**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**AIRPORT COMMISSION**

**MINUTES OF MEETING**

**July 2, 2025**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

**[Hybrid meeting]** **Approved on 8/6/25**

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| **MEMBERS PRESENT:** | Tim George |
| | Jeff Schulman |
| | Chip Mason |
| | Andrew Savage |
| | Helen Riehle |
| | Connor Daley |
| **MEMBERS ABSENT:** | Robin Guillian |
| **BTV STAFF PRESENT:** | Nicolas Longo, Director of Aviation |
| | Larry Lackey, Director of Engineering & Environmental Compliance |
| | Jeff Bartley, Director of Innovation & Marketing |
| | Jesse Sprague, Executive Assistant |
| | Marie Friedman, Director of Finance |
| | David Carman, Deputy Director of Aviation Operations |
| | Madison Reagan, Environmental Compliance and Project Manager |
| | Romeo V. Hermann, Customer Experience Manager |
| | Alexandra Cohen, Marketing Assistant |
| **OTHERS PRESENT:** | Julie Macuga |
| **(Virtual or in person)** | Leif Taranta |
| | Brian Clifford |
| | Rachel Siegel |
| | Jen Daniels |

Shaun Robinson (VTDigger)

Glenn Russell (VT Digger)

Andrea De Jesús Colón (Vermont Asylum Assistance Project)

Chris Rice

Lindsay Dearborn

Paul Macuga

Laura Macuga

Peggy

Omega

Brand X

Brenny Borskin

**1.0 Call to Order**

Nicolas Longo, Director of Aviation, opened the meeting at 4:01PM and facilitated the election of the Airport Commission Chair. Remote attendees were acknowledged, and Director Longo introduced Andrew Savage, who recently was appointed as an Airport Commissioner.

**2.0 Agenda**

Approve/Adopt Agenda

**MOTION by Connor Daley, SECOND by Helen Riehle, to approve the agenda as presented. VOTING: unanimous (6-0) motion carried.**

**3.0 Election of the Airport Commission Chair**

MOTION by Jeff Schulman, SECOND by Helen Riehle to nominate Tim George as the Chair of the Airport Commission. There were no other nominations.
VOTING: unanimous (6-0); motion carried

Tim George is the Chair of the Airport Commission and assumed the facilitation of the meeting.

**4.0 Election of the Airport Commission Vice Chair**

MOTION by Helen Riehle, SECOND by Tim George to nominate Jeff Schulman as the Vice Chair of the Airport Commission. There were no other nominations.
VOTING: unanimous (6-0); motion carried

Jeff Schulman is the Vice Chair of the Airport Commission.

**5.0 Public Forum**

5.1 Public form allotted three minutes per speaker. The following individuals commented regarding the use of the airport by the Immigration and Customs Enforcement:

- 5.1.1 Leif Taranta
- 5.1.2 Brian Clifford
- 5.1.3 Julie Macuga
- 5.1.4 Rachel Siegal

5.1.5 Andrea De Jesús Colón (Vermont Asylum Assistance Project)
5.1.6 Brenny Borskin

**6.0 Consent agenda:**

6.1 MOTION by Connor Daley, SECOND by Helen Riehle, to approve the items in the consent agenda as presented in the agenda packet. This includes the Draft Minutes from the May 28, 2025 Airport Commission Meeting.
**VOTING: unanimous (6-0); motion carried.**

**7.0 Construction Update, L. Lackey**

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

7.1 The Airport presented at the Development and Review Board (DRB) on 7/1 for the City of South Burlington regarding the permitting for the Snow Removal Equipment Building. The hearing was closed and the Airport is waiting on additional updates regarding permitting.
7.2 The Airport received a grant that the Airport applied for, along with other grants.
7.3 The mill and inlay portion of the Runway 15/33 Rehabilitation project is 70% complete. Once it reaches 100%, grooving will start. The project is currently a couple weeks ahead of schedule. The project has had no impact so far on Air Traffic Control.

**8.0 Financial Update, M. Friedman**

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

8.1 The City of Burlington is coordinating the closure of the Grant Anticipation Note. This will close the week of July 7.
8.2 Revenues have been consistent.
8.3 The Airport's receivables from the FAA were about $7 million.

