



Commonwealth of Massachusetts

NORWOOD AIRPORT COMMISSION

Mark P. Ryan, *Chairman*  
Martin B. Odstrchel

Michael Sheehan, *Vice Chairman*  
John J. Corcoran

**NORWOOD AIRPORT COMMISSION**

**POSTING**

NOTICE IS HEREBY GIVEN THAT A PUBLIC MEETING OF THE NORWOOD AIRPORT COMMISSION WILL BE HELD:

**DATE:** Wednesday, October 9, 2019  
**TIME:** 4:00 p.m.  
**PLACE:** Norwood Town Hall, Finance Commission Meeting Room  
566 Washington Street  
Norwood, MA 02062

RECEIVED  
TOWN OF NORWOOD  
TOWN CLERK & ACCOUNTANT  
2019 OCT -7 PM 12:05

*The Chair reserves the right to call items on the agenda out of order. The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Items listed for executive session may be discussed in open session, in addition to or in lieu of discussion in executive session.*

## MEETING AGENDA

### 1. PROJECTS

- AIP project update: *DuBois & King*

### 2. MINUTES

- 9/12/19 regular business meeting

### 3. AIRPORT MANAGER'S REPORT

### 4. OLD BUSINESS

### 5. NEW BUSINESS

- *Flight Level* special event, proposal
- Amendment #3 and MassDOT supplemental agreement #3, taxiway A
- MassDOT payment requests: fit-out of airport administration building

### 6. CORRESPONDENCE:

- 9-23-19 notice of withdrawal of appearance in the matter of *Boston Executive Helicopters, LLC* (BEH) v. Town of Norwood and Norwood Airport Commission (NAC); FAA docket no. 16-15-05
- 9-19-19 special event request, with supporting documents, from *Flight Level* to the NAC
- 9-19-19 order terminating appeal, from D. Kirk Shaffer, of FAA headquarters, to the NAC, in the matter of BEH v. Town of Norwood and NAC
- 9-13-19 notice of withdrawal of appeal from Town Counsel, on behalf of the Town of Norwood and NAC, to FAA headquarters, in the matter of BEH and the NAC
- 9-12-19 stipulation of dismissal with prejudice, submitted by attorneys for both the plaintiff (BEH) and defendants (Town of Norwood, NAC), to U.S. District Court, in the matter of BEH vs. Francis T. Maguire, et al.

### 7. EXECUTIVE SESSION

Purpose 3 for executive session (M.G.L. c. 30A, § 21(a)(3)) – To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: (1) *Boston Executive Helicopters, LLC* v. Town of Norwood et al., U.S. District Court-Massachusetts Civil Action No. 1:15-cv-13647-RGS; and (2) *Boston Executive Helicopters* v. Norwood Airport Commission and Town of Norwood, Federal Aviation Administration Docket No. 16-15-05

- 9/12/19 executive session minutes

**AIRPORT COMMISSION MEETING  
REGULAR BUSINESS MEETING  
September 12, 2019**

**DRAFT ONLY**

**In Attendance:**

Commissioners: Mark Ryan, Chairman; Michael Sheehan, Vice Chairman; John Corcoran; Russ Maguire, Airport Manager

**Meeting Called to Order: 4:30 PM**

**NCM and Chris Donovan of Boston Executive Helicopters are recording this meeting.**

**PROJECTS**

- **AIP Project Update: DuBois & King**  
Mr. Maguire gave an update received from Jeff Adler. Final draft of the technical master plan update was submitted to FAA. It is being reviewed by MassDOT and FAA. Once the review is complete there will be a final public meeting. A financial agreement was unable to be reached with the contractor I. W. Harding on completing Taxiway D of the project. The contractor will complete the punch list items. A request was submitted to FAA to de-scope Taxiway D from the grant.

**MINUTES**

- **8/7/19 Regular Business Meeting**

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to approve the minutes.

- **8/14/19 Regular Business Meeting**

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to approve the minutes.

- **8/26/19 Regular Business Meeting**

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to approve the minutes as amended.

**AIRPORT MANAGER'S REPORT**

Mr. Maguire discussed the Airport Manager's Report which included the new MUNIS system. The Administration Building is set to be completed on September 27<sup>th</sup>. Removal of vegetation project will start on October 17<sup>th</sup>. The project is a MassDOT project funded at 100%. Annual capital planning meeting was held on August 22<sup>nd</sup>. Southern Airways operations were also discussed. The settlement agreement regarding communication protocol meetings with BEH was discussed.



## **NEW BUSINESS**

MassDOT pay request #6: fit-out of airport administration building

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to pay requisition 006 from Tower Construction. The total is \$175,870.84, MassDOT's share is \$167,077.30. The Town's share is \$8,793.54.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to pay Victor Serena's invoice for the period of August 5, 2019 to August 16, 2019. The total is \$1,400. MassDOT's share is \$1,330. The Town's share is \$70.

## **CORRESPONDENCE**

- 8/6/19 letter from A. Radlo, of Flight Level Norwood, LLC (FLN), to Norwood Board of Selectmen and Norwood Airport Commission (NAC), re: impending lawsuit
- 8/14/19 letter from R. Maguire, to P. Eichleay of FLN, re: notice of award: lots A, B, C with hangar construction (Contract #NAC-19-04)
- 8/14/19 letter from R. Maguire, to C. Donovan, of Boston Executive Helicopters, LLC (BEH), re: general release and settlement agreement – pedestrian gate.
- 8/23/19 letter to Civil Clerk's office, Dedham District Court, from Norwood Town Counsel (P. Mello) re: summary process: eviction of D. Quinn, west gate apron aircraft tie-down tenant

Eviction date in court is September 19, 2019

- 8/26/19 letter from C. Donovan, of BEH, to G. Lattrell, Acting Director, FAA New England Region, Airports Division, Re: gate 3 taxi-lane; 8/27/19 letter from C. Donovan, of BEH, to M. Ryan, of NAC, re: gate 3 taxi-lane

There was discussion surrounding this fact that this letter was sent in error.

- 8/27/19 letter from R. Maguire, to C. Donovan, of BEH, re: support for construction of hangar on west apron and BEH's efforts to obtain a long term (30-year) lease
- 8/27/19 letter from R. Maguire, to C. Donovan, of BEH, re: petition to FAA for removal of TOFA/OFA markings
- 8/27/19 letter from R. Maguire, to C. Donovan, of BEH, re: BEH's views on value of Verizon land and suggestions for its return to aeronautical use
- 9/3/19 letter from R. Maguire to D. Quinn, re: return of check for aircraft tie-down payment
- 9/3/19 letter from R. Maguire to D. Mainville, of AVIS Rent A Car System, LLC, re: use of the main parking lot at the airport

This issue has been resolved. Mr. Maguire will continue to monitor the parking lot.



- Five-year capital improvement plan

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted by roll call to adjourn for the purposes of Executive Session for Purpose 3 for executive session to discuss strategy with respect to litigation if in open meeting may have a detrimental effect on the litigating position of the Norwood Airport Commission: (1) Boston Executive Helicopters, LLC v. Town of Norwood et al., and (2) Boston Executive Helicopters v Norwood Airport Commission and also to vote on Executive Session Meeting minutes of August 7, 2019 and to return to public session for purposes of adjournment.

Mr. Corcoran: Yes

Mr. Sheehan: Yes

Mr. Ryan: Yes

Adjourned for the purposes for Executive Session at 4:55 p.m.

The Commission returned to Open Session at 5:05 p.m.

On a motion by Mr. Sheehan and seconded by Mr. Corcoran, the Commission voted 3/0 to adjourn the meeting.

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

**MEETING ADJOURNED: 5:05 PM**

**TO: NORWOOD AIRPORT COMMISSION**  
**FROM: RUSS MAGUIRE, AIRPORT MANAGER**  
**RE: MANAGER'S REPORT: 9/11/19—10/07/19**

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**— Major Projects/Issues —**

**Administration Building**

Throughout this period, in support of the administration building fit-out project, airport management has hosted and participated in weekly job meetings with the owner's project manager, general contractor, architects, and occasionally, sub-contractors. (These meetings are still held each Wednesday at 9 a.m.) Airport management also continues to work daily with the general contractor and its subs, architects, MassDOT, suppliers and other contractors allied to the project. For this period, in particular, special attention has been given to coordinating installation of the building's security and fire control systems, utility service, interior finishes and landscaping.

**Permits, Extension Request**

On 10/2, the Airport Manager (AM) met with the local Conservation Commission (Con Com) seeking approval of a request to extend two permits. These are needed for development of lease lots A,B,C. The permits were subsequently approved by the Con Com, with extensions to 12/31/21. *See Attachments A-C.*

<p><b>— Informational Updates —</b></p>
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**Office Lease**

As of this writing, a completed (ready to move in) fit-out of the new administration building is still forthcoming. The AM has therefore asked *Flight Level* to continue the Airport Department's tenancy of the current office space through October.

**Special Event Proposal**

At *Flight Level's* request, the AM recently met to discuss the planning steps needed for *Flight Level* to hold a special event, pending Airport Commission approval. *Flight Level* has since crafted a special event proposal for review by the Commission. (This has been made available to the Commission under separate cover.) The event is tentatively set for 10/12.

## Monthly Revenues

From 9/11/19 to 10/07/19, the AM issued one posting to the Treasurer's office, totaling \$21,844.50 in payments. The revenues are broken down as follows:

REVENUE TYPE	DEPOSIT DATE	AMOUNT
Land Leases	10/07/19	\$16,765.62
Fuel Flowage Fees	10/07/19	\$3,918.88
Aircraft Tie-Down Leases	N/A	N/A
Security Badge Fees	10/07/19	\$800.00
Revolving – Insurance Recovery	N/A	N/A
General <sup>1</sup>	10/07/19	\$360.00
Landing Fees	N/A	N/A

## Monthly Fuel Flowage

For the month of August, *Flight Level's* bills of lading for fuel totaled 55,984 gallons. At \$.07/gallon, the Town received \$3,918.88 in flowage fees.

## Air Traffic Count

For the Norwood Airport's September air traffic reports, see *Attachments D-E*.

<sup>1</sup> General revenues include commercial permit and public records request fees, FEMA and insurance reimbursements, etc.



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## The TOWN OF NORWOOD

Commonwealth of Massachusetts

### *Norwood Memorial Airport*

Russ Maguire, A.A.E., ACE, Airport Manager

OFFICE ADDRESS

125 Access Road  
Norwood, MA 02062

MAILING ADDRESS

125 Access Road  
Norwood, MA 02062

September 18, 2019

Norwood Town Hall  
Attn: Al Goetz, Agent, Conservation Commission  
566 Washington Street  
Norwood, MA 02062

**RE: Extension Request, MassDEP Permit (251-0485); Conservation Commission Permit (N2017-03)**

Dear Al:

In August, the Norwood Airport Commission voted to accept the proposal of *Flight Level Norwood, LLC* to lease lots A,B,C on the airport—and to construct a new 7,200 s.f. state-of-the-art hangar. To develop this parcel, in a September 13, 2019 e-mail from its President, Peter Eichleay, *Flight Level* requested an extension of both the MassDEP permit (251-0485) and Conservation Commission Permit (N2017-03).

Please advise if there are any additional steps needed to support the extension of these permits.

Thank you:

Sincerely,

Russ Maguire, Manager  
Norwood Memorial Airport

Cc: *Norwood Airport Commission*

FILE

TB

Zimbra

rmaguire@norwoodma.gov

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**DEP Permit Extension for Planned FlightLevel Hangar South of SRE**

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**From :** Peter Elchleay <peter@flightlevelaviation.com>      Fri, Sep 13, 2019 03:11 PM  
**Subject :** DEP Permit Extension for Planned FlightLevel Hangar South of SRE      1 attachment  
**To :** Russ Maguire (rmaguire@norwoodma.gov)  
<rmaguire@norwoodma.gov>

Russ,

Just emailing to initiate the process for getting an extension on the state DEP permit for FlightLevel's planned hangar South of the SRE building which was awarded this summer. I believe this process gets to the Conservation Commission through your office. If this is incorrect, please let me know. Thanks and enjoy your weekend.

