

**APPROVED**

3 / 11 / 15

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
February 11, 2015**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Kevin Shaughnessy, Clerk; Hylie Hutchens, Martin Odstrchel, Michael Sheehan. Airport Manager, Russ Maguire.

**Meeting Called to Order: 12:00 PM**

**NO APPOINTMENTS**

**MINUTES**

- January 14, 2015

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

**EXECUTIVE SESSION MINUTES**

- January 14, 2015

On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 5/0 to amend the minutes to include the terminology, at a minimum.

**AIRPORT MANAGER'S REPORT**

- Snow Budget cost overruns
- PJ Hayes has done a great job clearing snow

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 5/0 to accept the Airport Manager's report as amended.

**OLD BUSINESS**

- West apron, lease

To be discussed in Executive Session

- FY 2014 commercial permit, Boston Executive Helicopters (BEH); provisional extension

On a motion by Mr. Sheehan and seconded by Mr. Kevin Shaughnessy, the Commission voted 5/0 to extend BEH's commercial permit for 30 days until the next meeting.

On a motion by Mr. Sheehan and seconded by Mr. Kevin Shaughnessy, the Commission voted 5/0 to have Town Counsel draft a confidentiality letter that is acceptable to Mr. Donovan.

On a motion by Mr. Hutchens and seconded by Mr. Odstrchel, the Commission voted 5/0 to discuss a letter from Flight Level in Executive Session.

## **NEW BUSINESS**

CY 2015 tie-downs

Two leases for 2015, one for Helicopters, Inc. and Barron Real Estate Group.

On a motion by Mr. Odstrchel and seconded by Mr. Shaughnessy, the Commission voted 5/0 to table the discussion until after Executive Session.

## **CORRESPONDENCE**

2/6/15 letter from Flight Level to C. Donovan, of BEH, re: cease and desist

- Discussed Notice of Trespass cease and desist about snowfall. Mr. Ryan asked that Mr. Donovan and Mr. Eichleay to come to an agreement together. This is a dispute over lease of easement. Get settled in Superior Court. Can't decide it here.

Mr. Ryan requested that the Commission adjourn for Executive Session.

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.

Mr. Ryan: Yes

Mr. K. Shaughnessy: Yes

Mr. Sheehan: Yes

Mr. Odstrchel: Yes

Mr. Hutchens: Yes

Adjourned for the purposes for Executive Session at 12:29 p.m.

The Commission returned to Open session at 1:05 p.m.

On a motion by Mr. K. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 5/0 to approve the tie-down contracts to Helicopter, Inc. and Barron Real Estate, LLC.

It was discussed that Mr. Maguire will respond to the January 15<sup>th</sup> letter, no motion needed.

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

**MEETING ADJOURNED: 1:16 PM**