

APPROVED

3 / 20 / 2024

Norwood Airport Commission
February 21, 2024
Meeting Minutes

PRESENT

Mark Ryan, Chair
John Corcoran

Mark Raymond, Airport Commissioner
Emily Manning, Recording Secretary

Meeting being recorded by NCM, Norwood Record (Matt MacDonald), Boston Executive Helicopters (Christopher Donovan Jr.)

CALL TO ORDER

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

PROJECTS

AIP Project Updates: DuBois & King

Mr. Raymond presented the update. The Runway 1028 project was scheduled to begin on March 18. The runway would be out of service for the duration of the project, which would be around 8-12 weeks. The Taxiway C project closeout paperwork had been submitted to the FAA and MassDOT.

MINUTES

MOTION to approve the minutes of the January 17, 2024 meeting, as presented, made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: **Yes**

Mr. Ryan: **Yes**

Result: 2-0-0 (Motion Passed)

AIRPORT MANAGER'S REPORT

Mr. Raymond presented the report. He discussed monthly revenues, as well as fourth quarter landing fees and fuel flowage fees from Flight Level Aviation. State and federal wildlife permits were renewed for 2024. Mr. Raymond also discussed reports submitted to both the EPA and FAA. He also mentioned small amounts of snow during the beginning of the month.

MOTION to accept the Airport Manager's Report made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: **Yes**

Mr. Ryan: **Yes**

Result: 2-0-0 (Motion Passed)

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NEW BUSINESS

AIP No. 3-25-0037-47-2022, FAA Payment Request No. 7; AIP No. 3-25-0037-47-2022, FAA Payment Request No. 8; AIP No. 3-25-0037-48-2023, FAA Payment Request No. 2

The No. 7 payment request was in the amount of \$651,181.47, 100% covered by the FAA and MassDOT.

MOTION I to pay the No. 7 payment request in the amount of \$651,181.47 made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

The No. 8 payment request was in the amount of \$682,556.36, 100% covered by the FAA and MassDOT.

MOTION II to pay the No. 8 payment request in the amount of \$682,556.36 made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

The No. 2 payment request was in the amount of \$64,593.11, 90% covered by MassDOT, 10% covered by the Town.

MOTION III to pay the No. 2 payment request in the amount of \$64,593.11 made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

Michael O'Brien, William Mulvey, Timothy Sullivan, Dylan Sullivan, Frank Duggan and Jacob Bennett - request to hunt on airport property

Mr. Ryan commented that most of the requests were from very experienced people, and have hunted on the airport property in the past. Newcomers who had not hunted on the airport property were also experienced and were in the same group as the repeat hunters. After requests were approved by the Airport Commission, letters would be sent to the hunters as well as the Norwood Police Department and Police Chief.

MOTION to approve the bow hunting requests from Michael O'Brien, William Mulvey, Timothy Sullivan, Dylan Sullivan, Frank Duggan and Jacob Bennett, made by Mr. Corcoran. Seconded by Mr. Ryan.

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Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

OLD BUSINESS

Airport Landing Fees

A 20% increase was agreed upon after Mr. Raymond researched fees at other municipal airports.

MOTION to accept the new landing fee structure and increase rates by 20% made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

CORRESPONDENCE

Letter from Michael O'Brien re: request to hunt on airport property, Letter from William Mulvey re: request to hunt on airport property, Letter from Jacob Bennett re: request to hunt on airport property, Letter from Timothy Sullivan re: request to hunt on airport property, Letter from Dylan Sullivan re: request to hunt on airport property, Letter from Frank Duggan re: request to hunt on airport property

MOTION to place the correspondence in file made by Mr. Corcoran. Seconded by Mr. Ryan.

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

ADJOURNMENT

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

Roll Call Vote:

Mr. Corcoran: Yes

Mr. Ryan: Yes

Result: 2-0-0 (Motion Passed)

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

Minutes respectfully submitted by Emily Manning