Best,  
Peter

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(C)



## TOWN OF NORWOOD

Commonwealth of Massachusetts

FILE

### *Norwood Memorial Airport* Russ Maguire, A.A.E., ACB, Airport Manager

OFFICE ADDRESS  
125 Access Road  
Norwood, MA 02062

MAILING ADDRESS  
125 Access Road  
Norwood, MA 02062

#### BY E-MAIL AND HAND-DELIVERED

August 14, 2019

*Flight Level Norwood, LLC*  
Attn: Peter Eichleay, President  
125 Access Road  
Norwood, MA 02062

**RE: Notice of Award —Norwood Memorial Airport, Lots A, B, C with Hangar  
Construction (Contract #NAC-19-04)**

Dear Peter:

As you know by your attendance at last week's Norwood Airport Commission (NAC) meeting, the board voted to accept *Flight Level Norwood, LLC* proposal to lease lots A,B,C, as well as to construct a new 7,200 s.f. state-of-the-art hangar. This letter serves to formalize the NAC's decision.

Moving forward, I suggest a meeting to finalize negotiations on the lease, at which time we might also begin discussions on the schedule *Flight Level* is considering for construction of the hangar.

On behalf of the NAC, congratulations on this award.

Sincerely,

  
Russ Maguire, Manager  
Norwood Memorial Airport

Cc: Norwood Airport Commission; Cathy Carney, Norwood Purchasing Department



6

# FAA CONTRACT TOWER - AIRPORT OPERATIONS COUNT RECORD

Facility Name: Norwood

Location: Norwood, MA

Airport Operations Count

Facility Operating Hours →

Mo. Yr. Location Ident.  
 0 9 1 9 O W D

Day	AC	AT	GA	MI	Total IFR Itinerant Ops	AC	AT	GA	MI	Total VFR Itinerant Ops	Civil	Military	Total Local Ops	Total Airport Operations
01		10	6		16		2	96		98	16		16	130
02		13	15		28		4	62		66	82		82	176
03		4	10		14		8	139	2	149	108	2	110	273
04		2	14		16		4	20		24	4		4	44
05		7	15		22		8	118		126	174		174	322
06		2	9		11		10	46		56	52		52	119
07		6	10		16		2	24		26	24		24	66
08		12	14		26		10	130		140	144		144	310
09		6	10		16		12	118		130	140		140	286
10		7	18		25		8	103		111	188		188	324
11		11	16		27		9	65		74	82		82	183
12		5	8		13		7	3		10	20		20	43
13		8	12		20		33	77		110	60		60	190
14		6	16		22		5	118	2	125	80		80	227
15		8	12		20		3	159		162	136		136	318
16		13	8		21		1	100		101	78		78	200
17		10	16		26		5	137		142	136		136	304
18		7	12		19		4	77		81	66		66	166
19		3	18		21		21	115		136	94		94	251
20		3	9		12		19	139		158	120		120	290
21		6	9		15			119		119	90		90	224
22		15	13		28		3	157		160	62		62	250
23		6	6		12		6	91		97	100		100	209
24		3	11		14		7	101		108	116		116	238
25		11	18		29		16	118		134	144	2	146	309
26		3	10		13		9	60		69	48		48	130
27		7	6		13		16	139		155	168		168	336
28		5	9		14		3	121		124	37		37	175
29		6	16		22		1	113		114	56		56	192
30		4	8		12		6	93		99	72		72	183
31														
Total		209	354		563		242	2958	4	3204	2697	4	2701	6468

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# FAA CONTRACT TOWER OVERFLIGHT SUMMARY RECORD

Facility Name

Norwood

Location:

Norwood, MA

Mo.

0 | 9

Yr.

1 | 9

Loc Ident

0 | W | D

## OVERFLIGHT COUNT

### IFR OVERFLIGHTS

### VFR OVERFLIGHTS

Total  
Overflights

Day	AC	AT	GA	MI	Total	AC	AT	GA	MI	Total	Total Overflights
01											
02											
03						24	10			34	34
04						6	2			8	8
05						14	8			22	22
06						40	4			44	44
07						8				8	8
08						8	28			36	36
09						34	20			54	54
10	2				2	10	8			18	20
11						10	14		2	26	26
12						4	16			20	20
13						22	18		6	46	46
14						14	20		8	42	42
15						10	28			38	38
16						10	4			14	14
17						6	12			18	18
18		2	2		4	8	16		4	28	32
19	2				2	4	8			12	14
20						12	18			30	30
21						6	14			20	20
22						10	14			24	24
23						12	6			18	18
24						18	14			32	32
25						26	30		2	58	58
26			2		2	14	10			24	26
27						16	16			32	32
28						10	8			18	18
29						2	14			16	16
30						26	10			36	36
31											
Total	4	2	4		10	384	370		22	776	786





ENGINEERING • PLANNING • DEVELOPMENT • MANAGEMENT

324137  
August 28, 2019

Mr. Russ Maguire, Airport Manager  
Norwood Memorial Airport  
125 Access Road  
Norwood MA 02360

**SUBJECT: Contract Amendment #3  
Taxiway A Relocation  
AIP No. 3-25-0037- 38**

Dear Russ:

We are pleased to present this Contract Amendment for professional engineering services for the above referenced project. This document amends our contract dated February 2108.

Additional Services that we provided on this project included construction engineering as related to the weather delays associated with record rainfall during the late fall 2018. This caused a delay of 30 calendar days for the project. Also, post construction monitoring will be deleted from the project to expedite project closeout. Post construction monitoring will be part of a separate grant.

#### ADDITIONAL SCOPE OF SERVICES

##### Task 1 – Construction Engineering

The additional construction engineering includes a second preconstruction conference, one additional change order, review revised project construction schedule, resident inspector support, one additional site visit and one additional pay application.

##### Task 2 – Post Construction Monitoring (Years 1 & 2)

Post construction monitoring which was included in amendment 1 will be deleted from the contract and will be part of a separate grant to reduce closeout time for the project.

#### PROFESSIONAL FEES

For accomplishing the above Scope of Services, DuBois & King, Inc., will be paid a lump sum fee plus reimbursement of expenses. It should be noted that this amendment reduces the total contract value. Our fees for each services category are depicted in the following table:

SCOPE ITEMS	FEE
Scope Tasks 1-2	\$(30,678.00)

Total: \$(30,678.00)



The above fee includes customary reimbursable expenses for this project, including phone, travel, mailings, reproduction, etc.

The Total Fee for our Contract is amended as follows:

Original Contract Fee (2/18)	\$341,904.00
Contract Amendment #1	\$125,100.00
Contract Amendment #2	\$ 16,000.00
Contract Amendment #3	\$(30,678.00)

New Contract Total:	\$452,326.00
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ACCEPTANCE

If this Amendment and terms outlined herein are acceptable, please sign original letter in the space provided below, retain one (1) copy for your records and return one (1) original to us. This letter will serve as our Amendment to our Contract.

Please call if you have any questions or need any additional information.

Very truly yours,  
DuBOIS & KING, INC.



Jeffrey A. Adler, P.E.  
Senior Project Manager

ACCEPTED AND AUTHORIZED TO PROCEED:

BY: \_\_\_\_\_

DATE: \_\_\_\_\_



JOB NO.: 324137X FILE NAME: Taxiway/Fee.xls 8/23/2019		Norwood Airport Commission Taxiway A & D Relocation		DUBOIS & KING, INC.	
Article F - Construction Engineering Services					
CATEGORIES OF LABOR					
PROJECT DIRECTOR	PROJECT MANAGER / SENIOR ENGINEER	PROJECT ENGINEER / SPECIALIST	ENGINEERS / SENIOR DESIGNER	RESIDENT INSPECTOR	ELECTRICAL ENGINEER
Article F - Construction Engineering - Direct Expenses I. Subsistence Transportation: Vans/Trucks Passenger Vehicles Travel-Air/Ground/Parking Partial Per Diem Full Per Diem Hotel Meals: Rooms & Lodging: Project Support Expenses III As-Built Survey IV Quality Assurance and Materials Testing					
	0 Miles @ 700 Miles @ 0 Days @ 0 Days @ 0 Days @	\$0.550 / Mile = \$0.550 / Mile = \$8 / Day = \$25 / Day = \$70 / Day =	\$0 \$385 \$0 \$0 \$0 \$0		
					Subtotal = \$385
		Telephone/Fax = Postage = Reproduction = Copying = Miscellaneous =	\$100 \$100 \$500 \$100 \$100		Subtotal = \$900
					Subtotal = \$0
					Subtotal = \$0
					Total = \$1,285
SUMMARY: Total Labor = \$18,909 Total Direct Expenses = \$1,285 Total Price = \$20,194					



JOB NO: 324137X FILE NAME: Taxway\Fee.xls 8/23/2019		Nonwood Airport Commission Taxway A & D Relocation Summary										DUBOIS & KING, INC.	
		CATEGORIES OF LABOR											
		PROJECT DIRECTOR	PROJECT MANAGER / SENIOR ENGINEER	PROJECT ENGINEER / SPECIALIST	ENGINEERS / SENIOR DESIGNER	RESIDENT INSPECTOR	ELECTRICAL ENGINEER	WETLAND SPECIALIST	SENIOR TECHS. / DRAFTERS	TECHS. / DRAFTERS	ADMIN. SUPPORT	TOTAL HOURS	
Article A - Data Collection		0	0	0		0	0	0	0		0	0	
Article B - Design		0	0	0		0	0		0		0	0	
Article C -Environmental		0	0	0		0	0		0		0	0	
Article D - Bid Phase		0	0	0		0	0		0		0	0	
Article E - Administration		0	0	0		0	0		0		0	0	
Article F - Construction Engineering Services		10	42	74		0	0		0		40	166	
Article G - Resident Inspection		0	0	0		0	0		0		0	0	
Total Hours:		10	42	74	0	0	0	0	0	0	40	166	
		6.0%	25.3%	44.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	24.1%	100	
Total Hours:		10	42	74	0	0	0	0	0	0	40	166	
Hourly Rates:		\$58.00	\$47.00	\$38.50	\$30.00	\$37.50	\$40.00	\$30.00	\$28.00	\$20.00	\$25.00	\$25.00	
Direct Labor:		\$580	\$1,974	\$2,849	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$6,403	
Fringe Costs @		163.67% = \$10,480											
Fixed Fee		12.0% = \$2,028											
		Total Labor Cost = \$18,909											
Articles A - F Direct Expenses													
I. Subcontract													
Transportation:													
Vans/Trucks 0 Miles @ \$0.550 / Mile = \$0													
Passenger Vehicles 700 Miles @ \$0.550 / Mile = \$385													
Travel-Air/Ground/Parking 0 Allowance = \$0													
Meals: \$6 / Day = \$0													
Rooms & Lodging: \$92 / Day = \$0													
II. Project Support Expenses \$70 / Day = \$0													
Subtotal = \$385													
Telephone/Fax = \$100													
Postage = \$100													
Reproduction = \$500													
Copying = \$100													
Miscellaneous = \$100													
Epsilon Assoc (\$50,872)													
Survey \$0													
Testing \$0													
Subtotal = (\$50,872)													
Sub Total Expenses= (\$49,587)													
SUMMARY: Total Direct Labor = \$18,909													
Total Direct Expenses = (\$49,587)													
Total Price = (\$30,678)													



**PROPOSAL AND AGREEMENT FOR CHANGES TO THE  
PROFESSIONAL SERVICES AGREEMENT, CONTRACT, OR WORK  
ORDERS**

Supp. Agree. No. 3

**Check all that apply**

- ☐ Differing Site Conditions  
☐ Request for Deviation  
☒ Scope Change  
☐ Design Error/Omission

Airport: Norwood Memorial Airport

Project No.: AIP No. 3-25-0037-38

Project Title: Relocate TW A (partial) and TW D (partial)

**I. PROPOSAL:**

In accordance with the terms and conditions of the contract to the above referenced project and the further conditions attached herewith and made a part hereof, the undersigned proposes and agrees to the following contract change:

Additional construction engineering services due to record rainfall and extension of contract time to complete TW D

which will ☐ add to ☒ deduct from the contract price ☒ the lump sum of ☐ an estimated sum of ☐ a sum not to exceed \$30,678. The Consultant hereby certifies that the information contained herein, including attachments hereto, adequately describes this proposed change, that costs associated with this change are fair and reasonable, and the work will be performed according to the best and highest engineering standards. (See attached).

