

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
FEBRUARY 12, 2024**

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

PRESENT: Commissioners: Chair Kyle Retallack, Aaron Henry, Khris Hendrick, Jessie Zuberek (arrived late,) Josh Doxsee and Bill Kossowan

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

ABSENT: Jason Reulet

PUBLIC: Paul Trefry, Mark Zuberek and John Rinaldi
Todd Rotondo of the Beverly 400 Committee
Peter Eichleay, CEO, and Bob Lawrence, PE

RECORDER: Christine Martin Barraford

A. CALL TO ORDER

Chair Retallack 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: Mr. Kossowan, Chair Retallack, Mr. Hendrick, Mr. Henry and Mr. Doxsee. Ms. Zuberek arrived after roll call.

1. Pledge of Allegiance

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

2. Approval of Regular Open Meeting Minutes – January 8, 2024

Upon motion duly made by Mr. Henry and seconded by Mr. Doxsee, it was unanimously voted to approve the above minutes as amended. Motion passed 6-0 unanimously.

B. PUBLIC COMMENT

Tenant Comments

There were none.

General Public Comment

Paul Trefry of Glidden St. in Beverly appeared via zoom before the Commission and recognized this date as a historic date for over twenty years of the city using the land on Airport Rd. and never paying for it. He noted that a former airport manager lost his job because he was so infuriated with the city for being unwilling to pay. Congratulations to the Commissioners for going to the city council for more than twenty years in an attempt to get the city to do the right thing.

He noted that the next step was to go to FEMA to pay for use of the trailer site and other areas. The city as well as the Mayor and city solicitor know that FEMA has occupied the corner of the site without permission of the Commission. After the last meeting of the Commission Mr. Trefry spoke to Mark Foster and told him that he had seen online at Beverly.gov a request for \$200K to buy the corner to put up a museum, following which the Mayor refused to spend \$200K to pay fair market value to the airport for the corner. Nevertheless, a museum was put up on the corner without asking permission of the Commission. The next step is to include the corner in the lease negotiations and ensure along with the airport manager and legal counsel that is part of the package for which FEMA is paying.

Mark Zuberek appeared before the Commission as a Danvers resident, taxpayer and voter and requested that the Chair “be a little lenient on time.” He voiced the following concerns:

- The Commission leadership’s response to noise has been and continues to be placating the resident voices.
- While the present Commission appears to be more receptive, there is still no decisive action.
- At Mr. Trefry’s suggestion he (Mr. Zuberek) discontinued recording meetings, but he continues to get resident questions on what has transpired at meetings.
- Insofar as he viewed the previous airport manager’s actions to build self-promotion, he hopes the new airport manager includes the community in decisions.
- The master plan needs to address community concerns re noise and size of aircraft.
- Lengthening of the runway to date has not been included in the master plan.
- Noise is an issue of major concern that has remained unaddressed without any real solutions.
- Good neighbor policy is languishing without action.
- Noise abatement needs to be addressed and include the safety issues caused to the high school.
- Commission needs to work with neighbors to address noise issues.
- Insofar as the senior Commissioners have resigned, this new Commission and the tower manager must address what is important to neighbors in Beverly, Danvers and Wenham.
- Resident comments need to be included in the noise abatement policy.
- A major issue is environmental impact and data from an all-inclusive impact study to health, safety and quality of life to residents and adjoining communities including air emissions and PFAS contamination to ground water and migration to route 114 in Middleton and shut down well in Danvers.
- Consideration of conversion to lead fuel and increase landing fees.
- Peaceful co-existence with residents and the business community.
- Install hangars on the west side when Building 45 is demolished and consider moving the fuel depot away from the Danvers side.
- Fair distribution of taxes collected to all cities.

Mr. Zuberek ended his input noting that a lot more needs to happen. “Let’s make it happen!”

John Analbi of Winston Rd. in Beverly appeared before the Commission and expressed the following concerns:

- Daily noise from airplanes is constant causing residents not to be able to enjoy their backyards and loud enough for all conversation to stop.
- Pollution issue from the exhaust of leaded gas is poisonous and damage especially irreversible to vulnerable children. He cited the case in California where it was proven that children were poisoned directly from the exhaust of airplanes.
- While no one is seeking to “shut down the airport,” ways to address the issue must be figured out in changing patterns of planes bearing left and bearing right over the ocean in highly population areas.

