

PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

BOARD OF AIRPORT COMMISSIONERS

MINUTES OF MEETING

January 8, 2025

[Hybrid meeting]

Approved 2/5/2025

MEMBERS PRESENT:

Jeff Schulman, Vice Chair

Helen Riehle

Greg Shepler

Connor Daley

Chip Mason

MEMBERS ABSENT:

Tim George, Chair

Robin Guillian

BTV STAFF PRESENT:

Nic Longo, Director of Aviation

Larry Lackey, Director of Engineering & Environmental Compliance

Dave Carman, Director of Aviation Operations

Marie Friedman, Chief Financial Officer

Jeff Bartley, Director of Innovation & Marketing

Jesse Sprague, Executive Assistant

Erik Ramakrishnan, Assistant City Attorney [Left meeting at 13:42]

Michael Waite, Properties Manager

OTHERS PRESENT:

Channel 17

Mike Scanlon, South Burlington City Councilor

Chuck Woyat, Federal Security Director, TSA

1.0 Call to Order

Airport Commission Vice Chair, Jeff Schulman, called the meeting to order at 4:06 PM. Individuals attending the meeting remotely identified themselves (Greg Shepler, Connor Daley)

2.0 Agenda

Approve/Adopt Agenda

MOTION by Helen Riehle, SECOND by Greg Shepler to approve the agenda as presented.

VOTING: unanimous (4-0); motion carried.

3.0 Public Forum

3.1 No public comments. Chip Mason was let into the meeting virtually.

4.0 Consent Agenda

**MOTION by Helen Riehle, SECOND by Greg Shepler to approve the agenda as presented.
VOTING: unanimous (5-0); motion carried.**

5.0 Parking Enforcement Ordinance

Staff presented the new Parking Enforcement Ordinance.

- **DISCUSSION**: New ordinance will: introduce the authority of Airport Ambassadors to write tickets for parking violations; update the fine to be paid in the event of a parking violation; update the language of around accessible parking.

Motion to approve the ordinance by Helen Riehle, second by Connor Daley. VOTING: (5-0); motion passes and ordinance is approved.

6.0 Construction Update

In addition to the written construction update provided to the Airport Commission, staff highlighted the following updates:

- 6.1 Burlington Tech Center is under construction with hopes to be complete in August 2025 before the new school year starts.
- 6.2 Change from the written report: the meeting for the new glycol system upgrade with recycling was moved to January 14, 2025.
- 6.3 Threshold wire improvement has been added to the nighttime work on runway 15/33 project this summer. The VTANG arrestor cable project will be done at the same time under a separate contract.

7.0 Noise Data

In addition to the written construction update provided to the Airport Commission, staff highlighted the following:

- 7.1 Staff stated that since the publication of the Noise Data for the meeting, the following updates have occurred: under Phase 3, one house has now there is one house complete, two almost complete, and one under construction. The homes are estimated to take three weeks but are now taking one week to complete.
- 7.2 There is plan to reach out to 34 more homes to participate in Phase 3. Under Phase 4, there are 16 homes under contract for construction, and up to 50 homes for outreach and design.
- 7.3 Director Longo announced that the Airport applied for but was not awarded funding from the Office of Local Defense and Community Cooperation (OLDCC) to pay for construction of homes in the Noise Compatibility Program. The Airport will reapply when the application reopens for the remaining funds.

8.0 Financial Update

In addition to the written financial update provided to the Airport Commission, staff highlighted the following:

- 8.1 The Airport is experiencing higher revenues than one year ago due to revenue from the parking garage, more enplanements and landings total with bigger aircraft, and increased revenue from rental cars.

- 8.2 The Airport returned to charging the car rental companies \$4 from a temporary increase to \$6; this one-year temporary increase was agreed upon the Airport building a Quick Turn Around station for the rental car companies.
- 8.3 PFC funds will be used to purchase several much-needed pieces of maintenance equipment for the Airport. Staff detailed the requirements related to PFCs on the Airport.
- 8.4 For the first time in the Airport's history, the garage reached 100% capacity over the Thanksgiving and Christmas holidays.

9.0 Director's Update

Aviation Director Longo reported:

- 9.1 Operations at the airport are minimally impacted by the Project NexT construction that is underway.
- 9.2 The Airport had a presence at UVM Hockey game that featured mascots celebrated the UVM sports mascot Rally's birthday.
- 9.3 The Airport launched Frontier's inaugural flight.
- 9.4 Moody's has awarded the Airport with a new credit rating of Baa1 from Baa2. This is the highest credit rating the Airport has received in 15 years.
- 9.5 The Airport has over 300 days of cash on hand
- 9.6 Airport Carbon Accreditation (ACA) has awarded the Airport with a Level 1 Mapping Accreditation. The next step to be awarded Level 2 is reduction in carbon.
- 9.7 The Airport will be loaning \$520,000 to the Department of Public Works
- 9.8 The Airport will be hosting two events for the Lake Champlain Chamber of Commerce in the winter—one at Beta and one in the south concourse terminal.
- 9.9 The Airport will feature a program in the future to allow individuals who are not flying to go through security for a small fee so that they can accompany individuals who are flying out of the Airport while they wait for their flights.
- 9.10 Chuck Woyat, TSA Federal Security Director, will be returning for the February Commission Meeting for a presentation.
- 9.11 The Airport is still receiving more seats and larger planes at the Airport—over 90 seats on average per aircraft compared to 70 on average in 2008.
- 9.12 The passenger projections reflect that we do not have as many departures as in past years but passenger numbers are being met because larger aircraft are flying into BTV.
- 9.13 Staff and commissioners discussed how Leahy BTV compares to other airports in the region and where passengers are coming from when they fly out of Leahy BTV.

10.0 Commissioner Items

None

11.0 Follow-up Items

None

12.0 Adjournment

MOTION by Helen Riehle, SECOND by Connor Daley, to adjourn the meeting.

VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 5:17PM