

Airport Commission Meeting
June 21, 2023
Meeting Minutes

APPROVED

7/19/2023

PRESENT

Mark Ryan, Chairman
Michael Sheehan, Vice Chair
John Corcoran

Mark Raymond, Airport Manager
Emily Manning, Recording Secretary

CALL TO ORDER

The meeting was called to order at 4:00 PM

Meeting recorded by NCM, Boston Executive Helicopter, Norwood Record

MOTION to enter executive session made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

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

Result: 3-0-0 (Approved)

The Airport Commission entered Executive Session at 4:04 P.M. Open Session resumed at 4:36 P.M.

NEW BUSINESS

Notice of Trespass Letter-Flightlevel Aviation to Boston Executive Helicopter

Mr. Ryan noted that the letter was received. He recommended Mr. Raymond speak to Town Council in regards to the letter. He stressed that fuelling in the taxi lanes was not allowed.

MOTION to direct the Airport Manager to reach out to Airport Council in regards to this letter, as well as addressing a general letter to all that fuelling on the taxiway was not allowed, 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 (Approved)

PROJECTS

AIP Project Update: DuBois & King

Mr. Goodrich from DuBois & King presented the update. He spoke about the construction work in the parking lot, as well as work on Taxiway C.

MINUTES

MOTION to approve the minutes of the May 24, 2023 Airport Commission Meeting as presented made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: **Yes**

Mr. Corcoran: **Yes**

Mr. Ryan: **Yes**

Result: 3-0-0 (Approved)

AIRPORT MANAGER'S REPORT

MOTION to accept the Airport Manager's Report, as presented, made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: **Yes**

Mr. Corcoran: **Yes**

Mr. Ryan: **Yes**

Result: 3-0-0 (Approved)

NEW BUSINESS

Commercial Permits

Mr. Raymond stated that all commercially permitted businesses at the Airport had turned in their paperwork and proof of insurance. He recommended the following businesses were approved for their permits; Flight Level Aviation, Blue Hill Helicopters, Boston Executive Helicopters, Horizon Aviation, East Coast Aeroclub, Norwood Air, Kestrel Aviation, Tuckamore Aviation, and ATP of Massachusetts.

MOTION to approve these businesses for their FY24 commercial permits 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 (Approved)

New England Aircraft Detailing

Mr. Raymond stated they were seeking two waivers for office space and tie-downs. They have had those same waivers in the past. He recommended the Commission approve their commercial permit.

MOTION to approve the FY24 commercial permit for New England Aircraft Detailing, with the grant of the waivers for the office space and tie-downs made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 3-0-0 (Approved)

CORRESPONDENCE

MOTION to file the letters received, with the exception of the letter from Flight Level Aviation, which will be addressed separately with Council made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 3-0-0 (Approved)

OLD BUSINESS

Aircraft Overflights in the Winfield St./Rock St. Neighborhood

Ms. Folan, 74 Winfield St., wondered if a representative from the FAA was present at the meeting. Mr. Raymond stated the FAA representative was not able to attend the meeting.

Ms. Whiffin, 38 Winfield St., commented that it had been quiet recently. Mr. Raymond stated that the wind patterns had changed.

Mr. Polich, AOPA volunteer, wondered if notification could be sent out to Airport tenants asking them to adhere to the noise abatement. Mr. Raymond stated he could reach out to airport tenants.

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 (Approved)

The meeting was adjourned at 4:45 P.M.

Minutes respectfully submitted by Emily Manning.

APPROVED

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