

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
JUNE 12, 2023**

LOCATION: 50 L.P. Henderson Rd., Beverly Airport East Side

PRESENT: Commissioners Paul Trefry, Jason Roulet, Aaron Henry, Jessie Zuberek, Josh Doxsee, Khris Kendrick and Kyle Retallack

OTHERS PRESENT: Steven Rawding and Craig Schuster

ABSENT: Peter Gentile

PUBLIC: Mark Zuberek and Tony Bettencourt

RECORDER: Christine Martin Barraford

A. CALL TO ORDER

Chair Trefry called the meeting to order at approximately 6:00PM, which is being audio and video recorded as a hybrid meeting. Present were: Mr. Trefry-Y, Mr. Retallack-Y, Mr. Hendricks-Y, Mr. Doxsee-Y, Mr. Roulet-Y, Ms. Zuberek-Y and Mr. Henry-Y.

The Chair noted that a member of the public, Mr. Zuberek, was also recording the meeting.

1. Pledge of Allegiance

Chair Trefry led those in attendance in the recitation of the Pledge of Allegiance.

2. Acceptance of Regular Meeting Minutes – May 8, 2023

Upon motion duly made by Mr. Henry and seconded by Ms. Zuberek, it was unanimously voted to approve the above minutes. Motion passed 7-0, unanimous.

3. Reading of the Financial Report – Mr. Rawding

Mr. Rawding reviewed the report on the following revenues for May, 2023 as compared with May, 2022: a) fuel flowage fee revenue at \$7,045.20 represented a decrease of \$262.80; b) traffic count at 8,763 represented an increase of 1,600.00; and c) landing fee revenue at \$13,897.68 represented an increase of \$9.39. The available revenue is \$566,138.00.

Discussion ensued on the subsidy budgeting process by the City in light of the revenue generated by operations of the airport. While not always achieved, self-sustainability is a goal of the airport pursuant to FAA regulations. It was agreed that further understanding of the finances is needed.

Since this is Mr. Rawding's last meeting, Mr. Trefry thanked him for his dedicated service to the Commission.

4. Airport Solutions Group Presentation – Mr. Schuster

Mr. Schuster reviewed the Airport Solutions Group monthly status report including the following highlights:

Airport Master Plan. Airport Master Plan and The Airport Layout Plan (ALP) have been submitted to BVY for their files. The next steps are ASG will proceed with final billing and FAA and MassDOT project closeout documents.

Aeronautical Study Runway 16-34 and 927. ASG has assisted the Airport with the FAA required Independent Fee Estimator (FE) process. The airport has engaged with an IFE and has negotiated a final ASG fee. ASG has prepared and submitted the FAA and Mass DOT grant applications on May , 2023. Next steps are to wait for the FAA and MassDOT to issue grants. Expected July, 2023.

Cold Storage Building – ASMP Project. The cold storage building project is on hold per MassDOT due to funding. Discussion ensued on the project.

B. AIRPORT MANAGER’S REPORT

Mr. Rawding presented the airport manager’s report including the following highlights:

- High flight level in May with up to five layover jets parked on the west ramp.
- Marking (painting) - RWY 16/34 and run-up area 34 were completed painting in collaboration with MassDOT.
- The ATC, FBO’s and Flight Schools have been extremely cooperative and understanding during the pavement and marking projects.

Discussion ensued on the unfinished work to be done on the runways. Mr. Rawding reported that while there are “red boxes” that need to be replaced and are helpful runway enhancements, they are not considered requirements for rehabilitation of runways which is done on an annual basis. Discussion ensued on obtaining a dollar amount from MassDOT for the purpose of funding of replacement by the airport. Enhancement of parking areas as a revenue producing project is also not a priority of MassDOT and would have to be undertaken privately by the airport.

- The airport layout plan and master plan have been signed by the FAA and are now posted on the website.
- Grass mowing is ongoing with Dave Paras and Bill Fiore coordinating with ATC.
- Ms. Brickman following up on outstanding Beverly registrations.
- Letters of agreement have been signed with the ATC on various access points on the runways by employees.
- The quarterly meeting of the ATC held last Tuesday was very well-attended by pilots, flight school members etc. on various topics of flight operations with an open and informative give-and-take discussion among participants.