Mr. Analbi ended his input with the comment “figure it out.....spread the wealth.”

PRESENTATIONS

Beverly 400 Committee – Todd Rotondo

Mr. Rotondo came before the Commission not as a member of the city council but as the President of the Beverly 400 Committee. He made a presentation to the Commission on the Committee’s plans in 2026 to sponsor the celebration of the city’s four hundredth anniversary, including the following highlights:

- Collaboration with the airport’s expertise for a large-scale air show.
- Private fundraising and sponsorships; additional earmarks from the state as Beverly is the birthplace of the U.S. Navy.
- Week-long celebration to include unique events of homecoming before Memorial Day, block parties, art and harbor festivals, holiday parades, etc.
- Public is welcomed in providing input for other ideas of celebration.

- Toward that end, Committee meetings (including seven subcommittees) are held the fourth Tuesday of every month at 6:00PM.
- Collaboration is also sought for best practices from neighboring towns and city of Gloucester which had its commemoration in 2023.
- While Gloucester provided funds of \$1.3M and hired a professional consultant, he does not expect Beverly's cost to be that high, but he is in the process now of determining estimated costs.
- The Commission's expertise from prior hosting of air shows is needed in estimating the cost of the air show.
- Partnership with other organizations and city departments to collaborate on promotion and fundraising efforts is welcome.
- While the "real work" is executed in the last two weeks prior to the event, planning needs to commence now for optimal success.

FlightLevel Aviation – Bob Lawrence

Peter Eichleay, CEO of FlightLevel Aviation, appeared before the Commission to give an overview of the lease agreement seventh addendum for the inclusion of phase 1 and 2 for the proposed hangar. He reviewed his PowerPoint presentation including the following highlights:

- Proposed hangar description, site and location.
- Sketch plan for Danvers and Beverly.

Mr. Kossowan noted the ongoing neighborhood opposition to the project.

Bob Lawrence, PE continued with the presentation.

- Visual presentation:
 - Dimension of Phase 1 and 2 locations for two twin-engine jets.
 - Location relative to Old Burley St. homes due to existing dense tree line.
 - Actual line of sight view looking toward Old Burley St. from location of proposed hangar.
 - Actual line of sight view from the direction from location of homes to proposed hangar.

Discussion ensued on the various elevations of homes and sight lines of the visuals.

- Analysis of sound levels and attenuation of trees.
 - As an example, when he and Mr. Hanafin were visiting the site, a twin-engine jet started up and was taxiing to the runway, and the noise that emanated was low enough so that he and Mr. Hanafin could audibly continue on with their conversation.
 - When either of the two twin-engine jets fly into the airport to pick up and return the passengers, the greenhouse gases will be reduced and the noise will be reduced by 50%.

Discussion ensued and Mr. Hanafin responded to questions as follows:

- Pickups and drop-offs will happen 2.5 to 3 times per month in a short amount of time to conserve fuel.
- Mr. Kossowan had witnessed the very loud sounds from jets landing and had received several complaints from residents about a jet that flies into the airport at 9:00PM every Friday night.
- In response to Mr. Henry's comment that the performance metric will not be audited, Mr. Lawrence stated that while the traffic at the airport cannot be controlled, with all else considered what is created is a base station for tenants to leave aircraft and have less time idling with additional noise. It is a good project given all else being equal that can be controlled.
- Mr. Kossowan noting that there was little jet activity before FlightLevel came to the airport, he asked what had attracted the company to the airport. Mr. Eichleay stated that it was his passion for aviation and when the opportunity came before his desk, he undertook it.

Discussion ensued on the master plan and airport layout plan at it applies to the above project. Mr. Hanafin reviewed the airport layout plan as a "living document," and will share the proposed changes with the FAA for approval.

Airport Solutions Group – Craig Schuster

In Mr. Schuster's absence Mr. Mallard 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:

- ASG prepared their scope of work based on the predesign meeting and submitted for review by the FAA, MassDOT, and the Airport.
- ASG received and addressed comments on the scope of work.
- ASG submitted scope of work and blank fee spreadsheets to the Airport for the Independent Fee Estimate (IFE) process.
- ASG's fee must be negotiated (through the IFE process) and FAA grant applications submitted by March 1, 2024
- Next Steps:
 - Complete IFE process and negotiate ASG's final fee.
 - ASG will prepare a draft FAA grant application ahead of time, minus ASG's negotiated cost, to meet the March 1st deadline.

