

Beverly Airport Commission
Minutes of Meeting
September 25, 2018

LOCATION: Airport Administration Building, 50 L. P. Henderson Road, Beverly, MA, 01915

PRESENT: Commissioners Brean, Besson, Wadsworth, Dullea and Trefry

OTHERS PRESENT:

ABSENT: Gentile

PUBLIC: Ace and Charlene Chase (Cat Aviation), Nick Burlingham and John Messenger (NAA), Craig Schuster (ASG), Paul Beaulieu (Avier), James Mandello, Keith Young, Tom Lyons, Steve Tibbetts, Stephen Bourque

RECORDER: Eileen Sacco

A. CALL TO ORDER:

Commissioner Brean called the meeting to order at 6:00 PM.

1. Pledge of Allegiance
2. Reading of the Minutes for August 2018 – Wadsworth made a motion to accept the minutes for March 2018. Trefry seconded the motion. The motion passed unanimously.
3. Reading of the Financial Report for August 2018 –Chairman Brean presented the financial report for August 2018.

Commissioner Trefry made a motion to accept the financial report. Commissioner Dullea seconded the motion. Motion passed unanimously.

4. **Presentation: Airport Solutions Group, LLC – Craig Shuster**

RW9 Easements – ASG is working on closeout documentation.

RW9 Eminent Domain - Osgood Property – ASG is working on a new contract and fee to cover costs associated with the Osgood Eminent Domain taking and this will require new FAA and MassDOT grants.

Wildlife Hazard Assessment/Wildlife Hazard Assessment Plan – Project is ongoing. Epsilon is performing their monthly site surveys.

AIP Update for Non-Standard Geometry – ASG and BVY met with Jeffery DeCarlo, Administrator for MassDOT Aeronautics on September 13, 2018. DeCarlo was receptive

of the request of MassDOT issuing an ASMP grant for the additional 25 foot runway width. He asked for additional information regarding private investment by NAA at the Airport. ASG is waiting for the information from NAA to respond to his request.

95 Sam Fonzo Drive

1. FAA determination has been issued and the building has been determined NOT to be a hazard to air navigation if conditions are met as follows:
 - The building has to be marked and lighted in accordance with FAA Advisory Circular
 - Filing of a follow-up survey at a point where the building has reached its greatest height
 - Any failure of obstruction lights lasting more than thirty minutes needs to be reported immediately.
2. The Airport, City of Beverly, and developer are working on an easement over the property and the easement plan has been submitted to the city.

Miscellaneous

1. The Annual Airport CIP meeting with MassDOT and the FAA is tentatively scheduled for October 3, 2018 at 10:30 a.m. The meeting will be held at the Logan Office Center.
2. ASG is working with Airport Manager Gloria Bouillon regarding the FAA Supplemental Appropriation Funding. The grant application is due on October 31, 2018.
3. ASG is assisting the Airport Manager with updating graphics and highlighting a potential solar array site on the airport property.

Chairman’s Report

Brean reported that he, Gloria Bouillon and Tracy Wadsworth attended the MAMA Conference in Martha’s Vineyard and noted that the BAC reviewed a lot of attention and accolades for recent events and activities at the airport. He states that he would like to keep the momentum going.

Airport Managers Report

Airport Manager Gloria Bouillon reviewed her report for the month of August

Traffic Count Airport Operations Info, August 2018

August	2018	6,226
August	2017	5,207
Decrease of		1,019

Landing Fees – August 2018

Landing fees received from NAA for August 2018 totaled \$8,751.55 (157)landing fees totaling \$9,515.82 less \$761.24, 8% handling fee).

Landing fees received from NAA for March 2018 totaled \$4,585.49 (75 landing fees totaling \$4984.23 less \$398.74, 8% handling fee).

Fuel Flowage Fees – February and March 2018

August 2018 Total Gallons 54,988 Total received = \$5,498.80

Airshow

The Airshow was a successful event with over 11,000 people attending. The event generated great news and publicity for the Airport and some takeaways for the next potential airshow.

