

**BURLINGTON INTERNATIONAL AIRPORT  
BOARD OF AIRPORT COMMISSIONERS  
MINUTES OF MEETING  
March 19, 2012**

**APPROVED 2/19/13**

**MEMBERS PRESENT:** Gene Richards (Chairman)  
Jeff Wick  
Jeff Munger  
Peter Plumeau  
Miro Weinberger

**STAFF PRESENT:** Robert McEwing  
Tamara Gagne  
Marie [ ? ]  
Ryan Betcher

**OTHERS PRESENT:** Chris Hill, Heritage  
Rheal Gagnon, Heritage  
Carol Betz  
Bill Weigle  
Dave Conger, Dubois & King  
Moses Dewty, Burlington Tech A&P  
Nick Warner  
Doug Smith, Vermont Flight Academy  
Mark Ranker  
Mike Donahue, Burlington Free Press

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**1. CALL TO ORDER**

Chairman Gene Richards called the meeting to order at 4:06 PM.

**2. PUBLIC COMMENT**

None.

**3. PRESENTATION ON VERMONT FLIGHT ACADEMY**

Doug Smith with Vermont Flight Academy highlighted the following:

- Vermont Flight Academy (VFA) was founded in 2009 by a small pilot group wanting to keep pilots/aviators in Vermont and to create jobs in Vermont.
- VFA is the only Part 141 flight school in Vermont and one of two in the northeast, and is the only one in the U.S. to be non-profit.
- VFA worked with Vermont Technical College to create a four year degree program – the first and only one in the state. VTC plans to add a two year degree in A&P and a two year degree in air traffic control.
- The plan includes applying for BVT waterfront first.
- VFA leases the vacant Valley Air Services hangar from Heritage. There are 50 students/renters, 10 airplanes, and 12 instructors at the school.
- VFA works with CEDO at City Hall, has a great partnership with airport staff, has a close relationship with Aviatron, Pratt, Heritage, the Guard, and terminal airlines.

- Current activities include working with CEDO to build the Vermont Aviatron hangar to combine Burlington Tech and VFA.

#### **4. ACKNOWLEDGEMENTS**

A picture and dedication was presented to Miro Weinberger recognizing nine years of service on the Airport Commission. Miro Weinberger promised as Burlington's mayor he will keep the airport in his sights and continue to recognize the efforts by staff and the commission and the contribution by the airport to the community.

#### **5. UPDATE ON LIVING WALL**

Peter Plumeau stated South Burlington City Manager requested an update on the status of the 'living wall'. Bob McEwing reported noise readings were taken in the required locations prior to the installation of the wall. The data (over 500 pages) is burned on a DVD for a meeting with Paul Connor on March 27, 2012 to discuss the house demolition project. Noise readings were taken when the F16 aircraft were flying, but then were delayed when the planes were displaced due to the runway project. Readings will be taken in the same manner now that the wall is in place.

Per the request of the commission, Bob McEwing will draft a letter transmitting the raw data and asking South Burlington to not share the information with the neighbors at this point in time.

Peter Plumeau suggested the demolition of the houses be communicated using all available forums (Front Porch Forum, newspapers, newsletters, flyers, and such).

#### **6. 2012 LAND ACQUISITION PROGRAM**

Bob McEwing reported the appraisal for Budget Car Rental on Airport Parkway is \$600,000 and includes a 4000 s.f. metal frame building and 2.5 acres of land. FAA has given concurrence to purchase the property which means a grant application can be filed with the FAA for immediate reimbursement. The cost this year will be approximately \$13,000, but this will be reimbursed by PFC next year. The cost of taxes on the property would be absorbed by a potential new tenant. There would be some miscellaneous expenses relative to getting the site rented.

