

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
MARCH 11, 2024**

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

PRESENT: Commissioners: Chair Kyle Retallack, Aaron Henry, Khris Kendrick, Jessie Zuberi, Josh Doxsee, Jason Reulet and Bill Kosovan

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

ABSENT: None

PUBLIC: Mark Zuberek and Tony Bettencourt

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. Reulet, Ms. Zuberek, Mr. Henry and Mr. Doxsee (remote) and Mr. Kendrick (remote.)

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 – February 12, 2024

Upon motion duly made by Mr. Henry and seconded by Ms. Zuberek, it was unanimously voted to table the above minutes until next meeting. Motion passed 6-0 unanimously.

B. PUBLIC COMMENT

Tenant Comments

Paul Beaulieu appeared before the Commission. He stated that the lengthening of the runway would in fact mitigate noise and he was in favor of the new proposed hangar.

General Public Comment

Mr. Zuberek appeared before the Commission and read from his written statement, hereby made a part of these minutes.

Tony Bettencourt appeared before the Commission and complained of low-flying aircraft and noise in his neighborhood.

PRESENTATIONS

FlightLevel Aviation – Bob Lawrence

Bob Lawrence of FlightLevel Aviation reviewed his PowerPoint presentation on the new aircraft hangar including the following highlights:

- New FlightLevel Aviation Aircraft Hangar – noise sound level topics.
 - Noise level overview.
 - Review FAA published noise levels by aircraft type (dBA)
 - Noise considerations to location and surroundings (e.g. trees)
 - Review actual recorded noise levels (dBA)

Discussion ensued on the various aspects of Mr. Lawrence's presentation.

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:

- ASG final scope of work has been approved.
- The Airport and ASG went through the Independent Fee Estimate (IFE) process and negotiated ASG's fee
- ASG has prepared the MassDOT Aeronautics and FAA grant applications and submitted to the Airport on March 8, 2024, for signatures. Note March 1, 2024, FAA grant deadline was extended per the Airport's request to the FAA.
- Next Steps:
- Get MassDOT Aeronautics and FAA grant applications signed and submitted
- Expect FAA grant offer late June early July 2024

Aeronautical Study Runway 16-34 and 9-27 (FY2023)

Status:

- ASG continues to analyze the Runway 16-34 and Runway 9-27 approaches • Next Steps: o 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 completed the Certificate of Compliance closeout of outstanding permits.

Discussion ensued on various aspects of Mr. Schuster's presentation.

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 February as detailed on the attached spreadsheet. He also reviewed the budget to actual numbers and present tracking of budget expenses.

Report on Noise Complaints received in the Last Month (February 12-March 11)

Mr. Hanafin reviewed his written report attached hereto on the noise complaints received from February 12 to March 11. Discussion ensued on the nature, content and pattern of the various complaints.

Fiscal year 2025 budget planning

Mr. Hanafin reviewed the fiscal year 2025 budget planning as detailed on the attached spreadsheet.

Comments on Airport Master Plan

Mr. Hanafin reviewed his comments on the Airport Master Plan as detailed on the attached report.

Report on recent community outreach activities

Mr. Hanafin reviewed recent community outreach activities as detailed on the attached report.

D. REPORTS OF SUBCOMMITTEES

Establishment of Airport Innovation Subcommittee

Mr. Kendrick asked for a vote to form the Airport Innovation Subcommittee chaired by Mr. Kendrick with members of Mr. Reulet and Mr. Doxsee.

Upon motion duly made by Ms. Zuberek and seconded by Mr. Reulet, it was unanimously voted to approve the formation of the Airport Innovation Subcommittee. Mr. Doxsee-Y, Mr. Kendrick-Y, Ms. Zuberek-Y, Mr. Kossowan-Y, Chair Retallack-Y, Mr. Henry-Y and Mr. Reulet-Y. Motion passed unanimously 7-0.

Mr. Kendrick stated that he will prepare a charter for the committee that will comprise two reports six months apart and updated periodically to share with the public.

E. NEW BUSINESS

Request from Civil Air Patrol for reduction in rent for use of Building 56

Mr. Hanafin reported the Civil Air Patrol had applied for a reduction in rent for use of Building 56 as defined in the attached report. Members of the Civil Air Patrol appeared before the Commission in support of the application.

Discussion ensued on an alternative solution for the housing of the Civil Air Patrol and renewal of the lease in accordance with the requested reduced terms.

Upon motion duly made by Ms. Zuberek and seconded by Mr. Kossowan, it was unanimously voted to reduce the amount of rent to \$1.00 for one year to revisit at the end of the year and in the meantime to work out a meeting alternative space at the airport.

Discussion ensued on taking this immediate step to lower the rent at this time and for further discussion and consideration for a more permanent solution with the possibility of occupancy of Building 45.

Roll call vote: Mr. Kossowan-Y, Chair Retallack-Y, Mr. Kendrick-Y, Mr. Reulet-Y, Mr. Henry-Y, Ms. Zuberek-Y and Mr. Doxsee. Motion passed 670 unanimously.

F. COMMISSIONER COMMENTS

Chairman's Comments

Chair Retallack thanked everyone for their contributions.

Miscellaneous Commissioner Comments

Commissioner Bill Kossowan

Mr. Kossowan commented on the Federal Aviation Act of 1958 and the aviation safety committee convening next month open to the public.

G. ADJOURNMENT

Chair Retallack called the meeting to adjourn. The meeting adjourned at 8:27PM.

Supporting documents:

Commission minutes of meeting of February 12, 2024

ASG report

Airport manager's monthly financial reports

Report on noise complaints

Fiscal year 2025 budget

Comments on airport master plan

Report on recent community outreach

Dick's Sporting Goods blimp
Activities
Request from Civil Air Patrol on reducing rent