PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

AIRPORT COMMISSION

MINUTES OF MEETING

November 5, 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
	Jeff Schulman
	Connor Daley
MEMBERS ABSENT:	None
BTV STAFF PRESENT:	Nicolas Longo, Director of Aviation
	Larry Lackey, Director of Engineering & Environmental Compliance
	Marie Friedman, Director of Finance
	Jeff Bartley, Director of Innovation & Marketing
	Jesse Sprague, Executive Assistant
	David Carman, Deputy Director of Aviation Operations
	Madison Reagan, Environmental Compliance and Project Manager
	Romeo von Hermann, Customer Experience Manager
OTHERS PRESENT:	CCTV

1.0 Call to Order

Airport Commission Chair, Tim George, called the meeting to order at 4:03 PM. Individuals attending the meeting remotely identified themselves (Andrew Savage, Chip Mason, Jeff Schulman, Connor Daley, Robin Guillian)

DRAFT

2.0 Agenda

Approve/Adopt Agenda

MOTION by Helen Riehle, SECOND by Robin Guillian, to approve the agenda as presented.
VOTING: unanimous (7-0) 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 Leif Taranta – ICE operations at the airport
- 3.1.2 Gene Bergman – ICE operations at the airport
- 3.1.3 Sherry Wormser – ICE operations at the airport
- 3.1.4 Rachel Siegel – ICE operations at the airport, City Council resolution

4.0 Consent agenda:

4.1 Approval of Minutes from the Airport Commission Meeting on October 1, 2025 and October 15, 2025

MOTION by Helen Riehle SECOND by Robin Guillian to approve the items in the consent agenda as presented in the agenda packet.

VOTING: unanimous (7-0) 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 Item 4 is moving from design to permitting and construction with a grant application in next year
5.2 The SRE building will be going out to bid in the next 1-2 weeks
5.3 The new Burlington Tech Center opened to students last week
5.4 Beta Technologies is working to permit a childcare center and new hangar
5.5 Leahy BTV has submitted its first FAA forms regarding the glycol system upgrade
5.6 Leahy BTV is working with the FAA on how to fund the CIP over the next few years
5.7 The proposed project worksheet that the FAA requires was submitted at the end of October for the grant to complete the 2nd floor renovation and HVAC system.
5.8 The grant for runway 15/33 will have a close out document soon
5.9 Contracts with Pike Industries are being finalized for the Taxiway C-G rehabilitation

6.0 Noise Data

6.1 Noise Data, L. Lackey

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

- 6.1.1 Phase 1 was submitted to the FAA for closeout
- 6.1.2 Phase 2 is the next phase to close out
- 6.1.3 Phase 3 homes have been finished and the acoustical completed
- 6.1.4 Phase 4 homes are under construction
- 6.1.5 Phase 5
- 6.1.6 With the lapse in government funding, the OLDCC is not able to communicate on programs until their staff returns to office

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7.0 Financial Update, M. Friedman

In addition to the written presentation, Director Friedman reported:

7.1 Revenues are similar to last year's revenues

7.2 Breeze Airways will start paying landing fees and terminal fees, which are waived in their first two years at Leahy BTV.

7.3 The Airport had its annual audit this week

7.4 Garage rates rose in July '25 from $12-14, and it the hardware and software system for Flash Parking will be installed next week.

7.5 The Airport has paid off the T2 equipment; the Flash equipment payment model is similar to a subscription. The new system comes with new features, including digital pay.

8.0 Director's Update

In addition to the written presentation, Director Longo reported:

8.1 The first of four new jet bridges has been delivered. These jet bridges will accommodate large and small aircraft.

8.2 Director Longo presented on the aircraft at the invitation of Education and Enrichment for Everyone (EEE). The group invites a speaker to present every Friday in South Burlington

8.3 Airport staff attended the Airport Councils international North America and World groups met in Toronto for their Annual Conference and Exhibition

8.4 The Burlington Technical Center reopened to students with the new renovations.

8.5 The Blue Lightning Initiative trainings will be required for any employee at the airport with a badge

8.6 TSA employees at Leahy BTV have been coming to work amidst the government shutdown

8.7 Leahy BTV is partnering with Aunt Flow to provide free menstrual products in the female and family restrooms.

8.8 Fewer aircraft are landing at Leahy BTV, but the planes that do land are carrying more passengers because they are larger planes.

8.9 October 5-22, there were over 3,000 people through the TSA checkpoint, marking a new record since 2008.

8.10 There will be a ribbon cutting for the pedestrian/bike path on November 19 at 9:30am.

8.11 Projected passengers are calculated from the scheduled seats that are reported to the Department of Transportation. The slide reporting 'Projected Passengers' presents 80% of the scheduled seats as a projection of how many seats that come to Burlington will be filled.

8.12 In response to a resolution draft presented to the Airport Commission by Rachel Siegel, Commissioner Chair Tim George stated that he does not have a response to the resolution at this time.

9.0 Commissioner Items

9.1 No Commissioner items

10.0 Follow Up Items

10.1 Patrolling of cell phone lot

10.1.1 Director Longo reported that the airport is offering free parking, meaning that individuals who would normally access the cell phone lot can now pull into the garage while they wait.

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11.0 Adjournment

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

<u>VOTING:</u> unanimous (7-0) motion carried. The meeting was adjourned at 5:11 PM.

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