

APPROVED

2 / 12 / 20

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
January 22, 2020**

In Attendance:

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

Meeting Called to Order: 3:30 PM

NCM and Chris Donovan of Boston Executive Helicopters are recording this meeting.

PROJECTS

- AIP Project Update: DuBois & King, Jeff Adler

Technical Masterplan update. Still working on finalizing comments from FAA. It is anticipated it will be done in the next few weeks. Comments that were taken at the initial public meeting as well as written comments and comments from the FAA were addressed. There will be a final meeting to present the final document which would be approved by FAA.

Taxiway A relocation project. The final amendment was revised and reviewed by FAA. They came back with some comments on that. Taxiway D is taken out of the project. FAA initially said to take out the bid dollar value, which was approximately \$450,000. Because that was removed from the grant the reimbursement for erosion control that was done was 15% of the lower value. FAA now said we can use the full grant amount. The reimbursement from FAA is going to be about \$400,000 more than it would have been. That will allow the NAC to reimburse MassDOT for the money they funded last year.

Environmental assessment for taxiway 1735 is continued to be worked on. By the next Commission meeting the scope will be done for that.

MINUTES

- 11/20/19 Regular Business Meeting (3:03 p.m.)

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

- 11/20/19 Regular Business Meeting (3:42 p.m.)

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to table approving the minutes to the next meeting.

AIRPORT MANAGER'S REPORT

Mr. Maguire discussed the Airport Manager's Report. The snow budget was discussed. The Welch Administration Building is now occupied. The punch list items are being worked through. The vegetation project was about 48 acres. MassDOT was helpful in getting the work done. The equipment that was used on that project is a piece of equipment on the CIP. MassDOT will pay 80% of the cost. There is no special license to operate that piece of equipment.

Mr. Sheehan requested that fuel flowage fees and landing fees be broken out by FBO. Mr. Sheehan thanked Flight Level for the years of being a good landlord. The grand opening of the Welch Administration Building will take place later in the year. The new address is 111 Access Road.

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

NEW BUSINESS

MassDOT payment requests: fit-out of airport administration building

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to authorize payment of pay request No. 10 to Galaxy Integrated Technologies for the security system. The invoice total is \$87,496.29. MassDOT's share is \$83,121.29; Town of Norwood's share is \$4,375.00

CORRESPONDENCE

- 11/4/19 letter to J. LoGiudice, of FAA, from M. Ryan, of the NAC, re: taxiway A re-location and taxiway D partial re-location; amendment request
- 11/20/19 letter to G Lattrell, of FAA from M. Ryan, of the NAC, re: support for the BEH letter/petition for TOFA/OFA relief
- 12/3/19 letter to G. Lattrell, of FAA, from N. Burlingham, of Flight Level, re: opposition to BEH petition for removal of gate 3 object-free area
- Use and occupancy certificate for Major Mark C Welch Administration Building
- 12/18/19 letter to J. LoGiudice, of FAA, from M. Ryan, of the NAC, re: taxiway A re-location and taxiway D partial re-location; amendment request
- Undated letter to M. Ryan, of the NAC, from N. Burlingham, of Flight Level, re: alleged theft of Flight Level plow truck
- 12/7/19 Norwood Police report #26522
- 1/20/20 letter from Attorney P. Revere, III – representing W. Haney – to M. Ryan, of the NAC, re: Flight Level's allegations involving its plow truck.

After discussion regarding the alleged theft of Flight Level's plow truck, on a motion by Mr. Sheehan and seconded by Mr. Ryan, the Commission voted 2/1 to have Mr. Haney come in before the Commission.

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

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted by roll call vote to go into Executive Session for purpose 6, to consider the purchase, exchange, lease or value of real property if an open meeting may have a detrimental effect on the negotiating position of the Town regarding the West Apron lease/Boston Executive Helicopters and the DC-3 apron lease offer to Boston Executive Helicopters. In addition, Purpose 3 for executive session to discuss strategy with respect to litigation in an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: (1) Boston Executive Helicopters, LLC v. Town of Norwood et al, and (2) Boston Executive Helicopters v Norwood Airport Commission and to vote on 11/20/19 executive session minutes to return to regular session for the purpose of adjourning.

Mr. Ryan: Yes

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Adjourned for the purposes for Executive Session at 3:54 p.m.

The Commission returned to Open Session at 4:20 p.m.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to adjourn the meeting.

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

MEETING ADJOURNED: 4:20 PM