DuBois & King, Inc

Consultant - Company Name

18 Constitution Dive, Bedford, NH 03110

Address

Authorized Signature

Sr. Project Manager

Title

8/28/18

Date

**II. ACCEPTANCE OF PROPOSAL BY THE SPONSOR**

The Sponsor hereby certifies that appropriated funds are available to cover any increase in cost resulting from this supplemental agreement, have reviewed the costs proposed by the consultant and determined the costs are reasonable. The proposal is hereby accepted.

Accepted:

Chairperson, Airport Commission

Date

**III. APPROVAL OF MASSDOT AERONAUTICS DIVISION**

Approval is granted pursuant to M.G.L. Ch. 90, § 51K. Funding is subject to project eligibility limitations and will be reimbursed by MassDOT based on the availability of state funds determined at the end of the project.

Approved:

Administrator, Aeronautics Division

Date

**IV. APPROVAL OF FAA / AIRPORTS DIVISION**

Reimbursement of this change order is subject to project limitations and the availability of funds determined at the end of the project.

Approved:

Airports Division

Date

**Summary of Changes**

Total Original Award.....	\$341,904.00
All Previous Changes.....	\$141,100.00
Total + Changes.....	\$483,004.00
This Change.....	\$(30,678.00)
Revised Total to Date.....	\$452,326.00
Original State Share	\$25,642.80
Revised State Share	\$33,924.45



# FENCES

• INSTALLED BY •

— MARK WILLIAMS —

[781] 441 9232

MARK WILLIAMS

P. O. BOX 143

NORWOOD, MA 02062

Name:

Style:

Norwood D.P.W.  
Installation of (8)  
8" x 8" pressure  
treated barbed  
posts  
@ Norwood Airport  
New Parking Area

## CONTRACT FOR PURCHASE OF:

- ☐ Chainlink ☐ Cedar Fencing ☐ Brattle ☐ PVC Fencing  
☐ System ☐ Cedar Board ☐ Aluminum ☒ Miscellaneous

Sale Price \$ 1500.  
 Tax \$ EXPENSE  
 Total \$ \_\_\_\_\_

Deposit \$ \_\_\_\_\_

Payable At Date Of Delivery \$ \_\_\_\_\_

Payable On Completion Of Installation \$ \_\_\_\_\_

Make checks payable to:

Mark Williams

Changes \$ \_\_\_\_\_  
 Total \$ 1500.

CUSTOMER SHALL BE RESPONSIBLE FOR ALL UNDERGROUND UTILITIES, CABLES, SPRINKLERS, ETC., CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ESTABLISHING PROPERTY LINES, ALSO, NOTE THAT IT IS A NATURAL CHARACTERISTIC OF CEDAR & PRESSURE TREATED MATERIALS TO SPLIT OR CRACK WHEN DRYING OUT (FOR WHICH FENCES INSTALLED BY MARK WILLIAMS ARE NOT RESPONSIBLE). THE PARTIES HERE TO HAVE READ THE TERMS OF THIS CONTRACT BEFORE SIGNING THE SAME AND HEREBY AGREE THAT NO STATEMENT, AGREEMENT OR UNDERSTANDING, ORAL OR WRITTEN, NOT CONTAINED HEREIN, WILL BE RECOGNIZED OR ENFORCED.

\*In the event that this contract provides for payment of part or the entire amount of the sale price after the installation of said material and labor, the undersigned agrees to pay all costs and expenses of collection, including reasonable attorneys fees, of the amount then remaining unpaid together with interest at the rate of 1 1/2 %, that shall be incurred in enforcing the terms and conditions of this contract and/or any lien in connection herewith.\*

Date: Sept. 3, 2019 Proposal Valid For: N/A

Purchaser: Norwood D.P.W.

Address: 1 Lyndon Place

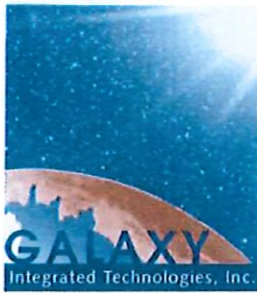
Norwood, MA 02062

Tel: Home \_\_\_\_\_ Office \_\_\_\_\_ Fax \_\_\_\_\_

ACCEPTED FOR THE COMPANY BY SIGNATURE

M. Williams X





Galaxy Integrated Technologies, Inc.  
 100 Leo M. Birmingham Pkwy  
 Brighton, MA 02135  
 Phone: (617) 202-6388  
 Fax: (617) 202-6390

DATE	INVOICE #
8/20/2019	101184

BILL TO
Norwood Memorial Airport 125 Access Road Norwood, MA 02062

P.O. NO	TERMS	DUE DATE	JOB #
Patrick Fitzgerald	Net 30	9/19/2019	NORWDAIR-Z19-0949

DESCRIPTION	AMOUNT
PROJECT: Norwood Memorial Airport, 125 Access Road, ATTN: Russ Maguire, Norwood, MA 02062	
Galaxy to complete Fiber Relocation work on a time and material basis as requested in the SRE Building. Work to be completed in support of ongoing construction by Tower Construction. Galaxy to relocate a Junction Box and associated conduit run that existed prior to the beginning of new construction. The Junction Box and conduit was located where a new wall was built and need to be relocated due to this. Galaxy disconnected the fiber from the Security Equipment and pulled the fiber out of the conduits. The Junction Box was relocated where it could be installed flush in the wall towards the Mechanical Area. New flex was installed to accommodate the fiber running in the new wall and the Junction Box on the 2nd Floor was also removed. (12) Strands of fiber were re-terminated and tested for proper operation; (6) strands in the SRE Building and (6) Strands at Gate 1.	
Materials & Equipment	194.40
Technician Labor	3,125.00
Project Management	300.00

<b>INVOICE TOTAL DUE</b>	<b><u>\$3,619.40</u></b>
<b>Project Payments/Credits</b>	0.00

<b>Project Balance</b>	<b>3,619.40</b>
------------------------	-----------------

Phone #	Fax #	Web Site
(617) 202-6388	(617) 202-6390	www.galaxyintegrated.com

Payment Terms: Net 30. A 21% finance charge will be assessed to all amounts past 30 days. 100% of the total equipment price plus startup cost will be billed when the proposal is signed or upon receipt of a P.O. 75% of the total labor will be billed once deicing begins. Equipment will be ordered and the job will be scheduled once initial payment is received in full.



**Pathfinder Tree Service, LLC**  
Professionals In Arboriculture  
www.pathfindertreeservice.com



## Invoice

**Bill To**

Town of Norwood  
Attn: Mark Ryan  
137 Nahatan Street  
Norwood, MA 02062

**Date:** 9/3/2019

**Invoice #:** 14904

**Job Location:**

Norwood Airport  
101 Access Rd  
Norwood, MA 02062

P.O. No.	Terms	Due Date	Rep
	30 days	10/3/2019	LC

Item #	Date of Service	Description	Rate	Amount
1	6/4/2019	Remove Cedar left side center of building, grind stump and leave grindings in place.	1,815.00	1,815.00
2	6/4/2019	Remove 2 Cedar trees at corner of parking lot, next to walkway, left side of building, leave stumps 1'-2' high.		
3	6/4/2019	Remove Choke Cherry at right rear next to fence, grind stump and leave grindings in place.		

**Please remit to:**  
Pathfinder Tree Service  
930 Pleasant Street  
Norwood, MA 02062

**Thank you for your business**

Lucas Carr, President  
Member BBB, MAA, TCIA

<b>Total</b>	\$1,815.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,815.00

**Terms:** Due upon receipt

617-242-8733  
Boston

781-551-8733  
Norwood

781-551-8744  
Fax

888-551-8733  
Toll Free

pathfindertree@yahoo.com  
E-mail

**PIERCE & MANDELL, P.C.**

ATTORNEYS AT LAW

11 BEACON STREET, SUITE 800  
BOSTON, MASSACHUSETTS 02108

617-720-2444

FAX 617-720-3693

WWW.PIERCEMANDELL.COM

September 23, 2019

**VIA FIRST CLASS AND ELECTRONIC MAIL**

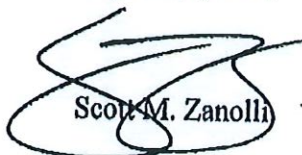
Karis L. North  
Murphy, Hesse, Toomey & Lehane, LLP  
300 Crown Colony Drive  
Quincy, MA 02169

**RE: Boston Executive Helicopters, LLC v. Town of Norwood,  
Massachusetts and Norwood Airport Commission  
Federal Aviation Administration, Docket No. 16-15-05**

Dear Karis:

Enclosed please find a copy of the *Notice of Withdrawal of Appearance* in the above-referenced matter. Please feel free to contact me with any questions.

Very truly yours,

  
Scott M. Zanolli

SMZ/set  
Enclosures

cc: Michael C. Fee  
Boston Executive Helicopters, LLC



UNITED STATES DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
WASHINGTON, DC

**Boston Executive Helicopters**

**Complainant**

**v.**

**Town of Norwood, Massachusetts  
And Norwood Airport Commission**

**Respondents**

FAA Docket No. 16-15-05

**NOTICE OF WITHDRAWAL OF APPEARANCE**

TO THE CLERK OF THE COURT:

Pursuant to Mass. R. Civ. P. Rule 11, kindly withdraw the appearances of Michael C. Fee, Scott M. Zanolli, and the law firm of Pierce & Mandell, P.C. as counsel to Boston Executive Helicopters, LLC in the above-captioned matter. The Notice of Appearance of successor counsel Eric H. Loeffler, and the firm of Davids & Cohen, has been filed contemporaneously herewith.

Respectfully submitted,

  
PIERCE & MANDELL, P.C.  
Michael C. Fee (BBO# 552796)  
mfee@piercemandell.com  
Scott M. Zanolli (BBO# 688230)  
scott@piercemandell.com  
11 Beacon Street, Suite 800  
Boston, MA 02108  
617-720-2444  
617-720-3693 (fax)

Dated: September 27, 2019

CERTIFICATE OF SERVICE

I hereby certify that on this 23 day of September, 2019, a true copy of the foregoing document was served upon all counsel of record and to Boston Executive Helicopters, LLC by electronic and first class mail.

