

**APPROVED**

2 / 10 / 16

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
December 16, 2015**

**In Attendance:**

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

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

**PROJECTS**

- AIP update, environmental assessment, Jeff Adler  
Environmental Assessment for Taxiway A relocation, recommence after the New Year. Did get response letter from DEP on draft EIR. Preparing documentation. Goal to file final EIR in early spring. That will complete phase one.  
Wildlife Hazard Assessment, surveys continue to occur. Field work should be done in March.

**MINUTES**

- November 19, 2015

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

**AIRPORT MANAGER'S REPORT**

- Vegetation management update.
- Update on how using the wildlife assessment.

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

**OLD BUSINESS**

- Waltzing Matilda Aviation  
Previously the Board provisionally approved permit. Need three month business bank statements. Can redact what needs to be redacted.

On a motion by Mr. Sheehan and seconded by Mr. LeBlanc, the Commission voted 5/0 to have Waltzing Matilda provide three months operating expenses from July 1 to November 30 of 2015 by next NAC meeting.

- Boston Executive Helicopters, LLC FY 2014 Commercial Permit

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

## NEW BUSINESS

### Tuckamore Aviation

President of Tuckamore Aviation, Monica Snow, would like Tuckamore Aviation to be a start-up company. Also present is Jeff Hubbard, chief pilot. Ms. Snow gave a brief overview of the company, outlined their business plan. Waiting on 135 certificate. Mr. Sheehan would like to send lease to Town Counsel before a vote. Mr. Sheehan would like to have another business reference other than BEH because there is a conflict of interest there.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 5/0 to send the package to counsel for review and ready for next meeting.

### Security Badge Issuance, protocol

Mr. Maguire discussed the history of the current security badge police. Right after 911, MassDOT Aeronautics required all public use airports under its jurisdiction to create a security plan. Norwood's was the first one to be approved in 2002. Badge allows unescorted access on the airport. The question became should NAC badge people who are no longer active pilots. A gentleman who no longer flew, could no longer pass a medical was informed he could not have a badge. Went to Board of Selectmen. Town Counsel got involved, FAA got involved, MassDOT got involved. August 3, 2009 letter states NAC is not in violation of grant obligations. Badges are not issued in perpetuity.

Airport has access gates that a card is needed to get in. To get the card, you have to meet eligibility under a profile, aircraft owner, authorized pilot authorized by the aircraft owner, with a pilot's license, current medical, driver's license, government officials and employees. It is designed for 100% accountability. If the general public wants to get on the airport, they can come on the airport if they are escorted by someone with a badge.

Mr. Ryan requested that the Commission adjourn for Executive Session to discuss ongoing litigation involving Boston Executive Helicopters. Discussion in open session would be detrimental to NAC's position.

On a motion by Mr. Shaughnessy and seconded by Mr. LeBlanc, the Commission voted by roll call to adjourn for the purposes of Executive Session.

Mr. Ryan: Yes

Mr. Shaughnessy: Yes

Mr. Sheehan: Yes

Mr. LeBlanc: Yes

Mr. Odstrchel: Yes

Adjourned for the purposes for Executive Session at 12:35 p.m.

The Commission returned to Open session at 1:11 p.m.

On a motion by Mr. K. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 5/0 to adjourn the meeting.

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

**MEETING ADJOURNED: 1:11 PM**