

AGENDA
SELECT BOARD
November 14, 2023
7:00 p.m.
Town Building & Zoom

The public may attend the Select Board meetings in person or may participate via remote Zoom access.

Join Zoom Meeting

<https://us06web.zoom.us/j/84431870752?pwd=M1RDcnFaU2ZUMEhtQkRxUW41WUI4Zz09>

Meeting ID: 844 3187 0752

Passcode: 25964081

1. Public Comment
2. Board Member Comments
3. Town Administrator's Report
4. Appointments
 - Jon DeVries to the position of Laborer for the Highway Department
5. **Public Hearing – 7:15 p.m.**
 - Tax Classification Hearing
6. Discussion and Possible Vote
 - Authorize change to employee health plan from the Minuteman Nashoba Health Group (MNHG) to the Massachusetts Interlocal Insurance Agency (MIIA)
 - Review draft Recording of Meetings Policy
 - Review draft Remote Work Policy
 - Review draft Criminal Offender Record Information (CORI) Policy
 - Review draft Compensatory Policy for Exempt Employees
 - Review draft Compensatory Policy for Non-Exempt Employees
 - Review draft Inclement Weather Policy
 - Review draft Religious Accommodation Policy
 - Review draft Nepotism Policy
 - Continued Discussion of small jet expansion at Hanscom
7. Meeting minutes
 - October 24, 2023
 - October 30, 2023
8. Board Correspondence & Updates
9. Adjournment

Posted Thursday, 11/9/2023
7a.m.

Correspondence received:

9/29/23 Lower Village Water Study – Test Well Report Submittal (Attachments available in the Office)

10/20/23 MSA Letter to the Healey-Driscoll Administration

PUBLIC HEARING

Public Hearing
7:15 p.m.

Tax Classification Hearing

Kristen Fox, Principal Assessor

Information for the Public Hearing

Public Hearing at 7:15 p.m.

The Chair should read the public hearing notice:

The Select Board will hold a public hearing on Tuesday, November 14, 2023 at 7:15 pm in the Town Building, 380 Great Road, Stow, MA on the issue of tax classification. The purpose of the hearing is to allow taxpayers the opportunity to present their views on whether or not Residential, Commercial, Industrial, Open Space, and Personal Property should be taxed with one rate for all property classes, or to use different tax rates for different property classes.

The hearing will include a presentation by the Board of Assessors outlining the options available under Chapter 40, Section 56 of the Massachusetts General Laws. At the conclusion of the public hearing the Select Board shall determine whether or not tax classification shall be applied for the Fiscal Year 2024 tax rate. Currently the Town taxes at a single tax rate for all property classes. All concerned taxpayers are encouraged to attend, either in person or via Zoom, to present their views orally or submit them in writing to the office.

Published in The Stow Independent, November 1, 2023 issue

Once read, the Chair should ask for a motion to enter the Public hearing. **Roll Call Vote.**

Once the public hearing is opened, the Chair should turn the meeting over to Kristen Fox, Principal Assessor.

After Ms. Fox's presentation, the the Chair should invite the SB members to offer any comments or concerns they have.

When they are finished, the Chair should ask if there is anyone from the public that wishes to speak on this matter. Please ask that they identify themselves (name and address).

Once everyone speaks, the Board may make final comments or ask questions.

Once the discussion is final, the Board needs a motion to close the Public Hearing and return to the regular session. **Roll Call Vote.**

The Select Board may deliberate, then make a motion regarding the tax rate.

Any votes of the Board during a public hearing require a roll call.

APPOINTMENTS



Denise M. Dembkojski
Town Administrator

townadministrator@stow-ma.gov

Town of Stow
Office of the
Town Administrator

380 Great Road
Stow, MA 01775
Tel: 978-897-2927

I am pleased to recommend Jon DeVries to the position of full-time Highway Laborer. Jon has done an assortment of jobs, including owning his own business. He has already signed up for a CDL Class on his own. He is motivated and he toured the facility and is excited about the opportunity. The expectation would be that once he receives his CDL, he would be promoted to a Laborer/Driver.

Jon is eager to learn more about public works, and I think he will fit in well with the crew. I respectfully ask for your ratification of the recommendation.

(We currently have one opening in the department, but another one is expected by the end of the year.)

Denise M Dembkojski

**DISCUSSION &
POSSIBLE VOTE**

Authorize change to employee
health plan from the
Minuteman Nashoba Health
Group (MNHG) to the
Massachusetts Interlocal
Insurance Agency (MIIA)

Medical Historical Rate Ranges

as of January 21, 2023

FY2024	1% - 10.5%	Average 5.6%
FY2023	0% - 7.5%	Average 3.7%
FY 2022	-.6% - 6.8%	Average of 2.9%
FY 2021	-1.5% - 8.3%	Average of 3.7%
FY 2020	-7% - 5%	Average of .6%
FY 2019	0% - 11.1%	Average of 4.6%
FY 2018	4% - 15.3%	Average of 7.45%
FY 2017	4.5% - 12.8%	Average of 8.9%
FY 2016	3% - 10.9%	Average of 9%
FY 2015	0% - 9.8%	Average of 5.4%
FY 2014	0% - 10.5%	Average of 6.2%
FY 2013	0% - 12.5%	Average of 5.4%

Note:

1. Reflects pre-renewal rate authority. Does not account for plan changes or multi-year guarantees.
2. Average is not always the midpoint of the range.



PROPOSED MIIA ACTIVE PLANS VS MINUTEMAN NASHOBA HEALTH GROUP PLANS

		MIIA HMOs	MNHG HMOs	MIIA HDHP	MNHG HDHP	GIC HP EXPLORER	
Calendar Year Deductible	IND FAM	\$300 \$900	\$300 \$900	\$2,000 \$4,000	\$2,000 \$4,000	\$500 \$1,000	
Out-of-Pocket Maximum	IND FAM	Medical/Rx \$2,000/\$3,000 \$4,000/\$6,000	<u>BCBS</u> Combined \$2,000 \$4,000	<u>TUFTS/HPHC</u> Medical/Rx \$2,000/\$3,000 \$4,000/\$6,000	\$6,550 \$13,100	\$6,550 \$13,100	\$5,000 \$10,000
Primary Care Office Visit		\$20	\$20	Covered in Full After Deductible	Covered in Full After Deductible	Tier 1 - \$10 Tier 2 - \$20 Tier 3 - \$40	
Specialist Office Visit		\$45	\$45	Covered in Full After Deductible	Covered in Full After Deductible	Tier 1 - \$30 Tier 2 - \$60 Tier 3 - \$75	
Emergency Room		\$100	\$100	Covered in Full After Deductible	Covered in Full After Deductible	\$100	
Hospital Admission		\$500	\$500	Covered in Full After Deductible	Covered in Full After Deductible	Tier 1 - \$275 Tier 2 - \$500 Tier 3 - \$1500	
Hospital Outpatient Surgery		\$250	\$250	Covered in Full After Deductible	Covered in Full After Deductible	\$250	
High Tech Imaging (MRI, CT, PET)		\$100	\$100	Covered in Full After Deductible	Covered in Full After Deductible	\$100	
Prescriptions						\$100/200 Deductible	
Retail	Tier 1	\$10	\$10	\$10	\$10	\$10	
30-day supply	Tier 2	\$30	\$30	\$30	\$30	\$30	
	Tier 3	\$65	\$65	\$65	\$65	\$65	
Mail Order	Tier 1	\$25	\$25	\$25	\$25	\$25	
90-day supply	Tier 2	\$75	\$75	\$75	\$75	\$75	
	Tier 3	\$165	\$165	\$165	\$165	\$165	



PROPOSED MIIA RETIREE PLANS VS MINUTEMAN NASHOBA HEALTH GROUP PLANS

		MIIA MEDEX	MNHG TUFTS MED PREF HMO	MNHG TUFTS PREF SUPP	MNHG FALLON MED HMOS	GIC UNICARE OME
Office Visit		\$10	\$10 Primary \$15 Specialty	\$10	\$15 Primary \$25 Specialty	\$10
Emergency Room		\$50	\$50	\$50	\$75	\$50
Hospital Admission		Covered in Full	Covered in Full	Covered in Full	Covered in Full	Covered in Full
Prescriptions						
Retail	Tier 1	\$10	\$10	\$10	\$10	\$10
30-day supply	Tier 2	\$20	\$25	\$20	\$10	\$30
	Tier 3	\$35	\$50	\$35	\$30	\$65
	Tier 4	N/A	N/A	N/A	\$65	N/A
Mail Order	Tier 1	\$20	\$20	\$20	\$20	\$25
90-day supply	Tier 2	\$40	\$50	\$40	\$20	\$75
	Tier 3	\$70	\$100	\$70	\$60	\$165
	Tier 4	N/A	N/A	N/A	\$162.50	N/A



TOWN OF STOW - MNHG - FISCAL YEAR 2024

Plan Name	Enrollment	I/F	# of Months	Rate	EMPLOYER		EMPLOYEE		TOTAL Cost	ER %
					Share	Cost	Share	Cost		
HPHC HMO	2	I	12	1172.00	820.40	19,690	351.60	8,438	28,128	70
	8	F	12	3080.00	2156.00	206,976	924.00	88,704	295,680	70
						TOTALS:	226,666	97,142	323,808	
HPHC HSAQ	0	I	12	925.00	647.50	-	277.50	-	-	70
	3	F	12	2434.00	1703.80	61,337	730.20	26,287	87,624	70
						TOTALS:	61,337	26,287	87,624	
TUFTS HMO	8	I	12	1083.00	758.10	72,778	324.90	31,190	103,968	70
	3	F	12	2939.00	2057.30	74,063	881.70	31,741	105,804	70
						TOTALS:	146,840	62,932	209,772	
TUFTS HSAQ	0	I	12	888.00	621.60	-	266.40	-	-	70
	1	F	12	2409.00	1686.30	20,236	722.70	8,672	28,908	70
						TOTALS:	20,236	8,672	28,908	
NETWORK BLUE SELECT	1	I	12	934.00	653.80	7,846	280.20	3,362	11,208	70
	0	F	12	2498.00	1748.60	-	749.40	-	-	70
						TOTALS:	7,846	3,362	11,208	
NETWORK BLUE DEDUCTIBLE	7	I	12	1004.00	702.80	59,035	301.20	25,301	84,336	70
DEDUCTIBLE	11	F	12	2681.00	1876.70	247,724	804.30	106,168	353,892	70
						TOTALS:	306,760	131,468	438,228	
ACCESS BLUE SAVER	2	I	12	822.00	575.40	13,810	246.60	5,918	19,728	70
SAVER	1	F	12	2198.00	1538.60	18,463	659.40	7,913	26,376	70
						TOTALS:	32,273	13,831	46,104	
TUFTS MED SUPP	29	I	6	456.00	319.20	55,541	136.80	23,803	79,344	70
TUFTS HMO	12	I	6	371.00	259.70	18,698	111.30	8,014	26,712	70
FALLON MED PLUS	2	I	6	328.00	229.60	2,755	98.40	1,181	3,936	70
TUFTS MED SUPP	29	I	6	501.60	351.12	61,095	150.48	26,184	87,278	70
TUFTS HMO	12	I	6	408.10	285.67	20,568	122.43	8,815	29,383	70
FALLON MED PLUS	2	I	6	360.80	252.56	3,031	108.24	1,299	4,330	70
						TOTALS:	161,688	69,295	230,983	
Budget Totals:						963,645	412,991	1,376,635		
10% Increase for FY '25:						1,060,009	454,290	1,514,299		

MIIA FY '25 - \$300 Deductible

Plan Name	Enrollment	I/F	# of Months	Rate	EMPLOYER		EMPLOYEE		TOTAL Cost	ER %	EE ANNUAL SAVINGS
					Share	Cost	Share	Cost			
HPHC HMO to Network Blue \$300	2	I	12	1082.82	757.97	18,191	324.85	7,796	25,988	70	\$ 742.97
	8	F	12	2891.46	2024.02	194,306	867.44	83,274	277,580	70	\$ 1,787.54
						TOTALS:	212,497	91,070	303,568		
HPHC HSAQ to Access Blue \$2000	0	I	12	920.39	644.27	-	276.12	-	-	70	\$ 349.60
	3	F	12	2457.74	1720.42	61,935	737.32	26,544	88,479	70	\$ 790.78
						TOTALS:	61,935	26,544	88,479		
TUFTS HMO to Network Blue \$300	8	I	12	1082.82	757.97	72,766	324.85	31,185	103,951	70	\$ 390.53
	3	F	12	2891.46	2024.02	72,865	867.44	31,228	104,093	70	\$ 1,229.18
						TOTALS:	145,630	62,413	208,043		
TUFTS HSAQ to Access Blue \$2000	0	I	12	920.39	644.27	-	276.12	-	-	70	\$ 203.08
	1	F	12	2457.74	1720.42	20,645	737.32	8,848	29,493	70	\$ 691.78
						TOTALS:	20,645	8,848	29,493		
NETWORK BLUE SELECT to Network Blue Select	1	I	12	942.05	659.44	7,913	282.62	3,391	11,305	70	\$ 307.26
	0	F	12	2515.57	1760.90	-	754.67	-	-	70	\$ 836.03
						TOTALS:	7,913	3,391	11,305		
NETWORK BLUE DEDUCTIBLE to Network Blue \$300	7	I	12	1082.82	757.97	63,670	324.85	27,287	90,957	70	\$ 77.69
DEDUCTIBLE	11	F	12	2891.46	2024.02	267,171	867.44	114,502	381,673	70	\$ 207.50
						TOTALS:	330,841	141,789	472,630		
ACCESS BLUE SAVER to Access Blue \$2000	2	I	12	920.39	644.27	15,463	276.12	6,627	22,089	70	\$ (58.28)
SAVER	1	I	12	2457.74	1720.42	20,645	737.32	8,848	29,493	70	\$ (143.78)
						TOTALS:	36,108	15,475	51,582		
TUFTS MED SUPP to MEDEX	29	I	12	400.56	280.39	97,576	120.17	41,818	139,395	70	\$ 363.74
TUFTS HMO to MED ADV PPO	12	I	12	334.00	233.80	33,667	100.20	14,429	48,096	70	\$ 266.76
FALLON MED PLUS to MED ADV PPO	2	I	12	334.00	233.80	5,611	100.20	2,405	8,016	70	\$ 96.48
						TOTALS:	131,244	56,247	195,507		
Budget Totals:						946,813	405,777	1,360,606			
Difference from FY '24:						(16,832)	(7,214)	(16,029)			
Difference from FY '25:						(113,196)	(48,513)	(153,693)			

Review draft
Recording of Meetings Policy



Town of Stow

Recording of Meetings Policy

Adopted XXX

In an effort to make town government more accessible, it is the policy of the Select Board that Board and Committee Meetings shall be recorded via Zoom and uploaded in order to provide greater transparency into the operations of the Town of Stow. The following guidelines should be adhered to in order to meet this goal:

1. It is recommended that meetings of these entities (Elected Boards, Financial Committees, and Land Use Committees) be recorded and uploaded via Zoom unless there is an emergency, operational, or technical conditions which prohibit recording of such.
 - a. Board of Assessors
 - b. Board of Health
 - c. Capital Planning Committee
 - d. Community Preservation Committee
 - e. Conservation Commission
 - f. Finance Committee
 - g. Planning Board
 - h. Randall Library Trustees
 - i. Select Board
 - j. Stow Municipal Affordable Housing Trust
 - k. Zoning Board of Appeals
2. All other Boards and Committees are encouraged to record their meetings.
3. The meeting recording shall be forwarded to StowTV within 24-hours after the meeting takes place to be uploaded to the government access channel and YouTube. The email address associated with the Zoom account will receive a link to the recording. If one of the generic Zoom accts (StowZoom@gmail; TownofStow@gmail; or TownStowMA@gmail) were used, please contact the Town Administrator to have the meeting forwarded to StowTV.
4. If a meeting recording fails to take place, please notify the Select Board's Office, so the website can be noted as to the issue.
5. Meetings that take place fully in-person should use a meeting room that has virtual meeting capabilities and use a Zoom link to record the meeting. If a meeting is taking place in another space, arrangements should be made through the Select Board's Office to have a camera and laptop available for the meeting, if needed.

Review draft
Remote Work Policy

Remote Work Policy



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow is implementing a Remote Work Policy. This Remote Work Policy allows approved employees to work from an alternate location on a scheduled or situational basis. Employees, regardless of their remote work arrangement must have prior approval to work from an alternate location. An employee who is approved for Remote Work must still work their regular weekly schedule of full time, or if part time, work regular part time hours.

There are no positions where it would be practical to work remotely five (5) days per week. An employee approved to work remotely must physically report to their office location at least three (3) full days per week, except for rare short-term circumstances or as a reasonable accommodation. Any employee who is regularly scheduled to work part time, 3 or 4 days per week, must physically report to their office at least two (2) days per week. There are some customer facing positions where it is not possible to work remotely. Occasional Remote work is not covered by this policy.

APPLICABILITY:

This policy applies to full and part time employees who may be able to be productive, on a full or part time basis, at a remote site depending on the essential duties of their positions. Employees whose positions are governed by collective bargaining agreement are subject only to those portions of this policy that are not specifically regulated by law or agreement.

DEFINITIONS:

Remote Work – work done outside of the traditional office setting.

Remote Work Environment – remote space suitable for working, free of obvious safety hazards and distractions.

Occasional Remote Work – temporary and approved by employee’s direct supervisor.

Regular Remote Work – an alternative schedule allowing some remote work time each week recommended by the employee’s supervisor and pre-approved by the Town Administrator.

Town Issued Equipment – includes computer, email, and network access, only for the purposes of work, not personal use.

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POLICY DESCRIPTION:

This policy allows employees in some appropriate positions to work at a remote location while working their full regular hours and being equally productive while working in this remote location as they would in the workplace.

PROCEDURES:

To be eligible, employees must meet the following requirements:

A. Employee Eligibility: Must possess several employee attributes which indicate the employee can work well and meet job expectations with this type of work arrangement:

1. Employed by the Town for at least six (6) months and completed their probationary period.
2. Solid performer who knows the duties of the job and the department's standards and expectations.
3. Be able to work independently without close supervision and fulfill job duties and expectations.
4. Able to prioritize work effectively and utilize good time management skills.
5. Be reliable, disciplined, and self-motivated with a high sense of responsibility in accomplishing work assignments.
6. No recent history of performance or conduct issues, including but not limited to sick time abuse to be eligible.
7. Employee must be meeting work expectations and fulfilling the full duties of their job description.

B. Suitable Position and Assignments: The nature of the work performed, and service provided must be considered in determining whether remote work is an option for a particular position. Not all positions can perform essential functions remotely. Whether a position is suitable for remote work shall be made at the discretion of the Department Head and will be evaluated on an individual basis considering the following criteria:

1. Some or all of the job functions may be portable, or can be accessed electronically, and therefore, can be performed effectively while working away from the primary work location.
2. The work does not require access to equipment or materials that cannot be removed from the primary work location.
3. The employee's participation in the remote work program will not adversely affect the department's ability to meet and/or exceed customers' needs.
4. The position does not require daily unscheduled face-to-face contact with other employees or the public at the primary work location.
5. The employee can set up meetings with other employees, supervisors, or customers/residents at the primary work location or at a remote location.
6. The remote worker must have access to a working telephone/cellphone, and a reliable internet connection.

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C. Work Expectations: Remain consistent with essential duties:

1. Remote workers are subject to the same work expectations, including hours of work, the work schedule, and job performance competencies as if the employee were at the primary work location.
2. Employees are expected to provide the same level of customer/resident service, work outcomes, and quality of work while working remotely and will make themselves available to attend scheduled meetings, whether in-person or electronically.
3. Time spent and work accomplished from a remote location should appear seamless to customers/residents.
4. Remote workers are responsible for getting their work from their workplace whether it be electronically or in person.
5. The Town will not reimburse the employee for mileage to go to their workplace to get their work or to attend in-person meetings. Such time is considered commute time and not hours of work.
6. Remote employees will check in with their supervisor using the appropriate methods (i.e., phone, email, text, video conference) daily and as necessary throughout the workday.
7. During any period of remote work, employees are expected to be available to receive and respond to emails and telephone calls during normal work hours.

D. Confidentiality

1. Employees must maintain appropriate confidentiality of all work-related information, including written documents, electronic files, and verbal communication.
2. Any work performed at the remote location is considered official Town business and may be subject to retention and public records laws.
3. If an employee requires hardcopy confidential information at the remote location, they shall first obtain approval from the Department Head or data owner, and once said information has been transferred to the remote location use best efforts to store said information temporarily.
4. Electronic files and automated records must be safeguarded to protect unauthorized disclosure or damage.
5. Employees must store all protected health information, Personally Identifiable Information (PII), and confidential records in a secure location.
6. Any verbal communication of confidential work-related information should be conducted in a private area.
7. Confidential information shall not be downloaded to a local laptop or workstation or placed in the cloud.
8. Printing of confidential Town materials in the remote location should be done in a secure manner.

Workspace:

1. Employees are responsible for designating a workspace for the purpose of performing work for the Town.
2. The workspace must be sufficient for the employee to perform the requirements of the job, including appropriate furniture, equipment, supplies and lighting.

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3. The remote work location must be safe and free from hazards.
4. The Town is not responsible for operating or maintenance costs of any personal equipment or other incidental costs associated with the use of the remote work location.

Town Policies and Procedures:

1. All Town policies, state, and federal regulations, including policies on Technology use, sick leave, vacation, leave and overtime/comp time will remain the same for time spent working remotely.
2. Time off must be approved in advance per Town policies.
3. All Town policies related to standards of conduct, privacy, customer service, Massachusetts Public Records Law (M.G.L. Ch. 66 §10), Massachusetts Ethics law (M.G.L. Ch. 268A), email use apply to all employees during time spent working remotely.
4. Employees will be responsible for the proper use and care of all Town-owned equipment.
5. While this is temporary for some employees, employees are not entitled to remote work and not all positions will be eligible to work remotely.
6. Remote work is voluntary.
7. Employees in positions that are suitable for remote work may be permitted to work remotely on designated days, or on a situational or emergency basis.
8. Either party may terminate the remote work arrangement, without cause, with two weeks' notice.

How to request a Remote Work Assignment:

1. An employee interested in working remotely must first initiate a discussion with their Department Head to determine eligibility.
2. If the Department Head is supportive of the request to work remotely, the employee must submit the Remote Work application to the Human Resources Department.
3. The request will be evaluated by Human Resources, the Department Head, and Town Administrator (or their designee) for approval.
4. If approved, the employee will be required to read and agree to this Remote Work Policy and the Technical Guidelines and submit confirmation of this to Human Resources
5. Prior to starting their remote work assignment, the employee will be required to complete the Remote Work Survey to help the Town gather data and evaluate the program.

Requirements if approved for remote work:

Employee must agree to the following:

1. The employee will remain accessible and productive during scheduled work hours.
2. Nonexempt employees will record all hours worked, breaks taken, and meal periods taken in accordance with regular timekeeping practices (i.e., complete all timesheets).
3. Nonexempt employees will obtain supervisor approval prior to working any unscheduled hours beyond their typical workday including overtime hours.