  
\_\_\_\_\_  
Scott M. Zanolli

# **FLIGHTLEVEL NORWOOD, LLC**

**PROMOTIONAL EVENT**

**OCTOBER 12, 2019**

**REQUEST FOR NAC CONSENT**



**FLIGHTLEVE NORWOOD PROMOTIONAL EVENT**  
**OCTOBER 12, 2019 - 4:00 pm to 10:00 pm**

**FlightLevel Norwood, LLC**

- 1 Notice Letter & Request For NAC Consent
- 2 Informational Memo / Event Checklist
- 3 Vendor List
- 4 Site Diagram

**FLN Insurance Certificates**

- 5 Town of Norwood, Massachusetts
- 6 Norwood Airport Commission
- 7 Norwood Airport Management
- 8 Norwood Memorial Airport
- 9 Norwood Municipal Light & Power

**Liquor Catering**

**Barrel House Z**

- 10 Notice Letter to Norwood Board of Selectmen
- 11 Alcoholic Beverage License
- 12 TiPS Certification
- 13 Insurance Certificate

**Rustic Spirits**

- 10 Notice Letter to Norwood Board of Selectmen
- 14 Alcoholic Beverage License
- 15 TIPPS Certification
- 16 Insurance Certificate

**Food Catering**

**Roxy's Gourmet Grilled Cheese**

- 17 Norwood Board of Health Permit
- 18 Insurance Certificate

**Authentic Pad Thai d/b/a Yummy Pad Thai**

- 19 Norwood Board of Health Permit
- 20 Insurance Certificate

**TAB 1**



# FLIGHTLEVEL AVIATION

Phone: 781.769.8680  
Fax: 781.769.7159 or 781.769.0476  
[www.flightlevelaviation.com](http://www.flightlevelaviation.com)

VIA Electronic Mail

September 19, 2019

Norwood Airport Commission  
C/O Russ Maguire, Manager  
Norwood Memorial Airport  
125 Access Road,  
Norwood, MA 02062

Re: FlightLevel Norwood, LLC – Promotional Event - Saturday, October 12, 2019, 4:00 pm to 9:00 pm

Dear Sirs,

FlightLevel Norwood, LLC ("FlightLevel") respectfully requests Norwood Airport Commission ("NAC") consent to host a promotional event at the Norwood Memorial Airport ("Airport") on Saturday, October 12, 2019, between 4:00 pm and 9:00 pm. The purpose of the event will be to showcase the offerings of FlightLevel and the Airport, with the hope of generating new business.

Attendance will be by invitation-only, directed to based customers, local business leaders, representatives of private and corporate flight departments, charter and fractional jet owners and operators, high net worth individuals, and Town and Airport officials. Approximately 200 invitations will go out, with approximately 100 invitees anticipated to attend. Because it will be an "open house," and attendees will arrive and depart throughout the course of the afternoon and evening, FlightLevel's ramp and the Airport's public parking area should adequately handle the traffic. FlightLevel will coordinate with Taso's Euro Café with respect to use of the public lot, to ensure that its needs and concerns are addressed.

Attendees will arrive first at FlightLevel's passenger terminal (Building 7) in the vicinity of the Airport's main "Gate 1" entrance. From there, they will be escorted by badged FlightLevel personnel to FlightLevel's Building 13 in the vicinity of the Airport's "Gate 2" taxi lane, which will be the location of the main event. There they will enjoy complimentary refreshments, live music (steel drum band), and meet with aviation professionals, FlightLevel and Town leaders, and other event attendees. They will lastly be escorted by badged FlightLevel personnel back to FlightLevel's terminal, and depart the airport by air or land from there. A simple site drawing is attached to help with the geography. Building 7 is marked on the drawing as "Building 1-8."

FlightLevel understands that a number of conditions will need to be satisfied in connection with NAC consent, and respectfully requests a copy of the NAC's event organizer requirements checklist. FlightLevel is seeking NAC permission at this time to proceed subject to fulfillment of those conditions, with the aim of presenting its compliance and securing NAC final consent at the NAC's October 9, 2019 public meeting.

As always, please don't hesitate to call or email with questions or concerns.

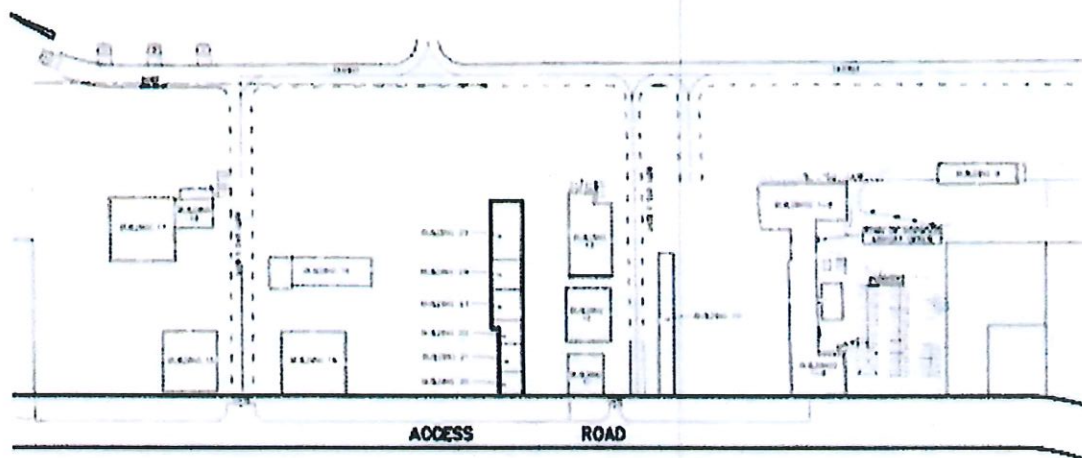
Respectfully,

Nick Budlingham  
860-941-1129

---

125 ACCESS ROAD  
NORWOOD MEMORIAL AIRPORT  
NORWOOD, MA 02062  
781.769.8680 FAX 781.769.0476 OR 781.769.7159





**NORWOOD AIRPORT**  
**NORWOOD, MASSACHUSETTS**  
**PREPARED FOR**  
**FLIGHTLEVEL NORWOOD LLC**

## Nicholas W. Burlingham

---

**From:** Nicholas W. Burlingham  
**ent:** Thursday, September 19, 2019 2:11 PM  
**to:** Russ Maguire (rmaguire@norwoodma.gov)  
**Cc:** Dan Lyszcak  
**Subject:** FlightLevel Norwood, LLC - Promotional Event - Saturday October 12, 2019 - 4:00 pm to 9:00 pm - Request for NAC Consent  
**Attachments:** Letter to NAC Through Russ Maguire 09-19-19.pdf

Russ,

Good afternoon. FlightLevel Norwood, LLC would like to host a promotional social event at the airport on Saturday, October 12, 2019, from 4:00 pm to 9:00 pm. In anticipation of this, I've attached a formal request for NAC consent.

As I understand it, there will only be one public meeting between now and the event. My hope and request is that FlightLevel be authorized to proceed, subject to fulfillment of the Event Organizer Checklist, and that the matter be placed on the Agenda for the October 9 public meeting. In the time between now and then, I will obtain the various licenses, permits, consents, Tips certifications, insurance certificates, and the like, such that all the requirements will be satisfied prior to the October 9 public meeting. I will then present the matter to the NAC on October 9, and if further action is required, FlightLevel will still have two business days to follow-up.

Thank you in advance for your assistance. As always, if you have any questions or concerns, please don't hesitate to call.

Rest,

Nick

Nick Burlingham  
FlightLevel Aviation  
860-941-1129

**TAB 2**



**INFORMATIONAL MEMO  
AND REQUEST FOR CONSENT**

**TO: Norwood Airport Commission: Mark P. Ryan, Chairman, Michael Sheehan, Vice Chairman, Martin E. Odstrechel, John J. Corcoran; through Russ Maguire**

**FROM: FlightLevel Norwood, LLC – Nick Burlingham**

**DATE: September 27, 2019**

**RE: Request for Consent: FlightLevel Norwood, LLC “Promotional Event”  
Saturday, October 12, 2019 – 4:00 pm to 10:00 pm**

---

**INTRODUCTION & REQUEST FOR CONSENT**

FlightLevel Norwood, LLC respectfully requests consent for its “Promotional Event” at the Norwood Memorial Airport on Saturday, October 12, 2019, between 4:00 pm and 10:00 pm. The purpose is to attract new business to the airport by showcasing FlightLevel’s and the Airport’s offerings. The details of the event follow.

**INVITEES**

Attendance will be by invitation-only, directed to based customers, local business leaders, representatives of private and corporate flight departments, charter and fractional jet owners and operators, high net worth individuals, and Town and Airport officials. Approximately 200 invitations will go out, with **approximately 100 invitees expected to attend.**

**EVENT**

Attendees will arrive first at FlightLevel’s passenger terminal (Building 7) in the vicinity of the Airport’s main “Gate 1” entrance. From there, they will be escorted by badged FlightLevel personnel to FlightLevel’s Building 13, where the event will be held. There they will enjoy complimentary refreshments, live music (steel drum band), and meet with aviation professionals, FlightLevel and Town leaders, and other event attendees. They will lastly be escorted by badged FlightLevel personnel back to FlightLevel’s terminal (Building 7), and depart the airport by air or land from there.

**SECURITY**

The event will be staffed throughout by badged FlightLevel employees, who will be positioned along the route from the Airport parking lot to Building 13. Both Officer Begley and Detective Green of the Norwood Police Department have been placed on notice. Officer Begley is FlightLevel’s primary point of contact. NPD Officer Kevin McDonough participated in a pre-event inspection of the event site, and subject to the Airport Commission’s oversight, did not believe a Police detail would be necessary. However, if the Airport Commission desires, Officer Begley will assign one.

**NORWOOD FIRE DEPARTMENT**

Lieutenant John Cody of the Norwood Fire Department has been fully briefed. He conducted a pre-event inspection of the event premises on September 27, 2019, and provided NFD’s authorization for the event to proceed. NFD’s primary concerns were: (1) that access to the airport and to the buildings on the airport be maintained and not blocked; (2) that exits to the buildings associated with the event be unobstructed and well lit.

**NORWOOD BUILDING DEPARTMENT**

Building Inspector Matthew Walsh has been fully briefed. He conducted a pre-event inspection of the event premises on September 27, 2019, and provided NBD’s authorization for the event to proceed.

#### FOOD

The event will be catered by Roxy's Grilled Cheese, and Authentic Pad Thai d/b/a Yummy Pad Thai. Both have been issued temporary food permits for the event by the Norwood Board of Health.

#### ALCOHOL

Beer, wine and margaritas will be served in Building 13 by Barrel House Z and Rustic Spirits' professional staff bartenders. Both Barrel House Z and Rustic Spirits are licensed to sell and serve liquor in the Commonwealth of Massachusetts, and because they, rather than FlightLevel will be catering the event, no special one-day liquor license will need to be issued to FlightLevel. However, the Board of Selectmen have been placed on notice, and a copies of the Notice Letter, together with copies of the alcoholic beverage licenses and TiPPS certifications have been provided to the Board of Selectmen and the Airport Manager.

#### INSURANCE

FlightLevel Norwood, LLC carries airport and aviation liability, including **host liquor liability insurance in the amount of \$10,000,000 per occurrence**. FlightLevel has placed its carrier on notice of the event, and secured Certificates evidencing its amounts and dates of coverage, and naming each of the following Certificate holders as additional insured.

Town of Norwood,  
Norwood Airport Commission,  
Norwood Memorial Airport,  
Norwood Airport Management, and  
Norwood Municipal Light Department,

Certificates of general liability insurance have been provided by Roxy's Grilled Cheese and Authentic Pad Thai, and certificates of general and liquor liability insurance have been provided by Barrel House Z and Rustic Spirits, each naming all of the foregoing entities as additional insured.

#### PARKING

Because the event will be an "open house," and attendees will arrive and depart throughout the course of the afternoon and evening, the Airport's public parking area will be sufficient. FlightLevel will coordinate with Taso's Euro Café with respect to use of the public lot, to ensure that its needs and concerns are addressed.

#### RESTROOMS

Attendees will have use of the restrooms located within Buildings 7 and 13, as approved by NBD and NFD.

#### SIGNAGE

Attendees will be escorted at all times by badged FlightLevel employees. However, some signage may be appropriate. FlightLevel will work with the Airport Manager and comply with any signage requirements.

#### REFUSE AND LITTER

FlightLevel personnel staffing the event will use the "Zone Defense" approach to address any refuse, litter and potential FOD that may be generated during the event. All such waste and litter will be collected by FlightLevel personnel, deposited in FlightLevel dumpsters, and ultimately removed from the Airport and properly disposed of by FlightLevel vendors, at FlightLevel's sole cost and expense.