Discussion ensued on the value of the meetings to all airport stakeholders. Mr. Rawding noted that the meetings take away the “mystique out of airport operations and “humanize” the operators.”

C. CHAIRMAN’S COMMENTS

Introduction of the new Airport Manager

Chair Trefry introduced Gabriel Hanafin, the new airport manager. Mr. Hanafin expressed his gratitude to the Commission not only for the opportunity to serve as the airport manager, but the extra time that the Commission granted to him to attend the birth of his first-born son before making the trip from Illinois. He noted that gesture alone spoke volumes about the community in which he was committed to serve in the achievement of its goals.

Progress update on the Phase 1 Environmental Site Assessment being conducted by Weston & Sampson

Chair Trefry reported that he had walked the entire perimeter of the eleven acres on Airport Rd. with two members of the staff of Weston & Sampson. Although there was no contamination found behind the site of Wayside Trailers, the site is in a state of disrepair. A meeting is being scheduled to view the carpenter shop this week, and he expects a presentation of a report from Weston & Sampson by the next meeting.

Update on the Real Estate Appraisal to determine storage rates for parties using land on Airport Rd.

Chair Trefry reported that in response to his request to Bill Lachance of the real estate firm which originally appraised building 45 and Airport Rd. property for an assessment of rates for storage space on the property, the amount per square foot quoted was \$.56. Since this amount is double the rate charged to Wayside Trailers, the airport is in non-compliance of the use of the land per FAA requirements. Mr. Lachance stated that he has interested possible lessees that would be willing to pay that amount.

Discussion ensued on next steps including notification of present tenants, including FEMA, that their leases will be increased to \$.56/square foot on an annual basis within 120 days. While Chair Trefry was in favor of the airport notifying tenants immediately and without legal assistance, including FEMA, that because the FAA had determined that the airport was in non-compliance due to not charging fair market value, rates would be increased, other Commissioners were in favor of a strategic approach of planning for the potential redevelopment of all eleven acres, and having Anderson Krieger handle all negotiations of leases in totality and in consideration of that eventuality. A public meeting of the Commission's plan for overall redevelopment was suggested to foster the participation of all stakeholders, present and future.

Chair Trefry stated that, while the FAA is has been instrumental in its intervention with the City with the issuance of the letter to the City that the airport is in non-compliance of charging fair market value, the FAA is adamant that it is the airport's responsibility, and not theirs, to negotiate with the City for the 39K square feet of Building 43, even though it agreed to a have a face-to-face with all parties at the end of June. The FAA also suggested that the airport consult with other airports on what arrangements they have with their municipalities. Also, Anderson Krieger confirmed that the City should be paying a monthly amount and have a reconciliation at the end of the year of past due amounts.

Upon motion duly made by Ms. Zuberek and seconded by Mr. Retallack, it was unanimously voted to have Anderson Krieger continue negotiations with the City and have the new airport manager approach the other tenants on the field, with or without leases, offering an annual rate at fair market value. Roll call vote: Mr. Trefry-Y, Mr. Retallack-Y, Mr. Hendricks-Y, Mr. Doxsee-Y, Mr. Roulet-Y, Ms. Zuberek-Y and Mr. Henry-Y. Motion passed 7-0, unanimous.

Discussion ensued. It was expected that Anderson Krieger will present its report to the Commission at its next regularly scheduled meeting. Insofar as Chair Trefry has been in contact with the FAA and has knowledge of relevant issues, he will continue to be the point person. However, insofar as the Chair works closely in collaboration with the airport manager, he will continue to work with the airport manager in all dealings involving key airport business and endeavor to keep the Commissioners apprised of all aspects of communication.

Update on Lease Negotiations with the City of Beverly for ongoing use of buildings and land on Airport Rd.