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4. Departments must remain open. If there are multiple employees in one department, remote schedules must be staggered to allow for in-person communication.
5. However, if an employee is on a scheduled Remote Work-Day and another departmental employee would like to use accrued time causing the office to be closed, it will be allowed provide there is proper signage on the door and the Town Administrator's Office is notified.
6. The employee will report to their regular work location as necessary upon directive from their supervisor.
7. The employee will communicate regularly with their supervisor and co-workers.
8. The employee will comply with all Town of rules, policies, practices, and instructions that would apply if the employee were working at their regular work location.
9. The employee will maintain satisfactory performance standards.
10. The employee understands that they must still attend and participate in meetings as required by the nature of the work.
11. The employee will plan for regular dependent care and understands that remote work is not a substitute for dependent care.
12. The employee will maintain a safe, confidential, and secure work environment at all times.
13. Remote work arrangements may be adjusted or cancelled, with or without cause, at any time by an employee's Department Head or the Town Administrator based on the needs of the Town or Department. Either party may terminate the remote work arrangement, without cause, with two weeks' notice.
14. Unless otherwise prohibited by law, the Town reserves the right to modify this policy at any time without notice.

Review draft
Criminal Offender Record
Information (CORI) Policy

**Criminal Offender Record Information Policy
CORI**



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow completes criminal history screening of prospective and current employees, subcontractors, constables, volunteers, interns, and seasonal employees. Where Criminal Offender Record Information (CORI) checks are part of a general background check for employment, volunteer work or licensing purposes, the following practices and procedures will generally be followed.

APPLICABILITY:

This policy applies to all full, part-time, per diem, on call, interns, volunteers, and seasonal employees of the Town of Stow. Employees governed by a collective bargaining agreement are subject only to those provisions of this policy not specifically regulated by law or agreement.

DEFINITION:

Criminal Offender Record Information (CORI) is a name-based criminal record check that returns information on available Massachusetts arraignments. This type of criminal record check is done by submitting the identifying information, including name and date of birth for a person, into the state website. That information is then searched against Massachusetts court records to determine if there is a possible record for that person. This type of criminal record check contains only Massachusetts information and is not fingerprint supported. Out of state candidates will have their criminal record screened in the states of residency for the prior seven (7) years.

POLICY DESCRIPTION:

The Town of Stow, as part of background screening, conducts a CORI check on all employees, contractors, and volunteers, upon selection of the final candidate. When the successful candidate is given a job offer, it is contingent upon a background screening, including CORI.

PROCEDURE:

I. Conducting CORI Screening

CORI checks will only be conducted as authorized by Department of Criminal Justice Information Services (DCJIS) and MGL c. 6, §.172, and only after a CORI Acknowledgement Form has been completed. If a new CORI check is to be made on a subject within a year of his/her signing of the CORI Acknowledgement Form, the subject shall be given seventy-two (72) hours' notice that a new CORI check will be conducted.

II. Access to CORI

All CORI obtained from the DCJIS is confidential, and access to the information must be limited to those individuals who have a "need to know." This may include, but not be limited to, hiring

managers, staff submitting the CORI requests, and staff charged with processing job applications. The Town of Stow must maintain and keep a current list of each individual authorized to have access to, or view, CORI. The list must be updated every six (6) months and is subject to inspection upon request by the DCJIS at any time.

III. CORI Training

An informed review of a criminal record requires adequate training. Accordingly, all personnel authorized to review CORI at the Town of Stow will review, and will be thoroughly familiar with the educational and relevant training materials regarding CORI laws and regulations made available by the DCJIS.

Additionally, if the Town of Stow is an agency required by MGL c. 6, § 171A, to maintain a CORI Policy, all personnel authorized to conduct criminal history background checks and/or to review CORI information will review, and will be thoroughly familiar with the educational and relevant training materials regarding CORI laws and regulations made available by the DCJIS.

IV. Use of Criminal History in Background Screening

CORI used for employment purposes shall only be accessed for applicants who are otherwise qualified for the position for which they have applied. Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on background checks will be made consistent with this policy and any applicable law or regulations.

V. Verifying a Subject's Identity

If a criminal record is received from the DCJIS, the information is to be closely compared with the information on the CORI Acknowledgement Form and any other identifying information provided by the applicant, to ensure the record belongs to the applicant.

If the information in the CORI record provided does not exactly match the identification information provided by the applicant, a determination is to be made by an individual authorized to make such determinations based on a comparison of the CORI record and documents provided by the applicant.

VI. Inquiring about Criminal History

In connection with any decision regarding employment, volunteer opportunities, internships, constable appointments, or seasonal employment, the subject shall be provided with a copy of the criminal history record, whether obtained from the DCJIS or from any other source, prior to question the subject about his or her criminal history. The source(s) of the criminal history record is also to be disclosed to the subject.

VII. Determining Suitability

If the Town of Stow determines, based on information as provided in section V on this policy, that the criminal record belongs to the subject, and the subject does not dispute the record's accuracy, then the determination of suitability for the position will be made. Unless otherwise provided by law, factors considered in determining suitability may include, but not be limited to the following:

- a. Relevance of the crime to the position sought;
- b. The nature of the work to be performed;
- c. Time since the conviction;
- d. Age of the candidate at the time of the offense;

- e. Seriousness and specific circumstances of the offense;
- f. The number of offenses;
- g. Whether the applicant has pending charges;
- h. Any relevant evidence of rehabilitation or lack thereof;
- i. Any other relevant information, including information submitted by the candidate or requested by the organization.

The Town of Stow will notify the applicant of the decision and the basis of the decision in a timely manner.

VIII. Adverse Decisions Based on CORI

If an authorized official is inclined to make an adverse decision based on results of a criminal history background check, the applicant will be notified immediately. The subject shall be provided with a copy of the Town of Stow CORI policy and a copy of the criminal history. The source(s) of the criminal history will also be revealed. The subject will then be provided with an opportunity to dispute the accuracy of the CORI record. Subjects shall also be provided a copy of the *DCJIS' Information Concerning the Process for Correcting a Criminal Record*.

IX. Secondary Dissemination Logs

All CORI obtained from the DCJIS is confidential and can only be disseminated as authorized by law and regulation. A central secondary dissemination log shall be used to record any dissemination of CORI outside this organization, including dissemination at the request of the subject.

INFORMATION CONCERNING THE PROCESS IN CORRECTING A CRIMINAL RECORD

If you have undergone a background check by an agency that has received a criminal record from the CHSB, you may ask the agency to provide you with a copy of the criminal record. You may also request a copy of your adult criminal record from Criminal History Systems Board, 200 Arlington Street, Suite 2200, Chelsea, MA 02150 by calling (617) 660-4640 or go to www.mass.gov/chsb/cori/cori_forms.html#pers.

The CHSB charges a \$25.00 fee to provide an individual with a copy of his/her criminal record. You may complete an affidavit of indigency and request that the CHSB waive the fee.

Upon receipt, review the record. If you need assistance in interpreting the entries or dispositions, please review the disposition code and "how to read a BOP" on the CHSB's website www.mass.gov/chsb/cori/cori_bop.html.

The CHSB does not offer "walk-in" service but you may call our Legal Division at (617) 660-4760 for assistance or the CARI Unit of the Office of the Commissioner of Probation at (617) 727-5300. If you believe that a case is opened on your record that should be marked closed, you may contact the Office of the Commissioner of Probation CARI Unit at (617) 727-5300 for assistance, or you may go to the Probation Department at the court where the charges were brought and request that the case(s) be updated.

If you believe that a disposition is incorrect, contact the Chief Probation Officer at the court where the charges were brought or the CARI Unit at (617) 727-5300 for assistance, or you may go to the Probation Department at the court where the charges were brought and request that the case(s) be updated. If you believe that a disposition is incorrect, contact the Chief Probation Officer at the court where the charges were brought or the CARI Unit at the Office of the Commissioner of Probation and report that the court incorrectly entered a disposition on your criminal record.

If you believe that someone has stolen or improperly used your identity and were arraigned on criminal charges under your name, you may contact the Office of the Commissioner of Probation CARI Unit or the Chief Probation Officer in the court where the charges were brought. For a listing of courthouses and telephone numbers, please see www.mass.gov/chsb/cori/cori_codes_court.html. In some situations of identity theft, you may need to contact the CHSB to arrange to have a fingerprint analysis conducted. If there is a warrant currently outstanding against you, you need to appear at the court and ask that the warrant be recalled. You cannot do this over the telephone.

If you believe that an employer, volunteer agency, housing agency or municipality has been provided with a criminal record that does not pertain to you, the agency should contact the CORI Unit for assistance at (617) 660-4640.

Review draft
Compensatory Policy for
Exempt Employees

Compensatory Time for Exempt Employees



Effective Date: x/x/2023

POLICY SCOPE:

Under certain prescribed conditions, exempt employees of Town departments may receive compensatory time off. Under the Fair Labor Standards Act, exempt employees are not eligible for overtime pay and providing compensatory time off is at the sole discretion of the Town. The purpose of this policy is to set forth guidelines for the Town's Compensation time for exempt employees who are required to work more than their normally scheduled hours for special projects, special events or during weekends or any normally scheduled time off.

APPLICABILITY:

This policy shall apply to all Town of Stow full-time regular, exempt employees. Employees whose positions are governed by collective bargaining agreement are subject only to those portions of this policy that are not specifically regulated by law or agreement.

DEFINITIONS:

Exempt employee is an individual who is exempt from overtime because they are classified as an executive, professional, or administrative and meets specific criteria for exemption.

POLICY DESCRIPTION:

Exempt employees are generally expected to work the hours needed to complete their work (even in excess of the typical work week), but some local jurisdictions may allow exempt employees to accumulate comp time.

Comp time for exempt employees is voluntary, so there is no "time and a half" requirement for exempt employees. Exempt employees may accrue comp time on a 1:1 basis (i.e., one hour of overtime worked results in one hour of comp time accrued), and employers are not required to pay out accrued comp time to exempt employees at the time of separation. Therefore, exempt Stow employees will not be paid out accrued comp time upon separation.

Compensatory time shall be earned for emergencies and required attendance at evening meetings or special events. Staying late to "catch-up" on work does not qualify for compensatory time. However, time worked after the end of the workday to the beginning of an evening meeting you are required to attend, does qualify for compensatory time.

PROCEDURES:

To be credited with compensatory time, the appropriate department head or supervisor must sign the timesheet authorizing Payroll to grant compensatory time off to an exempt employee. (Department Heads do not need their timesheets signed off by the Town Administrator) Department Heads and Employees should record the appropriate time worked and time taken on the timesheet. An employee who has accrued compensatory time and requests use of the time must be permitted to use the time off within **three (3) months** after making the request. Employees using comp time must request approval to use comp time five (5) days prior to date requested off unless it is being used in the week it was earned, the five (5) days notice is waived. The request may be denied if the use of amount of compensatory time will "**unduly disrupt**" the department's operations.

All compensatory time earned by exempt employees in any workweek must be taken during the three-month period following the end of the workweek during which the compensatory time was earned. Compensatory time must be used prior to using vacation or personal time.

Compensatory time accrued is subject to an **accrual limitation equal to one week**, either thirty-seven and one half (37.5) hours or forty (40) hours. Employees cannot accrue compensatory time of more than thirty-seven and one half (37.5) hours or forty-hours (40) respectively in a fiscal year. Compensatory time may not be carried over into the next fiscal year without authorization of the Town Administrator. With the permission of the Town Administrator, compensatory time may be granted in excess of thirty-seven and one half (37.5) hours or forty (40) hours per year, due to unusual or emergency situations.

Should an employee earn and use the time within the same pay period it does not count towards the maximum accrual limitation.

Compensatory time must be used in the fiscal year it was earned. Any comp time earned in June must be used and cannot be cashed out. With the approval of the Town Administrator, comp time earned in June of a fiscal year can be carried over but must be used by July 31st of the following fiscal year.

If any employee leaves employment, they will be compensated for their compensatory time on the books, up to the maximum accrual of one week.

Review draft
Compensatory Policy for
Non-Exempt Employees

Compensatory Time Policy for Nonexempt Employees



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow complies with the Fair Labor Standards Act (FLSA). Under certain circumstances, employees of local government agencies may receive compensatory time off instead of cash overtime payment.

APPLICABILITY:

This policy applies to full time, non-exempt employees who may be required to work in excess of the normal scheduled work week of either of thirty-seven and one half (37.5) or forty (40) hours for projects or events occurring during their normally scheduled time off. Employees governed by a collective bargaining agreement are subject only to those provisions of this policy not specifically regulated by law or agreement.

DEFINITION:

Nonexempt: An individual who is not exempt from the overtime provisions of the FLSA and is therefore entitled to overtime pay for all hours worked beyond 40 in a workweek (as well as any state overtime provisions). Nonexempt employees may be paid on a salary, hourly or other basis.

Exempt: An individual who is exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) because he or she is classified as an executive, professional, or administrative professional (one who is directly related to management) and meets the specific criteria for the exemption. Certain computer professionals may also be exempt. With some limited exceptions, exempt employees must be paid on a salary basis and minimum pay level each week.

POLICY DESCRIPTION:

Compensatory time is authorized in those instances when the employee is not entitled to overtime pay or elects to not be paid for work performed in excess of the employees' normal workweek in accordance with the provisions of the U.S. Fair Labor Standards Act.

- Compensatory time is not an entitlement and is only given with the prior authorization of the direct supervisor and the agreement of the employee.
- Compensatory time must be requested and approved prior to working the extra time.
- For hours required to be actually worked* in excess of thirty-seven and one half (37.5) up to forty (40), compensatory time will be allowed at the employee's option at the rate of one (1) hour compensatory time for one (1) hour of required work.

- For hours required to be worked* in excess of forty (40) per week, compensatory time will be allowed at the employee's option at the rate of one and one half (1.5) hours compensatory time for one (1) hour of required work.

**Holiday pay, sick, vacation or personal leave pay taken within a pay period is not considered time worked. In a week where one (1) sick, vacation or personal day was paid, compensatory time will not accrue at time and one half until after forty (40) hours have been worked. It will accrue at straight time.*

PROCEDURE:

- Using the Compensatory Time Authorization Form, track and record the project being completed and the estimated number of hours being accrued. Keep a copy of the form and forward a copy to the Human Resources Department with the department payroll paperwork. Accrued compensatory time will be tracked both in the HR Department and the employee's department.
- Use of any accrued compensatory time must be requested via the usage of a Time Usage Request Form and should be requested five (5) days in advance of the designated date and will be granted or denied based on staffing and workload levels.
- Use of compensatory time must be recorded on the employee's timesheet.
- Compensatory time used within a workweek will not be counted towards time worked in computing overtime hours. It is not considered "time worked".
- Existence of this policy does not imply the automatic authorization of compensatory time. It is ultimately the decision of your direct supervisor as to whether or not you or your department is eligible to accrue compensatory time.
- Compensatory time must be used within three (3) work months of completion of a project. If it is not used within this time period, the time will be cashed out.
- All compensatory time must be used by June 30th of each fiscal year or it will be cashed out in the first paycheck after July 1st of each fiscal year.
- All time worked outside of the workday must be documented and pre-authorized.
- Maximum accrual of compensatory is thirty-seven and one half (37.5) hours at any given time.
- Seasonal employees are not eligible for compensatory time. Employees whose service is governed by civil service law or collective bargaining agreement are subject only to those portions of this policy, which are not specifically regulated by law or agreement.

Review draft
Inclement Weather Policy

Inclement Weather Policy



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow recognizes New England weather can be unpredictable with conditions changing rapidly. In general, Town operations are not usually affected by environmental factors and offices are usually open and fully operational on regular workdays. However, at times severe weather can disrupt operations. When weather conditions are uncertain, the Town Administrator will monitor the situation and evaluate whether closing Town offices is warranted and will provide guidance to employees as soon as possible.

APPLICABILITY:

This policy applies to all full and part-time employees of the Town of Stow. Employees governed by a collective bargaining agreement are subject only to those provisions of this policy not specifically regulated by law or agreement.

DEFINITIONS:

Inclement/Adverse Weather – Weather conditions that can make travel in and around the Town limits of Stow hazardous for the employee or weather that may endanger the public, including weather causing major disruption to transportation and the operation of businesses and schools. Some examples of inclement weather include hurricanes, floods, blizzards, heavy snow and ice storms, and excessive heat.

Critical Need Employees – An employee whose job functions require that he/she be at work during normally scheduled work hours (regardless of environmental factors) to provide essential service to the public or provide direct leadership or support. These are departments that typically operate on a 24-hour a day rotating schedule, or play a critical role in maintaining the safety and services to the Town.

Secondary Employees – Made up of both non-exempt and exempt personnel who are not classified as a critical need employee and are typically considered working in an administrative or in non-public safety function.

Critical Need Departments and Functions:

Fire Department – All public safety personnel are designated as Critical Need employees. Civilian personnel may be designated by the Fire Chief as either Critical Need or secondary based on support needed for the fire department to remain functional.

Police Department – All sworn/public safety personnel and public safety dispatchers are designated as Critical Need employees. Sworn administrative personnel may be assigned to patrol functions or other

duties to assist with maintaining traffic control or public safety. Civilian personnel may be designated by the Chief of Police as neither critical need or secondary, based on support needed for the police department to remain functional.

Public Works – All are assigned and expected to report to work as part of the response team based on the type of adverse weather forecasted.

Information Technology Services Department – Information Technology Services are designated as critical need to ensure that communication equipment and other technology equipment remains functional. The Information Technology Services Director may determine if services could be maintained via remote or on-site monitoring.

POLICY DESCRIPTION:

In the event of inclement weather conditions, unless otherwise notified by the Town Administrator or authorized designee, employees are to consider Town offices open and operating during normally scheduled business hours. Employees should prepare for winter weather by:

- Ensuring their personal vehicle is safe or finding alternate sources of travel such as public transportation, arranging carpools or other alternate means of transportation.
- Anticipating weather conditions and weatherize automobiles accordingly.
- Prepare for winter weather, identify work files or documents to work on remotely.
- Making every attempt to report to and remain at work when Town offices are open. It is not the intent of this policy, however, to suggest that employees should risk danger or possible injury to person or employee property in order to travel to and from work. Not all employees live locally, not all personal employee vehicles are equipped for all weather conditions, and not all employees are comfortable driving in various weather conditions. At times, employees may decide to use accrued time and not report to Town offices

In the event inclement weather conditions hamper or prevent travel, the following compensation guidelines will apply to all full-time regular employees and (regular) part-time employees with the understanding that said employees shall be compensated only for regularly scheduled work hours on the given day.

PROCEDURE:

- The Town Administrator or designee has the responsibility for making the determination regarding closure or delay of opening Town buildings/facilities no later than **two (2) hours** before the facility is scheduled to open to allow sufficient time for notifications. In making such determination both the continuance of service to the public and the safety of employees will be taken into consideration.
- If the Town buildings/facilities will be closed for an entire day, the Town Administrator or designee will email all employees, notify media and post an alert on the Town's webpage one and one half hours (1.5 hours) before a building/facility is scheduled to open.

Compensation:

Employee arrives late to work due to adverse weather	As stated above, employees are expected to make every attempt to report to and remain at work. If an employee follows the guidelines of this policy and makes a good faith effort in reporting to work, while using discretion about their personal safety and the safety of others, they will not be charged leave for being tardy. If one's tardiness is outside what is determined to be a good faith effort or if one has not followed the guidelines of this policy, absence is charged to vacation or personal leave, comp time (with employee permission) or unpaid leave if no appropriate accrued leave is available.
Employee does not report to work due to adverse weather	Absence for the full day is charged to vacation or personal leave, comp time or unpaid leave if no appropriate accrued leave is available for the number of hours of scheduled work for the day.
Supervisor approves employee's request to leave early due to adverse weather	Remaining scheduled work hours are charged to vacation leave, comp time (with employee permission) or unpaid leave if no appropriate accrued leave is available.
Employee is sent home early by supervisor at the direction of the Town Administrator or designee due to adverse weather	Employee is paid for the entire scheduled workday. There is no charge to leave if, you are at work and the building closes (time sheet shows inclement weather.)
Town offices are closed or there is a delayed opening due to adverse weather at the direction of the Town Administrator	Employee is paid for entire scheduled work day, no charge to leave accrual (time sheet shows inclement weather.)
Employee is unable to leave after their work shift due to adverse weather and, with permission of their supervisor, continues to work.	Employee is paid for all actual hours worked, including overtime if applicable. At the discretion of the employee's supervisor, the employee may be allowed to flex within the same pay period and report late or leave early from work on a subsequent day to make up for the additional hours worked.

Note:

- 1. An employee who has previously scheduled, submitted, and been approved for paid leave prior to an inclement weather event, will have their absence charged against the originally approved leave accrual.***
- 2. In all cases where the Supervisor approves and the employee can work remotely, the employee will be paid and no accrued time will be charged.***

Review draft
Religious Accommodation Policy

Religious Accommodation Policy



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow respects the religious beliefs and practices and will make reasonable accommodations on the basis of a sincerely held religious belief or practice for employees, so long as the reasonable accommodation does not impose an undue hardship on the Town of Stow.

APPLICABILITY:

This policy applies to all employees who may require a reasonable accommodation for a sincerely held religious belief, including full-time and part-time employees, temporary employees, probationary employees, seasonal employees, per diem, on-call, contractual employees, and applicants.

DEFINITION:

Religion: Religion is defined by Title VII of the Civil Rights Act of 1964. Religion includes traditional, organized religions as well as religious beliefs that are new, uncommon, not part of a church sect, or only held by a small number of people.

POLICY DESCRIPTION:

Employees who are hindered in the practice of their religion by workplace policies may request reasonable accommodations of their religious beliefs or practices. Examples of potential reasonable accommodations may include:

- Time for prayer during the workday.
- Time off for religious holidays to allow for attendance at religious services.
- Modifying dress code, such as to allow special head coverings, facial hair, etc.

The Town of Stow will engage in the interactive process with employees to determine if there is a reasonable accommodation available that will not impose an undue burden on the Town. Employees who are granted a reasonable religious accommodation must be able to perform all essential functions of their position.

PROCEDURE:

An employee whose religious beliefs or practices conflict with his or her job, work schedule, or with a Town of Stow policy or practice on dress and appearance, or with other aspects of employment, and who seeks a religious accommodation must submit a written request for the accommodation to the

Assistant Town Administrator/Human Resources Director. The written request will include the type of religious conflict that exists and the employee's suggested accommodation.

- Any employee whose observance of a Religious Holiday or Holy Day requires their absence from work may take the time using vacation or personal time if available, or may take the time off without pay.
- An employee who plans to be absent from work on a Religious Holiday or Holy Day be required to notify his/her Department Head at least one week in advance.

The Town prohibits retaliation against an employee for requesting a religious accommodation, participating in an approved accommodation, or otherwise engaging in protected conduct under this policy. Any person who violates this anti-retaliation provision may be subject to disciplinary and/or corrective action.

