

**BURLINGTON INTERNATIONAL AIRPORT  
BOARD OF AIRPORT COMMISSIONERS  
MINUTES OF MEETING  
July 5, 2023**

**APPROVED – 8/2/23**

**[Hybrid meeting]**

**MEMBERS PRESENT:** Tim George  
Jeff Schulman  
Greg Shepler  
Bryn Oakleaf  
Helen Riehle  
Chip Mason

**MEMBERS ABSENT:** Robin Guillan

**BTV STAFF PRESENT:** Nic Longo, Director of Aviation  
David Carman, Deputy Director of Aviation  
Larry Lackey, Director of Engineering & Environmental Compliance  
Marie Friedman, Director of Finance  
Hannah Dusablon, Office Manager

**OTHERS PRESENT:** Tim Shea, Heritage  
Dan Castrigano, Burlington  
Jennifer Decker, Hinesburg  
James Leas, So. Burlington  
Peter Wyman, Burlington  
Kurt McCormack, Burlington Old North End  
Ashley Adams, business & property owner by airport  
Carl Martin, Montpelier  
Duncan Nichols, Thetford  
Sabina von Mering, Wayland, MA  
Ali Hamadani, Burlington  
Colin Larson, Burlington  
Catherine Bock, Burlington  
Robin Lloyd, Burlington  
Bob Atchinson, Plainfield  
Channel 17

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**1.0 CALL TO ORDER**

Aviation Director, Nic Longo, opened the meeting at 4:05 PM.

**2.0 AGENDA**

2.01 Approve/Adopt Agenda

**MOTION by Helen Riehle, SECOND by Chip Mason, to accept the agenda as presented. VOTING: unanimous (5-0)[Bryn Oakleaf not present for vote]; motion carried.**

## 2.02 Election of Officers

Nic Longo facilitated election of the Chair.

### *Chair*

**MOTION by Helen Riehle, SECOND by Greg Shepler, to nominate Tim George as Chair of the Airport Commission.** There were no other nominations. **VOTING: unanimous (5-0)[Bryn Oakleaf not present for vote]; motion carried.**

Tim George is Chair of the Airport Commission and facilitated the meeting.

### *Vice Chair*

**MOTION by Greg Shepler, SECOND by Helen Riehle, to nominate Jeff Schulman as Vice Chair of the Airport Commission.** There were no other nominations. **VOTING: unanimous (5-0)[Bryn Oakleaf not present for vote]; motion carried.**

## 3.0 PUBLIC FORUM

- Jennifer Decker, Hinesburg, spoke against air travel, air traffic and pollution, F-35s, expansion at the airport, and spoke in support of addressing climate change, the VTANG resolution, and banning private jets.
- Ashley Adams, business and property owner near the airport, spoke against growth and expansion at the airport, F-35s, and in support of addressing climate change and the VTANG resolution.
- Kurt McCormack, Burlington Old North End, spoke against expansion at the airport and in support of addressing climate change, the VTANG resolution, and banning private jets.
- Carl Martin, Montpelier, spoke against expansion at the airport and in support of banning private jets and the VTANG resolution.
- Duncan Nichols, Thetford, spoke against growth of the airport and urged the Airport Commission to “think forward”.
- Dan Castriano, Burlington, spoke of climate change, fossil fuel, pollution, F-35s, airport expansion, biofuels, and degrowth of the airport.
- Sabine von Mering, Wayland, MA, spoke of private jet expansion and airport expansion, climate, and pollution from air traffic.
- Ali Hamadani, Burlington, spoke of flying and the climate crisis.
- Colin Larson, Burlington, spoke of pollution, decreasing flights at the airport, taxing and eliminating private jets, grounding the F-35s, and no expansion at the airport.
- Catherine Bock, Burlington, spoke of the toxic environment affecting health, expansion of the airport and flights, eliminating private jets.
- Peter Wyman, Burlington, spoke of disincentivizing private jets and pollution from emissions.
- Robin Lloyd, Burlington, spoke of de-growth and lower emissions, limiting private jets, and making runways smaller.
- Bob Atchinson, Plainfield, spoke of fossil fuel, shutting down private jets, and the health of the planet.
- James Leas, South Burlington, spoke of climate public safety, reducing aviation fuel use, private jets, the F-35s, and having a fuel efficiency standard.

#### **4.0 CONSENT AGENDA**

4.01 Enplanements

4.02 Minutes: June 7, 2023

**MOTION by Jeff Schulman, SECOND by Helen Riehle, to approve the consent agenda as presented.**

**DISCUSSION:**

- Staff reported flight loads are full. There are more main line air carriers serving the airport. Landed weights are up. The airport is busy.
- The aircraft in the “General Aviation” category in the enplanements report was clarified. It was noted the numbers for General Aviation are two times that of commercial airlines (air carriers). Burlington has a larger number of ‘general aviation’ compared to other airports. Burlington Airport is one of the busiest airports operationally outside of Boston Logan. Burlington also has industries (Beta Technologies) and schools (Flight Academy) associated with operations. There are various rates and fees charged per contracts and leases. There is no breakdown of the number of passengers coming/going on private planes unless arriving from overseas and going through Customs.

