

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
DECEMBER 11, 2023**

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

PRESENT: Commissioners Paul Trefry, Aaron Henry, Khris Hendricks, Jessie Zuberek, Josh Doxsee, Kyle Retallack and Bill Kossowan

OTHERS PRESENT: Airport Manager Gabe Hanafin and Craig Schuster of ASG Group

ABSENT: None

PUBLIC: Tony Bettencourt, Rachel Abel and Mark Zuberek

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. Roll call was taken and members present were: Chair Trefry, Mr. Retallack, Mr. Reulet, Mr. Doxsee, Mr. Kossowan and Ms. Zuberek.

1. Pledge of Allegiance

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

2. Approval of Regular Open Meeting Minutes – November 13, 2023

Upon motion duly made by Mr. Kossowan and seconded by Ms. Zuberek, it was unanimously voted to approve the above minutes as amended. Mr. Trefry-Y, Mr. Kossowan-Y, Mr. Reulet-Y, Ms. Zuberek-Y, Mr. Doxsee-Y, Mr. Khendricks-Y and Mr. Retallack-Y. Motion passed 7-0.

3. Approval of Regular Open Meeting Minutes – November 20, 2023

Upon motion duly made by Mr. Doxsee and seconded by Ms. Zuberek, it was unanimously voted to approve the above minutes as amended. Mr. Trefry-Y, Mr. Kossowan-Y, Mr. Khendricks-Y, Mr. Reulet-Y, Ms. Zuberek-Y, Mr. Doxsee-Y, and Mr. Retallack-Y. Motion passed 7-0.

B. PUBLIC COMMENT

Tenant Comments

There were none.

General Public Comment

Mark Zuberek of Glendale Drive in Danvers appeared before the Commission. He stated that he has determined over the last two or three meetings that the Commission leadership's response to noise complaints is to placate voices. He added that the length of the runways drove concern on noise to the level addressed in the master plan three years ago without any real solution. The response from the Danvers Board of Selectmen was to forgive taxes on the Danvers side of the property. The good neighbor policy has been languishing without action by the Commission, and the present draft revision to the noise policy has "no connection to reality." He added that fuel and landing fees are too low.

Insofar as Danvers residents deserve a better quality of life without noise pollution and bureaucracy not responding to issues, Mr. Zuberek asked that the Commission take action on the issues to be resolved and the comments submitted by residents. He left a form with the Commission.

Rachel Abel of Echo Ave. appeared before the Commission and thanked members and tower staff for their diligent work. She had several concerns as follows: a) erection of fence to manage wildlife; b) management of transient pilots using touch and go's; and c) noise pollution.

Tony Bettencourt appeared before the Commission and urged members to respond to the concerns of residents whose lives have been seriously impacted by noise pollution.

C. **PRESENTATIONS**

Airport Solutions Group – Craig Schuster

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

EA/EENF for five-year AMPU projects included reconstruction of RW 16-34 and TW 'E' and Access Rd./Single EIR total project cost based on CIP est.

Status:

Prepare MassDOT preapplication and sent to BVY for signatures.

ASG coordinated a scoping meeting the FAA, MassDOT and BVY for December 11, 2023 @ 2:00PM.

FAA grant deadline is Marh 1, 2023.

Aeronautical study Runway 16-34 and 9-27 (FY2023) total project cost: \$328,100 funding.

Status:

Work ongoing.

Site data for the obstruction data is complete.

ASG should start the work of analyzing the approaches for obstructions towards the end of December.

Miscellaneous.

Assisted BVY and updated the ALP to show the proposed flight level hangar for FAA review.

Discussion ensued on the various projects.

D. **AIRPORT MANAGER'S REPORT**

Financial and Operations Report

Mr. Hanafin reviewed the financial and operations report for the previous month and year-to-date as of November as detailed in the attached spreadsheet.

Mr. Hanafin stated that the jet fuel tax will take effect on January 1, 2024. Discussion ensued on the policy and process for collection of funds and Mr. Hanafin will pursue clarification from the City Solicitor's office.

Mr. Hanafin also reviewed the presentation on the direct and indirect costs charged by the City against the enterprise fund detailed in the attached PowerPoint presentation. Discussion ensued.

Lease between City of Beverly and Beverly Regional Airport for use of land on Airport Rd.

Mr. Hanafin reported that the lease for use of land on Airport Rd. is "one signature away from being signed by the Mayor." This lease will provide a template for initiating leases with other tenants.

Negotiating leases for storage use on Airport Rd.

Mr. Hanafin reported that Wayside Trailers is presenting cleaning up the area with eye toward consolidating to one side of the road from 80K square feet to 60K square feet. They have agreed to pay fair market value of \$.56/sq ft from their current rate of \$.24/sq ft.