Aeronautical study Runway 16-34 and 9-27 (FY2023.)

Status:

- ASG has recently received the data points from Bluesky. ASG has started analyzing the Runway 16-34 and Runway 9-27 approaches.
- Next Steps:
 - ASG will continue to analyze the approaches.
 - Once approaches have been analyzed ASG will share this information with the FAA, MassDOT, and the Airport.

Miscellaneous.

- ASG and GZA have been coordinating with the Beverly Conservation Commission to close outstanding permits. There are four of them. Two of them were accepted for closing at the January 27, 2024 Beverly Conservation Commission meeting. Two others were continued pending additional information which ASG and GZA is working to gather.
- MassDOT is funding the fence project.

Mr. Hanafin reviewed the scope of the project and discussion ensued including the following highlight:

- In order to reduce the overall monetary cost, ASG will assist in supervising the contractors in gaining access to the airfield, etc. and thereby saving time and addressing safety issues as well.
- Possibility of "fast tracking" the project by the airport's monetary contribution to fixing certain "high profile" parts of the repair of the fence.
- Since MassDOT is providing funding for the project in 2024, the project will need to be completed within that proposed timeframe.

Mr. Hanafin will contact MassDOT to investigate the possibility of the agency collaborating with the airport on the completion of the project.

C. AIRPORT MANAGER'S REPORT – Gabriel Hanafin Financial and Operations Report

Mr. Hanafin reviewed the financial and operations report for the previous month and year-to-date as of January as detailed on the attached spreadsheet. He noted that the airport is beginning to see

funding from the jet fuel tax (\$.14/gallon.) He also reviewed the budget to actual numbers and present tracking of budget expenses.

In response to Mr. Zuberek's question, Mr. Hanafin confirmed that, once collected by the state, funds are given to the Commission to be deposited into the airport enterprise fund. Once increased, the airport will be able to increase its line item in the budget.

Report on Noise Complaints received in the Last Month

Mr. Hanafin reported that he will be including in his monthly manager's report any noise complaints he receives as a way of tracking progress made and progress to be made of the noise subcommittee.

Since the beginning of the year, Mr. Hanafin has received eight (8) noise complaints. Of those complaints six (6) came from unique addresses. Most of the complaints were about operations on Runway 27. The majority of the complaints were about touch and gos. Mr. Hanafin added that all complaints were about single engine aircraft.

Commissioner Kossowan asked if there was any movement on using an operations tracking software at the airport. Mr. Hanafin responded that he has been in contact with several companies that provide that service and that he hopes that the proposed airport innovation sub-committee would look into the options and analyze if they would be a good fit for the airport. Currently, Mr. Hanafin uses FlightRadar24 to track operations and get information on aircraft causing noise complaints.

Mr. Henry commented that he hopes that over time, the log that Mr. Hanafin is keeping of noise complaints is able to identify if there are particular airplanes that are continuously causing complaints.

Airport Presentation at Bevely Middle School

Mr. Hanafin reported that last Friday he, a few Commissioners and the tower manager made a presentation to sixth graders at Beverly Middle School on the operations of a regional airport supported by the tower manager and the Commission and presented also as career opportunities.

Mr. Zuberek congratulated the Commission on its outreach to students as an example of a good community relations exercise, He has recommended to the Danvers Superintendent of Schools to sponsor a like presentation to its middle schoolers.

D. REPORTS OF SUBCOMMITTEES

Noise Abatement Subcommittee – Report on feedback received at public forums and update on noise abatement policy

Mr. Retallak, Chair of the Noise Abatement Subcommittee, having distributed the latest draft of the noise abatement policy to members, asked for Commission feedback. Upon approval and vote, the policy will be posted to the website as a "living document."

Upon motion duly made by Ms. Zuberek and seconded by Mr. Hendrick, it was unanimously voted to post the policy to the website as the official document but open to future edits, discussion followed.

Mr. Retallack stated that while the official work of the subcommittee has been completed at this point, the subcommittee will "never go away."

Mr. Zuberek's response to the Chair's answer to his question about the consequence to the pilot as none, he stated that is the "crux of the problem, "as the school's have a responsibility" to address the problem. He relayed an incident with a pilot landing at midnight on his way to Maine. The pilot was advised that this action was unacceptable and he so advised other pilots that this behavior would not be tolerated. Mr. Hanafin confirmed that the largest percentage of these incidences arise from flight school student-pilots located at the airport.

