landing Fees

Mr. Raymond recommended a 20% raise in landing fees. He also suggested tabling the vote to the next meeting to allow for public comment. Mr. Ryan pointed out that the fee increase would only be a few dollars. This would only apply to aircrafts that are not based out of the airport.

MOTION to recommend the 20% increase in landing fees to be voted on officially at the February 2024 meeting to allow for public comment made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

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Result: 3-0-0 (Motion Passed)

OLD BUSINESS

Norwood Trails Advisory Committee- Airport Trail Proposal

Mr. Raymond was working with an FAA compliance officer in regards to the airport trail project.

EXECUTIVE SESSION MINUTES

MOTION to table the vote on the Executive Session Minutes for November 8, 2023, pending legal review, made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 3-0-0 (Motion Passed)

ADJOURNMENT

MOTION to adjourn the meeting made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 3-0-0 (Motion Passed)

The meeting was adjourned at 4:12 P.M.

Minutes respectfully submitted by Emily Manning