

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
September 10, 2014**

APPROVED
10 / 8 / 14

In Attendance:

Commissioners: Tom Wynne, Chairman, Mark Ryan, Vice Chairman,
Hylie Hutchens, Les LeBlanc, Martin Odstrchel, Michael Sheehan. Airport Manager, Russ Maguire

Absent: Oulton Hues, Kevin Shaughnessy, Paul Shaughnessy

Meeting Called to Order: 12:00PM

APPOINTMENTS

AIP Project Update; Jeff Adler, DuBois & King

❖ Environmental Assessment Taxiway A :

- 9/11/14 Tentative meeting with Army Corps of Engineers
- Advancing draft of Environmental Impact report
- Final submission of Wildlife Hazard Assessment & Environmental Assessment Contracts

On a motion by Mr. Ryan and seconded by Mr. LeBlanc, the Commission voted 5/0 to accept.

West Apron Master Plan, Jeff Adler, DuBois & King

❖ Draft presented to Commission with options to evaluate the potential for development for future leaseholders.

- Tie-downs vs. hanger development
- 4 options presented

The Commission will review all proposals with recommendations at October meeting.

MINUTES:

On a motion by Mr. Ryan and seconded by Mr. LeBlanc, the Commission voted 6/0 to postpone the review and vote of the July and August meeting minutes until the October Meeting.

AIRPORT MANAGER'S REPORT

Environmental Assessment, Taxiway A

Vegetation Management Program

NAC Postings:

On a motion by Mr. Hutchens and seconded by Mr. Odstrchel, the Commission voted 6/0 to post approved NAC Commission Meeting Minutes on the Town of Norwood website.

World War II Bombers

Air Traffic

On a motion by Mr. Ryan and seconded by Mr. LeBlanc, the Commission voted 6/0 to accept the Airport Manager's Report for August, 2014.

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NEW BUSINESS

*Provisional use of Flight Level's north apron, helicopter take-offs/landings

On a motion by Mr. Ryan and seconded by Mr. Odstrchel, the Commission voted 6/0 to end the provisional use of Flight Level's maintenance apron for helicopter takeoffs and landings.

Mr. Donovan of BEH asked permission to speak, granted by Mr. Wynne. Mr. Sheehan reminded the Commission that they needed to suspend the rules to allow Mr. Donovan to speak as he was not a part of the regular agenda. Mr. Hutchens made a motion to suspend the rules but there was no second.

On a recommendation by Mr. Ryan, the Commission requested that Mr. Chris Donovan, of BEH, ask to address the Commission at the October 2014 NAC meeting.

*FY 2015 Commercial Permit applications that meet OWD minimum standards:

- Blue Hill Helicopters
- East Coast Aero Club
- Boston Air Charter

On a motion by Mr. Ryan and seconded by Mr. LeBlanc, the Commission voted 6/0 to approve FY 2015 Commercial permits to the above three businesses.

FY 2015 Commercial Permit applications that meet OWD minimum standards, with waiver of aircraft number (only one; flight school)

- Norwood Air Multi-Engine Training:

On a motion by Mr. LeBlanc, and seconded by Mr. Ryan, the Commission voted 6/0 to approve.

FY 2014 Commercial Permit holders to provisionally extend until the October Airport Commission meeting:

- Boston Executive Helicopters*

*Boston Executive helicopters filed a FY 2015 Commercial Permit, requesting full-service fixed-base operator or FBO status. However, at the June 11, 2014 meeting, the NAC voted to table BEH's ability to dispense fuel commercially, which is a requirement for FBO status on the Norwood Airport.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted to extend the permit until the October NAC meeting.

CORRESPONDENCE

- 8/5/14 letter from FAA to NAX re: Airport Capital Improvement Program (ACIP) for FY 2016-2020' FY 2015 AIP projects and project readiness form
- 8/8/14 letter from MassDOT to NAC re: ACIP for FY 2016-2020

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 6/0 to adjourn.

MEETING ADJOURNED: 12:38PM