#### HOST CONTACT

Kindly direct any questions concerning the event to Dan Lyszcak, [dlyszczak@flightlevelaviation.com](mailto:dlyszczak@flightlevelaviation.com), 908-477-7718.



**TAB 3**



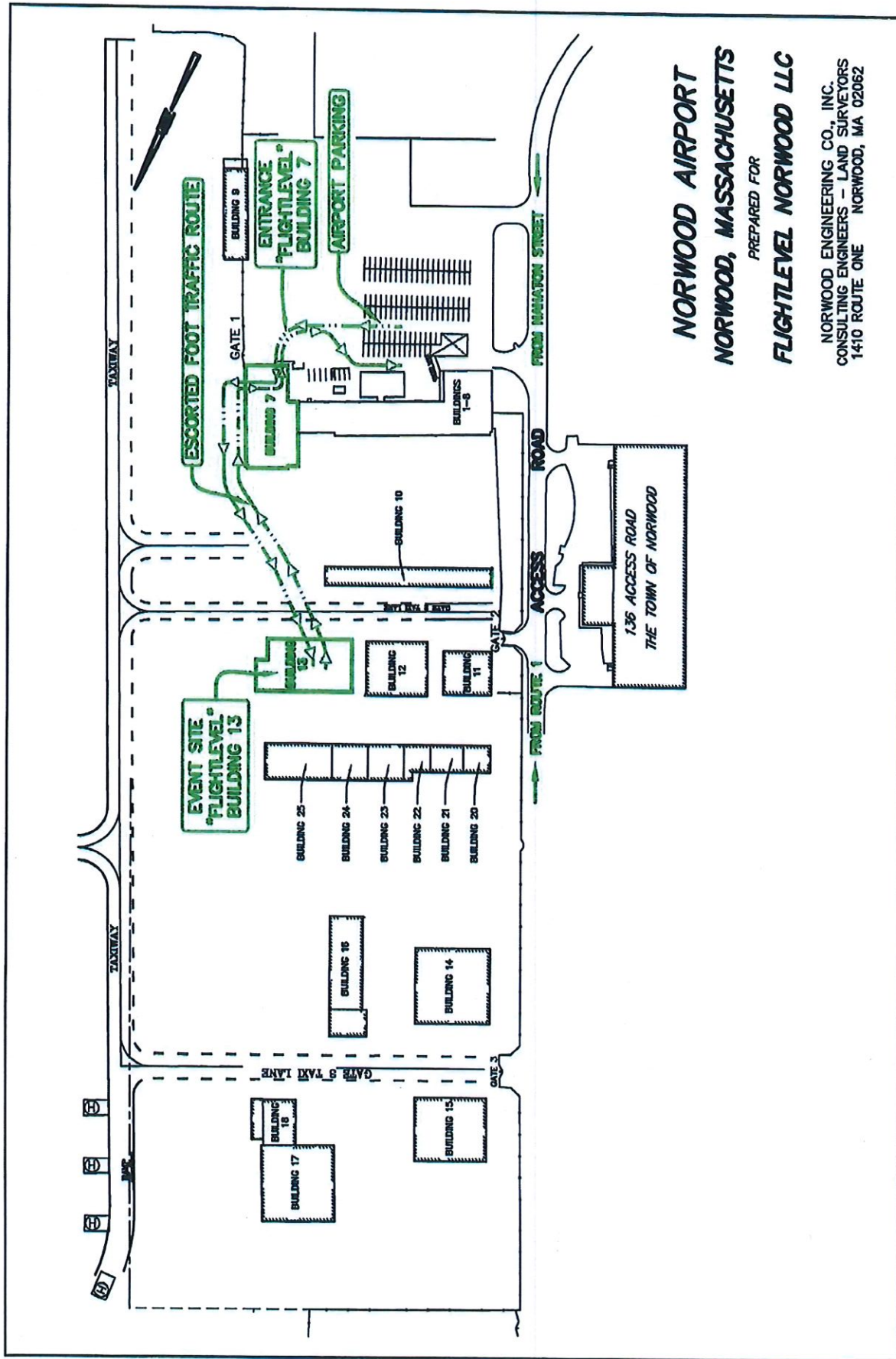
## **FlightLevel Event**

**Saturday, October 12<sup>th</sup>, 2019**

**4pm to 9pm**

- Lighting
  - o By IMMEDIA Event Productions
- Tables, chairs, high-tops, etc.
  - o By Peak Event Services
- Alcohol
  - o Rustic Spirits
  - o Barrel House Z
- Food
  - o Roxy's Grilled Cheese Food Truck Catering
  - o Authentic Pad Thai
- Music
  - o Steel Rhythm
- Textron Aviation
  - o Cessna Caravan (Static Display)
  - o King Air and/or Citation Mustang M2 (Static Display)
- Diamond Aircraft
  - o DA62 (Static Display)

**TAB 4**



**NORWOOD AIRPORT**  
**NORWOOD, MASSACHUSETTS**  
 PREPARED FOR  
**FLIGHTLEVEL NORWOOD LLC**

NORWOOD ENGINEERING CO., INC.  
 CONSULTING ENGINEERS - LAND SURVEYORS  
 1410 ROUTE ONE NORWOOD, MA 02062



**TAB 5**

# STARR

INSURANCE COMPANIES

3353 Peachtree Road NE, Suite 1000  
Atlanta, GA 30326

## Certificate of Insurance

Certificate Holder: TOWN OF NORWOOD, MASSACHUSETTS  
P.O. BOX 40  
NORWOOD, MA 02062

Named Insured: FLIGHTLEVEL NORWOOD, LLC  
125 ACCESS ROAD  
NORWOOD, MA 02062

Policy Period: From NOVEMBER 26, 2018 To NOVEMBER 26, 2019

Policy Number: 1000238120-01

Issuing Company: STARR INDEMNITY & LIABILITY COMPANY

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

### Aviation Commercial General Liability

### Limits of Insurance

Each Occurrence Limit	\$ <u>10,000,000.</u>	
Damage to Premises Rented to You Limit	\$ <u>1,000,000.</u>	Any one premises
Medical Expense Limit	\$ <u>25,000.</u>	Any one person
Personal & Advertising Injury Aggregate Limit	\$ <u>10,000,000.</u>	
General Aggregate Limit	\$ <u>NOT APPLICABLE</u>	
Products/Completed Operations Aggregate Limit	\$ <u>10,000,000.</u>	
Hangarkeepers Limit		
Each Aircraft Limit	\$ <u>10,000,000.</u>	
Each Loss Limit	\$ <u>10,000,000.</u>	
Hangarkeeper's Deductible	\$ <u>10,000.</u>	Each Aircraft

\*FLIGHTLEVEL BRUNSWICK, LLC, FLIGHTLEVEL CAPE MAY, LLC, FLIGHTLEVEL DUTCHESS, LLC, FLIGHTLEVEL RHODE ISLAND, LLC, PAPA WHISKY 1, LLC, ARR AVIATION, LLC ARR AVIATION II, LLC, FLIGHTLEVEL GROUP, LLC, FLIGHTLEVEL LAKELAND, LLC, LAKELAND INVESTORS, LLC D/B/A FLIGHTLEVEL AVIATION.

FOR FURTHER INFORMATION, PLEASE REFER TO THE STARR ENDORSEMENT FORM NUMBER 10063.

THE CERTIFICATE HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS THE OPERATIONS OF THE NAMED INSURED.

HOST LIQUOR LIABILITY LIMIT: \$10,000,000 PER OCCURRENCE.

SOLELY AS RESPECTS THE OPEN-HOUSE EVENT BEING HELD ON OCTOBER 12, 2019.

Certificate Number: 28.1  
Issued By and Date: SEPTEMBER 24, 2019 (CC)

Starr 10058 (6/06)

By



(Authorized Representative)

## ADDITIONAL INSURED - MANUFACTURERS, DISTRIBUTORS OR DEALERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

### SCHEDULE

<b>Name of Additional Insured Person(s) or Organization(s):</b>  TOWN OF NORWOOD, MASSACHUSETTS P.O. BOX 40 NORWOOD, MA 02062
<b>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</b>

- SECTION II - WHO IS AN INSURED** is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - In the performance of your ongoing operations; or
  - In connection with your premises owned by or rented to you.
- As respects the above additional insured, this insurance does not apply to any claim or liability arising out of the use of any aircraft product manufactured, sold, handled, or distributed by the above additional insured.

All other provisions of this policy remain the same.

This endorsement becomes effective OCTOBER 12, 2019 to be attached to and hereby made a part of:

Policy No. 1000238120-01

Issued to FLIGHTLEVEL NORWOOD, LLC

By STARR INDEMNITY & LIABILITY COMPANY

Endorsement No. 60

Date of Issue SEPTEMBER 24, 2019 (CC)

Starr 10063 (2/06)

By



(Authorized Representative)



**TAB 6**

# STARR

## INSURANCE COMPANIES

3353 Peachtree Road NE, Suite 1000  
Atlanta, GA 30326

### Certificate of Insurance

Certificate Holder: NORWOOD AIRPORT COMMISSION  
125 ACCESS ROAD  
NORWOOD, MA 02062

Named Insured: FLIGHTLEVEL NORWOOD, LLC  
125 ACCESS ROAD  
NORWOOD, MA 02062

Policy Period: From NOVEMBER 26, 2018 To NOVEMBER 26, 2019

Policy Number: 1000238120-01

Issuing Company: STARR INDEMNITY & LIABILITY COMPANY

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

#### Aviation Commercial General Liability

#### Limits of Insurance

Each Occurrence Limit	\$ 10,000,000.
Damage to Premises Rented to You Limit	\$ 1,000,000. Any one premises
Medical Expense Limit	\$ 25,000. Any one person
Personal & Advertising Injury Aggregate Limit	\$ 10,000,000.
General Aggregate Limit	\$ NOT APPLICABLE
Products/Completed Operations Aggregate Limit	\$ 10,000,000.
Hangarkeepers Limit	
Each Aircraft Limit	\$ 10,000,000.
Each Loss Limit	\$ 10,000,000.
Hangarkeeper's Deductible	\$ 10,000. Each Aircraft

\*FLIGHTLEVEL BRUNSWICK, LLC, FLIGHTLEVEL CAPE MAY, LLC, FLIGHTLEVEL DUTCHESS, LLC, FLIGHTLEVEL RHODE ISLAND, LLC, PAPA WHISKY 1, LLC, ARR AVIATION, LLC ARR AVIATION II, LLC, FLIGHTLEVEL GROUP, LLC, FLIGHTLEVEL LAKELAND, LLC, LAKELAND INVESTORS, LLC D/B/A FLIGHTLEVEL AVIATION.

FOR FURTHER INFORMATION, PLEASE REFER TO THE STARR ENDORSEMENT FORM NUMBER 10063.

THE CERTIFICATE HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS THE OPERATIONS OF THE NAMED INSURED.

HOST LIQUOR LIABILITY LIMIT: \$10,000,000 PER OCCURRENCE.

SOLELY AS RESPECTS THE OPEN-HOUSE EVENT BEING HELD ON OCTOBER 12, 2019.

Certificate Number: 27.1  
Issued By and Date: SEPTEMBER 24, 2019 (CC)

Starr 10058 (6/06)

By



(Authorized Representative)

**ADDITIONAL INSURED - MANUFACTURERS, DISTRIBUTORS OR DEALERS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

**SCHEDULE**

<b>Name of Additional Insured Person(s) or Organization(s):</b>  NORWOOD AIRPORT COMMISSION 125 ACCESS ROAD NORWOOD, MA 02062
<b>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</b>

1. **SECTION II - WHO IS AN INSURED** is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - A. In the performance of your ongoing operations; or
  - B. In connection with your premises owned by or rented to you.
2. As respects the above additional insured, this insurance does not apply to any claim or liability arising out of the use of any aircraft product manufactured, sold, handled, or distributed by the above additional insured.

All other provisions of this policy remain the same.