Review draft
Nepotism Policy

Nepotism Policy



Effective Date: x/x/2023

POLICY SCOPE:

The Town of Stow adheres strictly to Massachusetts General Laws including Ch. 268A to regulate, restrict or prohibit the employment of relatives when it may have a detrimental effect on supervision and employee morale, and when it is necessary for proper and efficient operation and delivery of municipal services. This policy will follow, at a minimum, the standards as set forth in the laws of the Commonwealth of Massachusetts under Massachusetts General Laws Chapter 268A, which includes the appearance of a conflict under the law.

APPLICABILITY:

This policy applies to all full-time, part-time, seasonal, per diem, and call employees of the Town of Stow. Employees governed by a collective bargaining agreement are subject only to those provisions of this policy not specifically regulated by law or collective bargaining agreement.

DEFINITION:

Municipal employee - a person performing services for or holding an office, position, employment, or membership in a municipal agency, whether by election, appointment, contract of hire or engagement, whether serving with or without compensation, on a full, regular, part-time, intermittent, or consultant basis.

Immediate family - the employee and their spouse, their parents, children or step-children, brothers, and sisters.

Participate - participate in agency action or in a particular matter personally and substantially as a municipal employee, through approval, disapproval, decision, recommendation, the rendering of advice, investigation or otherwise.

POLICY DESCRIPTION:

Due to potential for perceived or actual conflicts, such as favoritism or personal conflicts from outside the work environment, which can be carried into the daily working relationship, the Town of Stow will hire relatives of persons currently employed only if:

1. Candidates for employment will not be working directly for or supervising a relative.
2. Candidates for employment will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct benefit to the relative.
3. No supervisor shall have hiring authority over a relative or shall make recommendations.

4. No supervisor may participate, in any way, in the decision of any matter which may directly affect the employment status, salary, or any financial action that may benefit or harm a relative. All employees shall exclude themselves from participation in personnel decisions in which a relative is involved.
5. No relative can participate in decisions regarding a relative including hiring, retention, transfer, promotion, wages, including overtime and special pay, leave requests and investigations.
6. No employee may make or influence a town or department business decision, including purchasing or other types of contracts which a family member may personally benefit.
7. No supervisor may approve or sign-off on payroll forms, reimbursement requests, equipment purchases, training authorizations, or job assignments for a relative.

The Town will avoid the hiring, transfer, or promotion of relatives of municipal employees in situations where the possibility of favoritism, a conflict, or the appearance of conflict of interest exists.

PROCEDURE:

When members of the same family are being considered for hire or transfer so that they will work in the same department as another family member, **written approval of the arrangement by the Town Administrator is required in advance**. The family members must notify their supervisor of this relationship before the hire or transfer.

The hiring supervisor is responsible for ensuring policy compliance. Department heads are responsible for monitoring changes in employee reporting relations after initial hire to ensure compliance with this policy. Employees are responsible for immediately reporting any changes to their supervisor. The employee may need to complete the disclosure form under M.G.L. c. 268A, §19.

If any employee, after employment or due to a change in employment, enters into one of the above relationships, the employee must notify the Town Administrator forthwith. The employee may need to complete the disclosure form under M.G.L. c. 268A, §19 and may require approval by the Town Administrator or Select Board.

Any Supervisor, who has a relative in their department, is required to file with their appointing authority (either Select Board or Town Administrator), a plan clearly articulating how supervision of their relative will be handled. Additionally, this document should identify who (or which position) is responsible for overseeing the relative and all matters pertaining to them and/or those identified above.

Continued discussion of small
jet expansion at Hanscom

HANSCOM HIGH FLYERS:

Private Jet Excess Doesn't Justify Airport Expansion

Chuck Collins, Omar Ocampo, Kalena Thomhave, Jiaqin Wu

October 2023



CO-AUTHORS

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OTHER RELEVANT RESEARCH

Since 2008, the IPS Program on Inequality and the Common Good has been analyzing the harms caused by private jets on our society and environment. Previous reports include:

- [*High Flyers 2023: How Ultra-Rich Private Jet Travel Costs the Rest of Us and Burns Up the Earth*](#)
- [*High Flyers 2017: How the Private Jet Lobby Shifts Costs to the Rest of Us, Threatens Our Security, and Fuels a Warming Planet*](#)
- [*High Flyers 2008: How Private Jet Travel is Straining the System, Warming the Planet, and Costing You Money*](#)

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THE INSTITUTE FOR POLICY STUDIES

The **Institute for Policy Studies** (www.ips-dc.org) is a multi-issue research center that has been conducting pathbreaking research on inequality for more than 20 years.

The **IPS Program on Inequality and the Common Good** was founded in 2006 to draw attention to the growing dangers of concentrated wealth and power, and to advocate for policies and practices to reverse extreme inequalities in income, wealth, and opportunity. The **Inequality.org** website ([Inequality.org](https://inequality.org)) provides an online portal into all things related to the income and wealth gaps that divide us, in the United States and throughout the world. Subscribe to our weekly newsletter at [Inequality.org](https://inequality.org) or follow us on Twitter and Facebook at [@inequalityorg](https://twitter.com/inequalityorg).

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Key Findings

A proposal to expand Laurence G. Hanscom Field airport in order to accommodate a 300 percent increase in private jet services is currently under consideration by the Massachusetts Port Authority (Massport). Located 14 miles outside of Boston, Hanscom Field is the largest general aviation airport in New England. After Boston Logan, Hanscom is the second busiest airport in New England.

Based on a comprehensive analysis of private flights traveling to and from Hanscom Field over an 18-month period, we find that the expansion would primarily serve the wealthiest travelers in the region, many who frequently take short-hop flights to recreational and luxury destinations.

- Between January 2022 and July 2023, we identified 31,599 private flights taken by 2,915 jets. Private jets departed Hanscom Field for 761 unique destinations. Over the 18 months studied, private Hanscom Field flights were responsible for an estimated 106,676 tons of carbon emissions.
- We estimate that at least half of these flights (49 percent) were for recreational and luxury travel. This statistic includes the more than 36 percent of flights (5,632 flights) that traveled to 212 airports near luxury or vacation destinations. In addition, more than 42 percent of Hanscom Field flights departed on weekends, also implying recreational travel.
- Roughly 16 percent of private jet flights from Hanscom Field were to destinations in New England. Nantucket, Martha's Vineyard, Portland, Portsmouth, Hyannis, and Rockland were among the top 10 flight destinations in New England. All of these destinations are either a short drive or a short drive and ferry ride from Hanscom Field.
- Approximately 41 percent of flights departing Hanscom Field had durations of less than one hour, with 14 percent lasting less than 30 minutes. Because take-off is the most fuel intensive part of a flight, short-hop flights are extremely energy inefficient compared to other transportation alternatives. Yet 81 percent of flights departing from Hanscom Field were in the air less than three hours.
- The private jet flyers on the 20 most active jets at Hanscom Field took 3,240 flights, a number that includes both arrivals and departures. These 20 aircraft accounted for more than 10 percent of all Hanscom Field private jet flights during the 18 months we studied. In addition, the 20 frequent flyers were responsible for 14 percent of total carbon emissions, releasing an estimated 14,930 tons of carbon emissions during the study period. For comparison's sake, the average American produces 14.8 metric tons per year in total emissions and the average Massachusetts resident is responsible for 8 tons per year. The global average is 4 tons of carbon emissions per person, per year.¹

Some of the most frequent flyers, however, may not be in our data set. Private jet owners may request that the FAA exclude their jets from public tracking registries, leading to gaps in the

data. Four Boston area billionaires –Robert Kraft, Jim Davis, John Henry, and Paul Fireman – have had their jets removed from the public registry.

Hanscom Field’s “High Flyers” — the top 20 private jet travelers using Hanscom Field — are profiled in full in the report. The top 20 include:

John Fish. Belonging to the Suffolk Construction magnate with estimated wealth of \$1.2 billion, Fish’s jet was the number three most frequent flyer out of Hanscom Field, but the number one carbon emitter over 18 months, releasing an estimated 2,329 tons of carbon emissions on flights that included 44 round trip flights to West Palm Beach and flights to Aruba; Aspen, Colorado; and Barcelona, Spain.

John W. Childs. The jet owned by private equity investor John Childs was the fifth most frequent flyer out of Hanscom Field but the third largest carbon emitter, releasing an estimated 1,407 tons of carbon over the study period. Child’s jet makes frequent trips to Vero Beach, Florida, where Child owns a home, and Rosario, Argentina, where he is part owner of a bird hunting lodge. In the last eighteen months, the jet has also traveled to Palermo, Italy; the US Virgin Islands; Palm Springs, California; and the Hamptons.

Arthur S. Demoulas. Arthur S. Demoulas, with wealth estimated at \$1.3 billion, is famous for his unsuccessful attempt to oust his cousin, Arthur T. Demoulas, from the leadership of New England supermarket chain Market Basket. The private jet registered in Arthur S.’s name was the 10th most frequent Hanscom Field flyer, with flights to Aspen, Key West, and London. Total estimated carbon emissions were 741 tons.

Charlesbank Partners. Seven of the top 20 Hanscom Field flyers are jets owned or connected to private equity firms based in the Boston area. One of these firms is Charlesbank Partners. Charlesbank owns three of the twenty frequent flying jets, including the first, eighth, and 12th most frequent flyers. Together, the three jets took 676 flights and emitted an estimated 2,701 tons of carbon over the study period. The jet in the top spot on the frequent flyer list took a whopping 387 flights over the 18-month period, including 112 flights to and from Nantucket. All three jets connected to Charlesbank took a combined 159 flights to and from Teterboro Airport outside New York City, a destination with many other excellent transportation alternatives. Not only is Charlesbank our number one Hanscom Field carbon polluter, Charlesbank is also a major investor in fossil fuel projects, including a \$220 million acquisition of Crosstex Energy, a huge natural gas operation in the Southwest.²

Recommendations

Policymakers and the general public deserve to know more about the wealthy’s use of private jets. We call for greater transparency around private jet flights and their carbon emissions. Our recommendations also include:

- Suspend any private jet service expansions, planned or otherwise, at Hanscom Field and Boston Logan International airports.
- Eliminate the Massachusetts sales tax exemption on aviation purchases and fuel.
- Increase the excise tax on jet fuel, using the revenue to invest in green transit.

Introduction: Private Jets at Hanscom Field

Laurence G. Hanscom Field (KBED/BED) is a general aviation airport located in Bedford, Concord, Lexington and Lincoln, Massachusetts. Hanscom Field is New England's largest airport serving private jets. A proposal to expand hangar capacity is currently being considered by airport planning authorities. The plan would essentially triple the airport's capacity to serve private jets and add 27 hangars.

One of the stated goals behind hangar expansion is to *reduce* private jet traffic. The Massachusetts Port Authority (Massport), which operates Hanscom Field as well as Logan International and Worcester Regional Airports, claims that a recent surge in demand for private jet travel has highlighted the region's insufficient hangar space for private jets. This in turn has led to an increase in "ferry flights," jets that drop passengers at Hanscom Field or Logan International and then fly to another destination for parking and services. The new expansion project, Massport argues, would alleviate this pressure, provide sufficient hangar space, and reduce the need to transport empty planes for storage at nearby airports, thereby tempering Hanscom Field's carbon footprint.³ A forthcoming analysis will consider this question and determine what percentage of Hanscom Field departures and arrivals are ferry flights.

However, there is no evidence to suggest that increasing hangar capacity would decrease private jet air traffic and reduce emissions.⁴ It is likely to have the opposite effect: the more infrastructure designed to accommodate private aircraft is constructed, the more likely it is to *increase* private jet operations by encouraging owners and jet card holders to fly more, similar to how highway expansion directly leads to greater road congestion.⁵

In our May 2023 report, *High Flyers 2023: How Ultra-Rich Private Jet Travel Costs the Rest of Us and Burns Up the Planet*, we document how private jet operations collapsed with the onset of the Covid-19 pandemic but soon recovered and proceeded to break industry records over the next two years.⁶ In other words, private jet travel was at an all-time high in 2021 and 2022 with North America, particularly the United States, leading the way.

Worldwide, private jet operations were down 7.5 percent in the second quarter of 2023 as compared to the second quarter of 2022. However, there were still nearly 10 percent more global private flights during the second quarter of 2023 than there were during the same period in 2021 and more than 12 percent more flights in the second quarter of 2023 than there were across the same period in 2019.⁷ While the number of private jet operations is no longer peaking, worldwide private jet use has stabilized comfortably above pre-pandemic levels and is expected to continue to grow. Yet Hanscom Field is bucking this trend. Our data indicate that from the beginning of 2023 through July 15, there were 1,377 more private jet operations than there were during the same period in 2022 — an increase of 13 percent.⁸

The constituency of private jet users is a small minority of ultra-wealthy individuals. The median net worth of a private jet owner is \$190 million, and the median net worth of a fractional jet owner is \$140 million. Our May report, *High Flyers 2023*, documents how private jet travelers emit ten to twenty times more carbon emissions than commercial aviation passengers. We also report how

private jets fail to compensate for their fair share of airspace use. While private jets make up one in six flights handled by the Federal Aviation Administration, these flights represent just 2 percent of the costs of maintaining the air traffic control system. Commercial airline passengers effectively subsidize private jet travelers.⁹ In *High Flyers 2023*, we advocate for private jet users to pay the full ecological and economic costs of their extravagant travel choices.

Massachusetts policymakers should weigh the arguments in favor of airport expansion against the potential emissions impact of increased private jet travel. An analysis of current private jet usage of Hanscom Field, alongside a study of trends in private jet travel nationwide, is an important window into potential future private jet travel at Hanscom Field.

What is a Ton of Emissions?

Based on our analysis of Hanscom Field flights over an 18-month period, we estimate that the private jets studied burned an estimated 106,676 tons of CO₂. What does this mean?

According to the US Department of Energy, US carbon emissions per capita — carbon emissions per person — are roughly 14.8 metric tons, which is one of the highest rates in the world. This rate includes fossil fuels emissions from industry as well as activities such as transportation and home and building energy use.¹⁰ In Massachusetts, average carbon emissions per capita — the average carbon footprint of a Massachusetts resident — is about 8 metric tons per year.¹¹ Globally, the average carbon footprint is closer to 4 metric tons.

Experts argue we need to quickly move to reduce the average annual global footprint closer to 2 metric tons. This means that private jet setters and other large emitters have work to do: the top 10 percent of global emitters are responsible for almost half of the world's energy-related CO₂ emissions in 2021, compared with just 0.2 percent of the world's emissions coming from those in the bottom 10 percent.¹²

Hanscom Private Jets: An Overview

The Institute for Policy Studies obtained and analyzed a comprehensive data set that details the flight activity of all aircraft to and from Hanscom Field between January 1, 2022 and July 15, 2023.¹³ During this 18-month period, we identified 31,599 private flights.

Our number of identified private flights differs from the 36,808 private jet operations published by Massport for the calendar year of 2022.¹⁴ A number of reasons may explain this discrepancy: flight tracking service companies covering a limited network; pilots refraining from using tracking signals or turning them off during flights; jet owners or flight operators successfully requesting the removal of flight data from flight tracking databases.¹⁵ Importantly, the FAA allows jet owners and operators to apply to restrict the FAA from sharing flight tracking data from tracking services

and vendors through its Limiting Aircraft Data Displayed program.¹⁶ These owners and operators could include some of the most active users of Hanscom Field, which would result in their flights not being tracked and thus not recorded in our data set. This may explain any inaccuracies, if any, that may emerge. In spite of these limitations, we have a substantial data set relevant to both the public and lawmakers. We are happy to publish any corrections or updated data if specific owners and operators would like to be transparent about their ownership and operations.

In the 18-month period studied, there were 15,781 private jet departures from Hanscom Field and 15,735 private jet arrivals. There were an additional 83 flights that took off from but later landed at Hanscom Field; these flights were likely for the purposes of pilot training or recreational uses like sightseeing.

Of the private jet flights documented, 70 percent were operated by companies that provide charter services. We have identified 131 of these companies, the most prominent being NetJets. During the 18-month period, NetJets operated 9,344 flights, though this total does not include the flights operated by its subsidiaries like NetJets Europe and Executive Jet Management.

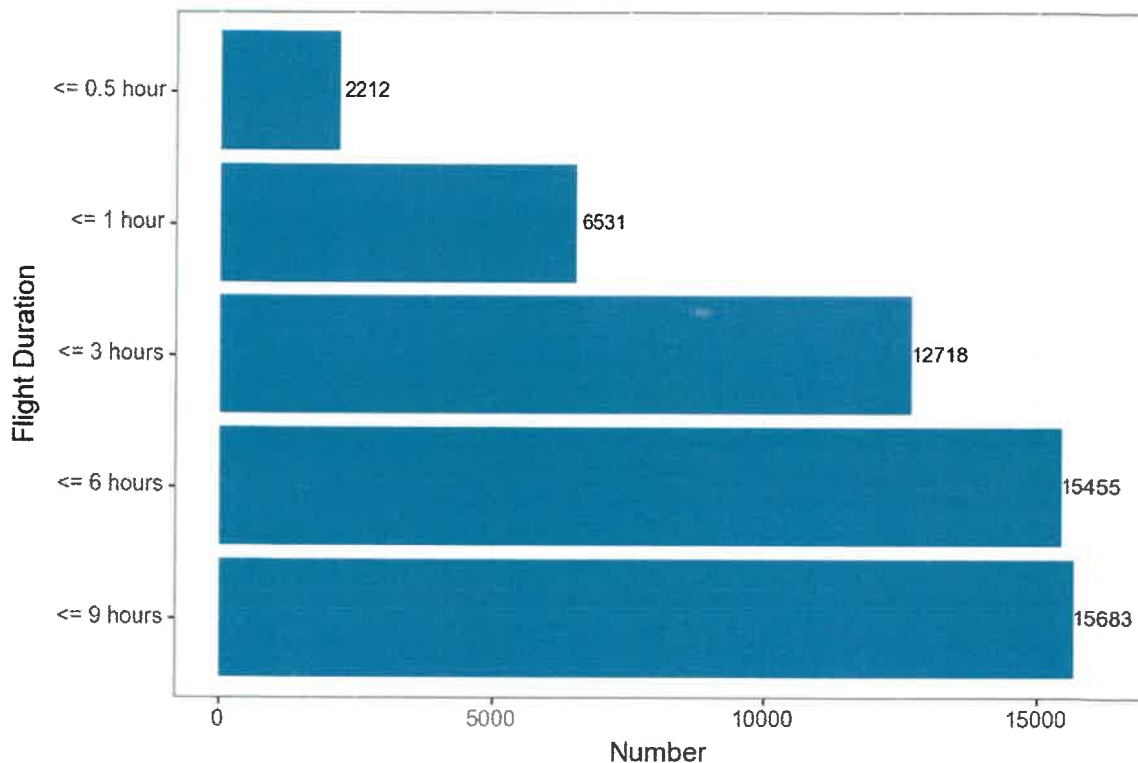
Short-Hop Flights

Private jets burn the most fuel on take-off. As a result, short-hop flights are much more energy inefficient than longer flights and alternative forms of transportation. Among all flights, average flight time was one hour and 44 minutes, with flights emitting an estimated total 106,676 metric tons of CO₂.¹⁷ Future research will assess how many of these are “ferry flights,” short trips to drop passengers and park jets at other facilities.

An estimated 2,212 departures from Hanscom (or 14 percent) were a half hour or less in duration and 6,531 (or 41 percent) were an hour or less. These flights included trips to Nantucket, Martha’s Vineyard, the Hamptons, and Portland, Maine, which are among the most frequent destinations from Hanscom Field.

The vast majority of the departures from Hanscom Field — 12,718 flights, or 81 percent of all operations — were shorter-haul flights, meaning flight duration was three hours or less.¹⁸ An estimated 17 percent — 2,737 departures — were medium-haul flights between three and six hours. Just 2 percent of flights — 240 departures — were long-haul flights of six hours or longer. Flight length data were missing from 86 flight records.¹⁹

Distribution of Flight Duration of Private Jets Departing from KBED



Source: Analysis by IPS of Flightradar24 data

Destinations and Arrivals

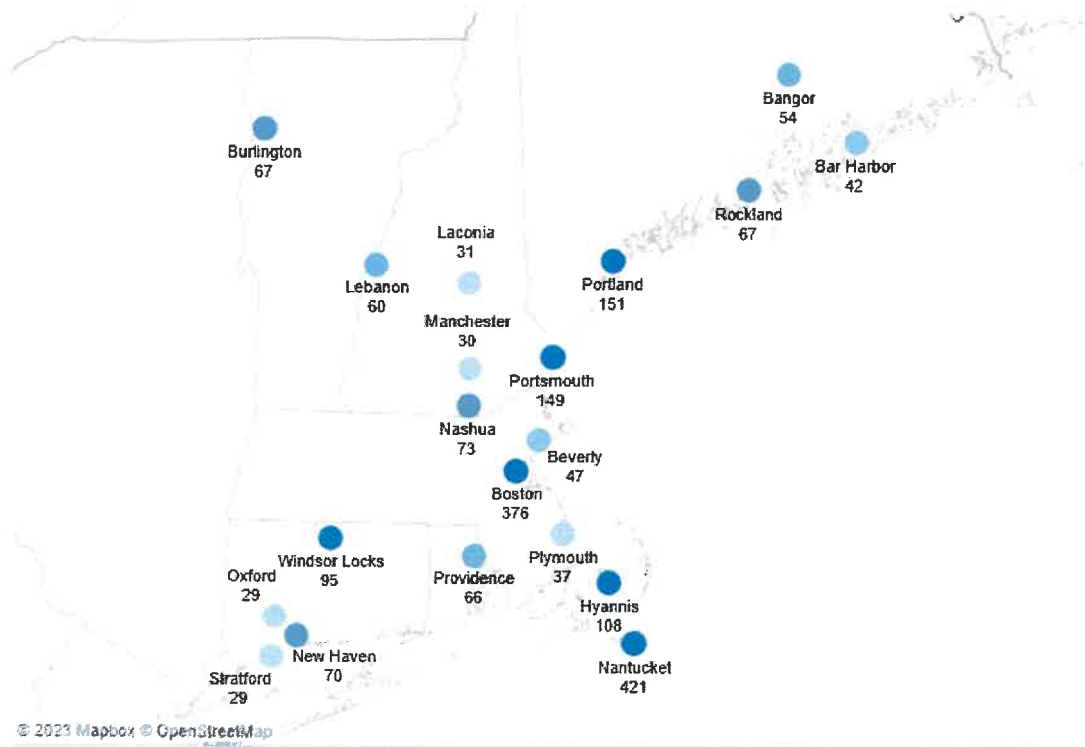
We identified 2,915 unique aircraft registration numbers that journeyed in and out of Hanscom Field during the 18 months studied. Aircraft registration numbers are like license plates; tail numbers, which start with the letter “N” for American aircraft, are recorded with the FAA.

During the study period, jets departing from Hanscom Field traveled to 761 unique airport destinations in 55 countries and offshore territories. Hanscom private jet flyers” — in their 14,338 departures inside the US — did not leave any corner of the country untouched, visiting every single state plus Washington, DC. The five most frequented states were New York (3,184), Florida (2,081), Massachusetts (1,367), Pennsylvania (678) and North Carolina (506).²⁰ US territories like Puerto Rico and the US Virgin Islands had 72 and 16 visits, respectively.

