

**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**AIRPORT COMMISSION**

**MINUTES OF MEETING**

**October 1, 2025**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

**[Hybrid meeting]**

**MEMBERS PRESENT:**

Tim George

Andrew Savage

Robin Guillian

Chip Mason

Helen Riehle

Connor Daley

**MEMBERS ABSENT:**

Jeff Schulman

**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

David Carman, Deputy Director of Aviation Operations

Madison Reagan, Environmental Compliance and Project Manager

Jillian Waite, Office Assistant

Romeo von Hermann, Customer Experience Manager

Michael Waite, Properties Manager

**OTHERS PRESENT:**

CCTV

VTDigger

**1.0 Call to Order**

Airport Commission Chair, Tim George, called the meeting to order at 4:05PM. Individuals attending the meeting remotely identified themselves (Connor Daley, Robin Guillian, Helen Riehle, Chip Mason)

## 2.0 Agenda

Approve/Adopt Agenda

**MOTION by Chip Mason, SECOND by Andrew Savage, to approve the agenda as presented.**

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

## 3.0 Public Forum

3.1 The following members of the public made public comment, in the below order, regarding the respective topics:

- 3.1.1 Michael Holmes—comments regarding parking and safety on streets near the airport
- 3.1.2 Rachel Siegel—comments regarding ICE operations at the Airport.
- 3.1.3 Julie Macuga—comments regarding ICE operations at the Airport.

## 4.0 Consent agenda:

4.1 Draft Minutes from the Airport Commission Meeting on September 3, 2025

4.2 Communication: Rachel Siegel, re: ‘Burlington Airport Commission Public Forum Highlights from August 9, 2025’

MOTION by Helen Riehle, SECOND by Andrew Savage to approve the items in the consent agenda as presented in the agenda packet. This includes items 4.1 and 4.2

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

## 5.0 Construction Update, L. Lackey

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

- 5.1 Annual meeting with the FAA on the CIP coming up. At the meeting, the agenda includes reviewing the grants for the next five years. Projects over the next five years and beyond include: cargo apron construction, SRE building construction, obstruction removal easements, and Phase 6 RSIP.
- 5.2 The airport is prioritizing a centralized deicing project in the near future.
- 5.3 The North Terminal Improvement project received a grant to fund more exit lanes in the terminal. Majority of the funding would not be eligible for the project costs, so the remaining amount of the grant will be returned.

## 6.0 Noise Data

6.1 Noise Data, L. Lackey

- 6.1.1 In addition to the written construction update provided to the Airport Commission, Director Lackey highlighted the following:
  - Phase 3 housing improvements are almost 100% complete.
  - Phase 4 construction has moved forward
  - OLDCC has accepted the application for the Airport to get funding for more RSIP work.

6.2 Noise Comments, J. Sprague

- 6.2.1 In addition to the written noise comments report, Jesse Sprague highlighted the following:
  - Three new comments on noise in September, bringing the total noise comments to 835 during the time period June 2021 through September 2025.

## **7.0 Financial Update, N. Longo**

In addition to the written presentation, Director Longo reported:

- 7.1 This report covers the first two months of FY26.
- 7.2 Revenues are up, specifically up 12% in the garage.
- 7.3 Cash balance is just under \$4 Million.
- 7.4 Meeting with OLDCC for the grant funding for the recent grant award will be delayed due to the government shutdown
- 7.5 The Airport plans to submit a final reimbursement on the ARPA grant.

## **8.0 Innovation and Marketing Quarterly Update, J. Bartley**

In addition to the written presentation, Director Bartley reported:

- 8.1 Events, accomplishments, and upcoming initiatives from the Innovation and Marketing Department, including the Fly By 5k and Blue Light Initiative.
- 8.2 Leahy BTV is partnering with Hello Burlington and UVM to contract with a national PR firm for nationwide coverage on Burlington.
- 8.3 Data collected measuring passenger satisfaction at Leahy BTV, with categories including TSA experience, cleanliness, parking garage, airline experience, and amenities.
- 8.4 The Innovation and Marketing team will present updates quarterly

## **9.0 Director's Update**

In addition to the written presentation, Director Longo reported:

- 9.1 Most of glass is installed on the concourse level at Project NextT, and the concrete has been poured for the installation of the jet bridges.
- 9.2 VTANG hosted a very successful open house in September, with around 6,000 attendees
- 9.3 Heritage Aviation hosted the Girls in Aviation Day for a group of 5<sup>th</sup>-8<sup>th</sup> graders
- 9.4 Departure numbers are lower, but passenger numbers are higher, which means that larger aircraft are flying into Leahy BTV.
- 9.5 Leahy BTV is projecting to have its highest passenger numbers since 2019.
- 9.6 Area 5 is the Valley West Apron with a grass field in the location.
- 9.7 Beta Technologies has filed to go public with the Securities and Exchange Commission.

## **10.0 Commissioner Items**

- 10.1 ICE Airport Updates
  - 10.1.1 The Airport is supporting the Blue Light Initiative and information regarding how to report human trafficking. The Airport will be installing information kiosks.

## **11.0 Follow Up Items**

- 11.1 Chip Mason requested more information regarding TSA's responsibility to collect documentation from detainees through the checkpoint.
- 11.2 Patrolling of cell phone lot

## **12.0 Adjournment**

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

**VOTING: unanimous (6-0) motion carried. The meeting was adjourned at 5:28 PM.**

DRAFT