This endorsement becomes effective OCTOBER 12, 2019 to be attached to and hereby made a part of:  
Policy No. 1000238120-01  
Issued to FLIGHTLEVEL NORWOOD, LLC

By STARR INDEMNITY & LIABILITY COMPANY

Endorsement No. 59

Date of Issue SEPTEMBER 24, 2019 (CC)

Starr 10063 (2/06)

By



(Authorized Representative)



**TAB 7**

# STARR

## INSURANCE COMPANIES

3353 Peachtree Road NE, Suite 1000  
Atlanta, GA 30326

### Certificate of Insurance

**Certificate Holder:** NORWOOD AIRPORT MANAGEMENT  
125 ACCESS ROAD  
NORWOOD, MA 02062

**Named Insured:** FLIGHTLEVEL NORWOOD, LLC  
125 ACCESS ROAD  
NORWOOD, MA 02062

**Policy Period:** From NOVEMBER 26, 2018 To NOVEMBER 26, 2019

**Policy Number:** 1000238120-01

**Issuing Company:** STARR INDEMNITY & LIABILITY COMPANY

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

#### Aviation Commercial General Liability

#### Limits of Insurance

Each Occurrence Limit	\$ <u>10,000,000.</u>
Damage to Premises Rented to You Limit	\$ <u>1,000,000.</u> Any one premises
Medical Expense Limit	\$ <u>25,000.</u> Any one person
Personal & Advertising Injury Aggregate Limit	\$ <u>10,000,000.</u>
General Aggregate Limit	\$ <u>NOT APPLICABLE</u>
Products/Completed Operations Aggregate Limit	\$ <u>10,000,000.</u>
Hangarkeepers Limit	
Each Aircraft Limit	\$ <u>10,000,000.</u>
Each Loss Limit	\$ <u>10,000,000.</u>
Hangarkeeper's Deductible	\$ <u>10,000.</u> Each Aircraft

\*FLIGHTLEVEL BRUNSWICK, LLC, FLIGHTLEVEL CAPE MAY, LLC, FLIGHTLEVEL DUTCHESS, LLC, FLIGHTLEVEL RHODE ISLAND, LLC, PAPA WHISKY 1, LLC, ARR AVIATION, LLC ARR AVIATION II, LLC, FLIGHTLEVEL GROUP, LLC, FLIGHTLEVEL LAKELAND, LLC, LAKELAND INVESTORS, LLC D/B/A FLIGHTLEVEL AVIATION.

FOR FURTHER INFORMATION, PLEASE REFER TO THE STARR ENDORSEMENT FORM NUMBER 10063.

THE CERTIFICATE HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS THE OPERATIONS OF THE NAMED INSURED.

HOST LIQUOR LIABILITY LIMIT: \$10,000,000 PER OCCURRENCE.

SOLELY AS RESPECTS THE OPEN-HOUSE EVENT BEING HELD ON OCTOBER 12, 2019.

**Certificate Number:** 30.1  
**Issued By and Date:** SEPTEMBER 24, 2019 (CC)

Starr 10058 (6/06)

By   
(Authorized Representative)

## ADDITIONAL INSURED - MANUFACTURERS, DISTRIBUTORS OR DEALERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

### SCHEDULE

<b>Name of Additional Insured Person(s) or Organization(s):</b>  NORWOOD AIRPORT MANAGEMENT 125 ACCESS ROAD NORWOOD, MA 02062
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- SECTION II - WHO IS AN INSURED** is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - In the performance of your ongoing operations; or
  - In connection with your premises owned by or rented to you.
- As respects the above additional insured, this insurance does not apply to any claim or liability arising out of the use of any aircraft product manufactured, sold, handled, or distributed by the above additional insured.

All other provisions of this policy remain the same.

This endorsement becomes effective OCTOBER 12, 2019 to be attached to and hereby made a part of:

Policy No. 1000238120-01

Issued to FLIGHTLEVEL NORWOOD, LLC


By STARR INDEMNITY & LIABILITY COMPANY

Endorsement No. 62

Date of Issue SEPTEMBER 24, 2019 (CC)

Starr 10063 (2/06)

By



(Authorized Representative)



**TAB 8**

# STARR

## INSURANCE COMPANIES

3353 Peachtree Road NE, Suite 1000  
Atlanta, GA 30326

### Certificate of Insurance

Certificate Holder: NORWOOD MEMORIAL AIRPORT  
125 ACCESS ROAD  
NORWOOD, MA 02062

Named Insured: FLIGHTLEVEL NORWOOD, LLC  
125 ACCESS ROAD  
NORWOOD, MA 02062

Policy Period: From NOVEMBER 26, 2018 To NOVEMBER 26, 2019

Policy Number: 1000238120-01

Issuing Company: STARR INDEMNITY & LIABILITY COMPANY

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

#### Aviation Commercial General Liability

#### Limits of Insurance

Each Occurrence Limit	\$ 10,000,000.
Damage to Premises Rented to You Limit	\$ 1,000,000. Any one premises
Medical Expense Limit	\$ 25,000. Any one person
Personal & Advertising Injury Aggregate Limit	\$ 10,000,000.
General Aggregate Limit	\$ NOT APPLICABLE
Products/Completed Operations Aggregate Limit	\$ 10,000,000.
Hangarkeepers Limit	
Each Aircraft Limit	\$ 10,000,000.
Each Loss Limit	\$ 10,000,000.
Hangarkeeper's Deductible	\$ 10,000. Each Aircraft

\*FLIGHTLEVEL BRUNSWICK, LLC, FLIGHTLEVEL CAPE MAY, LLC, FLIGHTLEVEL DUTCHESS, LLC, FLIGHTLEVEL RHODE ISLAND, LLC, PAPA WHISKY 1, LLC, ARR AVIATION, LLC ARR AVIATION II, LLC, FLIGHTLEVEL GROUP, LLC, FLIGHTLEVEL LAKELAND, LLC, LAKELAND INVESTORS, LLC D/B/A FLIGHTLEVEL AVIATION.

FOR FURTHER INFORMATION, PLEASE REFER TO THE STARR ENDORSEMENT FORM NUMBER 10063.

THE CERTIFICATE HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS THE OPERATIONS OF THE NAMED INSURED.

HOST LIQUOR LIABILITY LIMIT: \$10,000,000 PER OCCURRENCE.

SOLELY AS RESPECTS THE OPEN-HOUSE EVENT BEING HELD ON OCTOBER 12, 2019.

Certificate Number: 29.1  
Issued By and Date: SEPTEMBER 24, 2019 (CC)

Starr 10058 (6/06)

By



(Authorized Representative)

## ADDITIONAL INSURED - MANUFACTURERS, DISTRIBUTORS OR DEALERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

### SCHEDULE

<b>Name of Additional Insured Person(s) or Organization(s):</b>  NORWOOD MEMORIAL AIRPORT 125 ACCESS ROAD NORWOOD, MA 02062
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- SECTION II - WHO IS AN INSURED** is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - In the performance of your ongoing operations; or
  - In connection with your premises owned by or rented to you.
- As respects the above additional insured, this insurance does not apply to any claim or liability arising out of the use of any aircraft product manufactured, sold, handled, or distributed by the above additional insured.

All other provisions of this policy remain the same.

This endorsement becomes effective OCTOBER 12, 2019 to be attached to and hereby made a part of:  
Policy No. 1000238120-01  
Issued to FLIGHTLEVEL NORWOOD, LLC


By STARR INDEMNITY & LIABILITY COMPANY

Endorsement No. 63

Date of Issue SEPTEMBER 24, 2019 (CC)

Starr 10063 (2/06)

By



(Authorized Representative)



**TAB 9**

# STARR

## INSURANCE COMPANIES

3353 Peachtree Road NE, Suite 1000  
Atlanta, GA 30326

### Certificate of Insurance

**Certificate Holder:** NORWOOD MUNICIPAL LIGHT DEPARTMENT  
206 CENTRAL STREET  
NORWOOD, MA 02062

**Named Insured:** FLIGHTLEVEL NORWOOD, LLC\*  
125 ACCESS ROAD  
NORWOOD, MA 02062

**Policy Period:** From NOVEMBER 26, 2018 To NOVEMBER 26, 2019

**Policy Number:** 1000238120-01

**Issuing Company:** STARR INDEMNITY & LIABILITY COMPANY

This is to certify that the policy(ies) listed herein have been issued providing coverage for the listed insured as further described. This certificate of insurance is not an insurance policy and does not amend, extend, or alter the coverage afforded by the policy(ies) listed herein. Notwithstanding any requirement, term or condition of any contract, or other document with respect to which this certificate of insurance may be concerned or may pertain, the insurance afforded by the policy(ies) listed on this certificate is subject to all the terms, exclusions, and conditions of such policy(ies).

#### Aviation Commercial General Liability

#### Limits of Insurance

Each Occurrence Limit	\$ 10,000,000.
Damage to Premises Rented to You Limit	\$ 1,000,000. Any one premises
Medical Expense Limit	\$ 25,000. Any one person
Personal & Advertising Injury Aggregate Limit	\$ 10,000,000.
General Aggregate Limit	\$ NOT APPLICABLE
Products/Completed Operations Aggregate Limit	\$ 10,000,000.
Hangarkeepers Limit	
Each Aircraft Limit	\$ 10,000,000.
Each Loss Limit	\$ 10,000,000.
Hangarkeeper's Deductible	\$ 10,000. Each Aircraft

\*FLIGHTLEVEL BRUNSWICK, LLC, FLIGHTLEVEL CAPE MAY, LLC, FLIGHTLEVEL DUTCHESS, LLC, FLIGHTLEVEL RHODE ISLAND, LLC, PAPA WHISKY 1, LLC, ARR AVIATION, LLC ARR AVIATION II, LLC, FLIGHTLEVEL GROUP, LLC, FLIGHTLEVEL LAKE LAND, LLC, LAKE LAND INVESTORS, LLC D/B/A FLIGHTLEVEL AVIATION.

FOR FURTHER INFORMATION, PLEASE REFER TO THE STARR ENDORSEMENT FORM NUMBER 10063.

THE CERTIFICATE HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS THE OPERATIONS OF THE NAMED INSURED.

HOST LIQUOR LIABILITY LIMIT: \$10,000,000 PER OCCURRENCE.

ADDED LOCATION:  
136 ACCESS ROAD  
NORWOOD, MA 02062  
"OVERFLOW PARKING"

SOLELY AS RESPECTS THE OPEN-HOUSE EVENT BEING HELD ON OCTOBER 12, 2019.

**Certificate Number:** 26.1  
**Issued By and Date:** SEPTEMBER 24, 2019 (CC)

Starr 10058 (6/06)

By   
(Authorized Representative)

## ADDITIONAL INSURED - MANUFACTURERS, DISTRIBUTORS OR DEALERS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

### SCHEDULE

<b>Name of Additional Insured Person(s) or Organization(s):</b>  NORWOOD MUNICIPAL LIGHT DEPARTMENT 206 CENTRAL STREET NORWOOD, MA 02062
<b>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</b>

1. **SECTION II - WHO IS AN INSURED** is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - A. In the performance of your ongoing operations; or
  - B. In connection with your premises owned by or rented to you.
2. As respects the above additional insured, this insurance does not apply to any claim or liability arising out of the use of any aircraft product manufactured, sold, handled, or distributed by the above additional insured.

All other provisions of this policy remain the same.

This endorsement becomes effective OCTOBER 12, 2019 to be attached to and hereby made a part of:  
Policy No. 1000238120-01  
Issued to FLIGHTLEVEL NORWOOD, LLC

By STARR INDEMNITY & LIABILITY COMPANY

Endorsement No. 61

Date of Issue SEPTEMBER 24, 2019 (CC)

Starr 10063 (2/06)

By



(Authorized Representative)



**TAB 10**



**FLIGHTLEVEL  
AVIATION**

Phone: 781.769.8680  
Fax: 781.769.7159 or 781.769.0476  
[www.flightlevelaviation.com](http://www.flightlevelaviation.com)

September 26, 2019

Paul A. Bishop, Chairman  
Norwood Board of Selectmen  
566 Washington Street  
Room 34, Second Floor  
Norwood, MA 02062

Re: FlightLevel Norwood, LLC Event at Norwood Memorial Airport,  
October 12, 2019 from 4:00 pm to 10:00 pm.