The five most frequented airports were Teterboro Airport in New Jersey (KTEB), Westchester County Airport in New York (KHPN), Palm Beach International Airport in Florida (KPBI), Nantucket Memorial Airport in Massachusetts (KACK), and Washington Dulles International Airport in Virginia (KIAD). There were 2,517 trips to 50 different airports in New England, with more than half of these flights limited to Massachusetts itself. Again, some of these are likely “ferry flights.” In addition to Nantucket, Martha’s Vineyard Airport (KMYV), and Cape Cod Gateway Airport (KHYA) were popular destinations within Massachusetts.

Top 20 Destinations in New England

Private jets departing Massachusetts during the 18 month period ending July 15, 2023



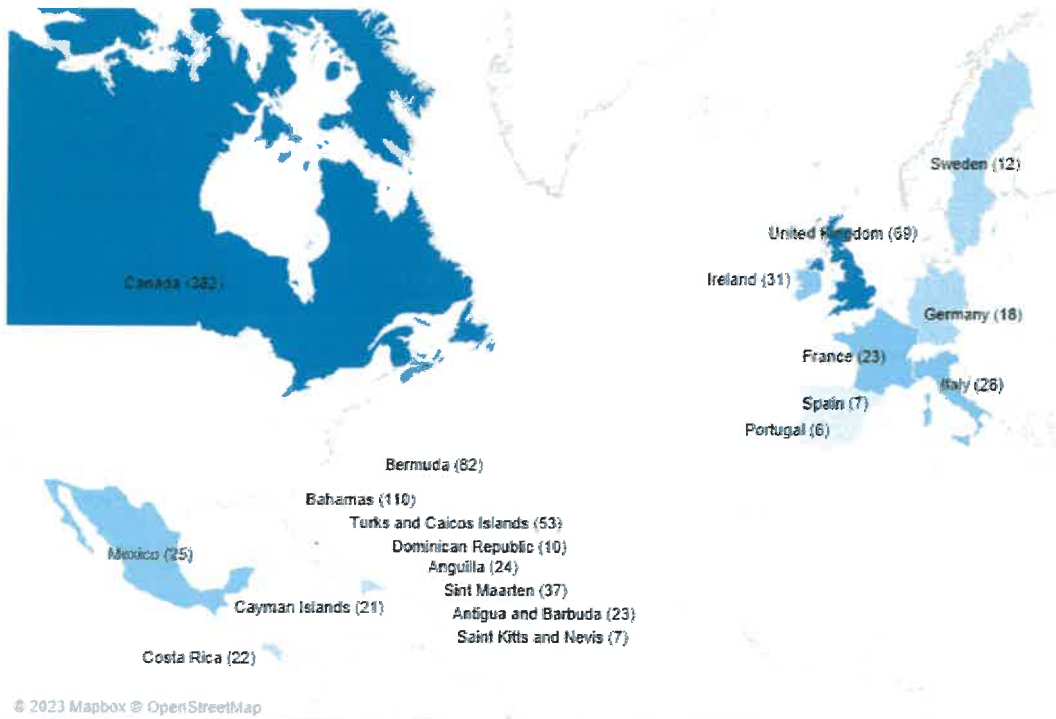
Source: Flightradar24

Nearly four out of ten destinations outside of the continental United States and Hawaii — 39.8 percent — were in Latin America and the Caribbean.²¹ A total of 461 trips were taken to breathtaking luxury locales like Antigua and Barbuda, Aruba, the Cayman Islands, Costa Rica, the Dominican Republic, Mexico, Saint Kitts and Nevis, and Sint Maarten. The top three destinations in this region were the Bahamas (110), Puerto Rico (82), and Turks and Caicos Islands (53).

The top five international destinations were Canada, the Bahamas, Bermuda, the United Kingdom, and Turks and Caicos Islands.²²

Top 20 International Destinations

Private jets departing Massachusetts during the 18-month period ending July 15, 2023



Source: Flightradar24

Bermuda, Turks and Caicos Islands, Anguilla, Cayman Islands, and British Virgin Islands are British Overseas Territories. Aruba and Sint Maarten are constituent countries of the Netherlands

Recreational and Luxury Destinations

Like many ordinary travelers, it is not unusual to combine both business and leisure. According to a comprehensive four-year analysis of FAA flight records by *The Wall Street Journal*, a large segment of jets owned and operated by public companies took flights to resort destinations at least 30 percent of the time and sometimes as much as 50 percent of the time. The *Journal* noted that many of these companies' executives owned homes in these locales.²³

The Wall Street Journal looked at resort destinations only; it is likely safe to presume that the percentage of all recreational and leisure flights taken by private jets is much higher. Based on our analysis, we conservatively estimate that half of all flights departing from Hanscom Field are to luxury destinations or are recreational in nature. We believe this is a low estimate, especially when we take into consideration that more than 42 percent of all departures from Hanscom occur on weekend days.

In our analysis, private aircraft departures from Hanscom Field flew to 761 different airports in 277 cities. We identified 212 airports located near recreational or luxury destinations, resulting in 5,632 flights plausibly taken for leisure or recreational purposes. This number represents 35.7 percent of all departures. Recreational and luxury destinations include domestic locations like Aspen, Colorado; Atlantic City, New Jersey; Hilton Head Island, South Carolina; Jackson,

Wyoming; Key West, Florida; and West Palm Beach, Florida, as well as international destinations like Gran Canaria, Spain; Nice, France; Montego Bay, Jamaica; Nassau, Bahamas; Punta Cana, Dominican Republic; and Venice, Italy. As part of our calculation, we also presume that 25 percent of the flights to the remaining 549 destinations are personal and recreational travel in nature, especially where frequent flyers have second homes. See our methodology section for our analysis of these destinations and further comment on our assumptions.²⁴

Hanscom Frequent Flyers: ***20 Jets Account for 10 Percent of Flight Activity***

Over the 18-month period, 20 private jets stood out as the most frequent users of Hanscom Field. The top 20 frequent flyers took a total of 3,240 flights, including 1,622 departures from and 1,618 arrivals to Hanscom Field, accounting for 10 percent of all Hanscom Field private jet activity. These 20 jets emitted an estimated 14,930 metric tons of carbon during this period, accounting for 14 percent of all Hanscom Field private jet emissions.

Note that there are individuals and companies that may have taken a top spot on the Hanscom Field frequent flyer list if they did not have the option of petitioning to remove themselves from flight tracking systems. Such flyers include John Henry, owner of the Boston Red Sox and *The Boston Globe*, and Robert Kraft, owner of the New England Patriots. Nevertheless, the list of the top 20 Hanscom High Flyers includes private jets that typify luxury travel to and from Massachusetts.

Unsurprisingly, all of the private aircraft in the top 20 are owned by LLCs or corporations. We find that five jets are co-owned with other individuals and entities and seven jets are owned by private equity firms, one of which is a major investor in fossil fuel infrastructure projects.

Private jets are commonly owned by limited liability companies, corporations, trusts, or other vehicles of indirect ownership. Many of these systems of ownership are designed to obscure or mask the identities of the beneficial owners (see below for more discussion on masking ownership). This makes it difficult to know the exact identities of the most frequent flyers traveling in and out of Hanscom Field.

Private jets owned by an LLC where the principal registered agent is an employee of a company are likely to be used by multiple users at a firm or enterprise, including CEOs, senior partners, or managers of a firm. For the purposes of this report, we identify the person registered as the aircraft's or LLC's owner as one of the most likely users. Still, many jet owners regularly lend or rent their jets to others, sometimes to show income in their "money losing" (hence tax reducing) limited liability companies.

#1. Bronwen and John Ryan Carroll via Carroll Aviation Holdings LLC.

At the top of the list of the Hanscom High Flyers is a private jet registered to an LLC in the names Bronwen Carroll and John Ryan Carroll. Bronwen Carroll is a physician and assistant professor of pediatrics at Boston University Medical Center and John Ryan Carroll is a managing partner at **Charlesbank Capital Partners**, a private equity firm.²⁵ Both are graduates of Harvard. The private jet registered in their names made an astounding 194 departures from Hanscom Field, a

little more than one departure every three days, and 193 arrivals (for a total of 387 flights in 18 months). The LLC owns a Cessna 560XL jet through Carroll Aviation Holdings, a limited liability company registered in Massachusetts. We find 52 of the plane's departures and 60 arrivals were to and from Nantucket, Massachusetts (KACK). The second most popular destination was Teterboro Airport (KTEB) in Teterboro, New Jersey, an airport right outside New York City and the most popular destination for private jets in the United States.²⁶ The Carroll Aviation jet had 47 departures to Teterboro and 42 arrivals. Other destinations include multiple trips to Nassau, Bahamas (KYNN) and Montreal, Canada (CYUL). Single trips were taken to St. George, Bermuda (TXKF); Boca Raton, Florida (KBCT); and East Hampton, Long Island (KPJX). The aircraft's flight activity released more than 809 tons of carbon emissions in the 18-month period studied.

#2. Robert Epstein via Abbey Challenger LLC.

Our second most prolific high flyer out of Hanscom Field is connected to Robert S. Epstein. The registered owner of this well-traveled Bombardier CL-600-2B16 jet is an LLC, Abbey Challenger, which is in the care of real estate development company, The Abbey Group. Epstein is the company's CEO. He is also a managing partner of the Boston Celtics and serves on the board of a number of prestigious organizations and institutions.²⁷ Epstein has an estimated net worth of at least \$360 million. Out of 132 departures from Hanscom Field (KBED) made by Epstein's aircraft, nearly half were to Martha's Vineyard (KMYV). The jet's itinerary to and from Hanscom Field also included short-hop flights to Hyannis, Massachusetts (KHYA) and Windsor Locks, Connecticut (KBDL). Destinations also included a number of scenic locales including known vacation and recreational hotspots like San Juan, Puerto Rico (TJSJ) and Venice, Italy (LIPZ). More than 1,572 tons of carbon emissions were produced by the jet's flight activity, the second highest carbon footprint in the top 20. All of the aircraft's flight operations were handled by Solairus Aviation.

#3. John Fish via Suffolk Av LLC.

John Fish is heir to the Suffolk Construction company and is currently its chairman and CEO. He is often considered one of the most powerful and influential people in Boston and has successfully avoided being included in *Forbes'* much publicized billionaire lists despite having an estimated net worth of \$1.2 billion.²⁸ Suffolk Construction has a distinguished track record in green building construction. Fish has a \$12.2 million ownership stake in one jet, a Gulfstream Aerospace GV-SP (550) registered to a shell company, Suffolk Ave LLC. The aircraft that Fish owns is the third most frequent flyer with 117 flight departures and 119 arrivals over an 18-month span, or roughly one departure and arrival every five days. The plane's two most frequent destinations were West Palm Beach, Florida (KPBI) (44 flight departures) and Washington, DC (KIAD) (12 flights). Popular tourist destinations included Aspen, Colorado (KASE); Oranjestad, Aruba (TNCA); and Barcelona, Spain (LEBL). The carbon footprint of Fish's Suffolk Aviation aircraft was more than

2,329 tons, making his private jet the largest carbon polluter out of the top 20. All of the aircraft's flight operations were handled by Executive Jet Management.

#4. Bank of Utah Trustee.

Two of the jets most frequently on Hanscom Field's runways are registered to the Bank of Utah, a regional bank based in Utah. The bank refers to itself as an "industry leader" in providing aircraft trustee services.²⁹ Indeed, the Bank of Utah serves as trustee for more than 2,000 aircraft listed in the FAA registry — making the regional bank the largest registered owner of private aircraft in the country.³⁰

Clearly, the Bank of Utah has carved a niche for itself in the wealth management world in the form of aircraft owner trusts. Why would jet owners entrust their aircraft? One reason is that due to FAA rules, non-US citizens (or corporations with non-US-citizen leadership) who want to register their planes in the US must do so through a vehicle like a trust. More than half of Bank of Utah's corporate trust transactions have, in the words of the bank, "an international component." An added benefit of creating a trust for a private jet is *secrecy*. Because the jet is in trust with the Bank of Utah serving as the trustee, the aircraft's owner, according to the FAA registry, is simply the Bank of Utah. No other details about the identity of the true owner are available to the public. (See the section "Masking Private Jet Ownership" below).

The Honda HA-420 Hondajet owned by the Bank of Utah was the fourth most frequent flyer to and from Hanscom Field over the 18 months studied. The jet landed at Hanscom Field 102 times and departed the airport 103 times. The most popular destination for the Hondajet was Teterboro, New Jersey (KTEB), having flown there 47 times and departed from there 41 times. Because the aircraft is a light jet, its total carbon emissions for the 18-month period were 213.5 tons — a substantial number, but much smaller than the emissions of the other frequent flyers in the top 5.

#5. John W. Childs via JWC Winter LLC.

Businessman and founder of the private equity firm J.W. Childs Associates, John W. Childs' aircraft is the fifth most frequent high flyer out of Hanscom Field. Childs is often identified as a billionaire in the media, but our research indicates that he has an estimated net worth of \$570 million. Childs previously worked at prominent private equity firm Thomas H. Lee Partners, which is listed as the registered owners of two private aircrafts on this list (see #6 and #19). He is a major funder of Republican causes, including giving generous donations to right-wing politicians and libertarian think tanks.³¹ Childs was caught up in a 2019 sting operation in Florida that also identified Robert Kraft for soliciting prostitution.³² The charges were later dropped.

Over the 18 months studied, the Bombardier Global BD-700 owned by Childs through JWC Winter LLC, a limited liability company formed in the state of Delaware with branches in Massachusetts and Florida, took off from Hanscom Field 103 times (and 104 arrivals). The three most frequent destinations — New Haven, Connecticut (KHVN); Teterboro, New Jersey (KTEB); and Windsor Locks, Connecticut (KBDL) — were in the Northeast and totaled 52 departures. There were six trips to Vero Beach, Florida (KVRB), where Childs owns a home, and three trips to Rosario, Argentina (SAAR), where he may have an ownership interest in a bird hunting lodge called Los Ombues.³³ Childs' jet also made trips to many US and international destinations

including: Palm Springs, California (KPSP); Westhampton Beach, New York (KFOK); St. Thomas, US Virgin Islands (CYQS); and Palermo, Italy (LICJ). His large jet's carbon footprint to and from Hanscom Field was an estimated 1,407 metric tons, making it the third worst carbon polluter on this list.

#6. Thomas Lee Partners via Thomas H. Lee Management Company LLC.

Thomas H. Lee Partners, L.P. is a private equity firm headquartered in Boston. It was founded by financier and billionaire Thomas Haskell Lee, who at the time of his death in February 2023 had an estimated net worth of \$2 billion.³⁴ The current co-CEOs of the firm are Todd Abbrecht and Scott Sperling. Their net worths are estimated at \$40 million and \$220 million, respectively. The company owns several private jets and it is likely that the co-CEOs along with other executives and company directors use these jets for regular travel. Two of the company's jets appear on the list of Hanscom High Flyers (see also #19). Both jets are owned by LLCs registered in Delaware both with affiliate branches in Massachusetts. The jet that took sixth place on the top 20 departed from Hanscom Field 101 times in the 18 months studied, traveling mostly to US and large city destinations. There were an equal number of return flights to Hanscom Field from a variety of locations. These trips released an estimated 976 metric tons of carbon emissions. This super midsize jet also made six trips to Bermuda (TXKF), a popular vacation destination known for its beautiful beaches and being the center of offshore banking and reinsurance. Five trips were also made to San Juan, Puerto Rico (TJSJ). Other recreational destinations include: Westhampton Beach, New York (KFOK); Jackson, Wyoming (KJAC); and six different airports in Florida including Miami (KMIA) and West Palm Beach (KPBI).

#7. Michael M. and Karin S. Alper via MMA Consulting Inc and Alan S. Penzias via APA Consulting Group.

The Alpers live in Chestnut Hill where Michael Alper is an executive and doctor with Boston IVF, a fertility clinic with multiple locations.³⁵ Their private jet is owned by MMA Consulting Inc., a company they control (and not to be confused with the Massachusetts Municipal Association's Consulting Group). The Alpers share ownership of their very light jet with APA Consulting Inc, a corporation that lists Dr. Alan S. Penzias as the registered agent. Dr. Penzias is also a fertility specialist at Boston IVF. Their light jet took 82 trips from and 77 trips to Hanscom Field in the 18-month study period, emitting an estimated 147 metric tons of carbon. Primary destinations included 22 trips to Bangor, Maine (KBGR) where Dr. Alper and Dr. Penzias have an office, and 12 trips to Nantucket, Massachusetts (KACK).

#8. Michael W. Choe via Choe Aviation Holdings LLC and Brandon and Amanda White via White Aviation Holdings LLC.

Number eight on our list is the managing director and CEO of **Charlesbank Capital Partners** Michael W. Choe. He earned a PhD in biology from Harvard University and currently serves as a trustee; he is on the board of several businesses, including Wayfair.³⁶ Our review of Wealth-X's

database indicates that he is likely an ultra-high net worth individual with at least \$20 million in wealth.

The registered owner of the midsized Cessna 560XL that flies in and out of Hanscom Field is Choe Aviation Holdings LLC where Michael Choe is listed as its registered agent. White Aviation Holdings LLC is also listed as a co-owner of the aircraft (see #12). The Cessna 560XL departed Hanscom Field a total of 80 times in the 18-month study period, with Teterboro, New Jersey (KTEB) as the most frequent destination. The jet landed at Hanscom Field 76 times. Chicago (KDPA and KMDW) was another popular destination, as were numerous cities in Florida including Miami (KOPF), West Palm Beach (KPBI), Orlando (KORL), and Tampa (KTPA). Total emissions of this aircraft to and from Hanscom Field were 537 tons. Choe Aviation Holdings also has an ownership stake in the Bombardier Challenger CL-600 that appears as number 12 of our list.

#9. Panther Residential Management via Tail Aviation LLC, Tail Aviation II LLC, and Tail Aviation III LLC.

Tail Aviation LLC is the registered co-owner of the Gulfstream G280 jet that frequently traveled to and from Hanscom Field. The LLC shares ownership of the aircraft with two other limited liability companies registered in Delaware; all three have practically the same name, as the other LLCs are Tail Aviation II and Tail Aviation III. The address listed on the FAA registration leads to the corporate office of Panther Residential Management, a private equity real estate firm in Woburn.³⁷ The founder and managing director of the firm is Louis F. Karger. His net worth is unknown, but he is likely a very high net worth individual. Karger is also involved in the cannabis industry, serving as the director of dispensary companies Ayr Wellness and Sira Naturals. The latter has dispensaries in Needham, Milford, and Somerville. The super midsize jet registered to these three LLCs made 80 departures from and 79 arrivals to Hanscom Field, emitting more than 679 metric tons of carbon. All of the aircraft's flight operations were handled by Jet Linx Aviation.

#10. Arthur S. Demoulas via LJ60 LLC.

Number 10 on our list is Arthur S. Demoulas. His grandparents, Athanasios and Efrosini, opened a grocery store in 1917 that would later become the popular New England supermarket chain Market Basket. As a member of its Board of Directors in 2014, Arthur S. attempted to oust the company's president, his cousin Arthur T. Demoulas. This decision generated a backlash from the company's employees and customers. Protests and boycotts were organized to reinstate Arthur T. as president of the company. After two months of demonstrations, the faction of board members backing Arthur S. capitulated and reinstated his cousin. Arthur S. sold his remaining shares to Arthur T. for more than a billion dollars.³⁸ Arthur S. has a current estimated net worth of \$1.3 billion and, like John Fish, has successfully avoided being individually profiled by *Forbes*.³⁹ He is currently the principal of Ten Mountain Capital, a company that seems dedicated to managing Arthur S.'s assets. Arthur S. owns the tenth most frequent flyer on our list, a super midsized aircraft, through a shell company, LJ60 LLC. Over the 18 months studied, Arthur S.'s super midsized jet took 70 flights out of Hanscom Field. The primary destination was Nashua, New Hampshire (KASH). This could be an example of a "ferry flight," meaning that the aircraft is based at another nearby airport and is simply being "ferried" to its base. This jet's other destinations included popular tourist locations like Aspen, Colorado (KASE); Key West, Florida (KEYW); Las

Vegas, Nevada (KLAS); and London, England (EGSS). The plane's carbon footprint for the 18-month period was an estimated 741 metric tons.

#11. Carol C. and John J. Moriarty via Winchester Air Inc.

The Moriarty family of Winchester has an estimated net worth of \$350 million. John Moriarty is the president and founder of John Moriarty and Associates, a construction management firm. They appear to own a couple of private jets through a limited liability company called Winchester Air where Boston attorney Peter Hermes serves as the registered agent. The corporation Winchester Air has an affiliate branch in Florida. The Moriartys' Bombardier Global BD-700 business jet departed from and arrived at Hanscom Field 66 times each way, leaving a large carbon footprint by emitting an estimated 954 metric tons of carbon in an 18-month period. Most of these trips appeared to be recreational in nature, and included 13 trips to Nantucket, Massachusetts (KACK) and 11 trips to Naples, Florida (KAPF), where the Moriartys own property. Other destinations include trips to: Cork (EICK) and Kerry (EIKY), Ireland; Bermuda (TXKF); and Los Cabos, Mexico (MMSD).

#12. Brandon and Amanda White via White Aviation Holdings LLC and Michael W. Choe via Choe Aviation Holdings LLC.

The registered owner of the Bombardier CL-600-2B16 is White Aviation Holdings, a limited liability company registered in Massachusetts. Brandon White is listed as the registered agent. He is a managing director of Charlesbank Capital Partners and a confirmed high net worth individual with at least \$9 million in assets. The plane is co-owned with Choe Aviation Holdings LLC (see #8). In the 18 months studied, this aircraft departed Hanscom Field 65 times and landed at Hanscom Field 68 times. These flights emitted a whopping 1,355 metric tons of CO₂. Flights included 15 departures to Teterboro, New Jersey (KTEB) and 4 departures to London, England (EGSS). Other international destinations included: Liberia, Costa Rica (MRLB); Clare, Ireland (EINN); Samaná, Dominican Republic (MDCY); Genoa, Italy (LIMJ); Berlin, Germany (EDDB); and Hyeres, France (LFTH). US destinations included: Jackson, Wyoming (KJAC); Aspen, Colorado (KASE); and multiple trips to different locations in Florida including Boca Raton (KBCT), West Palm Beach (KPBI), Orlando (KORL), Naples (KAPF), Miami (KOPF), St. Augustine (KSGJ), and Tampa (KTPA).

#13. Kalitta Charters LLC.

The Dassault Falcon is owned and operated by Kalitta Charter, an airline charter company with corporate headquarters in Ypsilanti, Michigan.⁴⁰ The charter company provides a number of services including cargo shipments, air ambulance transportation, and of course, private charters. Douglas Kalitta is the current president and CEO. The company was founded by his uncle Conrad Kalitta. Both had careers in auto racing. Twenty-one other jets owned and operated by Kalitta flew in and out of Hanscom Field during the 18 months studied, but the Dassault Falcon was the most active, taking 58 round-trip flights. We note 56 of the 58 departures were to Columbus, Ohio,

where the company has an operations and maintenance base. Total emissions of the aircraft were over 463 metric tons.

