

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
MAY 13, 2024**

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

PRESENT: Commissioners: Chair Kyle Retallack, Jason Reulet, Josh Doxsee, Khris Kendrick, Jessie Zuberick (remote) and Bill Kossowan and Robin Gillette

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

ABSENT: Aaron Henry

PUBLIC: Mark Zuberek and Paul Beaulieu

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, Mr. Reulet, Chair Retallack, Mr. Doxsee, Ms. Zuberek (remote), Ms. Gillette and Mr. Kendrick.

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 – April 8, 2024

Upon motion duly made by Mr. Doxsee and seconded by Mr. Kendrick, it was voted to approve the above minutes. Roll call vote: Mr. Kossowan-Y, Mr. Kendrick-Y, Chair Retallack-Y, Mr. Reulet-A, Mr. Kossowan-Y, Ms. Gillette -A and Ms. Zuberek-Y. Motion passed 5-0-2.

B. Introduction of New Commissioner

Chair Retallack introduced new Commissioner Robin Gillette a lifelong resident and retired school counsellor of Beverly.

C. PUBLIC COMMENT

General Public Comments

Mark Zuberek of Danvers appeared before the Commission and read from his written statement attached hereto and made a part of these minutes.

Chair Retallack responded to Mr. Zuberek’s comments by stating that every complaint is logged into a spreadsheet and the airport manager has personally reached out to each complainant since January 1st. The log is reviewed at each meeting of the Commission.

Mr. Zuberek asked that the Commission acknowledge and respond to resident comments. Chair Retallack asked that all complaints be emailed to the airport manager and copied to him. He also asked that handwritten statements be typed and emailed as well for legibility. He stated that “we are moving on from the past,” and asked that Mr. Zuberek to “meet me halfway” in the effort to address complaints.

Tenant Comment

Paul Beaulieu appeared before the Commission and asked that the safety concerns around building 45 be addressed. Chair Retallack responded he and the airport manager are addressing these concerns.

PRESENTATIONS

Airport Solutions Group – Craig Schuster

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

EA / EENF for 5-Yr AMPU Projects [Incl. Reconstruct RW 16-34 & TW 'E' & Access Road]/Single EIR

Status:

Next Steps:

- Expect FAA/MassDOT grant offer July 2024 possibly August

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:

- ASG will continue to analyze the approaches.
- Once approaches have been analyzed ASG will share this information with the FAA, MassDOT, and the Airport

Install Perimeter Fence (FY2024)(ASMP Project)

Status:

- Project was advertised on Wednesday April 3, 2024
- Pre-bid meeting was held on Wednesday April 10, 2024 at 9AM
- Bid opening was done on April 17, 2024, five bids received, Premier Fence lowest bidder
- Expected construction in May

• Next Steps:

- Complete bid process – completed
- Open bids on April 17th, analyze bids and prepare letter of recommendation – completed
- Prepare contractor and ASG contracts for signature – ongoing

Discussion ensued including the following highlights:

- City Council will approve grants next week after clarifying grant assurances with MassDOT.
- Since the deadline for the fence project is June 30th, in order not to lose funds, Mr. Schuster needs to keep the state apprised of daily progress.
- Reach out to FAA on new funding program about to be authorized by Congress.
- Mr. Schuster to follow up on meetings with regard to Building 45 previously discussed with airport manager and Chair.

D. 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 April as detailed on the attached spreadsheet. He also reviewed the budget to actual numbers and present tracking of budget expenses. Next month he will do a presentation on the FY25 proposed budget and forecast. April this year surpassed the last year's operations and increase in fuel.

Report on Noise Complaints received in the last month (April 8- May 13)

Mr. Hanafin reviewed his written report attached hereto on the noise complaints received from April 8 through May 13. Discussion ensued on the nature, content and pattern of the various complaints as well as the type of aircraft. Mr. Hanafin and Mr. Retallack had a productive meeting with the two flight schools with regard to the trends of noise complaints and their partnership on the noise

abatement process. With regard to the complaints from Boston and Cambridge, Mr. Hanafin told the complainants that, while an aircraft is based in Beverly, the airport has no control over their flight paths. Mr. Hanafin continues to acknowledge receipt of all complaints with a phone call or response email.

