Beverly Airport Commission
Minutes of Meeting
Monday, August 10, 2026, 6:00 PM
Beverly Regional Airport, 50 LP Henderson Road, Beverly, MA 01915

Members Present: Bill Kossowan, Todd Deinstadt, Josh Doxsee, Jason Reulet, Kyle Retallack, Jessie Zuberek

Members Absent: Khris Kendrick

Also Present: Gabriel Hanafin (Airport Manager), Elise Abbott (Assistant to the Airport Manager), Peter Eichleay (Flight Level Aviation), Craig Schuster (Airport Solutions Group), Joseph Dini (Massachusetts Air and Space Museum), members of the public

1) **Call to Order**
Kyle Retallack, Commission Chair, called the meeting to order at 6:00 PM. Ms. Abbott took attendance by roll call. Chair Retallack led the pledge of allegiance.

Approval of Minutes – July 13, 2026
Commissioner Doxsee noted corrections to the attendance list and adjournment vote. Upon motion by Commissioner Kossowan and seconded by Commissioner Doxsee, the minutes were approved as amended, 5-0.

2) **Public Comments**
General Public Comment
Mark Zuberek stated that he was televising the meeting for Danvers, Beverly, and Wenham residents. He referenced the runway extension proposal and associated environmental report, noting that comments were due August 21. He requested copies of public comments and presentations concerning the airport's environmental impacts on surrounding communities.

Commissioner Zuberek joined the meeting at approximately 6:05 p.m.

Tenant Comments
Mr. Eichleay announced completion of Flight Level Aviation's new hangar and thanked the contractors and airport officials involved. Photos were presented. Plumbing and general inspections were scheduled, with a certificate of occupancy anticipated shortly thereafter.

Mr. Hanafin noted that the facility is designated as Hangar #16.

3) **Presentations**
Airport Solutions Group, Craig Schuster
Mr. Schuster reviewed the attached report.

Massachusetts Air and Space Museum, Joseph Dini
Mr. Dini provided an update on the proposed Air and Space Museum at 45 LP Henderson Road.

The museum is seeking approximately $80,000 in additional funding for interior improvements to the space. They also have pending grant requests and plans for various fundraising activities to reach their goal.

In response to a question from Commissioner Kossowan, Mr. Dini stated that the museum anticipates opening next May.

4) **Airport Manager's Report, Gabriel Hanafin**

Operations and Fees

Monthly operations were down approximately 2.5% year over year, with year-to-date operations down nearly 10%. Fuel flowage was down 23%, and landing fees were down 16%. Weather and runway closures contributed to the decline. Jet fuel tax revenue will be received in September and reported to the Commission in October.

Year-to-Date Budget Summary

Revenues remain ahead of expenses, and FY27 is off to a good start.

Noise Complaints Since July 13, 2026

There were thirty-eight noise complaints since July 13, involving eight unique addresses and three first-time complainants. One individual submitted twenty-eight complaints.

Mr. Hanafin made note of five violations of aircraft operating during the Airport's recommended quiet hours. He reviewed the quiet-hour incidents, which involved flight school activity, a returning cross-country flight, an aircraft returning after losing a fuel cap, a medical flight, and an early morning jet departure.

Commissioners discussed contacting operators involved in reported violations and providing them with information regarding quiet hours and the Airport's Good Neighbor Policy. Management agreed that operators could be contacted as appropriate.

Updates on Capital Improvement Plan (CIP) and Airport Safety Maintenance Program (ASMP)

Following the annual CIP meeting, the Airport's five-year project schedule remains generally consistent with prior plans. Runway reconstruction is the next big project, which will be followed by the extension of Taxiway E to 16. Project costs have increased, and final costs will depend on future bids. Management
will continue working with the City to ensure projects are completed on schedule and that required local funding is available.

On-airport tree clearing is expected to be the first ASMP project this fiscal year and is intended to address airfield obstructions. Tree clearing is expected to provide the greatest benefit to Runway 34. FAA review remains ongoing for other approach areas where trees are located on private property.

Commissioners discussed nighttime approach restrictions, FAA obstruction criteria, and the Terminal Instrument Procedures (TERPS) standards used to evaluate terrain and obstacles. Management expects some improvements from on-airport tree clearing by the end of the year, but reiterated the longer timeline associated with off-airport tree clearing and coordinating with the FAA.

The runway reconstruction project is anticipated to begin in Spring 2028 and continue through October or November 2028, requiring an estimated six- to seven-month closure of Runway 16/34.

5) **Updates from Subcommittees of the Airport Commission**

Subcommittee on Governance

Commissioner Reulet presented the proposed mission statement from the Governance Subcommittee. Following discussion, Commissioner Deinstadt suggested incorporating language from a Danvers Fish & Game document.

Upon motion by Commissioner Deinstadt, seconded by Commissioner Kossowan, consideration of the Governance Subcommittee's mission statement was tabled until the next meeting, 4-2.

6) **New Business brought by Members of the Airport Commission**

Commissioner Deinstadt – Proposed amendment to provision 4.1.1 of the Airport Rules and Regulations

The Commission discussed a proposed amendment related to security and emergency contacts. Commissioners raised concerns regarding listing contact information in the Rules and Regulations and recommended maintaining contact information in a separate security document.

The Commission also discussed language concerning the responsibility of employees, tenants, and users to report or respond to suspicious activity. The language was amended to address these concerns.

Upon motion by Commissioner Kossowan, seconded by Commissioner Deinstadt, the amended language was approved, 6-0.

7) **Updates, Comments, and Discussions from Airport Commissioners**

Commissioner Deinstadt – A review of his first year on the Airport Commission

Commissioner Deinstadt reflected on his first year on the Airport Commission and raised concerns regarding airport security and his prior offer to conduct an informal TSA-guideline-based security audit.

Mr. Hanafin stated that airport management has current security training and that MassDOT recently conducted an audit in which security was discussed. He emphasized management's commitment to improving airport security and maintaining open communication with commissioners, tenants, and users.

Commissioner Doxsee suggested that Commissioner Deinstadt's concerns could be brought forward as an agenda item for formal discussion by the Governance Subcommittee.

Mr. Hanafin reiterated his open-door policy and encouraged commissioners to communicate concerns directly with airport management.

8) **Adjournment**

Upon motion by Chair Retallack, seconded by Commissioner Kossowan, the meeting was adjourned unanimously, 6-0, at approximately 7:45 PM.

Recorded by: Elise Abbott