#14. Chartright Air Group.

The Chartright Air Group is an aviation services provider based in Mississauga, Canada, a city a few miles west of Toronto. The company was started by Paul David Phelan, a businessman whose family dynastic wealth originated from newsstands in the 1880s. The Canadian Railway News Company later evolved into a food empire now known as Recipe Unlimited with a chain of restaurants and airline catering.⁴¹ The current president of Chartright Air is Adam E. Keller. As of September 2023, the company has a large fleet that consists of one turboprop plane, a helicopter, and 39 jets, including a midsized Citation Excel that departed to and from Hanscom Field a total of 102 times over the 18-month study period.⁴² Flight activity from seven other jets owned and operated by Chartright Air was also identified, but the Citation Excel was the busiest. More than half of the destinations were to three cities in Canada: Toronto (CYYZ), Montreal (CYHU), and Hamilton (CYHM). Total emissions from this one aircraft's activity over 18 months was more than 332 metric tons.

#15. Henry J. Helgeson via AirDax LLC.

Henry Helgeson is the founder and CEO of Capital Bankcard, a credit card processing service provider founded in 1998. Helgeson is likely an ultra-high net worth individual with at least \$16 million in assets. He appears to own a Gulfstream Aerospace G-IV through a limited liability company registered in Delaware called AirDax LLC. This aircraft took a total of 112 flights (56 departures and 56 arrivals) during the period studied. Two of the most popular destinations were Portsmouth, New Hampshire (KPSM) and Nantucket, Massachusetts (KACK). The aircraft's flight activity released more than 906 metric tons of carbon emissions.

#16. Boston MedFlight via New England Life Flight Inc.

One of the few defensible uses of private jet travel is from Boston MedFlight, a nonprofit organization that is the owner of number 16 on our list, a Cessna 525C light jet used to provide air ambulance and other medical services for people who are severely injured or sick.⁴³ Boston MedFlight owns the aircraft through New England Life Flight Inc. The nonprofit is registered and based in Bedford and located at Hanscom Field. In the 18-month period studied, Boston MedFlight departed from Hanscom Field 56 times, primarily to destinations in the northeast. These included nine trips to Rome, New York (KRME); seven to Bangor, Maine (KBGR); another seven to Portsmouth, New Hampshire (KPSM); and six to Nantucket, Massachusetts (KACK).

#17. Bank of Utah Trustee.

(See also #4). The 17th most frequent flyer to and from Hanscom Field over the 18 months studied was a Cessna 560XL, a midsize jet and the second belonging to trustee industry giant the Bank of Utah. It landed at Hanscom Field 55 times and departed the airport 53 times. The most popular origin and destination for this jet was Salisbury, North Carolina (KRUQ), having flown from Hanscom Field to Salisbury 20 times and having flown from Salisbury to Hanscom Field 22 times.

Total carbon emissions flying to and from Hanscom Field were nearly 307 tons over the 18 months studied.

#18. David R. Beamish via CSMC Holdings Inc.

David Beamish holds an ownership stake — along with 18 other individuals and entities — in the Pilatus PC-24 business aircraft via a shell company named CSMC Holdings Inc. He is a director at The Woodbridge Group, a foam manufacturing company headquartered in Mississauga, Canada. Beamish is likely a high net worth individual and has at least \$2 million in assets. Others who have an ownership stake in the aircraft include Michael Heim (\$70 million in assets) via Targa Resources Finance Corp; David V. Singer (\$9.5 million in assets) of Brunswick Corporation; Greg Welteroth (\$3.5 million in assets) via W Aviation LLC; and Bruce Barfield (\$35 million in assets) via Badrco LLC, among others. The Pilatus PC-24 made 50 departures from Hanscom Field and 50 arrivals. Fourteen departures were made to Portsmouth, New Hampshire (KPSM), where the aircraft's flight operator, PlaneSense, has its headquarters. Other destinations included recreational locations like Nantucket, Massachusetts (KACK); Martha's Vineyard (KMVY); West Palm Beach, Florida (KPBI); and Miami, Florida (KMIA and KTMB). Total emissions were more than 186 metric tons.

#19. Thomas Lee Partners via Thomas H. Lee Management Company LLC.

The private equity firm's second jet in the top 20 (see #6) — a Hawker 800XP manufactured by Raytheon — made 50 departures from Hanscom Field and 49 arrivals, emitting an estimated 361 metric tons of carbon. Top destinations included: Teterboro, New Jersey (KTEB); Philadelphia, Pennsylvania (KPHIL and KPNE); Nantucket, Massachusetts (KACK); and West Palm Beach, Florida (KPBI). Offshore destinations included: Nassau, Bahamas (MYNN); Hamilton, Bermuda (TXKF); and San Juan, Puerto Rico (TJSJ). Total carbon emissions were over 361 metric tons.

#20 Ronald Shaich via Eastwind Air LLC.

The last member of the top 20 list is centimillionaire Ronald M. Shaich, chairman of the CAVA group and founder and former CEO of Panera Bread. He has an estimated net worth of \$490 million. Through a shell company registered in Delaware, Eastwind Air LLC, Shaich appears to own a Hawker 800XP business jet. During the 18 months we studied, his midsize jet took 48 departures with 20 flights to Portland, Maine (KPWM). Other trips included flights to the Caribbean island of Antigua (TAPA), Turks and Caicos Islands (MBPV), and the Bahamas (MYGF). Destinations also included West Palm Beach (KPBI), Boca Raton (KBCT), Tampa (KTPA), and Miami (KOPF and KTMB), all in Florida. The flights to Portland, Maine were 20 to

25 minutes in length and emitted about 2,457 pounds of carbon per trip. In total, the trips taken by Shaich’s private jet to and from Hanscom Field emitted more than 475 metric tons of carbon.

Top 20 High Flyers
Individual private jets with the most flights in the 18 month period ending July 15 2023

Rank	Registration	Beneficial Owner(s)	Manufacturer	Model	Departures in the Past 18 Months	Arrivals in the Past 18 Months	Total Emissions
1	N617CB	Bronwen Carroll & John Ryan Carroll	Cessna	560XL	194	193	809.4
2	N575AG	Robert Epstein	Bombardier	CL-600-2B16	132	134	1,572.4
3	N99SC	John Fish	Gulfstream Aerospace	GV-SP (G550)	117	119	2,329.1
4	N225DB	-	Honda Aircraft	HA-420	103	102	213.5
5	N626JS	John W. Childs	Bombardier	BD-700-1A10	103	104	1,407.5
6	N987LP	Thomas H. Lee Partners	IAI	Gulfstream G280	101	101	976.3
7	N917MM	Michael M. Alper, Karin S. Alper & Alan S. Penzias	Embraer	EMB-500	82	77	147.8
8	N617MW	Michael W. Choe, Brandon White, & Amanda White	Cessna	560XL	80	76	537.7
9	N209FB	Parther Residential Management	IAI	Gulfstream G280	80	79	879.5
10	N282N	Arthur S. Demoulas	Textron Aviation	700	70	70	741.8
11	N321WA	Carol C. Moriarty & John J. Moriarty	Bombardier	BD-700-1A11	66	86	954.4
12	N617BW	Brandon White, Amanda White, & Michael W. Choe	Bombardier	CL-600-2B16	65	68	1,355.7
13	N820CK	Kalitta Charters	Dassault/SUD	Fan Jet Falcon	58	58	463.1
14	C-FCCGF	Chartright Air Group	Cessna	Citation Excel	58	54	332.5
15	N86MW	Henry J. Helgeson	Gulfstream Aerospace	G-IV	56	56	906.3
16	N46NE	Boston Medflight	Cessna	525C	56	59	173.5
17	N838C	-	Cessna	560XL	53	55	306.9
18	N251AF	David R. Beamish et al	Pilatus Aircraft	PC-24	50	50	186.1
19	N875LP	Thomas H. Lee Partners	Raytheon Corporate Jets	Hawker 800XP	50	49	361.3
20	N258MR	Ronald Shaich	Raytheon Corporate Jets	Hawker 800XP	48	48	475.5

Source: Flightradar24, Federal Aviation Administration, and Paramount Business Jets
Emissions are measured in cubic tons of carbon dioxide

The Missing Bay State Billionaire High Flyers

Where are some of the well-known Massachusetts billionaires on this list and are they flying out of Hanscom Field? The answer is: we don’t know. Four of the eight Bay State billionaires we identified as owning private jets have had their tail registration numbers removed from the public tracking registry.⁴⁴ These billionaires are Robert Kraft, Jim Davis, John Henry, and Paul Fireman.

Robert Kraft, chairman of the Kraft Group and owner of the New England Patriots and the New England Revolution, is worth an estimated \$11.1 billion, according to *Forbes*. Kraft owns multiple private jets, including a 2021 Gulfstream 6500 Business Jet (tail number N586GA), owned by a Delaware limited liability company, AirKraft Two Trust. However, there is no public tracking information regarding this jet *per request of the owner or operator*. We do know the jet was photographed on March 1, 2022 at the airport in Aspen, Colorado. Through International Forest Products, Kraft apparently owns a 2006 Bombardier Challenger 300, a 2012 Gulfstream G550, and a 2005 Gulfstream G200 jet.

Jim Davis, Chairman of New Balance, is worth an estimated \$5.1 billion, according to *Forbes*. He has a Gulfstream Business Jet, owned by JetShoe 2, LLC (tail number N990NB). However, there is no public tracking information on this jet per request of the owner or operator. But we did find Davis’ jet took at least 22 flights in and out of Hanscom Field, with destinations including Vero Beach and Melbourne, Florida, as well as Washington, DC.

Amos Hostetter, chairman of Pilot House Associates, has a net worth of \$3.5 billion according to *Forbes*, money made from founding and selling Continental Cablevision. Hostetter co-owns a Gulfstream G450 with registration number N454FX. In our analysis, this jet only took three round trip flights out of Hanscom Field to Philadelphia, Burlington, and Trenton. It appears to be leased or used frequently by fractional owners for travel outside New England.

Robert Hale Jr., CEO of Granite Telecommunications, is worth an estimated \$5.4 billion, according to *Forbes*. He has a 2018 Cessna Citation XLS+ Business Jet (tail number NF95RH) that is owned through Miles to Go LLC and is based at Norwood Memorial airport, not far from Hale's Quincy, Massachusetts residence. Tracking info is available, and the jet is very active. Between September 11 and September 20, 2023, the jet made to trips to Texas, Washington Dulles, Virginia, Thomasville, GA, Palm Beach International and Miami, FL, generally returning to Norwood.

Herb Chambers, of auto sales fame, is worth \$2.6 billion, according to *Forbes*. He owns a Gulfstream jet (registration number N142HC) and took 91 flights in and out of Hanscom Field, almost joining the top 20 frequent flyers group. His number one destination was the Caribbean paradise of Sint Maarten, having flown there seven times. Other frequent destinations include Miami, Florida and Teterboro, New Jersey, just outside of New York.

Seth Klarman, hedge fund investor and CEO of Baupost Group, is worth \$1.5 billion according to *Forbes* and *Wealth-X*. Klarman co-owns three private jets including a 2022 Bombardier Challenger 350 business Jet (tail number N502FX). Klarman also co-owns a 2018 Embraer Praetor 500 business jet (tail number N419FX) and recently purchased a 2022 Embraer Praetor 545. These jets are not blocked from flight tracking and are extremely busy, with almost daily flights; they appear to be used by multiple fractional owners or subleased/rented. These three jets made a combined 20 trips in and out of Hanscom Field during the 18 months we analyzed.

John Henry, owner of the Boston Red Sox and *The Boston Globe*, is worth an estimated \$5.1 billion according to *Forbes*. Henry has owned multiple jets through Algonquin Aviation LLC, based in Boca Raton, Florida. It appears that, until recently, Henry owned a Bombardier 700 jet. During its operation, Henry was able to remove the aircraft (tail number N627JW) from the public tracking registry. It appears the jet may have recently been sold and exported to Turkey. Algonquin Aviation LLC seems to still own a Gulfstream 500 jet (tail number N510GD) that has also had its flight data removed from the public tracking registry.

Paul Fireman, retired CEO of Reebok, is worth \$1.1 billion, according to *Forbes*. Fireman owns a Gulfstream 500 (tail number N72LN) through PFP Flight Holdings LLC. Fireman has had his flight data removed from the public tracking registry and we only find one arrival at Hanscom Field in our data.

Heir Pollution: Dynastic Wealth, Private Jets, and Hanscom

In *High Flyers 2023*, we coined the term “heir pollution” to describe the heavy carbon footprint of private jet travel by individuals who inherited their dynastic wealth or businesses from family members. In our top 20 list, there are at least four heir polluters: John Fish, Arthur S. Demoulas, Douglas Kalitta of Kalitta Charters, and Paul David Phelan of Chartright Air Group. The latter two are unique because they institutionalized their carbon footprint through the establishment of companies that provide charter services, effectively outsourcing their dynastic carbon footprint. These four heir polluters account for a quarter of all carbon emissions of the top 20.

Obscuring Jet Ownership Through Trusts and LLCs (and Minimizing Tax)

As evidenced by the fact that two of the top 20 Hanscom High Flyers registered their jets with the Bank of Utah as trustee and the rest are largely owned by LLCs, it is common for private jet owners to wish to hide their ownership interests from the public. While secrecy is not the only or even the main goal of registering an aircraft through a trust or LLC, anonymity is certainly a useful secondary benefit.

Another benefit can be found in the tax code. Private jet owners are treated quite well by the IRS. For instance, the owner of a private jet only needs to use his or her aircraft for direct business purposes 51 percent of the time in order for the jet to be deductible as a business expense. But that’s not all. As part of the 2017 Trump tax reform, business jets became eligible to immediately realize the benefits of accelerated depreciation. The bonus depreciation provision allows jet owners to write off the full cost of their jet within the first year of purchase, instead of depreciating it over several years as is the standard. The provision does not fully phase out until 2027 when the standard IRS-designated rule of 5 years will once more apply for jet purchases.

Private jet owners also form LLCs for simple liability protection — and because the businesses they set up offer even more tax benefits than simply writing off the cost of the jet. When a jet owner’s plane is in the sky, it does not always have the owner on it. The owner will often lease out the use of the jet to others. Because the LLC is in the business of charter operations, the jet owner can record a financial loss to minimize his taxes. And according to a ProPublica story for which reporters inspected the tax records of 30 wealthy, jet-owning US oligarchs, “Profits in the airplane chartering business for this set, judging from their taxes, were extremely rare,” meaning that it was not rare for these “losses” to shrink or eliminate a wealthy person’s tax bill.⁴⁵

One can also avoid a lump sum payment of state sales tax by setting up an LLC that will then lease the jet to the owner. In this way, one pays sales tax on the monthly lease payments, not the total bill — thus extending tax payments over years. Of course, if a state does not charge sales tax on private jet purchases, then this doesn’t matter. Massachusetts exempts private jets from state sales tax. According to the Massachusetts’ governor’s office, this sales tax exemption will cost the state \$26.7 million in fiscal year 2024.⁴⁶

Because of the creative ways that the “wealth defense industry” and the wealthy collude to avoid taxation, the web of LLC, trust, and corporation ownership of private jets can be intentionally

complex and confusing. Let's take Donald Trump's aviation assets as an example, specifically his gold-plated Boeing 757-200 (registration number: N757AF). The jet is owned by Trump through DJT Operations I LLC. The LLC leases the jet to Tag Air, Inc., which is a Trump-owned enterprise via DJT Operations II LLC. In April of this year, according to a recent report by Business Insider, Trump valued Tag Air at no more than \$1,001. In July, perhaps because of the civil fraud case against him in New York, he updated the filing: Tag Air was now worth between \$5 million and \$25 million.⁴⁷

The information we obtained for this study should not be so difficult to ascertain. Private jet ownership should be much more transparent — and the beneficial owners should be publicly disclosed. The private jet lobby has pressed for reduced transparency, trying to protect the secret identity of jet users. But there are social and security reasons for a greater transparency regime.

Private Equity, Private Jets and Climate Disruption

Seven of the top 20 most frequent flyers at Hanscom Field are private equity firms. Private equity firms hold trillions of dollars in energy investments including coal, oil, and gas, thereby playing a major role in driving the climate crisis by enabling continued fossil fuel extraction and the construction of new infrastructure.

According to a 2022 report on private equity and climate risks by Americans for Financial Reform Education Fund and the Private Equity Stakeholder Project, the ten largest private equity firms held at least 80 percent of their energy portfolios in fossil fuels as of October 2021. As the report observes:

As public markets attempt to shed [fossil fuel] assets, private equity asset managers have repeatedly acquired them and operated these fossil fuel assets out of the public eye and beyond the oversight of financial regulators. The billions of dollars private equity firms have deployed to drill, frack, transport, store, refine fossil fuels, and generate energy, stand in stark contrast to what climate scientists and international policymakers have called upon to align our trajectory to the 1.5 degrees Celsius warming scenario.⁴⁸

Registered agents affiliated with Charlesbank Partners, with multiple private jets, are frequent Hanscom Field flyers. Charlesbank is a major investor in fossil fuel projects and formed Southcross Energy after acquiring Crosstex Energy, a major natural gas operation in Texas,

Mississippi, and Alabama, for \$220 million.⁴⁹ The company's other fossil fuel investments include:

- Regency Gas Services, which operates 2,900 miles of gas pipeline assets in Colorado, Kansas, Louisiana, Oklahoma, and Texas.⁵⁰
- BlueKnight Energy Partners, which is an energy services company focusing on crude oil storage and transportation.
- RLG Reservoir Management, based in Calgary, Alberta, which is the leading supplier of technical products required for the production of Canadian "tar sands" and other heavy oil reservoirs. It was acquired in 2021 by Variper Energy Services.⁵¹

Recommendations

Greater Ownership Transparency. There is no absolute right to privacy in benefiting from the publicly funded air traffic control system. The public has a right to know who owns the aircraft flying over their communities and consuming public services — and to know who is pressing for the expansion of private jet travel. Wealthy high-flyers should not have the ability to simply opt out of public data registries, just as car owners cannot hide their car license plates. If there are security concerns related to real-time reporting of jet locations, allow the data reporting to lag for a week. This may require modifying the rules governing the FAA's Limiting Aircraft Data Displayed program.⁵²

Stop Private Jet Expansion at Hanscom Field — and Everywhere. We recommend that Massport and other state and local agencies reject the expansion of Hanscom Field and reject any future plans at Logan International for increased private jet capacity.

Eliminate the Massachusetts Aviation Sales Tax Exemption. The private jet lobby and the aviation industry have lobbied to protect this sales tax exemption. If we tax bicycle and automobile sales, we should tax plane sales. Senator Michael J. Barrett and Representative Natalie Higgins have introduced "An Act relative to the repeal of sales tax exemption for aircraft," S. 1758 and H. 2826.

Eliminate Massachusetts Sales Tax Exemption on Aircraft Fuel. Senator Barrett has also introduced legislation to repeal the sales tax exemption on aircraft fuel.

Increase Excise Tax on Jet Fuel and Invest in Green Transit. To reduce carbon emissions in the aviation sector, federal lawmakers should steeply tax private jet travel and direct those funds toward climate mitigation and green infrastructure. Legislation introduced by Senator Ed Markey of Massachusetts, the Fueling Alternative Transportation with a Carbon Aviation Tax Act of 2023, would do precisely this. If enacted, this legislation would increase the excise tax on jet fuel from 22 cents per gallon to \$1.95, effectively adding \$200 per ton of carbon emitted. Markey's plan to increase the excise tax on private jet fuel would generate more than \$1.8 billion annually for transit alternatives.⁵³

Methodology

Flight Data. Air traffic data to and from Laurence G. Hanscom Field (KBED/BED) between January 1, 2022 to July 15, 2023 was provided to the Institute for Policy Studies by Flightradar24, a flight tracking company based in Sweden. The data set included, but was not limited to, the following: aircraft registration; the ICAO and IATA codes for origin and destination airports; the names of origin and destination airports; the names of origin and destination cities and countries; date and time of takeoff and landing; the length of flight time; and aircraft service type. Aircraft service types are divided into eight categories: business/private jets; cargo; general aviation; helicopters; military and government; passenger; non-categorized; and other.

Ownership. We were able to identify the ownership and co-ownership of private aircraft by consulting the Federal Aviation Administration's registry database. For governance of limited liability companies, we relied on OpenCorporates.

Emissions. Emission calculations were done utilizing Paramount's Private Jet Carbon Offset Calculator. There were four instances where specific airports did not appear in Paramount's search engine. These were East Hampton Airport (KJPX) in New York; Hilton Head Island Airport (KHXD) in South Carolina; Scottsdale Airport (KSDL) in Arizona; and Phoenix Mesa Gateway Airport (KIWA) in Arizona. In order to calculate the carbon footprint of flights to and from the aforementioned airports, we chose nearby airports as proxies. These proxy airports were Long Island MacArthur Airport (KISP) in New York, Beaufort County Airport (KARW) in South Carolina, Phoenix Sky Harbor International Airport (KPHX) in Arizona, and Falcon Field Airport (KFFZ) in Arizona. Paramount's Private Jet Carbon Offset Calculator also has an input where the user can include the jet model. For instances where the exact jet model was not an available option, we used the size of the jet as the input.

Wealth Estimates. Unless otherwise noted, all wealth estimates and asset holdings throughout this report are based on IPS research of Wealth-X's database. For billionaires, we also consulted *Forbes*, as *Forbes* has a real-time wealth tracking for billionaires.

Analyzing Destinations. There is, of course, no firm demarcation of what constitutes a luxury or recreational destination or a way to ascertain the traveler's intent and activity. For the purposes of consistency, we define any location with a major beach, ski-resort, golf course, or significant tourist attraction as a recreational destination. We also included destinations with a significant residential footprint of ultra-wealthy people, that is, cities and towns where ultra-high net worth individuals are known to have second or third homes, as luxury destinations.⁵⁴ These include popular US cities like Chicago, Los Angeles, Miami, New York, and Washington DC and international hubs like London, Paris, and Zurich.

There are some places that are obvious recreational destinations, such as Aspen, Colorado, Cancun, Mexico and Aberdeen, Scotland. Aspen is a known ski resort town with a picturesque and extraordinary mountainous landscape that attracts tourists from all over the globe, especially during its winter months. Cancun has renowned beaches, a spirited nightlife, and is a popular place to vacation, especially for US citizens.⁵⁵ Aberdeen, Scotland, the city, and the county that it is located in, Aberdeenshire, is well-known for golf tourism, a lucrative industry with a market expected to reach over \$40 billion by the end of the decade.⁵⁶ Aberdeen is home to dozens of golf

courses including the Royal Aberdeen Golf Club, one of the oldest golf courses in the world and founded in 1780.⁵⁷

Other well-known but less famous recreational destinations include Truckee, California and Jackson, Wyoming. There are ski resorts, a few golf courses, a horseback riding service, lakeside campgrounds, and hiking trails in Truckee. Jackson offers similar amenities but with an Old West aesthetic: ski resorts, hiking trails, wildlife refuge, and it is just south of Yellowstone National Park.