Chair Trefry referenced his conversation with Anderson Krieger as above stated. He was in favor of a face-to-face meeting with FAA and all stakeholders with regard to ongoing negotiations, and will keep the Commissioners apprised of developments.

Update on ongoing PFAS testing by GZA and the Addendum Contract Extension

Chair Trefry updated the Commission on the PFAS testing which has been ongoing for two years. Additional testing is required at a cost of \$75K. At the recommendation of the City Finance Director, the Commission needs to submit a letter of request to the City Council that the amount be withdrawn from the enterprise fund.

Mr. Rawding reported that he reached out to the project manager of GZA for an update. The company is monitoring two areas: for PFAS contamination and petroleum contamination and so far the samples look free of contaminants. However, additional data is needed to complete the final report. Chair Trefry stated that the airport needs to be prepared for the contingency that the next round of data indicates contaminants requiring even more work. Therefore, he is reluctant to go forward with authorizing additional work at this time. Toward that end, the airport will seek the advice of the environmental arm of Anderson Krieger and the support of the City.

Update on discussion with interested party on hangar construction

Chair Trefry reported that he and Mr. Rawding had walked the area for possible hangar development with an interested party from New York City who has built two other out of state hangars. According to the airport layout plan and master plan, 85% of the designated areas for future development are based on the movement of the foxtrot runway. Since this is not a project to be undertaken in the near future, this area was not suitable at this time for consideration of hangar development. He was referred to the engineering department of ASG for more information.

Update from Noise Abatement Subcommittee

Mr. Henry reported that the subcommittee had been reconstituted with two new members and met on May 18th. The policy is being looked at and rewritten to include all stakeholders. The process has been slow. Once the consensus document is complete it will be brought to the Commission for vote. A public meeting is scheduled for Wednesday, June 15th.

D. NEW BUSINESS

Airport Rd. Land Use by FEMA, Wayside Trans. Co., DPS, Harbor Master and School Department and the need to comply with FAA Airport Revenue Policy

Chair Trefry confirmed that the Commission is in agreement on charging tenants fair market value rates as discussed above.

Engineering Consultant Contract Renewal: Public Posting of Solicitation, Request for Qualifications and need for Subcommittee to review submissions

Chair Trefry noted that the last contract renewal six years ago received statements of interest from fifteen companies. Newspaper articles need to be posted in the next few weeks for two separate RFQ's for engineering and planning services. A subcommittee will be formed to evaluate the RFQ's received.

E. COMMISSION COMMENTS

There were none.

F. TENANT COMMENTS

There was none.

G. PUBLIC COMMENTS

Mark Zuberek appeared before the Commission and made the following comments: a) make agenda available for the public ahead of the meeting; b) increase in jet traffic from end of May to beginning of June with flight pattern over his house may be good for the airport but not good for residents; c) impressed about the activity of the Commission and the realization of what position it has; d) Commission needs to know what finances it has and not rely solely on the City for information; e) control of its property and the policy on rent is the Commission's to define and the airport manager to execute similar to the role of the Board of Selectmen and its town manager; f) obtain more than one appraisal on property; g) PFAS issue is not going away and mitigation is expensive in light of state decreasing level of toxicity; h) hangars are viewable from residents' backyards and consideration needs to be given on additional construction; i) noise abatement policy not yet completed after three years of study; important to include neighbors' comments; j) meetings are too long; schedule public comments at beginning of meeting; and k) ATC meetings are very valuable to pilots and should continue.

Tony Bettencourt appeared before the Commission and spoke about the need to reroute aircraft that use runway 34.

H. ADJOURNMENT

Upon motion duly made by Ms. Zuberek and seconded by Mr. Hendrick, it was unanimously voted to adjourn. Motion passed 7-0. Roll call vote: Mr. Trefry-Y, Ms. Zuberek-Y, Mr. Retallack-Y, Mr. Hendricks-Y, Mr. Doxie-Y, Mr. Roulet-Y and Mr. Henry. Motion passed 7-0, unanimous. The meeting was adjourned at 8:40PM.