

APPROVED

9/9/20

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
August 12, 2020**

In Attendance:

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

Meeting Called to Order: 3:42 PM

NCM is recording this meeting.

PROJECTS

- AIP Project update, DuBois & King, Jeff Adler
The ultimate airport layout plan was approved. It is now being sent through MassDOT and FAA for signature. Once the final documents are returned from FAA they will be distributed back so everyone will have a final signed document.

On a motion by Mr. Sheehan and seconded by Mr. Ryan, the Commission voted 2/0 by roll call to approve FAA payment request No. 1 for AIP No. 3-25-0037-039-2020 in the amount of \$17,443.85 for post-monitoring years 1 and 2.

Mr. Sheehan: Yes

Mr. Ryan: Yes

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 by roll call to approve the engineering contract with DuBois & King for environmental assessment phase 1 of taxiway C relocation in the amount of \$279,333.00.

Mr. Sheehan: Yes

Mr. Corcoran: Yes

Mr. Ryan: Yes

MINUTES

- 7/15/20 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

- 7/29/20 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 let the written report stand.

There is no updated schedule for the construction of Lot A, B and C. There is a job meeting coming 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

OLD BUSINESS

- West Apron, DC-3 apron

To be discussed in Executive Session.

CORRESPONDENCE

- Agreement for professional engineering services: environmental assessment, phase 1, for taxiway C re-location and runway 17/35 paved safety areas
- FAA payment request #1 for AIP No. 3-25-0037-039-2020 (post construction monitoring, years 1 and 2)
- 8/4/20 letter to M. Ryan, of NAC, from J. Seltsam-Wilps, of FAA Airports Division, re: grant close-out for AIP No. 3-25-0037-038-2018
- 7/14/20 letter from Town-wide Facilities, to R. Maguire
- MassDOT standard contract, for administration building costs to be covered by FY 2021
- 7-2-20 Runway Safety Action Plan
- Audio transcript of 7/4/20 overflight complaint

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 purposes of Executive Session for 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: (1) Boston Executive Helicopters, LLC v. Town of Norwood et al., U.S. District Court – Massachusetts Civil Action No 1:15-CV-13647-RGS; and (2) Boston Executive Helicopters v Norwood Airport Commission and Town of Norwood, Federal Aviation Administration Docket No. 16-15-05.

To vote on 7/15/20 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 3:53 p.m.

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

MEETING ADJOURNED: 4:07 PM