However, some recreational destinations are not so obvious. For example, few people outside of Ontario, Canada may be familiar with the Snow Valley Ski Resort in Barrie or the year-round resort at Boler Mountain in London (not to be confused with the city in the UK!) where individuals and families can engage in fun activities like snow tubing in the winter or mountain bike riding in the not so cold months of the year. Furthermore, there are locations where it is difficult to determine whether it should be categorized as a recreational destination. Just because a place does not have ski resorts, waterparks, golf courses, casinos, beaches, large landmarks, attractions, or it is not known as an international hub does not mean it is not a leisure or recreational destination.

Our estimate of the percentage of recreational and luxury destinations is conservative. For example, we did not count the 6,708 of the flights out of Hanscom Field — 42.5 percent — that depart on the weekend, a timing that suggests recreational use. There are some cities that we categorize as luxury, such as New York City and London, which would be frequent destinations for both work and leisure. For example, what percent of flights to Teterboro Airport (KTEB) in New Jersey are pure business travel? Flights that depart and return during business hours are good examples of business travel. Trips departing on a Friday morning and returning Sunday are more likely to be recreational. It would be reasonable to assume that some percentage of the 1,593 flights that departed from Hanscom Field to Teterboro was for leisure purposes.

To estimate a percentage of flights for personal and recreational use, we created a three-tier system. The first are flights to destinations known to be tourist hubs, vacation hotspots, or places visited for leisure/recreation. We counted most of the flights to those destinations as luxury or recreational. The second are global hubs for business like New York City and Chicago. We appraised 40 percent of these flights as leisure or recreational, following the methodology created by *The Wall Street Journal*. Finally, we assumed that 25 percent portion of the 7,951 flights to other destinations were personal or recreational. We looked at weekend vs. weekday departures, timing in relation to major sporting events, and seasonality of flights (winter flights to southern locations; summer flights to north country destinations).

End Notes

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⁷ Global Jet Capital, “Q2 2023 Quarterly Market Report.” Accessed September 17, 2023:

<https://info.globaljetcapital.com/quarterly-market-brief-q2-2023>

⁸ There were 10,567 private jet flights through July 15, 2022, and 11,944 private jet flights during the same period in 2023.

⁹ Chuck Collins, Omar Ocampo, and Kalena Thomhave, “High Flyers 2023: How Ultra-Rich Private Jet Travel Costs the Rest of Us and Burns Up the Planet,” *Institute for Policy Studies*, May 1, 2023. Accessed September 17, 2023: <https://ips-dc.org/report-high-flyers-2023/>

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¹⁷ There were 205 flight records where data for flight length is missing. Also see methodology for carbon footprint calculation.

¹⁸ There is no universally accepted definition for what constitutes a short-, medium- or long-haul flight. However, an unofficial standard is used where a short-haul is 0-3 hours, a medium-haul is 3-6 hours, and long-haul is more than 6 hours. In the summer of 2022, British Airways temporarily suspended all short-haul flights from London Heathrow (EGLL). This was defined as flights where the duration was less than three hours. See: Matt Moffitt, “What is considered a short-haul, medium-haul and long-haul flight?” *Point Hacks*, October 1, 2019. Accessed September 18, 2023: <https://www.pointhacks.com.au/differences-short-medium-long-haul-flights/>; Kelvin Chan, “British Airways pauses short-haul flight sales from Heathrow,” *Associated Press*, August 2, 2022. Accessed September 18, 2023: <https://apnews.com/article/london-airlines-ed3f896252c8cde8eee7f84dfc451f47>; Sarah James, “British Airways has stopped selling short haul flights – for now,” *Condé Nast Traveler*, August 2, 2022. Accessed September 18, 2023: <https://www.cntraveller.com/article/british-airways-has-stopped-selling-short-haul-flights>.

¹⁹ This paragraph does not consider flight length of the 83 flights that departed from and later landed at Hanscom.

²⁰ The calculations for New York include Teterboro Airport and Newark Liberty International Airport since both encompass aviation in the New York metropolitan area.

²¹ The destination details of 285 flights are missing. These 285 records were not included in this percentage calculation.

²² Perhaps the most peculiar international destination was a singular trip to Tame Gabriel Vargas Santos Airport (SKTM) in eastern Colombia. NetJets, Workday Inc, AbbVie Inc, and Wealthgate Family Office LLC all have an ownership stake in the private jet that traveled to Tame, a small town located in the Arauca Department. Tame is home to three oil fields — Andina, Capachos, and North Andina - and they are operated and owned by both the Colombian state-owned oil company, Ecopetrol, and the Canadian multinational Parex Resources. It is not known whether the four corporations that own an ownership stake in the private jet are investors or shareholders in these oil companies or oil fields.

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³⁴ Forbes profile of Thomas Lee. <https://www.forbes.com/profile/thomas-lee/?sh=72371aff6787>

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Hanscom High Flyers: Private Jet Excess Doesn't Justify Airport Expansion

October 2023 • Institute for Policy Studies • Full report: ips-dc.org/report-hanscom-high-flyers

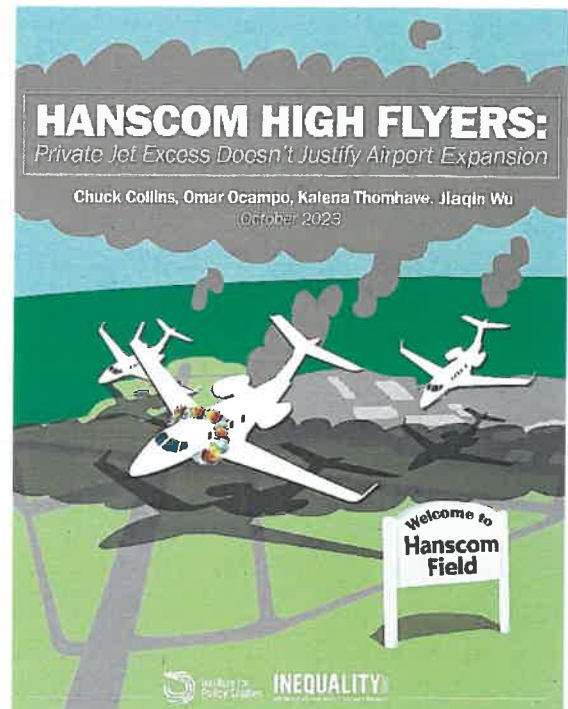
Report Summary

A proposal to expand Laurence G. Hanscom Field airport in order to accommodate a 300 percent increase in private jet services is currently under consideration by the Massachusetts Port Authority (Massport).

Based on a comprehensive analysis of private flights traveling to and from Hanscom Field over an 18-month period, **we find that the expansion would primarily serve the wealthiest travelers in the region, many who frequently take short-hop flights to recreational and luxury destinations.**

- Between January 2022 and July 2023, we identified 31,599 private flights taken by 2,915 jets. Private jets departed Hanscom Field for 761 unique destinations. Over the 18 months studied, private Hanscom Field flights were responsible for **an estimated 106,676 tons of carbon emissions.**
- We estimate that **at least half of these flights (49 percent) were for recreational and luxury travel.** This statistic includes the more than 36 percent of flights (5,632 flights) that traveled to 212 airports near luxury or vacation destinations.
- Roughly 16 percent of private jet flights from Hanscom Field were to destinations in New England. Nantucket, Martha's Vineyard, Portland, Portsmouth, Hyannis, and Rockland were among the top 10 flight destinations in New England. **All of these destinations are either a short drive or a short drive and ferry ride from Hanscom Field.**
- Approximately **41 percent of flights departing Hanscom Field had durations of less than one hour, with 14 percent lasting less than 30 minutes.** Because take-off is the most fuel intensive part of a flight, short-hop flights are extremely energy inefficient compared to other transportation alternatives.
- The private jet flyers on the 20 most active jets at Hanscom Field took 3,240 flights, a number that includes both arrivals and departures. **These 20 aircraft accounted for more than 10 percent of all Hanscom Field private jet flights during the 18 months we studied and 14 percent of total carbon emissions,** releasing an estimated 14,930 tons of carbon emissions. The average Massachusetts resident is responsible for 8 tons per year.

Some of the most frequent flyers, however, may not be in our data set. Private jet owners may request that the FAA exclude their jets from public tracking registries, leading to gaps in the data. Four Boston area billionaires –Robert Kraft, Jim Davis, John Henry, and Paul Fireman – have had their jets removed from the public registry.



Hanscom Field's "High Flyers" — the top 20 private jet travelers using Hanscom Field — are profiled in full in the report. The top 20 include:

John Fish/Suffolk Aviation LLC. CEO of Suffolk Construction. Net worth \$1.2 billion. #3 Hanscom Frequent Flyer. #1 Carbon emitter: 2,329 tons over 18 months. 44 round trip flights to West Palm Beach and flights to Aruba; Aspen, Colorado; and Barcelona, Spain.

John W. Childs. Venture capitalist: #5 most frequent flyer. #3 largest carbon emitter: 1,407 tons over 18 months. Frequent trips to Vero Beach, Florida, where Childs and Rosario, Argentina, to a bird hunting lodge. Also Palermo, Italy; the US Virgin Islands; Palm Springs, CA; and the Hamptons.

Arthur S. Demoulas. Net worth: \$1.3 billion. In 2014, tried to oust cousin Arthur T. Demoulas, from the leadership of Market Basket. # 10 Hanscom frequent flyer with flights to Aspen, Key West, and London. Total carbon emissions were 741 tons.

Charlesbank Partners. Own 3 jets in top 20 frequent users, including #1, #8 and #12. 3 jets took 676 flights, emitting 2,701 tons of carbon. #1 frequent took a whopping 387 flights over the 18-month period, including 112 flights to and from Nantucket and 159 flights to and from Teterboro Airport outside New York City. Charlesbank is also a major investor in fossil fuel projects.

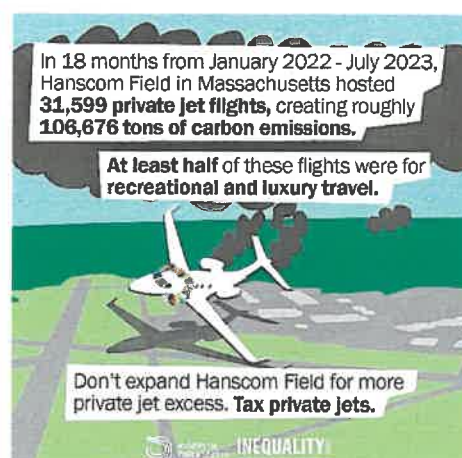
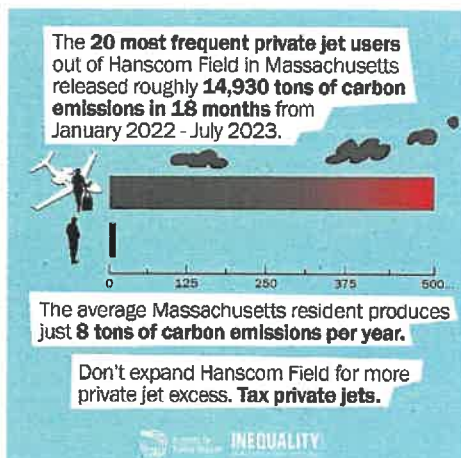
Recommendations

Policymakers and the general public deserve to know more about the wealthy's use of private jets. We call for greater transparency around private jet flights and their carbon emissions. Our recommendations also include:

- **Suspend any private jet service expansions**, planned or otherwise, at Hanscom Field and Boston Logan International airports.
- **Eliminate the Massachusetts sales tax exemption** on aviation purchases and fuel.
- **Increase the excise tax on jet fuel**, using the revenue to invest in green transit.

See full report at ips-dc.org/report-hanscom-high-flyers

Quick graphic facts:



The State of Hanscom

July 2022



Massachusetts Port Authority

THE STATE OF HANSCOM

MASSACHUSETTS PORT AUTHORITY

The Massachusetts Port Authority (Massport) is the owner and operator of Laurence G. Hanscom Field. Massport also operates Boston Logan International Airport, Worcester Regional Airport, the Port of Boston's Conley Container Terminal and Flynn Cruiseport Boston. These facilities provide safe, secure, and efficient transportation resources for travelers and businesses and enable Massachusetts and New England to compete successfully in the global marketplace.

Massport's facilities are essential to the citizens of the Commonwealth and provide economic benefits throughout the region. At the same time, Massport strives to minimize the impact of its operations on surrounding communities. Massport is diligent in abiding by all environmental regulations and is a leader in promoting voluntary environmental initiatives. Massport implements and participates in outreach programs that encourage an open and timely exchange of information and ideas. It is Massport's goal to understand and integrate the concerns of the community into its projects and plans whenever and wherever possible.

HANSCOM FIELD BACKGROUND

In 1941, the Commonwealth of Massachusetts purchased land northwest of Boston to build an airport, and the State Senate and House of Representatives passed resolutions "...relative to the designation of the proposed Boston Auxiliary Airport as Laurence G. Hanscom Field, Boston Auxiliary Airport at Bedford". Control of Hanscom passed to a number of different agencies until 1956, when the legislature placed Hanscom Field under Massport's jurisdiction. Although the land has always been controlled by the Commonwealth, the airfield was leased and maintained by the military until 1974.

Today, Hanscom Field is the region's premier full-service general aviation (GA) airport, and it serves a vital role in New England's regional aviation system as a GA reliever for Logan International Airport. Aircraft operations at Hanscom have traditionally included commuter, business, charter, light cargo, personal aircraft, air taxi, medical, military and flight school activity. Hanscom Field serves the diverse flying needs of the region's high technology corporations and educational institutions and is an important resource for Hanscom Air Force Base (HAFB), a federal research and development facility abutting the airfield. The airport provides easy access to the Greater Boston area and suburbs and has three first-class fixed-base operators (FBO). These FBOs provide flight support services, including aircraft fueling; maintenance, repair and overhaul; aircraft storage; passenger services; and flight crew facilities. The airport's facilities have been essential to the economic development of the region, powering connections to new business opportunities, products, customers, and leisure travel.

The State of Hanscom is presented annually to the Hanscom Field Advisory Commission (HFAC), a legislatively created body comprised of representatives from the surrounding residential communities, the aviation community, and area-wide organizations. State elected officials, and representatives from HAFB, the Federal Aviation Administration, Minute Man National Historical Park, and Massport serve as resources to the commission.

In presenting *The State of Hanscom*, Massport provides an opportunity for a wide range of interested parties to discuss the airport's role in the regional transportation system and to discuss Massport's objectives for the facility. *The State of Hanscom* presents the airport's operational activity, financial performance, and economic benefits. It discusses Massport's 2021 accomplishments at Hanscom, as well as plans for 2022.

SECTION I - AIRCRAFT ACTIVITY

Table 1 shows total aircraft activity levels at Hanscom Field for 7 a.m. to 11 p.m. operations in 2020 and 2021 based on Federal Aviation Administration (FAA) tower counts, fleet mix data, and estimates. The 2021 data are preliminary and will be finalized before publication of the 2021 noise report. The 2021 report presents information for the second year of the COVID-19 pandemic.

TABLE 1
Hanscom Field Aircraft Activity
2020

FROM FAA TOWER REPORTS & ESTIMATES (7 A.M.-11 P.M)

MONTH	CIVILIAN						MILITARY	TOTAL
	LOCAL	SINGLES	TWIN PISTON	TURBO	JET	HELI		
January	3167	1704	232	523	2461	774	43	8,904
February	3124	1769	246	446	2640	715	58	8,998
March	2515	1371	253	369	2224	737	38	7,507
April	624	102	177	150	605	640	60	2,358
May	717	446	217	271	1167	776	58	3,652
June	2970	1841	338	533	1654	787	16	8,139
July	4286	2615	303	601	1628	808	32	10,273
August	4608	2913	358	556	1840	809	39	11,123
September	4154	2726	370	647	1793	807	74	10,571
October	3754	2271	357	538	2057	790	93	9,860
November	3566	2498	329	428	2077	738	43	9,679
December	2998	1807	283	429	2374	755	15	8,661
TOTAL	36,483	22,063	3,463	5,491	22,520	9,136	569	99,725

2021

FROM FAA TOWER REPORTS & ESTIMATES (7 A.M.-11 P.M)

MONTH	CIVILIAN						MILITARY	TOTAL
	LOCAL	SINGLES	TWIN PISTON	TURBO	JET	HELI		
January	2780	1410	223	330	2193	721	28	7,685
February	2174	1133	231	314	1949	632	47	6,480
March	3174	2005	293	398	2952	804	67	9,693
April	2959	1935	325	464	2536	806	36	9,061
May	4032	2885	425	641	2866	860	65	11,774
June	4676	3491	453	721	2871	866	113	13,191
July	3706	2467	443	844	2632	853	53	10,998
August	4085	2929	532	812	2867	870	81	12,176
September	2874	2636	480	791	2900	840	200	10,721
October	3781	2781	462	807	3394	822	230	12,277
November	3416	2672	397	634	3388	777	167	11,451
December	2646	1621	317	468	3081	839	87	9,059
TOTAL	40,303	27,965	4,581	7,224	33,629	9,690	1,174	124,566

Note: The 2021 figures are preliminary. All 2021 data will be reviewed before publication of the 2021 annual noise report.

The FAA tower counts are traditionally used to report the official number of operations for an airport; at Hanscom Field, they do not include nighttime operations between 11 p.m. and 7 a.m. when the FAA Tower is closed. In addition to the 7 a.m. to 11 p.m. aircraft activity, there were 2,191 nighttime operations in 2021, an increase from 1,495 in 2020 during the first year of the COVID-19 pandemic.

The airport's activity levels have historically been closely aligned with the economic health of Massachusetts' high technology industry in the Routes 128/95 and 495 areas. Activity levels have generally mirrored national trends.

The data in Table 1 show 124,566 operations for 2021. This indicates a 25% increase as compared to 2020, but does not reach pre-pandemic levels, which show a 3.2% decrease when compared to 2019. Although total annual operations have been below 200,000 in the past 18 years, they were well above 200,000 for the 30 years prior to 1993, and they exceeded 300,000 in 1970.

Consistent with activity for the past 39 years, the civilian portion of the 2021 aircraft operations comprised approximately 99% of the total aviation activity. The largest component of the total activity, 54.8%, consisted of single engine piston (SEP) operations ("Local" plus "Singles" in Table 1). The 68,268 estimated SEP flights indicate that their activity increased 14.7% as compared to 2020. This included a 10.5% increase in touch and go/local traffic and a 21.3% increase in non-touch-and-go/local operations by SEPs.

Touch-and-go/local activity comprised 59% of the SEP operations. Each touch-and-go consists of a practice landing and take-off and is counted as two operations. Touch-and-goes are not allowed in aircraft over 12,500 pounds at Hanscom; they are most commonly conducted by flight schools using SEP aircraft.

The 4,581 estimated twin engine piston operations indicate an increase of 33.8% as compared to 2020. They represented 3.7% of the 2021 operations. The 9,690 estimated helicopter operations indicate a 6.6% increase as compared to 2020, and they represented 7.8% of the total. Estimated turboprop aircraft activity, representing 5.8% of the 2021 total activity, increased 45.7%.

The 33,629 civilian jet operations that were conducted in 2021 represented 27% of the total activity and indicated a 51.9% increase, as compared to 2020.

All of the 2021 data used to create Table 1 will be reviewed for the 2021 annual noise report, which will be prepared later in the year and presented to HFAC. The noise report will include a more detailed analysis of operations and trends as well as a full analysis of noise exposure using EXP, a metric developed to track changes in Hanscom's noise environment.

SECTION II - FINANCIAL RESULTS FOR FISCAL YEAR 2021

Massport continues its commitment to operating a first-class facility while striving to improve Hanscom's financial performance. Massport's fiscal year (FY) begins on July 1 and ends on June 30.

Table 2 demonstrates the fluctuations in revenues and expenses over the last five years. Comparing FY21 to FY20, operating revenues decreased 1.3% and expenses decreased 9.8%, leaving Hanscom with an operating surplus of \$745,000. Amortization increased to \$5.2 million, resulting in a \$4.5 million deficit in FY21.

Massport recognizes that controlling Hanscom's deficit requires an aggressive multi-faceted approach. On the cost side, every expenditure and project is scrutinized for its financial implications, and cost-saving measures continue to be explored. On the revenue side, a regular review of rates and charges, followed by appropriate adjustments, has been adopted. Expanding sources of revenue through development, as discussed later in this report, is another avenue for controlling the deficit. Massport also recognizes that commercial and/or air taxi services generate revenue and are allowed activities under federal law. While Massport may not actively solicit scheduled air service at Hanscom Field, it must accept and appropriately process applications for such service from entities that may seek to operate such air service at Hanscom Field.

TABLE 2
Hanscom Five Year Financial Summary
Fiscal Years (FY) FY17 –FY21

YEAR	FY17	FY18	FY19	FY20	FY21
RENTALS					
Terminal	324,304	359,911	327,951	314,126	284,592
Non-Terminal	2,267,539	2,080,170	2,103,065	2,188,945	2,523,813
Ground	3,527,693	4,548,012	4,625,322	5,080,386	5,360,365
Utilities	106,268	136,317	123,514	100,753	92,529
SUBTOTAL	6,225,804	7,124,409	7,179,853	7,684,210	8,261,299
FEES					
Landing Fees	1,146,436	1,276,601	1,372,312	1,195,566	1,204,153
Customs Fees	725,664	760,699	800,248	642,197	377,803
Night Field Use Fees	750,075	813,743	805,663	574,280	430,426
Parking Fees	103,860	108,840	114,000	109,185	114,640
Other	768,408	1,602,080	1,187,629	1,035,349	908,218
SUBTOTAL	3,494,443	4,561,963	4,279,852	3,556,577	3,035,240
COMMISSIONS					
Rental Cars	208,010	203,481	186,123	176,986	147,067
Flight Schools	25,302	28,181	26,720	27,365	36,414
Ground Servicing	149,442	115,201	117,854	129,931	99,083
Fuel Flowage	1,901,628	2,023,986	2,198,468	1,882,793	1,868,433
Other	867,264	1,009,514	1,123,099	1,155,521	971,557
SUBTOTAL	3,151,645	3,380,362	3,652,265	3,372,596	3,122,554
TOTAL REVENUES	12,871,892	15,066,734	15,111,970	14,613,383	14,419,093
OPERATING EXPENSES					
Admin, Maint., Security Staff	6,339,974	6,832,241	7,734,657	9,096,809	8,533,309
Supplies & Materials	456,909	463,920	545,476	304,169	248,517
Repairs	572,637	1,616,457	552,742	584,346	564,066
Services	2,431,577	2,531,912	2,745,207	1,691,326	1,302,598
Utilities	301,872	355,775	318,336	283,542	257,976
Insurance	194,806	199,539	205,041	196,180	234,537
Miscellaneous	1,036,678	1,093,728	1,150,989	1,346,221	1,135,975
General & Administration	1,219,911	1,440,106	1,631,665	1,655,033	1,396,974
TOTAL OPERATING EXPENSES	12,554,363	14,533,678	14,884,113	15,157,626	13,673,953
OPERATING SURPLUS/DEFICIT	317,529	533,057	227,857	(544,244)	745,140
AMORTIZATION	3,158,412	3,768,452	4,195,482	4,210,711	5,238,498
Total Costs (oper + Amort.)	15,712,775	18,302,130	19,079,595	19,368,337	18,912,451
SURPLUS/DEFICIT	(2,840,882)	(3,235,395)	(3,967,625)	(4,754,955)	(4,493,358)

SECTION III - ECONOMIC BENEFITS OF HANSCOM ACTIVITY

Massport's facilities enable the region's residents and leading industries to make connections with new markets, products, customers, family, and friends. In just about every aspect of life in Massachusetts, Massport is supporting economic growth.

