

**APPROVED**

5/25/22

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
April 13, 2022**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Michael Sheehan; John Corcoran; Russ Maguire,  
Airport Manager; Mina Makarious, Esq. (via telephone)

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

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

**PROJECTS**

- AIP Project update, DuBois & King, Mark Goodrich and Ross Tsantoulis

Proposed Taxiway D relocation project - Waiting for an updated schedule from the contractor. A revised schedule is forthcoming.

Runway 10-28 reconstruction and Taxiway C realignment – Ross Tsantoulis, lead designer, presented the project to the Commission and answered questions that the Commissioners had.

**MINUTES**

- 2/9/22 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

- 3/23/22 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 with correction noted.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## **AIRPORT MANAGER'S REPORT**

Mr. Maguire presented the Manager's report to the Commission, and highlighted that the Wings and Wheels annual event will be held on May 7<sup>th</sup> with 500 people already signed up.

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**

- MassDOT grant assurances: site work adjacent to administration building

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 grant assurances for project No. ASMP-2022-OWD-23.

The date of the award is 4/4/2022.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- MassDOT standard contract: site work adjacent to administration building

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 MassDOT standard contract form that accompanies project No. ASMP-2022-OWD-23.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- FAA payment request #2, AIP No. 3-25-0037-043-2021 (EA, phase II)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the environmental assessment phase II invoice from Dubois & King, No. 323287 in the amount of \$49,971.13 to be paid by the FAA.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- Annex Realty Trust, second five-year extension option, auto storage lot

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to acknowledge the letter from Annex Realty Trust dated 1/12/22.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

## CORRESPONDENCE

- MassDOT grant offer: site work adjacent to administration building
- MassDOT grant assurances: site work adjacent to administration building
- MassDOT standard contract: site work adjacent to administration building
- FAA payment request #2, AIP No. 3-25-0037-043-2021 (EA, phase II)
- Re-location of taxiway C, invitation for bids
- Annex Realty Trust, second five-year extension option, auto storage lot
- R. Maguire memo to hangar keepers, tenants, and airport users re: use of hangars
- R. Maguire, 3-4-22 retirement letter
- Norfolk Superior Court, special jury verdict: civil action No. 1582CV01637

A motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to have the Chairman work with Anderson Krieger to see what the appropriate next steps are regarding the guilty findings against BEH and Mr. Donovan.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

- 4-8-22 FAA response to C. Donovan Part 13 complaint  
Mr. Sheehan discussed the response from the FAA that there is no further FAA action necessary.
- 4-7-22 FAA response to O. Hues Part 13 complaint  
Mr. Sheehan discussed the response from the FAA. Mr. Hues was asked for more information, but none was provided.

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.
- Discuss and approve 3/23/22 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 4:47 p.m.

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

**MEETING ADJOURNED: 4:53 PM**