Report on recent and upcoming airfield pavement repairs

Mr. Hanafin reported that MassDOT has been onsite over the last two weeks conducting pavement repairs on Runways Bravo and Delta at no cost to the airport and will continue repairs on runway 9-27 requiring a short time for runway shutdown.

Update on PFAS and petroleum release mitigation efforts

Mr. Hanafin reviewed his PowerPoint presentation on the PFAS and petroleum release mitigation efforts. Discussion ensued on various aspects of the mitigation efforts and collaboration trainings with the fire department. Mr. Hanafin reported that the fire department responded quickly to a recent minor incident on the airfield. Also discussed was consideration of cost sharing of the Beverly and Danvers fire departments for appropriate responses.

Update on Building 45 and future developments

Mr. Hanafin reported that some companies already on the premises have shown interest in Building 45. As a result of a meeting with Mr. Mallard, he will deliver several mock-ups of the building on what development could look like with building 45 in place or removed for aeronautical use. Discussion ensued on various aspects of the project.

Update on upcoming airshow (September, 2024)

Mr. Hanafin reported that a meeting attended by several representatives was held in April with regard to the upcoming airshow scheduled for September 14-15. Mr. Little outlined the various activities planned for the show and expected attendance of 5-6K each day. Volunteers are sought.

Update on blimp activities

Mr. Hanafin reported on Dick's Sporting Goods' sponsorship of the blimp, which covered the Boston Marathon. The community responded to its presence at the airport with viewing and picture taking opportunities. The blimp is welcome back at any time.

A presentation of career opportunities in aviation will be presented to Essex Agriculture Tech School next week. Present shortages in maintenance technicians and air traffic controllers are among the most needed positions.

E. NEW BUSINESS

Proposed tenant-at-will agreement with Avier Flight School, LLC for use of office space in Building 45

Chair Hanafin reported that Avier Flight School has expressed an interest in the office space at Building 45 and presented the proposed tenant-at-will agreement at \$403/month in accordance with present fair market values. Discussion ensued on the requirements of the city inspection before habitation.

Vote of Commission:

Upon motion duly made by Mr. Kossowan and seconded by Mr. Reulet, it was unanimously voted to approve the tenant-at-will agreement with Avier Flight School for use of office space following inspection and approval by the fire department. Roll call vote: Mr. Kossowan-Y, Mr. Kendrick-Y, Chair Retallack-Y, Mr. Doxsee-Y, Mr. Reulet-Y, Ms. Gillette -Y and Ms. Zuberek-Y. Motion passed 7-0, unanimous.

F. REPORTS of SUB-COMMITTEES

Airport Innovation Subcommittee Update

Mr. Kendrick reviewed his PowerPoint presentation on the airport innovation plan and roadmap attached hereto and made a part of these minutes, including the following highlights:

- Innovation strategy is three-pillared: airport eco-system, environmental sustainability and security.
- Operational optimization through automated technical systems to make the airport smarter and more efficient through air traffic advisory systems and automated landing fees.
- Revenue building through EV charging stations for both automobiles and aircraft; sound and pollution reduction attributes beneficial to the community; evaluating cost with National Grid.
- Evaluating competitive services of air traffic systems and developing business plan.

The subcommittee will meet in two weeks to affirm its mission statement and present additional information to the Commission.

G. COMMISSIONER COMMENTS

Chairman's Comments

Chair Rettalack thanked the Commissioners for their hard work and welcomed the new member of the Commission, Robin Gillette.

Miscellaneous Commissioner Comments

Commissioner Bill Kossowan

Mr. Kossowan reported that a safety seminar had been held on May 2nd and the next one in June will feature emergency procedures.

Mr. Hanafin reported that he had interest from developers on the 11 acres, five of which are heavily wooded and 6 of which are cleared. He is working with Attorneys Anderson & Krieger to develop and RFP.

H. ADJOURNMENT

Upon motion duly made by Mr. Kossowan and seconded by Mr. Doxsee, it was unanimously voted to adjourn. The meeting adjourned at 8:45PM.

Supporting documents:

Commission minutes of meeting of April 8

Mr. Zuberek's written statement

ASG report

Airport manager's monthly financial reports

Report on noise complaints

Report on airport pavement repairs

Report on PFAS and petroleum release mitigation efforts

Update on building 45

Air show update

Report on blimp activities

Proposed tenant-at-will agreement for Avier Flight School of office space at Building 45