Proposal to Increase Landing Fees - Bouillon reported that she is proposing an increase for aircraft over 30,000 MTOW of 33%, based on the Aircraft Characteristics data sheet. She explains that in discussions with NAA, 40% of our land traffic revenue is over 30,000 MTOW. She notes that aircraft at this weight typically do not land based on landing fees. She suggests that if there is a setback in landing fees with he new rates she will propose to reduce back to \$3.00/1,000 lbs MTOW.

Airport Incident – Bouillon reported that there was an incident at the airport on September 9th and there was an amazing response from Danvers, Wenham and Middleton. She noted that the response time from the First Responders was excellent and she met today with the first responders meeting to discuss after actions review and noting that there is always something to be learned from incidents.

Leases, Building #45 & #43 – The Commission will discuss the matter during Executive Session at the end of this meeting.

Bouillon reported that she has been appointed as a new member and officer of MAMA.

OLD BUSINESS:

1. Sub-Committee Reports:

- a. Property/Legal/Finance/Noise Abatement – Paul Trefry

Lease for Building 43 and Building 45

Brean reported that there is an Executive Session scheduled for later this evening to discuss this matter.

Safety and Security /RFP's – Tracy Wadsworth

Security and Awareness Workshop

Wadsworth reported that she has planned a Security and Awareness Workshop for Wednesday October 31, 2018 from 8:30 – 11:30 a.m. The event will be held in the BAC Administration Building. She reviewed the list of speakers and participants as follows:

Welcoming Remarks - Jeffrey DeCarlo Ed.D, PMP, ATP Administrator at MassDOT

See Something, Say Something – Amy Veilleux, Transportation Security Instructor TSA

Current Threat Environment – Gary Coffey, Supervisory Special Agent, Counterintelligence FBI Boston

Suspicious Activity Reporting – Captain Robert Sojka, Massachusetts State Police Fusion Center, Critical Infrastructure Protection Program.

Statewide Airport Security Program; What are Other Airports Doing?/ Drew Mihaley, Aeronautics Inspector and Chief UAS Pilot – MassDOT Aeronautics Division

Airport Breaches, What can we Learn from Real Incidents? Thomas F. Mahoney, PE, Director of Airport Engineering – MassDOT Aeronautics

Discussion with John Godfrey regarding Solar Power

Brann reported that this matter will be discussed in Executive Session later this evening

Proposal to Increase Landing Fees

Brann notes that the Commission needs to vote on the recommendation of the airport manager to increase the Landing fees by 33% to \$4,00/1,000 for planes that are is over 30,000 MTOW and if there is a setback in landing fees with the new rates the Commission could reduce rates back to \$3.00/1,000 lbs. MTOW.

Trefrey moved to approve the increase in Landing Fees by 33% to \$4,00/1,000 for planes that are is over 30,000 MTOW and if there is a setback in landing fees with the new rates the Commission could reduce rates back to \$3.00/1,000 lbs. MTOW. Dullea seconds the motion. The motion carried unanimously.

Solar Design Consultant

Bouillon reported that the City of Beverly has contracted with Solar Design Consultants to plan and design solar panels and arrays for the City and the BAC needs to vote to approve joining that effort with the City.

Trefrey moved to authorize that the BAC will join the City of Beverly in the contract with Solar Design Consultants for the planning for airport land use for solar installation. Dullea seconded the motion. The motion carried unanimously.

Tenant Comments -There were no tenant comments.

Adjourn to Executive Session

Trefrey moved that the BAC adjourn to Executive Session for the purpose of considering Mr. Godfrey's request regarding solar panels on his hanger and to discuss the lease agreements with the City of Beverly for Building 45 and the Commission will not be returning to open session this evening.

Brean called for a roll call vote as follows:

Brean yes
Bessom yes
Dullea yes
Wadsworth yes
Trefrey yes

The motion carried. This portion of the meeting adjourned at 7:00 p.m.