

**BURLINGTON INTERNATIONAL AIRPORT
BOARD OF AIRPORT COMMISSIONERS
MINUTES OF SPECIAL MEETING
November 20, 2018**

APPROVED – 11/28/18

MEMBERS PRESENT: Jeff Munger (Chairman)
Bill Keogh [via telephone]
Jeff Schulman [via telephone]

MEMBERS ABSENT: Tim George
Helen Riehle

BTV STAFF PRESENT: Gene Richards, Director of Aviation
Nic Longo, Deputy Director of Aviation
Marie Friedman, Director of Finance
Shelby Losier, Director of Ground Operations
Hannah Lumbra, Administrative Assistant

OTHERS PRESENT: WCAX TV

1.0 CALL TO ORDER

Chair, Jeff Munger, called the special meeting to order at 2 PM on November 20, 2018.

2.0 AGENDA

MOTION by Bill Keogh, SECOND by Jeff Munger, to approve the agenda as presented. VOTING: unanimous (3-0); motion carried.

3.0 PUBLIC FORUM

None.

4.0 ACTION REQUIRED

4.01 Car Rental QTA Power Supply with DEW Construction Corp.

MOTION by Bill Keogh, SECOND by Jeff Munger, to approve and recommend to City Council to authorize the Aviation Director to execute a contract with DEW Construction Corp. subject to final review and approval by the City Attorney up to \$165,000 to conduct excavation, conduit, and coinciding appurtenances construction as part of the airport car rental QTA power supply upgrade. VOTING: unanimous (3-0); motion carried.

5.0 ADJOURNMENT

MOTION by Bill Keogh, SECOND by Jeff Munger, to adjourn the meeting. VOTING: unanimous (3-0); motion carried.

The meeting was adjourned at 2:05 PM.