Located off Route 128/95, Hanscom Field has been a vital link to domestic and international destinations for individual pilots, commuter airlines and local employers, including high technology corporations, research and development firms, and educational institutions. Businesses look for accessible air travel when deciding where to locate, and Hanscom provides local businesses with easy access to corporate travel opportunities.

In FY21 Massport invested \$2.05 million in airfield, terminal, equipment and other facility improvements required to maintain the airport. Past and future investments ensure that Hanscom will continue to be prepared to support future economic growth by serving the diverse needs of users who operate a wide variety of aircraft.

Periodically, there is an examination of the economic impacts of Massport's facilities. The Massachusetts Department of Transportation/Aeronautics Division conducted its most recent statewide airport economic impact study in 2019. That report determined that there were 2,243 full-time equivalent jobs related to Hanscom Airfield activity. Annual wages for those workers whose employment is directly related to airport activity are \$133 million. Hanscom generated estimated economic benefits of \$679 million when all the direct, indirect, and induced economic benefits of the airport were considered. Estimated economic benefits described above do not include economic benefits generated by Hanscom Air Force Base.

SECTION IV - 2021 ACCOMPLISHMENTS AND 2022 OBJECTIVES

Massport's primary responsibility at Hanscom Field is to maintain a safe, secure, and efficient regional airport while minimizing the environmental impact of its operations. Improvements are made in accordance with these guiding principles. While Massport is committed to maintaining Hanscom as a first class, full service airport, maintenance and improvements at the airport are consistently coupled with a variety of environmental initiatives, programs, and policies. During the COVID-19 pandemic, many projects were postponed in order to maintain economic resiliency.

Maintain and Improve Airfield—Annual Airfield Improvement Program

Most projects at Hanscom are part of maintaining a safe and efficient airfield, and these may be eligible for full or partial federal funding under the FAA's Airport Improvement Program (AIP).

Airfield Pavement Maintenance: There is an on-going program for reconstructing pavement on the airfield.

In 2021: Massport rehabilitated Taxiway November and installed LED taxiway lights.

In 2022: Massport will perform a pavement maintenance and crack seal of Taxiway Romeo.

Safety and Security on and off the Airfield

Safety and security are the two most critical components of operating an airport, and there is a continual multi-level emphasis on both at Hanscom. Massport's commitment to operating a safe and secure airport helps safeguard its host communities as well as those who use the airport.

- 1. Obstruction Removal:** A high priority for Massport is maintaining compliance with FAA certification and safety requirements regarding obstructions within runway approach and departure surfaces. Massport uses aerial photogrammetric mapping of those surfaces to identify vegetation that is penetrating, or close to penetrating, these surfaces. The state established vegetation removal guidelines in the *Generic Environmental Impact Report (GEIR) for Vegetation Removal at Public Use Airports* and the *1999 GEIR/Generic Environmental Notification Form Update*. Historically, a vegetation removal project has been required every five years at Hanscom. The first Five Year Vegetation Management Plan (VMP) began in 2002.

Consistent with the approved plans, Massport has continued maintenance of the vegetation removal areas. New aerial photogrammetric mapping of the airport was last performed in 2018 as part of fourth VMP update for 2019-2023. Massport received Orders of Conditions for vegetation removal in 2020, and work began as prescribed in the 2019-2023 VMP Update

In 2021: Massport continued vegetation management as prescribed in the 2019-2023 VMP Update.

In 2022: Massport will continue vegetation management as prescribed in the 2019-2023 VMP Update.

- 2. Annual Emergency Exercise:** One of Hanscom's FAA Part 139 certification requirements is to conduct an annual exercise to ensure an effective response in the event of an aircraft emergency. A tabletop exercise is conducted two out of every three years. On the third year, a simulated full-scale emergency is conducted on the airport.

In 2021: Massport conducted a tabletop exercise.

In 2022: Massport will conduct full-scale exercise in October.

- 3. Airport Rescue and Fire Fighting (ARFF) and Customs and Border Protection (CBP) Facilities:** Massport has standardized ARFF procedures across all three Massport-owned airports in order to enhance safety and coordination efforts. This allows Massport Fire-Rescue to leverage additional resources from across the state for use at Hanscom Field. Massport Fire-Rescue began permanent, full-time operations at Hanscom Field in November 2015. Design of a new ARFF facility began in 2016 and staff moved into the facility in 2019. The former CBP facility was an aging trailer on the east side of the airfield. To meet updated Customs and Border Protection facility guidelines, a new facility was completed in 2019 and staff moved into the facility in 2020.

In 2021: Massport signed a new agreement with CBP for Customs Services. At ARFF, an enhanced structural fire response was added, in addition to aircraft response.

In 2022: ARFF will replace fire hydrants as needed throughout the airport property.

- 4. Wildlife Control:** Wildlife on an airfield can be a serious safety hazard for aircraft. The U.S. Department of Agriculture (USDA) regularly conducts field visits at Hanscom to monitor and evaluate wildlife on the airfield, with a particular focus on assisting Massport in evaluating and minimizing wildlife strike hazards.

In 2021: Massport continued to implement all aspects of its Wildlife Hazard Management Plan.

In 2022: Massport will continue to implement all aspects of its Wildlife Hazard Management Plan, including regular upgrades to airfield fencing.

- 5. Security:** Unescorted access to the airfield requires a background security check in order to obtain a badge, and badges must be displayed at all times on the airfield. A variety of other measures has been adopted as the result of an on-going process of evaluating and implementing new security programs, as appropriate.
- 6. Safety Inspections and Meetings:** In addition to the FAA's annual inspection, Massport's Safety Office staff conducts regular safety inspections, and monthly safety meetings are held with tenants and the FAA tower personnel to facilitate the identification of safety concerns. Every year, Massport reviews its snow removal plan with the FAA tower staff and Hanscom tenants to ensure effective communication and coordination during snow removal operations.

Maintain and Improve Facilities

Hanscom's critical role in the regional transportation system demands appropriate maintenance programs and responsible development of airport facilities. Anticipating future needs and meeting the needs of existing users of Hanscom Field creates challenges that require careful analysis and flexibility. Massport adjusts its projects based on local demand and changes in the aviation industry.

- 1. Massport Controlled Facilities:** In addition to the airfield, Massport owns and manages the Civil Air Terminal, a number of corporate hangars that are leased, t-hangars and tie-down spots for owners of small aircraft, the central parking lot, and the entrance areas to the airfield. There is a continual process of maintaining and upgrading these facilities and areas. The Civil Air Terminal is home to a number of aviation-related businesses, including Hanscom's flight schools.

In 2021: Plans to relocate the Pine Hill T-hangars from the current site to the North Airfield area began.

In 2022: Construction of the replacement North Airfield hangars began, with completion expected in October 2022.

- 2. Third Party Development:** Based on demand, Massport responds to and solicits third party development and management for new aviation-related facilities that support Hanscom's role in the regional transportation system as a full service general aviation airport. Most of Hanscom's

hangars, with associated office space, are owned or leased by tenants who are responsible for maintaining the facilities.

Potential development sites are identified and analyzed in Hanscom's periodic *Environmental Status and Planning Reports* (ESPRs), which serve as planning tools when considering future development at Hanscom. The latest ESPR addressed calendar year 2017 and the next ESPR is expected to address calendar year 2022.

West Ramp: The West Ramp is located at the south central portion of the airport, and contains the Civil Air Terminal, multiple corporate hangars and two Fixed Based Operators. In 2020, Signature Flight Support began a Campus Redevelopment plan. The project will include a replacement FBO facility and demolition of the existing facility upon completion. In addition, Signature will renovate five other leased hangars located on the West Ramp and the East Ramp.

In 2021: Signature began construction of a LEED certified replacement FBO facility, and repairs and renovations to existing hangars.

In 2022: Signature is expected to complete construction of the FBO facility and continue renovations of existing hangars.

- **East Ramp:** The East Ramp, located on the southeast side of the airfield, was identified in the 2012 and 2017 ESPRs as a potential site for corporate hangars. The ramp area is an impervious surface that is used for storage and movement of aircraft.

In 2021: Signature Flight Support began planning for renovations of three leased hangars in the East Ramp area.

In 2022: Signature Flight Support began renovations of the three leased hangars.

- **Pine Hill Site:** The Pine Hill site is located on the southwest side of the airfield and currently houses t-hangars. In 2017, the parcel was identified as a site that could support additional hangar facilities. Massport released an RFP that included the Pine Hill area in 2018, and Ross-Rectrix (now Atlantic Aviation), was the selected developer. Massport and Atlantic Aviation signed a lease and began design in 2020.

In 2021: Massport approved the design for the Atlantic Aviation corporate hangar facility.

In 2022: Atlantic Aviation began construction of the hangar facility at Pine Hill.

3. **North Airfield Property:** Massport owns a parcel that comprises approximately 29 acres of partially developed land. Contained within the property is a system of roads and concrete pads that were used by the Air Force for a trailer park until 2011.

In 2021: Massport prepared to relocate the Pine Hill T-hangars to the North Airfield, in order to accommodate the development at Pine Hill. Massport also released a RFP for third party development in the North Airfield.

In 2022: Massport will complete construction of hangars to replace hangars at the Pine Hill site. Massport also designated a developer for the North Airfield RFP site.

Monitor and Respond to Environmental Issues

Massport has consistently maintained high environmental standards while complying with state and federal environmental regulations. In addition to complying with mandated requirements, Massport has elected to participate in programs that use environmentally friendly technologies and innovations to minimize operational impacts. There is a continual effort to extend and improve Hanscom's environmental performance.

- 1. Environmental Status and Planning Reports (ESPRs):** In 1978, Massport prepared the Hanscom Field Master Plan and Environmental Impact Statement, which triggered the adoption of General Rules and Regulations for Laurence G. Hanscom Field, effective July 31, 1980. Since 1985, Massport has prepared a series of increasingly comprehensive environmental assessments for Hanscom Field that identify the environmental effects of current conditions and activity at the airport, compare these conditions to historical data, and present and evaluate the potential cumulative environmental effects of potential future scenarios. These studies serve as planning tools for future development.

The Massachusetts Environmental Policy Act (MEPA) Office approved the 2017 ESPR in 2019. The 2017 ESPR is posted on the Massport website. In 2022, Massport began work on the next ESPR that will analyze calendar year 2022.

- 2. Environmental Programs and Audits:** In 2001, Massport brought its environmental commitment to a new level when Hanscom Field became the first U.S. airport to attain ISO 14001 certification. To become certified, Massport developed and implemented an *Environmental Management System* (EMS) that meets international performance standards. The EMS provided a framework that fostered the use of environmentally sustainable practices for operating the field. It created an auditable system for tracking, managing, and improving environmental performance. Massport continues to meet environmental commitments utilizing a series of programs that include monitoring activities at Hanscom to ensure compliance with environmental regulations and the use of pollution prevention practices. Ongoing practices include:
 - Participating in the Massachusetts State Sustainability Program to promote environmentally sustainable practices and in the Massachusetts' Leading By Example Program – Decarbonizing and Minimizing Environmental Impacts of State Government (Executive Order No. 594);
 - Inspecting Massport facilities to ensure environmental compliance
 - Reviewing and updating the Spill Prevention Control and Countermeasure (SPCC) Plan, which outlines steps to be taken by Massport employees in the event of a spill of fuel or other hazardous materials
 - Implementing and encouraging tenants to utilize Best Management Practices (BMPs) as discussed in the National Pollutant Discharge Elimination System (NPDES) multi-sector permit for storm water discharges at Hanscom Field
 - Conducting periodic water quality inspections at Massport's storm water outfall locations
 - Participating in an aggressive recycling program for tenant and Massport offices
 - Identifying opportunities during Massport capital program project design development to reduce

storm water runoff and peak flows

- Identifying opportunities for development projects to control storm water runoff. For example, if a project results in an increase in impervious surface, Massport requires compensatory storage for storm water in order to avoid increasing peak storm water run-off rates. This policy is incorporated into all Hanscom Field development
- Utilizing Massport's Sustainable Design Guidelines and Standards for use by architects, engineers, and planners when working on capital projects at any Massport facility
- Requiring new development projects to meet or exceed LEED Silver certification requirements
- Regular updating and training for Hanscom's Storm water Pollution Prevention Plan (SWPPP) to include best management practices for storm water management and snow removal

Massport recently published an Authority-wide *Roadmap to Net Zero* that is aimed at decarbonizing Massport owned and operated facilities and power purchases. An implementation plan for the Roadmap is underway and will include Hanscom Field.

Community Outreach

Massport strives to build positive community relations and public confidence by maintaining open communications and by supporting programs that assist in addressing the concerns of Hanscom's stakeholders and host communities.

1. **Community Meetings:** Massport staff regularly attends monthly community meetings to inform the public of airport planning and policy developments. Massport also sponsors informational meetings with the communities and other interested parties when appropriate. Massport staff regularly attend the following monthly meetings:
 - *The Hanscom Field Advisory Commission (HFAC):* The HFAC was established by the legislature in 1980 to review Massport decisions regarding its goals, policies and plans for the airport. It includes representatives from the aviation and residential communities as well as advisory members who represent the Minute Man National Historical Park, Hanscom Air Force Base, the FAA, and Massport. Massport staff members provide HFAC with information regarding Massport's goals, policies and plans for the airport. Additionally, staff members prepare and present monthly aircraft activity and noise reports, capital program and third party development status reports, as well as the annual State of Hanscom report and the annual Noise Report.
 - *The Hanscom Area Towns Committee (HATS):* HATS was created to consider matters of common interest to the four towns that are contiguous to Hanscom Field and Hanscom Air Force Base. One select-board member from each town serves on HATS along with planning board representatives and at-large members from the towns. HATS representatives consider regional traffic, planning, land use and other issues.
2. **Noise Metrics and Noise Abatement/Mitigation:** Aircraft noise is a concern for many Hanscom area residents and the Minute Man National Historical Park. Massport recognizes the importance of pro-actively addressing this issue and is committed to continuing its current noise-related programs while exploring appropriate new initiatives.

In response to the residential community's aircraft noise and operational concerns, Massport adopted regulations (Part F of the General Rules and Regulations for Laurence G. Hanscom Field) in 1980. Most of these programs could not be duplicated or changed under current federal law. They include:

- A nighttime field use fee to help discourage activity between 11 p.m. and 7 a.m.
- A restriction on scheduled commercial air carrier service to aircraft with no more than 60 seats.
- Restrictions on touch-and-go activity by weight of aircraft and time of day. Touch-and-Goes are aircraft operations conducted to practice landing and departing techniques.
- Limitations on Auxiliary Power Unit (APU) and Ground Power Unit (GPU) use.

Although Massport began supporting the use of the National Business Aviation Association's (NBAA's) noise abatement procedures for jet aircraft in the mid-1980s, the Fly Friendly program at Hanscom provided an opportunity to broaden such efforts. Massport expanded its support of quiet arrival and departure techniques by publicizing the Aircraft Owners and Pilot Association's (AOPA's) noise abatement procedures for piston aircraft and by developing and publicizing quiet flying procedures for helicopters. Part of this effort included the development of a multi-faceted publicity program that results in pilots being exposed and re-exposed to the importance and understanding of the quiet-flying techniques, as follows:

- Handouts for pilots, outlining the procedures are distributed at the FBOs, the flight schools, and in Massport's Hanscom offices.
- Videos describing the techniques for both jet and piston aircraft are incorporated into the training required to qualify for a Hanscom security badge.
- Descriptions of these quiet flying procedures are posted on Massport's website.
- Signage on the airfield provides a last minute reminder to departing pilots to use quiet flying techniques.

In late 2009, Massport staff began using flight track data created by the new noise monitoring system to identify potential opportunities for reducing touch-and-go traffic over the Hartwell Tavern area in the Minute Man National Historical Park. Massport also initiated communications with the FAA and the Hanscom flight schools to identify practical recommendations and help create an implementation program. By working together, new touch-and-go patterns for each runway were devised to safely increase the number of flights that fly over the airport. This inherently minimizes aircraft noise for the Park's visitors. An aggressive publicity program was implemented, including the display of framed posters, mailings, and meetings with pilots and flight instructors, as well as local press coverage. Massport staff continues to work with local pilots and the FAA to reduce the number of flights over the MMNHP. Flight track data is reported quarterly. Results of the touch and go program are shared with pilots, certified flight instructors, the FAA and MMNHP staff. Massport also communicates MMNHP special events to local pilots and encourages the flying community to review Hanscom's Fly Friendly recommendations. The result is an average of 15% fewer flights over the Park since the inception of the program in 2009. Massport has expanded the program to reach pilots at Hanscom Air Force Base.

3. **Sound Initiative:** The Airport Noise and Capacity Act of 1990 required the phase out of noisier Stage 1 and 2 aircraft¹ weighing over 75,000 pounds. In 2005, Massport joined Sound Initiative, a coalition that was formed to encourage the extension the 1990 Airport Noise and Capacity Act to phase out Stage 1 and 2 aircraft weighing 75,000 pounds or less that were exempt from the original Act. The effort was promoted by a group of airport managers and neighbors at corporate airports where older aircraft accounted for an inordinate number of noise complaints. In 2012, Congress passed the FAA Modernization and Reform Act, which included the phase out of all non-stage 3 aircraft by December 31, 2015. Section 506 of the Act prohibits the operation, within the 48 contiguous states, of jets weighing 75,000 pounds or less that do not comply with Stage 3 noise levels. In 2020, Hanscom Field recorded the lowest levels of sound in airport history. Noise levels for 2021 will be vetted and published in the 2021 Annual Noise Report later this year.
4. **Noise Monitoring System:** To facilitate the understanding of noise impacts on the communities neighboring Hanscom, Massport installed a noise monitoring system at Hanscom in the early 1990s. The system includes six microphones—one off each of the runway ends in each of the four contiguous towns and two others on the airfield at the ends of Runway 11/29. Data from the system are shared with the communities on a monthly basis.
5. **Airport Activity Monitor/PublicVue:** Massport staff worked with ITT - Exelis to implement a user-friendly, interactive website that can be used to research a noise event or flight, log a noise disturbance, and track correspondence related to a logged noise disturbance. The “Airport Activity Monitor” was launched in December 2012 on the Massport website. In 2015, Massport and ITT – Exelis optimized the MLAT system and it was re-calibrated to perform for Hanscom activity alone. Exelis also began upgrading the initial Airport Activity Monitor website to the new “PublicVue Portal” product, which will contains all the current options that exist on Airport Activity Monitor. ITT-Exelis was purchased by Harris Corporation in 2015, and the product was upgraded again in 2016 with better graphics, maps and accessibility across multiple platforms and devices. The product has been continuously improved since the upgrade. In late 2018, a Request for Proposals to provide Noise and Operations Management System coverage for Massport was released, and a new contract with Harris was finalized in 2019. In 2019, Harris was purchased by L3 Technologies. In 2020, L3Harris continued to make improvements to the system, and in 2021, L3 Harris upgraded all Massport permanent Noise Monitoring terminals as well as replaced an aircraft radar sensor at Hanscom Field. L3Harris continuously makes improvements to the product.
6. **Community Contributions:** Massport’s Charitable Contribution, Scholarship, Summer Internship and Community Summer Jobs Programs benefit organizations located in communities that host its facilities. The organizations serve a diverse constituency and a variety of worthwhile purposes.

In 2021: Massport sponsored summer internship positions at various municipal departments in the Hanscom surrounding towns.

¹ Stage 1 and 2 aircraft were manufactured before today’s stringent noise standards were adopted for new airplanes. The use of Stage 1 and 2 aircraft weighing over 75,000 pounds was phased out nationally by 2000, but most of Hanscom’s jets weigh less than 75,000 pounds.

SECTION V – CAPITAL PROJECTS FOR FY21 THROUGH FY25

Each year, capital projects for Hanscom Field are evaluated for funding. Table 3 outlines the projects that have been identified for FY22 through FY26. The list does not include projects that have already been completed. Most projects focus on safety, security and maintenance. Estimated project costs are included.

The capital programs list is fluid and is adjusted periodically. Circumstances may change the year in which a project is started or completed, the estimated amount to be expended, or whether a project is ultimately implemented.

**TABLE 3
Proposed Hanscom Field FY22 to FY26 Capital Projects**

PROJECTS - Funded and Proposed	Current Funding Years	Cost FY22 -FY26 (in 000s)
Relocate Pine Hill T-Hangars	FY21-FY24	\$10,859
Taxiway Romeo Maintenance	FY22-FY23	\$2,000
Replace Airfield Snow Equipment	FY22-FY26	\$3,585
Capital Equipment Contingency	FY22-FY26	\$625
Civil Air Terminal Restroom Renovations	FY23	\$1,500
Communications Upgrades	FY23	\$750
Electrical Infrastructure Study & Improvements	FY23	\$1,500
Rehabilitate Runway 5-23	FY23-FY26	\$12,000
Hydrant Replacements	FY23-FY26	\$200
Renovate IT Data Center Room	FY24	\$1,300
Relocate Salt Storage, Civil Air Terminal Parking	FY24	\$1,243
Rehabilitate Maintenance Garage	FY24	\$2,500
East and North Ramp Utility Studies	FY24	\$250
Civil Air Terminal Security Upgrades	FY24-FY25	\$2,000
Taxiway Echo Rehabilitation & Geometry	FY24-FY26	\$5,000
Paint Civil Air Terminal	FY25	\$750
<i>Capital Funding contingent upon Massport Board approval and subject to change.</i>	TOTAL	\$46,062

Hanscom Hangar Expansion Flies Into Opposition

A proposed expansion at Hanscom Field in Massachusetts has drawn opposition focused on perceived environmental concerns.



(Photo: https://commons.wikimedia.org/wiki/File:Hanscom_Field_runway_aerial.JPG>Nick Allen, <https://creativecommons.org/licenses/by-sa/4.0/>>CC BY-SA 4.0, via Wikimedia Commons)

By **GORDON GILBERT** • Contributor - Accidents and Regulations

May 24, 2023

As progress continues on a [proposed plan](#) to add 27 hangars and associated ramp and vehicle parking areas at Lawrence G. Hanscom Field in Bedford, Massachusetts—the largest and busiest general aviation airport in the state—opposition to the expansion is focusing on perceived environmental concerns, namely carbon emissions.