**9.0 Noise Data**

9.1 Noise Data, L. Lackey
9.1.1 In addition to the written construction update provided to the Airport Commission, Director Lackey highlighted the following:
- Homeowners are providing positive feedback regarding the work done on their homes as part of the Residential Sound Insulation Program (RSIP)
- The Office of Local Defense Community Cooperation (OLDCC) Applications are due July 9. This is funding available to eligible airports that are joint use between military and commercial operations.

9.2 Noise Comments, J. Sprague
9.2.1 In addition to the written report, Jesse Sprague highlighted the following:
- There were three new comments in the month of June in the raw data set; one of these comments was from the community while the other two were tests.

**10.0 Director's Update**

In addition to the written presentation, Director Longo reported:

10.1 Madison Reagan has started as the Environmental Compliance and Project Manager, working with Larry Lackey.
10.2 Alex Cohen is the Marketing Assistant as part of the Innovation and Marketing team.
10.3 Romeo von Hermann began his role recently as the airport's Customer Experience Manager.

10.4 Project NexT will hopefully open in Spring 2026

10.5 Alex Cohen, Jeff Bartley, and Nicolas Longo traveled to Charleston to take the inaugural flight from Charleston to Burlington on Breeze Airways.

10.6 Over 300 people attended the Skyline Soiree, which was a very successful event!

10.7 Jeff Bartley and Nicolas Longo travelled to Indianapolis in June for the Jumpstart Air Service Development Conference. They met with airlines to pitch additional at Leahy BTV. There is interest from Airlines to increase capacity in the Fall. Larry Lackey, Dave Carman, and Marie Friedman travelled to the 97th American Association of Airport Executives (AAAE) Conference & Exposition

10.8 The FAA Inspection went well—The formal report will come in a few weeks. Stephanie Mueller has been promoted to the Airport Operations Foreperson position. Anything the inspector recommends will require proving what the Airport does in response, typically by a certain date. The inspector said that the fuel inspection was the best that they had seen at any airport.

10.9 The Airport TSA inspection also recently occurred; this involved the TSA testing the security within the Airport as a whole (terminal, runway, etc).

10.10 The Airport will be working on changing the Vehicle for Hire fee structure; the Transportation Network Company (TNC) fees will increase for vehicles operating Uber, Lyft, and other taxis within the City of Burlington and at the Airport. Taxi drivers pay a permit fee but can change their rates within the rates approved by the City of Burlington.

10.11 The Runway Safety Action Team (RSAT) presented on runway incursion data at Leahy BTV and hot spots (areas that present difficulties for pilots on the runway). The RSAT is led by Felicia Casale at the Air Traffic Control Tower at Leahy BTV.

10.12 Review of items that will be upcoming at future Airport Commission meetings including: a staff retreat this summer, a new parking system and new leases with: Transportation Security Administration/General Services Administration, Hangar Condo Association, Vermont Flight Academy,

10.13 Kestrel Coffee Roasters is on pace to open in mid-September 2025.

10.14 Projected seats are estimated to surpass the numbers in 2008, the Airport's highest year ever. Airline departure numbers are also increasing.

10.15 The projected passenger statistics are lower compared to the last Commission Meeting, but these numbers will change as time goes on. The numbers shift throughout the year. Director Longo estimates that the numbers will climb to over 705,000 passengers for the year.

10.16 Airport staff is meeting with Green Mountain Transit regarding the changes in the bus service to the Airport.

## 11.0 Commissioner Items

11.1 Commissioner Items:

11.1.1 Immigration and Customs Enforcement, H. Riehle

- Commissioner Riehle said that Julie Macuga and Rachel Siegal contacted her regarding the use of the Airport by Immigration and Customs Enforcement (ICE). Discussion at the Commission Meeting included the use of the airport by federal agencies.

## 12.0 Follow Up Items

12.1 Eldridge Cemetery Flagpole Updates, Dave Carman

12.1.1 Lighting is low that there will not be an impact and is not an issue for the Airport. There was discussion on how the beautify the space with the flagpole.

12.2 Organizational Chart of Airport Staff

12.2.1 Staff presented the organization chart of the leadership team, management team, and administration team. There are 35-40 positions included in the larger boxes (Maintenance workers, ambassadors, electricians, operations specialists)

**13.0 Adjournment**

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

**VOTING:** unanimous (6-0) motion carried. The meeting was adjourned at 5:51pm.