

APPROVED

5/10/17

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING**

March 8, 2017

In Attendance:

Commissioners: Mark Ryan, Chairman; Martin Odstrchel, Michael Sheehan; Airport Manager, Russ Maguire.

Meeting Called to Order: 3:00 PM

PROJECTS

- AIP project update, environmental assessment of taxiway A relocation, Jeff Adler, Dubois & King
Filed NOI with the Conservation Commission. The intent was to get a meeting on March 15th. There was not a quorum for the meeting. The next meeting is April 5th. This is the first step of the permitting process.
- Obstruction AGIS Technical Masterplan update – Jeff Adler, Dubois & King
The next step was a scoping meeting with FAA and MassDOT. An independent fee estimate was done. The goal is to have the grant application at the next NAC meeting. The application is due before May 1st.
- Flight Level CAP project update, Frank Gundle, Flight Level
Construction update. Picking up speed on construction. The contractor had challenges with being understaffed. Overall building construction is wrapped up. Final trim and finish work is happening, and he should be complete the week of March 10th. With the building enclosed the other trades could get in. The sprinkler system is 80% finished. Plumbing for heating as well as domestic should take about three weeks. Electrician has been phased in. Substantial completion of the building should be done by the end of March. April 10th will be the asphalt and demobilization as well as taking bridge out and putting the fence back together. Gate 2 concerns have been resolved.

MINUTES

- November 16, 2016 – Executive Session
- January 11, 2017 – Regular Business Meeting
- January 11, 2016 – Executive Session
- February 15, 2017 – Regular Business Meeting
- February 15, 2017 – Regular Business Meeting

It was agreed to table the acceptance of the minutes until the next meeting.

AIRPORT MANAGER'S REPORT

Mr. Maguire discussed the snow removal budget. They are \$4,850 over budget.

Website development, Launch should be the week of March 13th. Mr. Maguire has been attending the meetings and update the information that is critical for the public, pilots and flight planners.

Discussion regarding damage to the gate 2 card reader pedestal. The individual who was involved in the accident has been in contact.

Christopher Camuso was part of the civil air patrol. He has an interest in the Airport. He has been approached by Mr. Maguire many times and was told not to tailgate through the gate without a badged escort. He has been receptive when spoken to but continues to do tailgate through.

On a motion by Mr. Odstrechel and seconded by Mr. Sheehan, the Commission voted 3/0 to accept the Airport Manager's report.

OLD BUSINESS

CORRESPONDENCE

- 3/3/17 letter from R. Maguire to F. Egan, re: damage to security gate 2 car reader pedestal.
- 2/24/17 letter from C. Donovan, of Boston Executive Helicopters, to the Norwood Airport Commission (NAC)

After discussion with counsel, it was recommended to go into Executive Session to discuss this letter.

- 2/24/17 letter from R. Maguire to C. Camuso re: unauthorized access
- 2/23/17 guaranty agreement between P. Eichleay of Flight Level and the Town of Norwood, through the NAC

Signed guaranty from Peter Eichleay for lots 5, 6 and 7. Originals have been filed.

- Copy, notification to abutters re: work proposed to re-locate taxiway A and taxiway D

Notice that goes to all the abutters about the taxiway A. Russ whited out the section under G. The time was listed as March 15th, but it is actually April 5th.

Mr. Ryan requested that the Commission adjourn for Purpose 3 for Executive Session to discuss strategy with respect to litigation, if in open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission in their litigation with Boston Executive Helicopters. Discussion in open session would be detrimental to NAC's position.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted by roll call to adjourn for the purposes of Executive Session, and to return to public session for purposes of adjournment.

Mr. Ryan: Yes

Mr. Odstrchel: Yes

Mr. Sheehan: Yes

Adjourned for the purposes for Executive Session at 3:15 p.m.

The Commission returned to Open Session at 3:34 p.m.

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

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

MEETING ADJOURNED: 3:34 PM