Opponents of the project include several Massachusetts legislators led by Sen. Michael Barrett. In a recent letter to Massport, the state agency that owns Hanscom, Barrett claims that “private jet travel is by far the most polluting form of air travel. If and when these 27 hangars fill up with private jets, any gestures the developers make to green their buildings will be almost meaningless.”

However, those contentions are refuted by the fact that the hangars are expected to be occupied by a variety of small and large piston and turbine general aviation aircraft. What's more, "The business aviation sector is known for its long-standing record on emissions reduction," said NBAA. "The industry has continually reduced its carbon footprint over the past several decades, and today accounts for less than one percent of transportation emissions."

The proposal is currently in the state's environmental process that is expected to run into next year. "Once that environmental process is completed, the developer will have to go through approval proceedings for any necessary other states, town, and FAA permits/approval," a Massport official told **AIN**. "There would be public comment periods and public meetings as part of those processes as well."

Meanwhile, the Hanscom proposal is still in the early stages "and will continue to be modified and refined to reflect public input and prospective tenant interest," a spokesman for the developer told **AIN**. "Construction is not anticipated to start until 2025 at the earliest."

Proposed Hanscom Airport Expansion Project

Project Overview

Proponents Runway Realty Ventures, LLC and North Airfield Ventures, LLC propose to construct 27 hangars and renovate the existing Navy Hangar building to provide a combined area of 495,470 square feet (sf) of hangar space. The project involves land transfers between the Proponents and Massport, including a 28.1 -acre Massport Ground Lease area and transfer of two parcels totaling 5.2 acres from Massport to the Proponents. In addition, the Proponents will transfer a 2.6-acre parcel to Massport to provide a Taxiway Object Free Area and a perimeter access road. The project will affect a total of 47 acres of land (altering 23.2 acres of land; and adding 23.9 acres of impervious area); construct 175 new parking spaces for a total of 240 spaces including existing spaces; generate an estimated 194 average daily vehicle trips, use 13,500 gallons per day (gpd) of water and generate 12,150 gpd of wastewater. The project site is located within an Environmental Justice population designated as Minority and within a mile of additional EJ populations.

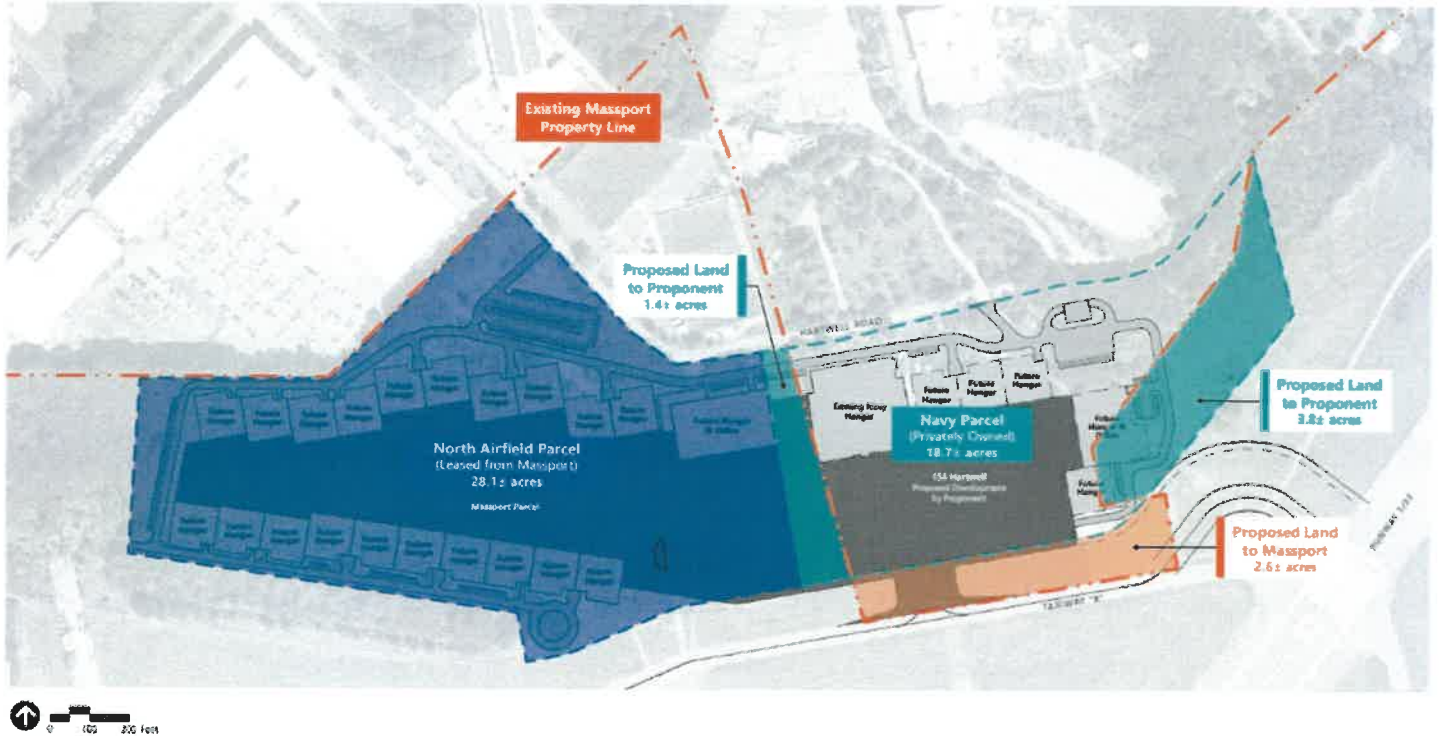
Hanscom Airfield is within the four communities of Bedford, Concord, Lincoln, and Lexington. These four communities exhibit intrinsic qualities of scenic, historic, recreational, cultural, archaeological, and natural features that are recognized for their national significance and considered representative, unique, irreplaceable, or distinctly characteristic of this area. Greatly valued by residents, these intrinsic qualities draw visitors from around the world seeking connections and inspiration from the American story. The federally owned Great Meadows Wildlife Refuge, the Minute Man National Historical Park and the Battle Road Scenic Byway are on a direct path with the east-west runway, as well as many cultural resources and open spaces that bring visitors to this region. As Hanscom Airfield has grown and expanded over the years, the incremental increases in vehicular

traffic, aircraft traffic, noise, air pollution and so forth, has eroded the quality of life for residents and wildlife and diminishes the visitor experience. The cumulative impact of these incremental increases adversely effects the natural, cultural, and historical resources of the communities.

North Field Development ENF Document

Select Board to MEPA Hanscom Airfield Development

Letter from Hanscom Area Select Boards to Governor Healey



NEW ANALYSIS FROM THE INSTITUTE FOR POLICY STUDIES

October 2, 2023

REPORT URL: <https://ips-dc.org/report-hanscom-high-flyers>

**New Report Does A Deep Dive Into the High-Flying Excesses at
Hanscom and Costs of Expansion**
Analysis Questions Hanscom's 300% Private Jet Expansion

Boston, MA – A new report from the Institute for Policy Studies (IPS) documents that Hanscom Field, New England's busiest airport for private jets, serves mainly wealthy travelers who fly to luxury destinations for short trips, emitting tons of carbon and worsening the climate crisis. The report, "[Hanscom High Flyers: Private Jet Excess Doesn't Justify Airport Expansion](#)," urges regulators to reject a proposal to expand the airport and calls for higher taxes on private jet flights and fuel.

The report is based on a comprehensive analysis of 18 months of recent flight data from Hanscom Airfield, which is currently under review for a major expansion that would triple its private jet capacity. IPS's report finds that, based on current use, the expansion would primarily serve the wealthiest travelers in the region, who take short hop flights – under an hour – to an indefensible percentage of recreational and luxury destinations.

Key findings from the [report](#) include:

- **Flight Data:** Over the period studied, we identified a substantial sample of 31,599 flights in and out of Hanscom Field as private jets with 2,915 unique flight identification registrations. Departures from Hanscom went to 761 unique destinations. Over 18 months, private jets accounted for an estimated **106,676 tons** of carbon emissions.
- **Luxury Destinations:** We estimate **half (49 percent) of these flights head to luxury or vacation destinations at 212 airports/locations**. Over 42 percent of Hanscom flights depart on weekends, implying additional recreational use.
- **Short Flights:** An estimated **41 percent of private jet flight departures (6,531) are less than one hour in duration**, with 14 percent less than 30 minutes. Because jets burn the most fuel on take-off, short-hop flights are the least energy efficient compared to alternatives. 81 percent of flights departing from Hanscom are under 3 hours duration.
- **Frequent Flyers:** The 20 most frequent private jet users at Hanscom field took 3,240 flights, both arrivals and departures. These 20 aircraft account for over 10 percent of all Hanscom private jet flights during the 18 months we studied and 14 percent of total emissions. These 20 frequent flyers burned an estimated 14,930 tons of carbon

emissions during this period. For comparison's sake, the average Massachusetts resident burns 8 tons per year in total emissions for everything. The global average is 4 tons per person.

“It is not worth blowing off a ‘carbon bomb’ of emissions -in the form of tripling the private jet capacity of Hanscom – to enable a handful of multi-millionaires and billionaires to jet to New York or Nantucket rather than take the train or ferry,” explained **Chuck Collins**, director of the Project on Inequality and the Common Good at the Institute for Policy Studies and a co-author of the report. “After a summer of disruptive weather events supercharged by climate change, it’s time to reassess our region’s infrastructure priorities.”

“We suspect that this is the tip of the private jet luxury excess iceberg,” added **Collins**. “Private jet owners and operators can request that the FAA exclude their jets from public tracking registries, making it impossible for researchers to include this data. Four Boston area billionaires, Robert Kraft, Jim Davis, John Henry and Paul Fireman have all requested their travel data go dark.”

Hanscom’s “High Flyers” – those in the top 20 private jet travelers – include:

John Fish: Suffolk Construction magnate with an estimated wealth of \$1.2 billion, Fish’s jet was the number three most frequent flier out of Hanscom but the number one carbon emitter over 18 months, burning an estimated 2,329 tons of carbon emissions, including 44 round trip flights to West Palm Beach and flights to Aruba, Aspen, and Barcelona.

John Childs: Private equity investor Child is the number 5 most frequent flier out of Hanscom but the third largest carbon emitter, with an estimated 1,407 tons. Child’s jet makes frequent trips to Vero Beach, FL, where he owns a home, and Rosario, Argentina, where he is part owner of a bird-hunting lodge. In the last eighteen months, the jet has also traveled to Palermo, Italy, the US Virgin Islands, Palm Springs, CA, and the Hamptons.

Arthur S. Demoulas: Arthur S. Demoulas, with wealth estimated at \$1.3 billion, is famous for his unsuccessful attempt to oust his cousin, Arthur T. Demoulas, from the leadership of Market Basket. The private jet registered in Arthur S. is the 10th biggest frequent Hanscom flier, with flights to Aspen, Key West, and London and total estimated emissions of 741 tons.

Charlesbank Partners: Seven of the top 20 Hanscom users are jets owned or connected to private equity firms based in the Boston area. Charlesbank Partners owns three of the twenty frequent flying jets, including the #1, #8 and #12th most frequent flyers, with a combined 676 flights emitting an estimated 2,701 tons of carbon. The number #1 frequent flier at Hanscom took a whopping 387 flights in an 18 month period, including 112 flights to and from Nantucket. All three jets made a combined 159 flights to and from Teterboro airport outside New York City, a destination with many other excellent transportation alternatives. Not only is Charlesbank our number #1 Hanscom carbon polluter, they are also a major investor in fossil fuel projects, including a \$220 million acquisition of Crosstex Energy, a major natural gas operation in the

Southwest, as well as companies involved in gas pipeline construction in the Canadian “tar sands.”

“The ‘High Flyers’ soaring above Hanscom Airfield in private jets epitomize the growing gap between the haves and have-nots,” explained **Omar Ocampo**, a researcher with the Project on Inequality and the Common Good at IPS and a co-author of the report. “The concentration of short-hop and luxury flights at Hanscom Airfield not only exacerbates inequality but also imposes a collective burden on the environment. The proposed expansion of Hanscom Airfield would only fuel this trend.”

Among other measures, the report recommends:

- Stop private jet expansion at Hanscom and Logan airports
- Prevent jet owners from “opting out” of public flight registries so the public and policy makers can understand the real impact.
- Eliminate the MA Aviation Sales tax exemption
- Increase excise tax on jet fuel and invest in green transit

“Our report reveals that our Hanscom Field is dominated by ‘High Flyers’ jetting off to luxury destinations, a privilege of the few but a burden for all. The proposed expansion of Hanscom Airfield only exacerbates this trend,” added Ocampo..

“Our findings shed light on the stark disparities in air travel and the negative consequences luxury private jet flights have on society and the climate,” Collins added. “The ‘High Flyers’ at Hanscom Airfield epitomize an unjust and unsustainable allocation of resources. Short luxury flights on private jets only benefit a select few while imposing an ecological and financial burden on the broader community. The proposed expansion of Hanscom Airfield would only exacerbate this trend, serving the interests of a privileged few at everyone else's expense.”

Read the full report: <https://ips-dc.org/report-hanscom-high-flyers>

For nationwide stats on private jet travel: IPS previously released a [report](#) in May that examines nationwide data and exposes how private jet travel costs ordinary families money and exacerbates the climate crisis. "[High Flyers 2023](#)" found that private jets make up approximately 1 out of every 6 flights handled by the Federal Aviation Administration (FAA), but contribute just 2 percent of the taxes that make up the trust fund that primarily funds the FAA. Private jets also emit at least 10 times more pollutants than commercial planes per passenger.

To speak with the co-authors of the report for an interview or further comment, contact IPS Deputy Communications Director Olivia Alperstein at (202) 704-9011 or olivia@ips-dc.org.

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MINUTES

- October 24, 2023
- October 30, 2023 (Open Session)

Select Board Meeting Minutes
Tuesday, October 24, 2023
Stow Town Building & Zoom

Present in the Warren Room: Cortni Frecha, Megan Birch-McMichael, Ingeborg Hegemann Clark, Hector Constantzos, John "JT" Toole, and Town Administrator Denise Dembkoski

Chair Frecha called the meeting to order at 7 p.m.

Public Comment - none

Board Member Comments

Mr. Toole thanked Jacquie Goring, Bruce Trefry and the trail team who did a phenomenal job with the new 370-foot boardwalk from Captain Sargent Conservation Area to the Red Acre Woodlands. Special thanks to Jacquie for spearheading this project and moving it along.

Mr. Toole asked when the topic of having boards and committees film and upload their meetings will be back on the agenda. Ms. Dembkoski is working on a draft policy to present to the Board.

Town Administrator (TA) Report

- Stow's free cash was certified last week at \$3,276,056 with \$1M being a result of the Lower Village settlement.
- The monthly MAGIC meeting was held today; they discussed resiliency and safety concerns in each region, and also the state's Transportation Improvement Program (TIP). Communities are not submitting projects to the TIP because it is taking so long. The state thinks that communities are losing interest and is now rolling out additional grant programs to offer design funds to get ready for a TIP project. (MAGIC = Minuteman Advisory Group on Interlocal Coordination)
- The TA will be at a regional meeting in Framingham on Friday with the Lt. Governor to discuss the feedback that the administration previously requested. She will give an update at the next meeting.
- On Saturday, October 28 the Police Department is taking part in the National Take Back Day. Expired or unused prescription medications can be dropped off at the station for disposal.
- Sunday, October 29 is the Fall Festival at Stow Acres from 1-4 p.m. which is organized by the Stow Conservation and Recreation Departments.
- The Randall Library will reopen in its temporary location on October 31 at 9 a.m. They encourage people to come by in costume to the lower level of Town Building.
- Recommended hours for trick or treating on Tuesday, October 31 are 5-8 p.m.
- There will be an in-person forum discussion on a vision for housing in Stow on Tuesday, November 7 at the Pompo Center from 7-8:30 p.m.

Comprehensive Permit Policy and Appointing a Task Force

A comprehensive permit is for a "40B" (affordable housing projects governed by MGL Chapter 40B) which can bypass certain requirements because they are an affordable housing project. Ms. Dembkoski said that in 2013 there was a Comprehensive Permit Policy Task Force which produced a policy that was adopted by the Select Board.

Regarding the Stow Acres project, we have employees that are actively involved and can guide the process. A task force would be another layer added to the process, and we would have to find volunteers to serve on it. Stow Acres is a friendly 40B with monthly meetings between the TA, the planning and conservation directors, and the developer of the project. The Board discussed some of the wording of the policy and thought that the policy should be reviewed every 5 years by staff members of the 2013 task force.

The Board discussed the current policy and made the following changes:

- change “Board of Selectmen” to “Select Board”
- change “shall” to “may” in Appendix B, section 1
- add in a 5-year review

Mr. Constantzos moved that the Select Board Comprehensive Permit Policy be amended as discussed in this meeting.

Ms. Hegemann seconded the motion and it passed unanimously.

Mr. Constantzos moved that the Select Board not create a Comprehensive Permit Policy Task Force for the Stow Acres project.

Ms. Hegemann seconded the motion and it passed unanimously.

License Fees for 2024 – Liquor, Common Victualler, Class II

Mr. Toole did some research on annual fees in surrounding communities. The fees in Stow have not changed in years. The Board discussed the fees and some members wanted to keep the fees the same as charged in 2023 until more research has been done. The Board decided to raise all fees this year, except for the all alcohol package store fee, and want a broader survey and review of fees next year.

Mr. Constantzos moved to change liquor license fees for 2024 as follows:

Restaurants – All Alcohol - \$2,400

Restaurants – Wine & Malt - \$1000

Package Stores – All Alcohol - \$2,000 (remained the same)

Package Stores – Wine & Malt - \$1000

Ms. Hegemann seconded the motion and it passed unanimously.

Mr. Constantzos moved that Common Victualler license fees for 2024 increase to \$40.

Ms. Hegemann seconded the motion and it passed unanimously.

Mr. Constantzos moved to change Class II/used auto license fees for 2024 to \$200.

Ms. Hegemann seconded the motion and it passed unanimously.

Goals Discussion

The Board reviewed the goals they discussed at the August 22, 2023 meeting.

Financial responsibility, or forecast planning, as it relates to anticipating and understanding big projects that are coming in the next 5-10 years led to a lengthy discussion about how to meet with other boards and committees. Having a predetermined agenda for these types of meetings should make the process smoother. The Board discussed how to encourage more people to volunteer for committees.

The Board discussed visioning for Stow, and helping more businesses come to town. They discussed creating vibrancy in a rural community, and how Stow looks in the 21st century as a rural town. The Board wants to reestablish the EDIC (Economic Development and Industrial Commission).

Mr. Toole wanted to add a goal for the Board to establish an anti-nepotism policy, or to make a directive that becomes a goal. It is currently a best practice but there is nothing formalized. The Board decided to review existing policies and determine what policies may be missing.

Topics discussed that will become TA goals included starting a monthly newsletter, forming a Town Hall Building Re-Use Committee, and providing an annual “where does your money go” press release. There is a link on the TA’s webpage for ClearGov, which is budgeting software that also shows a snapshot of town demographics and education, as well as a financial overview of revenue, expenses, and projects.

Mr. Constantzos moved to accept the following Select Board goals for fiscal 2024:

- *Forecast planning*
- *Establish a better relationship with Boards & Committees by inviting them to SB Meetings on a regular basis with a predetermined agenda*
- *Investigate better ways to communicate with residents*
 - *to learn about their concerns*
 - *and encourage more volunteerism*
- *Re-establish the EDIC*
- *Review policies and what may be needed*
- *Recommend bylaw changes to respective boards for review*

Ms. Hegemann seconded the motion and it passed unanimously.

Small Jet Expansion at Hanscom

There is a proposed project to build 27 new hangars for private jets at Hanscom Field. The Board discussed why and if they should discuss development in a different town. They would like to see what other Select Boards in the communities surrounding Bedford are doing. Hanscom is a state-owned airfield, and the Board briefly discussed the state’s newly released ResilientMass Plan which outlines the need for state agencies to develop plans to improve climate resiliency. Although this Board cannot affect this project, the Board could, on behalf of the town, send a letter to ask the governor to restrict it. Concerns are that this will have a climate impact or cause a carbon footprint issue. Mr. Constantzos said there is more to investigate as some reports are giving false and misleading information. Ms. Dembkoski will compile information and this topic will be revisited at a future meeting.

Select Board Policy – Statement of Ethics

Ms. Dembkoski said that older policies will be brought before the Board each meeting to see if revisions are needed. The Board discussed the Statement of Ethics adopted in 2009 and compared it to the Board’s Code of Conduct adopted in 2021. Last month the Board adopted a Board and Committee Code of Conduct which does include the Select Board so the 2021 policy could be rescinded.

Mr. Constantzos moved to keep the 2009 Statement of Ethics, changing Board of Selectmen to Select Board, and take section four from the 2021 policy and make it section five of the 2009 policy.

Ms. Hegemann seconded the motion and it passed unanimously.

*Mr. Constantzos moved to rescind the 2021 Select Board Code of Conduct policy.
Ms. Hegemann seconded the motion and it passed unanimously.*

Meeting Minutes

*Mr. Constantzos moved to approve the minutes as written for October 10, 2023.
Ms. Hegemann seconded the motion and it passed unanimously.*

Board Correspondence & Updates

Ms. Birch-McMichael would like a policy put forward for the use of alternate text (“alt text”) for images to be more inclusive with social media postings.

Adjournment

At 9:26 p.m. Mr. Constantzos moved to adjourn. Ms. Hegemann seconded the motion and it passed unanimously.

Respectfully submitted,

Joyce Sampson

Executive Assistant

Documents used at this meeting:

Documents can be found in the Select Board Office in the meeting folder.

Select Board
Meeting Minutes
Monday, October 30, 2023
Stow Town Building

Present in the 3rd Floor Meeting Room: Megan Birch-McMichael, Hector Constantzos, John Toole, Ingeborg Hegemann Clark, and Town Administrator Denise Dembkoski

At 6:52pm, Clerk McMichael opened the meeting.

One Day Liquor License, Shelburne Farm

The Board briefly discussed the request from Shelburne Farm to extend their One Day Liquor License by one additional weekend. Due to the weather over apple season, Ted Painter asked the Board to approve a license for the weekend of November 11th and November 12th from 12pm to 6:30pm each day.

On a motion by Mr. Toole, and seconded by Mr. Constantzos, the Board unanimously approved the One Day License for Shelburn Farm, 106 West Acton Rd, Edward Painter, for Saturday and Sunday, November 11 and 12, 2023 from 12 noon until 6:30pm each day.

At 6:57pm, Chair Frecha arrived and at 7pm, the Board convened into Executive Session.

At 7:00p.m. Mr. Toole moved to enter into Executive Session pursuant to MGL Chapter 30A, section 21(a) (1), To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual, and to adjourn thereafter.

Mr. Constantzos seconded the motion, and it was unanimously approved on a roll call vote.

The minutes for the Executive Session are under separate cover.

Respectfully submitted,

Denise M. Dembkoski
Town Administrator