

APPROVED

6/21/2023

Airport Commission Meeting  
May 24, 2023  
Meeting Minutes

**PRESENT:**

Mark Ryan, Chair  
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 P.M.

**Meeting being recorded by NCM, Boston Executive Helicopter**

**PROJECTS:**

*AIP Project Update: DuBois & King*

DuBois & King were not able to attend the meeting. Mr. Raymond stated construction work in the parking lot was scheduled to begin June 5, 2023.

**APPROVAL OF MINUTES:**

**MOTION** to approve the Airport Commission minutes of the April 19, 2023 meeting made by Michael Sheehan. Seconded by John Corcoran.

Roll Call Vote:

Mr. Sheehan: **Yes**

Mr. Corcoran: **Yes**

Mr. Ryan: **Yes**

**Result: 3-0-0 (Approved)**

**AIRPORT MANAGERS REPORT:**

Mr. Raymond provided the report.

**MOTION** to correct the Airport Manager's report to reflect the Wings and Wheels event attendance change from 700 to 1,000, and otherwise approve as presented made by Mr. Sheehan. Motion seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: **Yes**

Mr. Corcoran: **Yes**

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Mr. Ryan: Yes

**Result: 3-0-0 (Approved)**

**NEW BUSINESS:**

*Agreement for Professional Engineering Services-Runway 10/28-DuBois & King*

**MOTION** to approve authorization of the chairman to sign a Professional Engineering Agreement with DuBois & King for Runway 10/28 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)**

*Norwood Memorial Airport-Commercial Permit Fees*

Mr. Raymond noted he sent an email regarding the potential fee change to tenant businesses, but had not heard any responses back.

**MOTION** to increase the commercial permit fee from \$30 to \$100 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 Flights over Winfield St./Rock St. Neighborhood*

Diane Wiffin, 38 Winfield St., detailed her concerns with noise caused by aircrafts. Mr. Ryan responded.

Catherine Folan, 74 Winfield St., detailed her concerns with noise caused by aircrafts. Mr. Ryan responded.

Carolyn Barros, Neponset St., questioned airport operations. Mr. Corcoran described a new feature on the FAA's website, which requests public input on airport noise.

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Mark Pond, Rock St., questioned airport procedures.

Jean Taylor, 11 Monroe St., expressed concern over noise from aircrafts.

Debbie Holmwood, 49 Beech St., questioned if the number of planes leaving the airport has increased over the years. Mr. Ryan explained that numbers have decreased by  $\frac{2}{3}$  since 1976.

Ms. Folan questioned the number of flight schools at the airport.

*MASSDOT Payment Vouchers*

Payment Voucher 1: \$48,596.73, Payment Voucher 2: \$110,850.56, Payment Voucher 3: \$95,306.38, Payment Voucher 4: \$2,998.64

Mr. Sheehan clarified that the Town's share would be 0%.

**MOTION** to authorize the airport manager to sign the four payment vouchers for Taxiway C made by Mr. Sheehan. Seconded by Mr. Corcoran.

Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

**Roll Call Vote: 3-0-0 (Approved)**

FAA Payment Voucher

Payment voucher for Taxiway C reconstruction in the amount of \$26,087.74

Mr. Sheehan clarified that the Town's percentage of that payment would be 0%.

**MOTION** to approve as presented by the Chairman 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 place the first three letters from Mr. Raymond to Mr. O'Brien, Mr. Mulvey, and Mr. Bennett, approved by the Police Commissioner to hunt on airport property with bow and arrows, in file made by Mr. Sheehan. Motion seconded by Mr. Corcoran.

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Roll Call Vote:

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

**Result: 3-0-0 (Approved)**

**MOTION** to place emails in file from Mr. Raymond to the Norwood Airport tenant businesses in regards to commercial permit fees; and to Lindsey White of the FAA, request to comment on noise pollution complaints. A copy will be placed on the website and provided to the Norwood Record. Motion 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)**

**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 4:35 P.M.

Minutes respectfully submitted by Emily Manning