

AIRPORT COMMISSION MEETING
REGULAR BUSINESS MEETING
July 13, 2016

APPROVED

10 / 19 / 16

In Attendance:

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

Meeting Called to Order: 3:03 PM

PROJECTS

- AIP Update, Environmental Assessment of Taxiway A re-location, Wildlife Hazard Assessment; Jeff Adler, Dubois & King
Environmental assessment for Taxiway A: A meeting will be held with the DEP on July 27th before a formal submission. Targeting mid-August for submission to DEP.

Wildlife Hazard Assessment: Amanda Atwells from Epsilon made a presentation to the Board on the Wildlife Hazard and Wildlife Management Plan and left copies of the assessment and management plan. Wildlife Hazard gets submitted to the FAA. Once edits are made, the Board will vote to submit the plan.

On a motion by Mr. Odstrchel and seconded by Mr. Shaughnessy, the Commission voted 4/0 to pay request No. 12 for Environmental Assessment for Taxiway A relocation in the amount of \$23,629.35. Norwood's share is \$590.73.

On a motion by Mr. Odstrchel and seconded by Mr. Sheehan, the Commission voted 4/0 to pay request No. 6 for wildlife hazard in the amount of \$21,186.73. Norwood's share is \$11,409.05.

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to pay MassDOT payment request No. 1 for fiber optics upgrade to the airport security system in the amount of \$29,812.55. Norwood's share is \$7,453.14.

- Flight Level CAP project update, Bob Lawrence
Project is on schedule. Currently installing underground piping. First week of August putting the finished grade down inside the hangar. Building erection will commence after that. Steel will show up the end of September.

MINUTES

- May 11, 2016 Executive Session Meeting

On a motion by Mr. Sheehan and seconded by Mr. Odstrchel, the Commission voted 4/0 to accept the minutes.

- May 19, 2016 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to accept the minutes.

- May 19, 2016 Executive Session Meeting

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to accept the minutes.

- June 15, 2016 Regular Business Meeting

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to accept the minutes.

- June 15, 2016 Executive Session Meeting

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to table acceptance of the minutes.

AIRPORT MANAGER'S REPORT

- Discussion regarding the beaver dam. Security camera system is working great.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to accept the Airport Manager's report.

NEW BUSINESS

- *Music Drives Us* charity event

Representatives from Boch Enterprises gave a presentation to the Board about the security plan for the charity event to be held on August 13th.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted 4/0 to approve Music Drives Us Charity event.

- Commercial permits, Russ Maguire recommended the following motions:

On a motion by Mr. Sheehan and seconded by Mr. Shaughnessy, the Commission voted 4/0 to approve extension of Tuckamore Aviation FY2016 permit. Awaiting financial information which is due no later than the first week of September.

On a motion by Mr. Shaughnessy and seconded by Mr. Odstrchel, the Commission voted 4/0 to approve Boston Air Charter, Inc. FY2017 commercial permit with the exception of the aircraft dealer services until certificate is received.

CORRESPONDENCE

- FAA notice of extension, Boston Executive Helicopters v Town of Norwood, Norwood Airport Commission, Part 16 complaint
- MassDOT payment request (\$29,812.55) for security system upgrade
- FAA/MassDOT payment request #6, wildlife hazard assessment
- FAA/MassDOT payment request #12, environmental assessment for taxiway A relocation
- 6/20/16 letter from R. Maguire to J. DiNatale, of Music Drives Us, re: proposed charity event in Boch hangar on 8/13/16
- 7/7/16 certified letter from R. Maguire to M. Snow, of Tuckamore Aviation re: disclosure of financial information
- FAA Memorandum of Agreement, Operation Agreement for Norwood Airport's air traffic control tower

Brandon Moss summarized for the Board Judge Stern's ruling regarding BEH's amended complaint that was filed. There were twelve counts, eleven were dismissed. There is one count remaining, which deals with alleged retaliation for exercising First Amendment rights by BEH.

On a motion by Mr. Shaughnessy and seconded by Mr. Sheehan, the Commission voted by roll call to adjourn for the purposes of Executive Session to discuss strategy with respect to litigation, that if discussed in open meeting, may have a detrimental effect on the litigating position of NAC in the case of Boston Executive Helicopter, LLC v. Town of Norwood, and to return to Open Session for adjournment.

Mr. Sheehan: Yes

Mr. Shaughnessy: Yes

Mr. Odstrchel: Yes

Mr. Ryan: Yes

Adjourned for the purposes of Executive Session at 3:50 p.m.

The Commission returned to Open Session at 4:26 p.m.

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

MEETING ADJOURNED: 4:26