**MOTION by Jeff Wick, SECOND by Jeff Munger, to proceed with the grant application to the FAA and the plan of action relative to the Budget Car Rental property. VOTING: unanimous; motion carried.**

Bob McEwing also reported purchase of properties affected by noise will continue to be purchased through the 2012 land acquisition program as part of the Airport Noise Mitigation Program. Property affected by 70 DNL or higher was purchased. The first purchase occurred in 1989. In 2005 the noise standard changed to 65 DNL and houses in that area became eligible for purchase under AIP. At that time a meeting was held with South Burlington. In 2008 South Burlington asked whether the airport could advance the program and double the number of properties purchased each year. FAA granted \$5.2 million each year of the five year program. There are 16 properties slated for acquisition

in 2012 which is the last year of the five year program. It is not known whether there will be funding in the future to continue the program. Property owners are in the program and have been in the program for years. The master plan outlines the area created by property purchase. It was noted the program is supported by 95% federal funding, 3% state funding, and 2% local funding. Funding cannot be carried over year to year. Staff was confident money not used this year could be used next year. Another option is to reduce the number of properties in the program.

Gene Richards expressed concern about the tax burden taken on by the airport on a yearly basis from the properties in the program. Peter Plumeau suggested meeting with South Burlington City Council to discuss the pace of the program and tax issues with the purchases. Following further discussion there was agreement the matter will be on hold for a month.

#### **7. F35 STATUS**

Staff reported the draft environmental impact report for the F35 aircraft is expected in April. Public hearings will be held on the report.

#### **8. MONTHLY REPORTS**

##### Approval of Minutes

*December 19, 2011 & February 7, 2012*

**MOTION by Jeff Wick, SECOND by Jeff Munger, to approve the minutes of December 19, 2011 and February 7, 2012 as written. VOTING: unanimous; motion carried.**

##### Financial Report

Tammy Gagne reviewed the cash position of the airport and provided an update from Fitch. Gene Richards mentioned his visits to airlines and their belief that the airport cannot increase the rates. There was discussion of where the airport stands year-to-date.

#### **9. PROJECT UPDATES**

- Fully executed lease agreements were highlighted on the spreadsheet provided.
- Car rental pre-proposal is due March 20, 2012.
- Restaurant RFP response is due.
- Airline agreement rewrite is in process by Frasca (anticipated completion is a month).
- There is \$213,000 annual increase in revenues due to updated agreements.

#### **10. MANAGER'S REPORT**

The following handouts were provided:

- Report on airport activities;
- Fare comparison spreadsheet;
- Enplanements handout;
- Networks executive summary.

Miro Weinberger requested a report similar to the enplanement report on the use of the parking garage (i.e. number of parkers). It was noted the license plate recognition system will be able to readily provide the information once the system is fully operational in two weeks.

#### **11. TAXI LICENSING BOARD UPDATE**

Jeff Munger described the requirements of the taxi advisory committee and the need for a representative and an alternate from the airport commission. The taxi advisory committee established under the taxi ordinance has not been appointed due to lack of volunteers. The airport commission is tasked with appointing three members from the public and two members from the taxi industry to the committee. Tammy Gagne noted there are two applications from individuals in the taxi industry interested in serving on the committee.

#### **12. SOUTH BURLINGTON STORM WATER ISSUE**

It was reported Bill Ellis met with Steve Stitzel on February 24, 2012. A summary from attorney Stitzel is anticipated. An additional letter from Bill Ellis to the FAA regarding the storm water matter will be sent.

#### **13. HERITAGE UPDATE**

Chris Hill announced Heritage Aviation was voted best company to work for in 2011 and is in the running for the same recognition for 2012. Mr. Hill said he is working with Bob McEwing on a plan for the 2012 taxes from Heritage, but wants items such as the land lease and transfer approval resolved.

#### **14. NEXT MEETING**

April 16, 2012 at 4 PM, Burlington Airport.

#### **15. ADJOURNMENT and/or EXECUTIVE SESSION**

**MOTION by Jeff Wick, SECOND by Jeff Munger, to adjourn the regular meeting and convene Executive Session to discuss pending litigation and other legal matters where premature public knowledge would place Burlington Airport and the City of Burlington at a substantial disadvantage, and to invite staff and legal counsel to attend. VOTING: unanimous; motion carried.**

The regular meeting was adjourned and Executive Session convened at 6:32 PM.

**MOTION by Jeff Wick, SECOND by Jeff Munger, to adjourn Executive Session. VOTING: unanimous; motion carried.**

Executive Session was adjourned at 7:02 PM.

*RScty: TGagne*