



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, January 17, 2024

TIME: 4:00 p.m.

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

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

11/8/2023 regular business meeting

3. AIRPORT MANAGER'S REPORT

4. NEW BUSINESS

Airport Landing Fees

5. OLD BUSINESS

Norwood Trails Advisory Committee – airport trail proposal.

6. CORRESPONDENCE

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 and state court litigation involving BEH and FlightLevel.

Norwood Airport Commission
November 8, 2023
Meeting Minutes

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), Boston Executive Helicopters (Ethan Poag)

CALL TO ORDER

The meeting was called to order at 4:05 P.M.

PROJECTS

AIP Project Update: DuBois & King

Mr. Raymond provided there was an annual capital improvement project update with the FAA and MassDOT to discuss future projects. The FAA noise study was being pushed up to 2025.

MINUTES

MOTION to approve the minutes of the October 18, 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 (Approved)

AIRPORT MANAGER'S REPORT

Mr. Raymond pointed out one item not listed on the report; the airport hosted seven U.S. Army helicopters for a few days.

Mr. Ryan commented on landing fees that were reported for the month. Mr. Raymond was in the process of comparing Norwood's rates to other airports.

Mr. Sheehan pointed out correspondence received from a resident noting that the Plymouth Airport had higher fees than Norwood. Mr. Sheehan noted that the Plymouth Airport employed seven people, whereas Norwood had a larger airport with only two staff members.

MOTION to approve the Airport Manager's report 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

Snow Contract- P.J. Hayes Inc.

MOTION to approve the contract for P.J. Hayes Inc. 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)

Snow Contract- Francis D Ciavattone Construction

MOTION to approve the contract for Francis D Ciavattone Construction 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 Trails Advisory Committee- Airport Trail Proposal,

Joe Greeley presented on behalf of the Committee. They had originally submitted their request in October 2022, but had updated their request as of August 2023. They were not looking to build a trail on airport property, but to coincide. The Trails Committee had identified two potential trails near the airport. The goal was to connect Meadow Street with University Avenue.

Mr. Sheehan wondered if the FAA was against the original trail proposal from 2022. Mr. Ryan stated that the FAA did not support the proposal, but he had reached out to them again in hopes of making a trail on airport property work. Mr. Sheehan was concerned about the FAA pulling funding from the airport if the proposal were approved. Mr. Ryan clarified that the Commission could make sure that the proposal was pending FAA and MassDOT approval. Mr. Sheehan also expressed concern over safety during hunting season, as hunting on airport property was popular. Mr. Ryan noted that signage would need to be posted by the Trails Committee.

Mr. Corcoran was concerned about the trail going over MBTA or Amtrak tracks. He also questioned how the Trails Committee planned to maintain the potential trail. Mr. Greeley explained that the Trails Committee maintains all of the trails in Norwood themselves using volunteers, and sometimes petitions the DPW for assistance with heavy lifting.

MOTION to support the proposed "Blue Trail", pending FAA and MassDOT, approval 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

Ed Costello, 152 Rock Street, pointed out that he had not noticed much new activity, and appreciated the Committee's correspondences. Mr. Costello commented that during the weekdays, overflights had been quiet, but the weekends could get noisy.

CORRESPONDENCE

Letter from Joseph Greeley (Norwood Trails Advisory Committee) re: Norwood Airport/Foul Meadow Trail

MOTION to place the correspondence on file 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)

EXECUTIVE SESSION

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)

Both Regular and Executive Session will be adjourned during the Executive Session

TO: NORWOOD AIRPORT COMMISSION
FROM: MARK RAYMOND, AIRPORT MANAGER
RE: MANAGER'S REPORT: 11/8/23—1/16/24

— Major Projects/Issues—

United States Army Helicopters

During the months of November and December the airport hosted helicopters from the *10th Combat Aviation Brigade, 10th Mountain Division, Fort Drum, New York* and the *160th Special Operations Aviation Regiment, Fort Campbell, Kentucky*. The helicopters performed flyovers for football games at Gillette Stadium and engaged in multiple recruiting events in the local area.

Monthly Revenues

For the months of November and December two deposits were posted to the Treasurer's office. This totaled \$78,376.14 in payments.

Landing Fees – Fourth Quarter 2023

For the months of October, November, and December the airport collected \$1,170.00 in landing fees from *Boston Executive Helicopters*.

Monthly Fuel Flowage

For the months of November and December, *Flight Level's* bills of lading for fuel totaled 94,390 gallons. At \$.07/gallon, the Town received \$6,607.30 in flowage fees.

