

APPROVED

9/9/15

**AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
August 12, 2015**

In Attendance:

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

Meeting Called to Order: 12:01 PM

APPOINTMENTS

- AIP update, environmental assessment, wildlife hazards assessment, Jeff Adler Update: Report is ready for submission to DEP with NAC's approval.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 6/0 to authorize DuBois & King to submit draft environmental impact report for environmental assessment for taxiway A relocation to the DEP.

On a motion by Mr. Hutchens and seconded by Mr. Sheehan, the Commission voted 6/0 to pay request No. 9 for environmental assessment in the amount of \$64,207.46. Norwood's share is \$1,605.19.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 6/0 to pay first pay request application No. 1 for Wildlife Hazard Assessment. Total is \$26,162.68. Norwood's share is \$1,308.14.

MINUTES

- July 8, 2015 regular meeting
On a motion by Mr. Kevin Shaughnessy and seconded by Mr. Odstrcel, the Commission voted 6/0 accept the Minutes with the language change as follows: Replace Mr. Sheehan with Mr. Kevin Shaughnessy as the person who made a motion to accept last month's minutes. Minutes also changed to indicate that Mr. LeBlanc was not present.

AIRPORT MANAGER'S REPORT

- Discussed clearing of trees and brush; working with Conservation Commission. New Gate 3, new card reader. Through MassDOT going to participate in vegetation management plan. Treating 84 acres on east side. MassDOT is paying for 80 percent of project. Building identification signage is done. Boch Aviation has a new sign. Police and Fire training 8/20/15.

On a motion by Mr. Kevin Shaughnessy and seconded by Mr. LeBlanc, the Commission voted 6/0 to approve the Airport Manager's report.

OLD BUSINESS

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

On a motion by Mr. Sheehan and seconded by Mr. Hutchens the commission voted 6/0 to approve the provision extension of the '14 commercial permit for BEH until the next meeting.

- **FY 2015 commercial permits provisional extension.**

Request to approve provisional extension of FY 2015 commercial permits until next NAC meeting for the following holders: Kestrel Aviation and Waltzing Matilda Aviation. Waiting on more information.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 6/0 for a provisional extension of FY 2015 commercial permits for Kestrel Aviation and Waltzing Matilda Aviation.

- Mr. Hutchens would like a discussion regarding documents that BEH will provide NAC. July 7, 2015 letter explains NAC's position. Have not waived from what was requested in February. Eric Loeffler, Hinshaw & Culbertson, Counsel for BEH to submit proposal to Norwood Town Counsel Brandon Moss for discussion.

NEW BUSINESS

- **FY 2016 Commercial permits.**

Mr. Maguire would like to approve 2016 Commercial permits for Blue Hill Helicopters, Boston Air Charter and Aerial Productions .

On a motion by Mr. Hutchens and seconded by Mr. LeBlanc, the Commission voted 6/0 for to approve the 2016 commercial permits for Blue Hill Helicopters, Boston Air Charter and Aerial Productions.

CORRESPONDENCE

- 8/3/15 letter from T. Mahoney, of MassDOT (Aeronautics), to M. Ryan, of the NAC, re: state grant offer for taxiway A; environmental assessment, phase II

On a motion made by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 6/0 to accept a grant award from MassDOT for the environmental assessment phase II for Taxiway A relocation in the amount of \$20,500.

- 7/17/15 from T. McCulloch, of Hinshaw & Culbertson, representing BEH, to Norwood Town Counsel re: 7/8/15 letter from M. Ryan, of the NAC, to C. Donovan, of BEH (restoration of gate 3 taxi-lane markings)
- 7/8/15 letter from M. Ryan, of the NAC, to C. Donovan of BEH re: restoration of gate 3 taxi-lane markings

- 7/7/15 letter from Norwood Town Counsel to T. McCulloch, of Hinshaw & Culbertson, representing BEH, re: BEH financial information, fueling plan and insurance

On a motion by Mr. Kevin Shaughnessy and seconded by Mr. Hutchens, the Commission voted 6/0 to adjourn the August 12, 2015 meeting.

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

MEETING ADJOURNED: 12:43 PM