BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
MAY 19, 2025

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

PRESENT: Commissioners: Chair Kyle Retallack, Bill Kossowan, Todd Deinstadt and Jessie Zuberek; Jason Reulet and Josh Doxsee (arrived late)

OTHERS PRESENT: Airport Manager Gabe Hanafin

ABSENT: Khris Kendrick, and Robin Gillette

PUBLIC: Rachel Abel

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. Deinstadt, Mr. Kossowan, Ms. Zuberek and Chair Retallack. Mr. Doxsee and Mr. Reulet arrived late.

Pledge of Allegiance

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

Welcome to New Commissioner

Chair Retallack welcomed new commissioner Todd Deinstadt to replace Aaron Henry. Mr. Deinstadt reported that, in accordance with his promise to the Danvers Select Board to network, he had attended the aviation day at the Mass Business Association as well as met with a senior member of the National Business Advisory Association and Massport.

Approval of Regular Open Meeting Minutes – April 14, 2025

MOTION: Upon motion duly made by Ms. Zuberek and seconded by Mr. Kossowan, it was unanimously voted to approve the above minutes. Motion passed 4-0.

B. PUBLIC COMMENT

General Public Comment

Rachel Abel appeared via Zoom in support of the Commission's mission.

Tenant Comment

Clark L'Abbe appeared via Zoom and reviewed pictures of the progress on the renovation of the tower.

C. DISCUSSION AND DELIBERATION ON AIRPORT MANAGER'S SALARY

Chair Retallack began the discussion on the annual salary of the airport manager. Mr. Hanafin provided comparison information on airport managers' salary locally and nationally, and asked for an increase of $30K to his present salary of $115,500. He reported FY25 closeout will find $294K more in the enterprise fund than expected.

Mr. Hanafin noted his accomplishments of a) improving not only neighborhood community relations but also professional relations with city hall; b) lease renegotiation with current tenants; c) pursuing timelines and grants for capital projects; and d) generally growing the airport to be in support of full operations. He also listed his future plans to diversify the airport revenue stream by a) development of aeronautical and non-aeronautical space; b) pursing innovative ways to increase revenue and cut costs; and c) general attention to mundane increases to leases, landing fees and fuel flowage fees on a regular basis. He expected that a yearly increase to revenue in the range of 5-10% was not "out of the question."

Discussion ensued on Mr. Hanafin's performance. It was the general consensus of the Commission that Mr. Hanafin had exercised due diligence in advancing the mission of the airport in the successful performance of his duties.

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Ms. Zuberek, it was unanimously voted to approve a $30K pay increase to the airport manager's salary. Roll call vote: Chair Retallack-Y, Mr. Doxsee-Y, Ms. Zuberek-Y, Mr. Kossowan-Y, Mr. Deinstadt-Y and Mr. Reulet-Y. Motion carries 6-0, unanimous.

D. AIRPORT MANAGER'S REPORT – Gabriel Hanafin

Operations and Fee 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.

Budget Summary

Mr. Hanafin reviewed the tenth month of FY25. Discussion ensued on various aspects of the reports.

Report on Noise Complaints received in the last month (April 14 – May 19)

Mr. Hanafin reviewed his written report attached hereto on the noise complaints received from April 14 – May 19. Discussion ensued on the number, nature, time, content and pattern of the complaints from Beverly, Danvers and Wenham residents as well as the type of aircraft on different runways and the steps taken to respond to these complaints. He also reported on a complaint from Newburyport. Discussion ensued on various aspects of the report.

Update on various airport capital improvement projects

Mr. Hanafin reviewed the various airport capital improvement projects as completed by ASG and attached hereto. Discussion ensued on various aspects of the report and timeline of grant-sensitive projects.

Update on RFP for property along Airport Road

Mr. Hanafin reported that he had submitted a draft of the RFP for the property on Airport Rd. to the city solicitor's office for review and finalization.

Update on potential use of airport property as a pollinator habitat/apiary

Mr. Hanafin reported that his research revealed that several airports have beehives on airport property with honey providing an environmental litmus test for the area. Discussion ensued on the logistics of sponsoring support and maintenance of the beehives. Mr. Hanafin will pursue the different possible options and report back to the Commission.

E. OLD BUSINESS BROUGHT BY AIRPORT MANAGER

Discussion and deliberation on license agreement with Civil Air Patrol

Mr. Hanafin began the discussion on the final license agreement with the Civil Air Patrol for the use of office space.

MOTION: Upon motion duly made by Ms. Zuberek and seconded by Mr. Reulet, it was unanimously voted to approve the license agreement as presented. Motion passes 6-0, unanimous.

F. <u>ADJOURNMENT</u>

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Mr. Doxsee, it was unanimously voted to adjourn. Motion passed 6-0, unanimous.
The meeting adjourned at 7:16PM.

Supporting documents:
Commission minutes of meeting of April 14, 2025
ASG report
Airport manager's monthly financial reports
Budget summary
Report on noise complaints
Landing fees report
License agreement with Civil Air Patrol