Dear Chairman Bishop and members of the Norwood Board of Selectmen:

Subject to the consent of the Norwood Airport Commission, FlightLevel Norwood, LLC ("FlightLevel") will be hosting a promotional event at the Norwood Memorial Airport from 4:00 pm to 10:00 pm on Saturday, October 12, 2019. The purpose of the event will be to showcase FlightLevel's offerings, and the Norwood Memorial Airport, in the hope of generating new business and business opportunity. Kindly accept this letter as formal notice

Attendance will be by invitation-only, directed to based customers, local business leaders, representatives of private and corporate flight departments, charter and fractional jet owners and operators, high net worth individuals, and Town and Airport officials. Approximately 200 invitations will go out, with approximately 100 invitees anticipated to attend. A site drawing is attached to help with the geography.

Attendees will arrive first at FlightLevel's passenger terminal (Building 7) in the vicinity of "Gate 1." From there, they will be escorted by badged FlightLevel personnel to FlightLevel's Building 13, where the event will take place. There they will enjoy complimentary refreshments, live music (steel drum band), and meet with aviation professionals, FlightLevel, Town and Airport leaders, and other event attendees. They will lastly be escorted by badged FlightLevel personnel back to FlightLevel's terminal in Building 7, and depart the airport by air or land from there. FlightLevel personnel will staff the public parking area, and points along the route during the entire event.

Alcoholic beverages will be offered at the event by caterers holding valid alcoholic beverage licenses, and served by TiPPS certified event staff. Copies of their licenses and TiPPS certificates are attached. Also attached are Certificates of Insurance for each liquor vendor evidencing a minimum of \$1,000,000.00 in general liability and \$1,000,000.00 in liquor liability. Each Certificate names the Town of Norwood, the Norwood Airport Commission, the Norwood Memorial Airport, Norwood Airport Management, Norwood Municipal Light Department, and FlightLevel Norwood, LLC as additional insureds.

In addition to the caterers insurance, FlightLevel carries \$10,000,000.00 in general liability insurance, and \$10,000,000.00 in host liquor liability coverage. FlightLevel has placed its carrier on notice of the event, and obtained individual Certificates of Insurance for Town of Norwood, the Norwood Airport Commission, the Norwood Memorial Airport, Norwood Airport Management, and the Norwood Municipal Light Department, naming each entity as a certificate holder and additional insured. Copies of these Certificates are attached as well.

---

125 ACCESS ROAD  
NORWOOD MEMORIAL AIRPORT  
NORWOOD, MA 02062  
781.769.8680 FAX 781.769.0476 OR 781.769.7159

Paul A. Bishop, Chairman  
Norwood Board of Selectmen  
September 26, 2019  
Page 2.

FlightLevel Norwood, LLC hereby holds the Town of Norwood, the Norwood Board of Selectmen, the Norwood Airport Commission, the Norwood Municipal Light Department, and the management of Norwood Memorial Airport harmless from and against any and all claims, demands, rights and causes of action of whatsoever kind and nature, arising from and by reason of any and all known and unknown, foreseen and unforeseen bodily and personal injuries, and/or damage to property and the consequences thereof, resulting, and to result from FlightLevel Norwood, LLC's promotional event on October 12, 2019.

FlightLevel appreciates the Town's, and the Airport's, willingness to permit this event to go forward. We are, of course, hopeful that it will generate new business and opportunity for our Airport, Town and citizens.

As always, if you have any questions or concerns, please don't hesitate to call.

Respectfully



Peter Eichleay, President  
Individually and for and on behalf of  
FlightLevel Norwood, LLC

Enc.  
CC: Russ Maguire



**TAB 11**

NO. 03000  
FEE 1500

# **LICENSE ALCOHOLIC BEVERAGES**

The LICENSING BOARD  
Of  
The TOWN of WEYMOUTH  
Massachusetts  
HEREBY GRANTS A

**FARMER BREWERY WINE & MALT BEVERAGES**

License to Expose, Keep for sale, and to Sell

**To Be Consumed On/Off the  
Premises**

To:

**BARREL HOUSE Z, LLC  
BARREL HOUSE Z  
RUSSELL HEISSNER - MGR.**

On the following described Premises:

**95 WOODROCK RD**


This License is granted and accepted upon the express condition that the licensee shall in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made there under by the licensing authorities. This license expires December 31, 2019, unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned has hereunto affixed his official signature this eighteenth day of December, 2018.

Hours during which Alcoholic  
Beverages may be sold are:

For the Licensing Board:

**66 SEATS WED-SUN: 11 AM - 7 PM PRIVATE  
MON-TUES 11AM-11PM WED-SUN 7PM-11PM**

  
Jeffrey E. Richards, C.B.O., Clerk  
Board of Licensing Commissioners

**THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS PLACE**

**TAB 12**



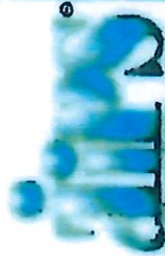
# Certificate of Completion

This Certificate of Completion of  
**eTIPS On Premise 2.0**  
For coursework completed on August 15, 2013  
provided by Health Communications, Inc.  
is hereby granted to:

**Jessica Murphy**

Certification to be sent to:

9 Off Grove St.  
Weymouth MA, 02189-2918 USA



HEALTH COMMUNICATIONS, INC.

This document is a true and correct copy of the original. It is valid for one year from the date of issuance. If you need a replacement, please contact us at 1-800-451-1234.

**TAB 13**





BARRHOU-01

CFERGUSON

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

9/18/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
Provider Group  
160 Gould Street, Suite 122  
Needham, MA 02494

**CONTACT**

NAME:

PHONE (A/C, No, Ext): (781) 444-0347

FAX (A/C, No): (781) 444-8961

E-MAIL ADDRESS: needhamr@providerig.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Chubb

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**INSURED**

Barrel House Z, LLC  
95 Woodrock Road  
Weymouth, MA 02189

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		3603-28-71	12/10/2018	12/10/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	7175-41-03	12/10/2018	12/10/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability		3603-28-71	12/10/2018	12/10/2019	Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Event: FlightLevel Norwood - Saturday, October 12, 2019

The following are included as additional insureds if required by written contract:

Town of Norwood, Massachusetts  
566 Washington Street  
Norwood, MA 02062  
SEE ATTACHED ACORD 101

**CERTIFICATE HOLDER****CANCELLATION**

Norwood Memorial Airport  
125 Access Road  
Norwood, MA 02062

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





AGENCY CUSTOMER ID: BARRHOU-01

CFERGUSON

LOC #: 1

## ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Provider Group		NAMED INSURED Barrel House Z, LLC 95 Woodrock Road Weymouth, MA 02189 Norfolk
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	
		EFFECTIVE DATE: SEE PAGE 1

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

## Description of Operations/Locations/Vehicles:

Norwood Memorial Airport  
125 Access Road  
Norwood, MA 02062

Norwood Airport Commission  
125 Access Road  
Norwood, MA 02062

Norwood Airport Management  
125 Access Road  
Norwood, MA 02062

Norwood Municipal Light Department  
206 Central Street  
Norwood, MA 02062

FlightLevel Norwood, LLC  
125 Access Road  
Norwood, MA 02062

**TAB 14**

**Information Pertaining To:  
Manufacturer MW-LIC-000012**

**Licensee Detail**

---

License Number:	MW-LIC-000012	
Licensing Entity:	Alcoholic Beverages Control Commission	
License Type:	Manufacturer	
Type Class:	FM16	
License Issue Date:	05/19/2014	
License Expiration Date:	12/31/2019	Status: Issued
Current Discipline:		

Name:	
Business Name:	RUSTIC SPIRITS LLC
DBA Name:	



**TAB 15**



**eTIPS On Premise 3.0**

**Issued: 5/22/2018**

**ID#: 4807326**

**CERTIFIED**

**Expires: 5/22/2021**

**Jason Thomas Stott**

**29 Cardinal Cir**

**Pembroke, MA 02359-3344**

**For service visit us online at [www.gettips.com](http://www.gettips.com)**

**TAB 16**





## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/27/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Charles G Jordan Insurance Agency 17 Front Street Weymouth, MA 02188	<b>CONTACT NAME:</b> Robert Parker
	<b>PHONE (A/C, No, Ext):</b> (781) 337-0427 <b>FAX (A/C, No):</b> (781) 335-6897
	<b>E-MAIL ADDRESS:</b> rparker@cgjordaninsurance.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>INSURER A:</b> Mount Vernon Fire <b>NAIC #</b> 26522
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		CL275515	10/12/2019	10/14/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ Included
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b>						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<b>Liquor Liability</b>			CL2755115	10/12/2019	10/14/2019	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Following Entities are included as additional insured's: Town of Norwood, Norwood Memorial Airport, Norwood Airport Commission, Norwood Airport Management, Norwood Municipal Light Department, FlightLevel Norwood, LLC.

**CERTIFICATE HOLDER****CANCELLATION**FlightLevel Norwood LLC  
125 Access Road  
Norwood, MA 02062

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



**TAB 17**



# TOWN OF NORWOOD BOARD OF HEALTH

Commonwealth of Massachusetts



**Public Health**  
Prevent. Promote. Protect.

## TEMPORARY FOOD PERMIT

FEE: \$50

SEPTEMBER 25, 2019

THIS PERMIT IS GOOD ONLY FOR THE TIME AND DATE SPECIFIED  
A PERMIT IS HEREBY GRANTED TO:

ROXY'S GRILLED CHEESE  
485 CAMBRIDGE STREET  
ALLSTON MA 02134

CONTACT: ERIN JACKSON  
485 CAMBRIDGE STREET  
ALLSTON MA 02134  
TEL: 617-202-5864

TO SERVE: GRILLED CHEESE

LOCATION: NORWOOD MEMORIAL AIRPORT

DATE: SATURDAY OCTOBER 12<sup>TH</sup>

NORWOOD BOARD OF HEALTH

Sigalle L. Reiss, Supt/Director

Follow us on Twitter @norwoodHD

<http://health.norwoodma.gov>

566 Washington Street - P.O. Box 40 - Norwood, MA 02062

Phone (781) 762-1240 - Fax (781) 278-3000

**TAB 18**





# CERTIFICATE OF LIABILITY INSURANCE

ROXYSG1

OP ID: MA

DATE (MM/DD/YYYY)  
09/24/19

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Cohen-Miles Insurance Agency Inc 375 Concord Ave, Ste 005 Belmont, MA 02478-3045 Matt Cohen		<b>Phone:</b> 617-489-1213 <b>Fax:</b> 617-489-0161	<b>CONTACT NAME:</b> James DiSabatino <b>PHONE (A/C, No, Ext):</b> 781-632-7222 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b>
<b>INSURED</b> Roxy's Gourmet Grilled Cheese James DiSabatino 485 Cambridge Street Allston, MA 02135		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Norfolk & Dedham Group <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 23965	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	R1300312A	02/12/19	02/12/20	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor \$ 1M/2M
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			91460437A	02/12/19	02/12/20
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	X	U1402924	02/12/19	02/12/20	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS \$					
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WE142923A	01/09/19	01/09/20	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Town of Norwood, Massachusetts 566 Washington St, Norwood, MA, 02062  
Norwood Memorial Airport, 125 Access Road, Norwood, MA, 02062  
Norwood Airport Commission, 125 Access Road, Norwood, MA, 02062  
Norwood Airport Management, 125 Access Road, Norwood, MA, 02062  
Norwood Municipal Light Department, 206 Central St, Norwood, MA, 02062