Amendment to City Ordinance Section 15-11(A)

Mr. Hanafin reported that the amendment to the city ordinance will be voted on by City Council at its third reading of the amendment. The language in the ordinance prevents any member of the Commission from doing business direct or indirect with the airport. Being a member of the Commission automatically comes with adherence to the Massachusetts Code of Ethics for local government. If a matter comes up or vote on any organization or entity that the member is connected, he/she must recuse themselves. Any public disclosures must be filed by the member with the City of Beverly.

State grant Application for an environmental assessment related to reconstructing Runway 1/34 and Taxiway E

Mr. Hanafin reported that he has begun the process of application for the \$15K grant award.

Landing fees and operations tracking

Mr. Hanafin reported that he had followed up on the Commission's discussion of how to maximize tracking operations and collecting landing fees. At the present time the FBO collects landing fees at a charge of 8% with the airport receiving 92%. There are times when a passenger may disembark from a plan with no fees collected.

He had obtained an estimate from the company Vector based on 2022 information, and of \$210,980 collected 24% would be their cut, which would translate to the airport collecting approximately \$10K more than the FBO. Another company will be making a presentation to the Commission in January.

Discussion ensued on the pros and cons of tracking/collection by the FBO and the virtual tracking companies including the following highlights: a) the value of tracking transient flights will provide an important tool to manage noise pollution; and b) tracking the weight of the aircraft would also provide information as to impact of traffic on the infrastructure.

Insofar as the FBO offers a more personalized service, can the company be hired to collect data and leave billing services to the FBO. Toward that end, is the company available for a 90-day trial period in order that the Commission can better evaluate the service. Mr. Hanafin will follow up and report back to the Commission.

E. REPORTS OF SUBCOMMITTEES

Noise Abatement Subcommittee

Chair Henry apologized for not having been able to meet obligations to advance the business of the noise abatement subcommittee. He asked that he be relieved of his duties as Chair and appoint someone from the subcommittee to take over leadership.

Chair Assignment to the Noise Abatement Subcommittee

Following discussion, and upon motion duly made by Mr. Henry and seconded by Mr. Doxsee, it was unanimously voted to appoint Mr. Retallack as Chair. Mr. Henry-Y, Ms. Zuberek-Y, Mr. Doxsee-Y and Mr. Retallack-Y. Motion carries 4-0.

Mr. Doxsee will continue as Vice Chair until the matter is discussed at the next meeting. Mr. Retallack has agreed to take minutes of meetings. The meeting with Danvers residents will be rescheduled.

F. NEW BUSINESS

There was none.

G. OLD BUSINESS

H. Address the proposed return of \$111,000 of City funds earmarked exclusively for Building 45 construction

Chair Trefry reported that the City Finance Director suggested that, instead of returning the \$111,000 of City funds earmarked for Building 45 construction, that the money be retained in the account to be used toward the construction of the new runway, thereby minimizing the City contribution of 5%.

Discussion ensued on the timeline for “getting the ball rolling” on Building 45 and the alternative uses thereof and securing an occupant tenant. Chair Trefry noted that the matter be discussed fully in a special strategy session to identify all the options, including aeronautical, non-aeronautical, etc.

I. COMMISSIONER COMMENTS

Commissioner Comments – Khris Hendricks

Mr. Hendricks reported that, having attended the MAMA conference, there were two areas of interest to share with the Commission: the first was to suggest that members of the Commission be assigned formal email addresses by the City, and second that the Commission form a subcommittee to follow the innovations made by other airports.

Following discussion, Mr. Hanafin will pursue getting email addresses with the City, and an agenda item will be put on the January meeting to further discuss the formation of a subcommittee to address surrounding airport’s innovations and best practices, as well as the subcommittee’s goals and objectives.

Other

The Airport Tower Manager updated the Commission on the community meeting she is facilitating tomorrow evening. Suggestions were made for advertising the meeting on social media. The Commission was in favor of increasing opportunities for personal interaction between the tower and pilots.

Ms. Zuberek has been invited to give a presentation to the entire Sixth Grade class at Beverly Middle School.

Mr. Kossowan reported that safety seminars sponsored by the FAA will begin in January.

J. ADJOURNMENT

Upon motion duly made by Ms. Doxsee and seconded by Mr. Hendricks, it was unanimously voted to adjourn. Mr. Trefry-Y, Mr. Kossowan-Y, Mr. Reulet-Y, Mr. Hendricks-Y, Ms. Zuberek-Y, Mr. Doxsee-Y and Mr. Retallack-Y. Motion passed 7-0, unanimous.

The meeting adjourned at 8:16PM.