Following discussion and upon motion duly made by Ms. Zuberek and seconded by Mr. Hendrick as above stated, it was unanimously voted to post the policy to the website as the official document but open to future edits. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

E. NEW BUSINESS

Acceptance of grant funds received for Aeronautical Study

Mr. Hanafin reported that MassDOT Aeronautic Division has granted the airport and award for \$16,405.00 toward the aeronautical study to be distributed in FY24 in the amount of \$14,800.00 and FY25 the amount of \$1,605.00. He asked members to review the specific terms of the grant assurances award document attached as part of these minutes.

Upon motion duly made by Ms. Zuberek and seconded by Mr. Doxsee, it was unanimously voted to accept the award. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

Approval of Lease with City of Beverly for use of Land on Airport Road

Mr. Hanafin presented the lease with the city for use of the land for storage purposes on Airport Road. He reviewed the specific terms of the ten-year lease copy of which is attached hereto and made a part of these minutes.

Mr. Zuberek attempted to comment on the above discussion, but Chair Retallack stated that he would not allow him to comment on every discussion of the Commission.

Following discussion on the various terms of the lease and upon motion duly made by Mr. Henry and seconded by Mr. Kossowan, it was unanimously voted to approve the lease with the city. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

Approval of Lease Addendum Seven (7) with FlightLevel Aviation

Mr. Hanafin presented addendum seven with FlightLevel Aviation as reviewed earlier in the meeting by Messrs. Eichleay and Lawrence for approval. He reviewed the specific terms of the lease attached hereto and made a part of these minutes.

Following extensive discussion on the terms of the lease, it was agreed that Mr. Hendricks will reach out to Mr. Hanafin for clarification on the terms and report back to the Commission at the next meeting.

Establishment of Airport Innovation Subcommittee

Mr. Hendrick reviewed his proposal to create an Airport Innovation Subcommittee to address resident concerns about airport safety and seek alternatives of technologies to enhance the noise abatement policy.

Upon motion duly made by Mr. Hendrick and seconded by Mr. Kossowan, it was unanimously voted to create an airport innovation subcommittee. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

Upon motion duly made by Mr. Retallack and seconded by Mr. Kossowan, it was unanimously voted to appoint Mr. Hendrick as Chair of the Airport Innovation Subcommittee. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

F. COMMISSIONER COMMENTS

Chairman's Comments

Chair Retallack thanked everyone for attending his first meeting as Chair.

Miscellaneous Commissioner Comments

Commissioner Khris Kendrick

Mr. Hendrick recommended soliciting ideas for the potential uses of Building 45 to be followed by an RFP. Following discussion, it was agreed that ASG would be of assistance in planning next steps of the project. Commissioner Doxsee shared his excitement at the potential of long-term development of the East Side of the Airport. Chair Retallack pointed out that, while he does not see “anything happening” within the next year, he is in favor of getting something started in that direction.

Chair Retallack noted the importance of the Commission having decided the direction of the Commission in general for the long-term

Upon motion duly made by Mr. Hendrick and seconded by Ms. Zuberek, it was unanimously voted to authorize Mr. Hendrick and Mr. Hanafin to issue an RFP for Building 45. Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Hendrick-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 6-0 unanimously.

Commissioner Bill Kossowan

Mr. Kossowan noted that, insofar as he has been interested in airport business as an “outsider” and now as a member, there sometimes is a disconnect between both sides of an issue. He added that he’s sensing a shift in public sentiment towards the airport and hopes that communication with the citizens of Danvers is improved and maintained.

Commissioner Kossowan updated the Commission on the first FAA Safety Seminar held at the airport. He reported there was a great turnout and he hopes to continue with monthly meetings.

Commissioner Kossowan noted that for the portion of the airport that lies in Danvers, he believes Danvers could qualify for three seats on the Airport Commission. Commissioner Henry noted that that would be a decision made at the Mayor of Beverly’s office.

G. ADJOURNMENT

Upon motion duly made by Ms. Zuberek and seconded by Mr. Retallack, it was unanimously voted to adjourn. Motion passed 6-0 unanimously. The meeting adjourned at 8:37PM.

Supporting documents:

Commission minutes of meeting of January 8, 2024

ASG report

Airport manager’s monthly financial reports

MassDOT grant award

Noise abatement policy

Seventh addendum to lease with the city for land on Airport Rd.

Proposed safety committee