**CERTIFICATE HOLDER****CANCELLATION**

Town of Norwood  
Norwood Airport Commission  
Norwood, MA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  
Matt Cohen

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**NOTEPAD**INSURED'S NAME **Roxy's Gourmet Grilled Cheese****ROXYSG1**  
**OP ID: MA**PAGE 2  
DATE **09/24/19****Boston Food Truck Public Sites****Site 0. City Hall Plaza****Fisher Park, adjacent to 28 State Street****Site 1. Back Bay - Copley Square West****700 Boylston Street, between Dartmouth Street and Exeter Street, adjacent to MBTA bus stop in front of Boston Public Library****Site 2. Back Bay - Copley Square North****Clarendon Street, between Newbury Street and St. James Street****Site 3. Back Bay Cluster Site - Copley Square South****Stuart Street, between Clarendon Street and Berkeley Street, on corner of****Trinity Place adjacent to 100 Clarendon Garage****Site 4. Back Bay****Belvidere Street, between Dalton Street and Huntington Avenue, in front of****Christian Science Center's Children's Fountain****Site 7. Boston University East****602 Commonwealth Avenue, eastbound, in front of Morse Auditorium****Site 8. Boston University West****Commonwealth Avenue, westbound, between University Road and Route 2, by BU****Bridge****Site 11. South End****Harrison Avenue, between East Concord Street and East Newton Street, in****front of Boston Medical Center****Site 12. South End****Washington Street, between Waltham Street and East Berkeley Street by****Peter's Park****Site 15. Dorchester****Dorchester Avenue, between Bailey Street and Fuller Street, in front of****MBTA Ashmont T Station****Site 18. West End****Blossom Street, between Emerson Place and Blossom Court****Site 20. Cleveland Circle****Chestnut Hill Avenue, between Beacon Street and Clinton Road, in Cassidy Park parking lot****Site 22. Financial District Cluster Site****Oliver Street between Milk Street and Water Street, at traffic median****Site 23. Chinatown****2 Boylston Street, between Tremont Street and Washington Street, in front of China Trade Building****Site 24. Financial District****Pearl Street, between Franklin Street and High Street****Site 25. Innovation District/Fort Point****Seaport Boulevard, between Sleeper Street and Boston Wharf Road, by MBTA****Court House T Station****Site 27. Charlestown Navy Yard****Charlestown Navy Yard at Baxter Road****Site 29. Northeastern University****Fenway, Northeastern University at Opera Place and Huntington****Site 30. Maverick Square****East Boston, Maverick Square at Sumner Street****Site 31. Dudley Square****Roxbury, Dudley Square at Dudley Street**

**NOTEPAD:**

HOLDER CODE

INSURED'S NAME **Roxy's Gourmet Grilled Cheese****ROXYSG1****OP ID: MA**

PAGE 3

DATE **09/24/19**

**FlightLevel Norwood, LLC, 125 Access Road, Norwood, MA, 02062 are listed  
as additional insureds.**

**TAB 19**





# **TOWN OF NORWOOD BOARD OF HEALTH**

**Commonwealth of Massachusetts**

## **CATERING BY FUNCTION PERMIT**

**FEE: \$ 10**

**SEPTEMBER 23, 2019**

**THIS PERMIT IS GOOD ONLY FOR THE TIME AND DATE SPECIFIED  
A PERMIT IS HEREBY GRANTED TO:**

**AUTHENTIC PAD THAI  
DBA: YUMMY PAD THAI  
100 POWDER POINT AVE  
DUXBURY MA 02332**

**CONTACT: NATHAN SMITH  
100 POWDER POINT AVE  
DUXBURY MA 02332  
TEL: 781-934-2449**

**TO SERVE: PAD THAI AND SPRING ROLLS**

**LOCATION: NORWOOD AIRPORT**

**DATE: SATURDAY OCTOBER 12<sup>TH</sup>**

**NORWOOD BOARD OF HEALTH**

**Sigalle L. Reiss, Supt/Director**

**To Protect, To Provide And To Promote Public Health  
566 WASHINGTON STREET - P.O. BOX 40 - NORWOOD, MA 02062  
TEL: (781) 762-1240 - FAX: (781) 278-3000**

**TAB 20**





# CERTIFICATE OF LIABILITY INSURANCE

COMP-1

OP ID: DA

DATE (MM/DD/YYYY)

09/25/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Rua-Dumont-Audet Ins. Agcy. In  
155 North Main Street  
Fall River, MA 02722  
Sonia M. Fastino, CIG, AAI

CONTACT NAME: Jason Rua, LIA, CIG, AAI

PHONE (A/C, No. Ext): 508-673-5808

FAX (A/C, No.): 508-677-4828

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: U.S. Liability Ins. Group

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED  
Authentic Pad Thai  
dba Yummy Pad Thai  
Nathan Smith  
100 Powder Point Ave.  
Duxbury, MA 02332

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	CL1762130C	07/07/2019	07/07/2020	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ Included
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					
	<input type="checkbox"/> ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event Date: Saturday, October, 12, 2019 at Norwood Memorial Airport  
Town of Norwood 566 Washington Street, Norwood, MA 02062; Norwood Memorial  
Airport, Norwood Airport Commission, Norwood Airport Management, FlightLevel  
Norwood, LLC 125 Access Road, Norwood, MA 02062; Norwood Municipal Light  
Department, 206 Central Street, Norwood, MA 02062 are additional insureds

## CERTIFICATE HOLDER

## CANCELLATION

Town of Norwood  
Board of Heath  
566 Washington Street  
Norwood, MA 02062

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



**UNITED STATES DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

**WASHINGTON, DC**

**Boston Executive Helicopters,**

**Complainant**

**v.**

**Town of Norwood, Massachusetts**

**and Norwood Airport Commission,**

**Respondents**



**Docket No. 16-15-05**

**Order Terminating Appeal**

On November 2, 2018, the FAA issued a Director's Determination finding the Respondents in violation of Federal law and Federal grant obligations, and directed corrective action. On November 30, 2018, the Respondents filed an Appeal of the Director's Determination to the Associate Administrator for Airports. On January 14, 2019, the Complainant submitted its Reply to the Appeal.

On September 13, 2019, the Respondents submitted a Notice of Withdrawal of Appeal of the Director's Determination, with prejudice. The Respondents confirmed in its Notice of Withdrawal that it will file a Corrective Action Plan within 30 days of the Notice being docketed by the FAA.

Accordingly, the Appeal is withdrawn and the Appeal proceeding under FAA Docket No. 16-15-05 is hereby terminated. In accordance with 14 CFR § 16.33, the Director's Determination is the final decision and order of the FAA in this proceeding without further action, and is not judicially reviewable.

A handwritten signature in blue ink, reading "D. Kirk Shaffer".

**D. Kirk Shaffer  
Associate Administrator  
for Airports**

**9-19-19**

**Date**

## CERTIFICATE OF SERVICE

I HEREBY CERTIFY that on September 19, 2019, I caused to be emailed and placed in Federal Express or personally delivered a true copy of the forgoing Order addressed to:

**Counsel for Complainant:**

Michael C. Fee, Esq.  
Pierce & Mandell, P.C.  
11 Beacon Street, Suite 800  
Boston, MA 02108  
[mfee@piercemandell.com](mailto:mfee@piercemandell.com)

**Counsel for Respondents:**

Karis L. North  
Murphy, Hesse, Toomey & Lehane, LLP  
Crown Colony Plaza  
300 Crown Colony Drive, Suite 410  
Quincy, MA 02169  
[knorth@mhtl.com](mailto:knorth@mhtl.com)

**Copy to:**

FAA Part 16 Airport Proceedings Docket, AGC-610  
FAA Airport Compliance and Management Analysis  
ACO-100



Claudia Roberts  
Office of Airport Compliance and  
Management Analysis

UNITED STATES DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

In the Matter of:

Docket No.: 16-15-05

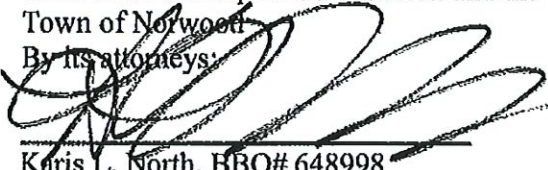
Boston Executive Helicopters and  
Norwood Airport Commission

Norwood, Massachusetts

**NOTICE OF WITHDRAWAL OF APPEAL**

The Town of Norwood and the Norwood Airport Commission (collectively "Commission") hereby provide notice that the Commission withdraws, with prejudice, its appeal of the November 2, 2018 Director's Determination in the above-captioned matter, which notice of appeal and brief were filed with the Federal Aviation Administration ("FAA") on November 30, 2018. Pursuant to the November 30, 2019 Director's Determination, the Commission will file a Corrective Plan with the FAA within 30 days of this Notice of Withdrawal of Appeal being docketed by the FAA.

Respectfully submitted,  
The Norwood Airport Commission and the  
Town of Norwood  
By its attorneys:

  
Karis L. North, BBO# 648998  
knorth@mhtl.com

Kevin Freytag, BBO# 667860  
kfreytag@mhtl.com

Murphy, Hesse, Toomey & Lehane, LLP  
300 Crown Colony Drive, Suite 410  
P.O. Box 9126  
Quincy, MA 02269-9126  
(617) 479-5000

Dated: September 13, 2019



**CERTIFICATE OF SERVICE**

I, Karis L. North, counsel to the Respondents, Town of Norwood and Norwood Airport Commission in Boston Executive Helicopters, LLC v. Town of Norwood, Massachusetts and Norwood Airport Commission, FAA Docket No. 16-15-05, hereby certifies that on this 13<sup>th</sup> day of September 2019, a copy of the foregoing document was served via US Mail and Email as follows:

Michael C. Fee, Esq.  
Pierce & Mandell, PC  
11 Beacon Street, Suite 800  
Boston, MA 02108  
mfee@piercemandell.com

Office of the Chief Counsel  
Attention: FAA Part 16 Airport Docket Clerk AGC-600  
Federal Aviation Administration  
800 Independence Avenue, S.W.  
Washington, D.C. 20591  
9-AWA-AGC-Part-16@faa.gov

Kevin C. Willis, Director  
Airport Compliance and Management Analysis  
Federal Aviation Administration  
800 Independence Avenue, S.W.  
Washington, D.C. 20591  
Kevin.willis@faa.gov  
Claudia.Roberts@faa.gov

  
Karis L. North

UNITED STATES DISTRICT COURT  
DISTRICT OF MASSACHUSETTS

C.A. NO. 1:15-cv-13647-RGS

BOSTON EXECUTIVE HELICOPTERS, )  
Plaintiff, )  
VS. )  
FRANCIS T. MAGUIRE, ET AL. )  
Defendants. )

**STIPULATION OF DISMISSAL WITH PREJUDICE**


It is hereby stipulated and agreed by and between the parties that the above-captioned action is voluntarily dismissed pursuant to Fed. R. Civ. P. 41(a)(1)(A)(ii), with prejudice, with each party to bear its own legal fees, costs, and expenses, whether by statute or otherwise, and with all rights of appeal waived.

Respectfully submitted,

The Plaintiff,  
By its attorney,

The Defendants,  
By their attorneys,

  
Michael C. Fee, Esq., BBO #552796  
Scott Zanolli, Esq., BBO #688230  
Pierce & Mandell, P.C.  
11 Beacon Street, Suite 800  
Boston, MA 02108  
(617) 720-2444  
[mfee@piercemandell.com](mailto:mfee@piercemandell.com)  
[scott@piercemandell.com](mailto:scott@piercemandell.com)

  
John J. Davis, BBO #115890  
Adam Simms, BBO #632617  
Pierce Davis & Perritano LLP  
10 Post Office Square, Suite 1100N  
Boston, MA 02109  
(617) 350-0950  
[jdavis@piercedavis.com](mailto:jdavis@piercedavis.com)  
[asimms@piercedavis.com](mailto:asimms@piercedavis.com)

Dated: September 12, 2019