

**BURLINGTON INTERNATIONAL AIRPORT  
BOARD OF AIRPORT COMMISSIONERS  
MINUTES OF MEETING  
September 25, 2017**

**DRAFT**

**MEMBERS PRESENT:** Jeff Munger (Chairman)  
Bill Keogh  
Alan Newman  
Jeff Schulman

**MEMBERS ABSENT:** Pat Nowak

**BTV STAFF PRESENT:** Gene Richards, Director of Aviation  
Nic Longo, Director of Planning and Development  
Amanda Clayton, Director of Engineering &  
Environmental Compliance  
Shelby Losier, Administrative Assistant

**OTHERS PRESENT:** Erin Desautels, Vermont Small Business Acceleration  
Ben Myer, Heritage Aviation

---

**1.0 CALL TO ORDER**

Airport Commission Chair, Jeff Munger, called the meeting to order at 4:02 PM on September 25, 2017.

**2.0 AGENDA**

**MOTION by Bill Keogh, SECOND by Alan Newman, to approve the agenda as presented. VOTING: unanimous (4-0); motion carried.**

**3.0 CONSENT AGENDA**

3.01 Approval of Minutes: August 21, 2017

3.02 Construction Update

3.03 Fare Comparisons with Cost Estimate Calculator

**MOTION by Bill Keogh, SECOND by Jeff Schulman, to approve the Consent Agenda (Items 3.01-3.03), take the action indicated, and place the information on file. VOTING: unanimous (4-0); motion carried.**

**4.0 PUBLIC FORUM**

Ben Myer, Heritage Aviation, thanked Burlington Airport for the support provided to Heritage Aviation for the American Cancer Society fundraiser (plane pull) with support from FedEx and Pratt & Whitney. Nearly \$30,000 was raised for cancer research. There have also been many Air Force transport aircraft at the airport. Heritage is thankful to have Burlington Airport as a partner in missions of support all over the globe.

**5.0 SOUTH BURLINGTON SEAT UPDATE**

No report.

**6.0 DIRECTOR'S REPORT**

Gene Richards reported:

- The C-130 airplanes at the airport are bringing food and supplies to the areas devastated by the hurricanes. The airport received a handful of complaints mainly from the same people who are complaining about the airport in general. The airport does not get notice prior to the arrival of the planes so there is no time to alert the public. The airport is happy to participate in the success of giving people the help they need. [The Airport Commission urged issuing a press release on the relief effort so the people in the Caribbean have food and water.]
- The airline convention in Fort Worth was very informative. Staff learned issues with parking garages not performing at the level wanted and conflicts with neighbors are not uncommon at airports across the country. The themes are the same (noise, not-in-my-backyard) even though the airport is an economic engine for the area. Burlington Airport is doing a good job. The numbers are up from last year and the garage will be more efficient and user friendly. Also at the airline convention the CEO of American Airlines said the airlines are collecting fees and doing well, but do not want the airports to increase fees. Staff attended a presentation by Forbes on the economic climate of the industry. Burlington Airport is a feeder airport that is doing well.
- Staff will be meeting with JetBlue and American Airlines to discuss routes and placement of aircraft. It is hoped to have positive news in the next 90 days. Karen Paul will attend the meetings and Mayor Weinberger will call in.
- The effort by South Burlington to push the airport governance issue continues. The information being provided by South Burlington is not honest or factual which is very confusion to the communities. Staff appreciates the Airport Commission attending the meetings in the area towns and getting out the truth. It is hoped that South Burlington can partner with the airport and realize the great value the airport brings to their bottom line. The airport is South Burlington's largest taxpayer. Airport staff works very hard and dealing with South Burlington takes a tremendous amount of time. [The Airport Commission stressed 100% support of airport staff.]
- South Burlington wants the school insulated. Staff forwarded information to the superintendent.
- The relationship with Winooski was positive in the past, but has been adversely influenced by South Burlington. [Jeff Munger mentioned the letter from the Winooski Mayor that said the airport management had nothing to do with the success of the airport. Alan Newman asked for a copy of the letter and volunteered to speak to Winooski.]

Alan Newman asked how much say the airline route planners have on service. Nic Longo said network planning looks at the revenue side (how much revenue will be made) and the marketing side. Staff shows the airlines the advantages of having service at Burlington Airport. Gene Richards added there have been discussions with Stowe/Vail about service to Denver. The airport continues to pursue new routes and upgraded airlines, but must fill the planes to keep the service.

Jeff Schulman asked if the airport charges airlines for overnight planes. Nic Longo said the larger airports charge for overnight and parking, but Burlington Airport does not.

## **10.0 AIRPORT COMMISSIONERS' ITEMS**

### 10.01 Airport Governance

Bill Keogh reported Williston, Shelburne, and Colchester did not sign the resolution put forth by South Burlington and Winooski on airport governance, and City Council is not likely to appoint a commission as requested in the resolution. South Burlington may bring the matter to the Governor. It is a waste of time to continue the argument with South Burlington.

Gene Richards pointed out the airport is doing exactly what the Governor asked which was not to ignore the issue and to bring the truth to the public.

Bill Keogh said it may be time to look at the value of having a representative from South Burlington on the Airport Commission. Alan Newman concurred stressing this has nothing to do with the current representative.

### 10.02 Meeting Time

Following discussion the Airport Commission agreed to meet on the third Wednesday of the month at 4 PM.

### 10.03 Status of Noise Committee

Nic Longo reported the first technical advisory committee meeting is 10/17/17 at 5 PM focused on the Noise Compatibility Program (NCP). The technical advisory committee is a continuation of the Sound Mitigation Committee and will review multiple chapters of the study at the meeting.

### 10.04 Airport Events

Upcoming events at the airport include:

- September 28, 2017 - Rock Paper Scissors fundraiser for A New Place
- September 29, 2017 – FAA annual review
- October 2, 2017 – Opiate addiction program with displays in the north corridor
- Ongoing in the Yoga Room – Display of children at the Lund Family Center awaiting adoption
- Ongoing in the baggage area – Display of services offered by Howard Center

## **11.0 ADJOURNMENT**

11.01 Next meeting: October 18, 2017 at 4 PM

### 11.02 Adjournment

**MOTION by Bill Keogh, SECOND by Alan Newman, to adjourn the meeting.  
VOTING: unanimous (4-0); motion carried.**

The meeting was adjourned at 4:44 PM.