

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
JANUARY 21, 2025**

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

PRESENT: Commissioners: Chair Kyle Retallack, Jason Reulet, Khris Kendrick, Josh Doxsee, Jessie Zuberek (via Zoom), Todd Deinstadt and Bill Kossowan

OTHERS PRESENT: Airport Manager Gabe Hanafin

ABSENT: None

PUBLIC:

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, Ms. Zuberek, Mr. Doxsee, Mr. Kossowan, Mr. Khendrick, Mr. Reulet and Chair Retallack.

Pledge of Allegiance

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

Approval of Regular Open Meeting Minutes – December 8, 2025

MOTION: Upon motion duly made by Ms. Zuberek and seconded by Mr. Reulet, it was voted to defer approval of the above minutes. Motion passed 7-0, unanimous.

B. ANNOUNCEMENTS

Chair Retallack recognized Mary Parsons for her dedicated service as Manager of the Airport Control Tower with wishes for an active retirement as an “aeronautic” volunteer.

C. PUBLIC COMMENT

General Public Comment

There was no public comment.

Tenant Comment

Clark L’Abbe appeared before the Commission and gave a brief update on the renovation/occupancy of Building 56.

Peter Eichleay gave a brief update on the construction of the hangar. He thanked Ms. Parsons for her years of service.

D. PRESENTATIONS

Beverly Dog Park Committee

Todd Rotondo and Michelle Rhoades of the Beverly Dog Park Committee appeared before the Commission and reviewed their written proposal to the Commission to restore the relationship between the Beverly Dog Park Committee and the Airport Commission and establish a set of formal bylaws, attached hereto and made a part hereof. Suggestions were made to changes to the residency

requirement as well as to allow small dogs in the large dog pen but not vice versa. Mr. Hanafin stated that insofar as the original agreement expired in 2017, a new agreement needs to be executed.

Mr. Doxsee left the meeting.

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Mr. Deinstadt, it was unanimously voted to remove the residency requirements on the dog park. Motion passed 6-0, unanimous.

MOTION: Upon motion duly made by Mr. Khendrick and seconded by Mr. Kossowan, it was unanimously voted to allow small dogs into the large dog pen and large dogs to stay in the large dog pen. Motion passed 6-0, unanimous.

It was agreed that the Dog Park Committee would update the Commission quarterly with minutes of its meetings.

**E. AIRPORT MANAGER'S REPORT – Gabriel Hanafin
2025 in Review of Operations, Fees and Noise Complaints**

Mr. Hanafin reviewed his PowerPoint presentation on the year 2025 in review as compared with 2024, including the following highlights:

- Monthly operations.
- Monthly jet operations.
- Fuel flowage fees
- Landing fees.
- Noise complaints.
 - Communities
 - Unique addresses.
 - Complaints per address.
 - Type of aircraft.
 - Runway.
 - Pattern legs
 - Direction of turns.
 - Turns and legs.
 - Operation
 - Altitude.
 - Pattern circuits.
 - Months/day of week/time.

Discussion ensued on various aspects of the report.

**F. UPDATES FROM VARIOUS COMMISSIONERS
Museum project**

Mr. Hanafin gave a brief update on the Museum project. Chair Retallack noted that the letter of intent was signed in April of 2024 with the stipulation that the lease would be signed by a year's end. The project is on target for that to be completed.

MAMA meeting

The quarterly MAMA meeting scheduled for next Friday and is open to all members.

Commissioner Todd Deinstadt

Mr. Deinstadt requested that Commissioners be given a badge that gives them access to areas of the airport. Chair Retallack was not in favor of Commissioners having access and noted that Mr. Hanafin was available during the week to accompany Commissioners to requested areas.

Commission Jessie Zuberek

Ms. Zuberek reported that a presentation had been made to Beverly middle schoolers and more are planned in February and also at the high school.

G. ADJOURNMENT

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Mr. Deinstadt, it was unanimously voted to adjourn. Motion passed 6-0, unanimous.
The meeting adjourned at 7:10PM.

Supporting documents:

Commission minutes of meeting of December 8, 2025

Dog Park Committee proposal

Mr. Hanafin's 2025 in review