

**APPROVED**

4/13/22

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
February 9, 2022**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Michael Sheehan; John Corcoran; Russ Maguire,  
Airport Manager

Also Present: Karis North

**Meeting Called to Order: 4:00 PM**

**Matt McDonald from the Norwood Record and Chris Donovan from BEH are recording the meeting.**

**PROJECTS**

- AIP Project update, DuBois & King, Mark Goodrich

Proposed Taxiway D relocation project and Runway 28 clearing – The contractor has made two visits to the site. They have flagged the areas to be cleared and are monitoring the water conditions. It is anticipated that taxiway D will get under construction in the spring.

Runway 10-28 reconstruction and Taxiway C realignment – The federal and state funding for the runway reconstruction will be pushed out to next year. The realignment of taxiway C will go out to bid in early March.

**MINUTES**

- 1/12/22 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the minutes.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

**AIRPORT MANAGER'S REPORT**

Mr. Maguire presented the Manager's report to the Commission. The financial report will be provided at the next meeting.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the Airport Manager's Report.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## NEW BUSINESS

- Federal Aviation Regulation Part 13 complaint, Oulton Hues  
Attorneys from Anderson & Kreiger are drafting a letter in response to the FAA. On January 13, 2022 Mr. Maguire investigated both hangars in question and took photos which will be part of the report.
- Engineering contract: environmental assessment (phase II) for the taxiway C re-location and runway 17-35 paved safety areas  
The contract is in the amount of \$379,389. An independent engineer gave a similar estimate in the amount of \$368,152. The difference in the contract falls within the FAA guidelines of 10%.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the engineering contract for the environmental assessment (phase II) in the amount of \$379,389.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Closeout: environmental assessment, phase I, for taxiway C re-location and runway 17-35 paved safety areas

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to accept the grant closeout worksheet, page 1 for taxiway C re-location and the paved 17-35 runway safety areas.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Project completion: environmental assessment, phase I, letter to FAA

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to authorize the Chairman to sign the cover letter to the FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## CORRESPONDENCE

- Engineering contract: environmental assessment (phase II) for the taxiway C re-location and runway 17-35 paved safety areas
- 1-12-22 letter from J. Panteli, of FAA, to NAC re: 12-31-21 Part 13 complaint from O. Hues (encl.)
- Airport sponsor grant closeout worksheet for AIP No. 3-25-0037-041-2020 environmental assessment, phase I, for taxiway C re-location and runway 17-35 paved safety areas)

- 2-9-22 draft letter to M. Ricci, of FAA, re: project completion for IP No 3-25-0037-041-2020 (environmental assessment, phase I, for taxiway C re-location and runway 17-35 paved safety areas)
- 2-7-22 letter from R. Maguire to Straight & Level, Inc. re: authorized-unauthorized helicopter operations
- February 2022 revised capital improvement plan
- FY 2023 proposed operating budget, Airport Department

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to file the correspondence.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to adjourn for the following purposes:

- Purpose 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.
- Purpose 1 to discuss receipt of an Open Meeting Law complaint against Norwood Airport Commission from Christopher Donovan, Sr.
- Purpose 1 to discuss receipt of a Federal Aviation Regulation Part 13 complaint against the Town of Norwood and Norwood Airport Commission from Oulton Hues; and Purpose 3 to discuss strategy with respect to the litigation if an open meeting may have a detrimental effect on the litigation position of the Norwood Airport Commission.
- Discuss and approve 1/12/22 Executive Session Minutes

The open session and executive session will be adjourned at the end of the executive session meeting.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 4:12 p.m.

The minutes of the NAC will be published on the Town Website.

**MEETING ADJOURNED: 4:41 PM**