**VOTING: unanimous (6-0); motion carried.**

#### **5.0 ACTION ITEMS**

5.01 Runway 15-33 Rehabilitation Design

**MOTION by Helen Riehle, SECOND by Jeff Schulman, to approve and recommend to City Council and the Board of Finance to approve the contract with Stantec Consulting Services, Inc. for the design, permitting, and bidding of the Runway 15-33 rehabilitation project.**

**DISCUSSION:**

- Staff explained the pavement overlay to be done on the runway. The project is complicated and will require shutting down the runway. Staff is working with the airlines. Funding is 90% FAA grant, 6% local (paid with PFCs) and 4% state.

**VOTING: unanimous (6-0); motion carried.**

#### **6.0 CONSTRUCTION UPDATE**

In addition to the written report, Larry Lackey noted staff continues to work on grants and maintenance and paving projects. Nic Longo mentioned the new jet bridge that will soon be operational and the automatic exit system on each exit door (eliminates staffing the doors) as part of the north renovation project.

Greg Shepler asked if there are any areas in the airport master plan that could be put on hold for a while to try to address the comments from the public. Larry Lackey pointed out he has been working to improve the environment with his work for the past 40 years and everything being done at the airport is for improvement and betterment.

Tim George asked about the sound insulation project. Larry Lackey said staff is waiting for specs on the windows. The target is August.

## **7.0 FINANCIAL UPDATE**

Staff reported:

- The was a drawdown on the grant anticipation note in June.
- A new FAA grant was received and used for the automated checkout points.
- Year-to-date revenues through April were just under \$25 million including \$1.75 million in stimulus funds.
- Expenses through April were \$14.7 million and include operation of the quick turnaround facility and fuel expenses (car rental companies reimburse the fuel expense). Also, the lighting in the parking garage is being replaced.
- Cash on hand as of June 30, 2023 was \$7.7 million.
- The airport does not owe any money to the City of Burlington.
- Money from the FAA was received for AIP Receivables, and a grant was received in June for the north terminal renovation project.

Tim George asked about the change in the CFC amount. Staff explained the \$2 increase in the CFC was done during covid for one year and now is removed. There was mention of expenditure of covid funding (the airport will expend all their covid funding).

## **8.0 NOISE DATA**

Staff reported 13 additional comments have been received since last month.

Bryn Oakleaf asked about the update of the Noise Exposure Map. Nic Longo explained a consultant has been secured for the project. The public will be notified of meetings for public input. Bryn Oakleaf said the public should be informed that the noise monitoring data is not included in the Noise Exposure Map.

## **9.0 AVIATION DIRECTOR'S REPORT**

Aviation Director, Nic Longo, reported:

- The trip to Milwaukee to meet with airlines was very successful and encouraging.
- Team BTV (50+ employees) is working incredibly hard preparing for the annual FAA inspections and starting major construction projects. The employees and their families were celebrated with a night recently at a Lake Monsters baseball game.
- A resolution on VTANG is being circulated to City Council. Staff does support sharing flight and fuel information, but not other items in the resolution. Also, there will be a presentation from the FAA attorney on a resolution to ban private jets. Staff will keep the Airport Commission informed.

There was further discussion of the VTANG resolution to be presented to City Council. Nic Longo explained there is a joint agreement between the airport and VTANG regarding joint use facilities. The financial piece is critical to the airport in that VTANG supplies firefighting services to the airport. The airport supports VTANG and its mission.

Relative to the resolution, Chip Mason noted the Airport Commission is not a policy making body. If City Council asks, the Airport Commission can weigh in, but beyond that cannot take action.

#### **10.0 COMMISSIONER ITEMS**

- Helen Riehle asked that the Airport Commission be informed of anything to be done with the park across from the airport terminal. Nic Longo said the airport wants to invest in the area with a multi-use path that connects to the existing South Burlington bike path. Airport staff is working with the South Burlington Planning Director. A presentation on the plan for the park will be given to the Airport Commission.

#### **11.0 FOLLOW UP ITEMS**

11.01 Queue Permits for Taxi Drivers (Nic Longo) –Staff continues to work on the matter. Retain on agenda.

11.02 Briefing North Terminal Building (Jeff Schulman) – A presentation on August 2, 2023 with the engineers and architects is planned. Retain on agenda.

11.03 Discussion of “expansion” at the airport (Helen Riehle) – Staff explained efficiencies and safety items are being implemented. The airport master plan lays out what is needed on the airfield, in the terminal, and beyond. The airport is growing and there is major demand for aviation service. The airport cannot disallow any aircraft the use of the airport per FAA rules.

#### **12.0 ADJOURNMENT**

**MOTION by Chip Mason, SECOND by Helen Riehle, to adjourn the meeting.**

**VOTING: unanimous (6-0); motion carried.**

The meeting was adjourned at 6:10 PM.

Next meeting: August 2, 2023 at 4 PM.