For the month of October, *Boston Executive Helicopter's* bills of lading for fuel totaled 50,288 gallons. At \$.07/gallon, the Town received \$3,520.16 in flowage fees.

NORWOOD MEMORIAL AIRPORT

LANDING FEE STRUCTURE

TRANSIENT AIRCRAFT ONLY

Beginning August 1, 2018

Maximum Take-Off Weight (MTOW) ¹ 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

Helicopters²	\$20.00
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¹ 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).

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

Landing Fees - January 2024

Airport	5000 lbs	8000 lbs	10000 lbs	15000 lbs	30000 lbs	30001+ lbs	HELICOPTER
Norwood Memorial	NO CHARGE	15.00	20.00	30.00	60.00	80.00	20.00
Beverly Municipal Airport	NO CHARGE	25.20	25.20	48.75	120.00	120.00	
Lawrence Municipal Airport	10.00	15.00	15.00	20.00	30.00	45.00 - 96.00	15.00
Plymouth Municipal Airport	NO CHARGE	50.00	50.00	80.00	125.00	150.00	

MAXIMUM TAKE OFF WEIGHT	CURRENT FEE	PLUS 10%	PLUS 15%	PLUS 20%	PLUS 25%	PLUS 30%
5,001 - 8,000 lbs	\$15.00	\$16.50	\$17.25	\$18.00	\$18.75	\$19.50
8,001 - 10,000 lbs	\$20.00	\$22.00	\$23.00	\$24.00	\$25.00	\$26.00
10,001 - 15,000 lbs	\$30.00	\$33.00	\$34.50	\$36.00	\$37.50	\$39.00
15,001 - 30,000 lbs	\$60.00	\$66.00	\$69.00	\$72.00	\$75.00	\$78.00
30,001+ lbs	\$80.00	\$88.00	\$92.00	\$96.00	\$100.00	\$104.00
HELICOPTER	\$20.00	\$22.00	\$23.00	\$24.00	\$25.00	\$26.00

Landing Fees - January 2024

Airport	Landing Fee	Rate	Who Collects Fee	Notes
New Bedford Regional Airport	Yes		FBO, keeps 20%	Transient aircraft only
Beverly Municipal Airport	Yes		FBO, keeps 8%	Transient aircraft only
Lawrence Municipal Airport	Yes		FBO, keeps 0%	Transient aircraft only, Airport collects fee on public ramp
Westover Metropolitan Airport	Yes		FBO, keeps 100%	
Plymouth Municipal Airport	Yes		Airport	
Martha's Vineyard Airport	Yes		FBO	
Taunton Municipal Airport	No		N/A	
Orange Municipal Airport	Yes		Airport	
Nantucket Memorial Airport	Yes		Airport	
Chatham Municipal Airport	Yes		FBO	
Pittsfield Municipal Airport	Yes		FBO, keeps 5%	
Hanscom Field	Yes		Not Available	
Barnstable Municipal Airport	Yes		Not Available	
Provincetown Municipal Airport	No		N/A	
Norwood Memorial	Yes		FBO, keeps 20%	Transient aircraft only

MTOW = Maximum take-off weight

Airports marked in yellow are designated commercial service airports

Airports marked in green are similar in size to Norwood



Thanks for the amazing support

To the Editor:

To the Norwood Board of Selectmen:

I wanted to reach out and personally thank you and your team for the amazing support our 10th Combat Aviation Brigade (CAB) Soldiers received from the Norwood Airport and particularly Boston Executive Helicopters FBO, the air traffic controllers, and Norwood Airport management team.

3-10 General Support Aviation Battalion and 6-6 Air Cavalry Squadron, from

10th CAB, had 7 x helicopters and 33 Soldiers at the Norwood Airport from 01-06 November, engaging in multiple local recruiting events, while rehearsing and executing the New England Patriots salute to service flyover on 05NOV. In my 19 years as an Army aviator, it was some of the best support from a civilian airport I have received.

We truly appreciate the hard work, professionalism, and warming atmosphere from across your organizations, welcoming us into the airfield and the community.

Mark Raymond, Christopher Donovan Sr. and Jr. all worked extremely hard to make our experience there in Norwood top notch and the airport there is lucky to have them on board.

We look forward to working with you all again as we prepare for the upcoming Army Navy Game flyover on 09 December.

*LTC Sean Stapler
Commander, 3-10 GSAB
"Phoenix BN" 10th CAB
Ft. Drum, NY 13602*