

**BEVERLY AIRPORT COMMISSION
MINUTES OF MEETING
MAY 11, 2026**

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

PRESENT: Commissioners: Chair Kyle Retallack, Khris Kendrick (remote), Jessie Zuberek, Todd Deinstadt and Bill Kossowan

OTHERS PRESENT: Airport Manager Gabe Hanafin

ABSENT: Josh Doxsee and Jason Reulet

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. Kossowan, Mr. Khendrick 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 – April 13, 2026

MOTION: Upon motion duly made by Ms. Zuberek and seconded by Mr. Kossowan, it was unanimously voted to approve the above minutes. Roll call vote: Mr. Kossowan-Y, Ms. Zuberek-Y, Mr. Khendrick-Y, Mr. Deinstadt-Y and Chair Retallack-Y.
Motion passed 5-0, unanimous.

B. PUBLIC COMMENT

General Public Comment

There was no public comment.

Tenant Comment

Paul Beaulieu of Avier Flight School reported that he attended his first flight school association international conference in Washington last week and learned of one hundred and forty one modernization restructuring efforts.

C. PRESENTATIONS

Airport Solutions Group – Craig Schuster

Mr. Schuster reviewed his report attached hereto.

Air Bear Aviation – Tom Bear

Mr. Bear reported that Air Bear Aviation had received an approved 145 CRS from the FAA which grants Air Bear authority to repair/maintain international aircraft. He then reviewed his PowerPoint presentation on the construction of Hangars 4 and 4 1/2, included photos of progress made on the building as a maintenance/inspection facility.

Discussion ensued, including the following highlights:

- As part of the certificate, all repair stations are required to have SMS programs.
- A new 746 form has been filed.

The Commission was pleased with the progress of the project.

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 budget as of April, 2026 as detailed in the attached spreadsheet.

Report on Noise Complaints received in the last month (April 13 – May 11)

Mr. Hanafin reviewed his written report attached hereto on the noise complaints received from April 13-May11, 2026. Discussion ensued on the number, nature, content and pattern of the complaints from towns, as well as the type of aircraft on different runways and the steps taken to respond to these complaints.

Development of the East Side of the Airport

Mr. Hanafin reported that a wetlands scientist conducted a walk-on evaluation of the wetlands surrounding the airport. It was his definitive opinion that the airport is totally boxed in by wetlands. In terms of expansion out where the trailers are behind building 45, while that area itself is not wetlands, to get any sort of access road to a new parking lot at the front of the airport would require going straight through wetlands and building a bridge. Consequently, any sort of development would be limited to non-aeronautical. In November an RFP will be issued for the Wayside lot.

Commission Training

Mr. Hanafin thanked those Commissioners that attended the Open Meeting Law training at city hall. He reviewed the tenets of OML regulations for postings of meetings and urged Commissioners to refer any questions about OML to him or the City Solicitor's office.

House Transportation Committee tour – May 4

Mr. Hanafin reported that Representative Hannah Bown, member of the House Transportation Committee, toured the airport on May 4th. She was accompanied by members of the Committee along with MassDOT and the Mayor and his staff. Representative Sally Kearns was also in attendance for a presentation made by Mr. Hanafin and Chair Retallack.

Open Position

Mr. Hanafin reported that the position of Assistant to the Airport Manager is posted on the City's Human Resources website.

Dissemination of draft of Airport Rules and Regulations to be discussed and deliberated at a future Airport Commission meeting

Mr. Hanafin reported that deliberation on the draft of Airport Rules and Regulations will be scheduled for the June meeting. Any suggestions for amendments should be sent to him prior to the meeting.

Update on Reach out Efforts to Schools

Ms. Zuberek reported that thirty-five students and family members attended a Saturday tour of the tower. She conducted a career presentation to sixth grade middle schoolers at Lynn Public Schools with a possibility for more events to be scheduled at other schools. Beverly Middle School has deferred their annual event to next year.

Discussion on the creation of an airport mission statement

Mr. Deinstadt asked that the discussion on the airport mission statement be tabled until the June meeting.

E. NEW BUSINESS – Gabriel Hanafin

Environmental Survey

Mr. Hanafin reported that Sage Environmental has been a better fit than GCA Environmental to track heat loss and petroleum release at the airport. In January a first-round testing was completed that yielded promising results.

- Contaminants in wells tested came below state standards.
- Due to seasonal fluctuations that happen throughout the year, more testing is needed in order to definitively state contamination levels are below standard. and the plume is totally delineated.
- The contract covering the rest of 2026 and the first quarter of 2027 is \$123K; this cost is budgeted for the “worst case scenario,” but cheaper than GZA.
- The basic focus for the survey has been petroleum release,

Representative Sally Kearns stated she is opposed to ask Danvers Fire Department to share responsibility for the chemical cleanup allegedly caused by its training exercises in 2009. It was the consensus of Commissioners that the burden of mitigation is the airport’s responsibility.

Representative Kearns asked that she be informed of any attempts to reach out to Danvers residents door-to-door and aircraft accidents so that she may be included. Chair Retallack stated that he follows protocol and so informs the Select Board and the Danvers Police of these events and any aircraft accidents. Chair Retallack asked Representative Kearns to communicate further with him and/or Mr. Hanafin with any other issues that need to be addressed.

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Mr. Deinstadt, it was unanimously voted to accept the contract with Sage Environmental. Roll call vote: Mr. Kossowan-Y, Ms. Zuberek-Y, Mr. Khendrick-Y, Mr. Deinstadt-Y and Chair Retallack-Y. Motion passed 5-0, unanimous.

The contract will be forwarded to the City Solicitor for further review and approval.

Other

Mr. L’Abbe suggested attendance at this weekend’s fourth Annual Warrior Weekend at Beverly High School.

Chair Retallack expressed condolences to Tina Anderson, owner of Beverly Flight School, on the loss of her husband

F. ADJOURNMENT

MOTION: Upon motion duly made by Mr. Kossowan and seconded by Ms. Zuberek, it was unanimously voted to adjourn. Roll call vote: Mr. Kossowan-Y, Ms. Zuberek-Y, Mr. Khendrick-Y, Mr. Deinstadt-Y and Chair Retallack-Y. Motion passed 5-0, unanimous. The meeting adjourned at 7:02PM.

Supporting documents:

Commission minutes of meeting of April 13, 2026

Air Bear Aviation presentation

ASG report

Operation and fee report

Noise report

Draft of Airport Rules and Regulations

Draft of mission statement