

**BURLINGTON INTERNATIONAL AIRPORT  
BOARD OF AIRPORT COMMISSIONERS  
RECORD OF MOTIONS  
December 14, 2015**

**MEMBERS PRESENT:** Jeff Munger (Chairman)  
Bill Keogh  
Jeff Schulman  
Alan Newman [via teleconference]  
Pat Nowak

**BTV STAFF PRESENT:** Gene Richards, Director of Aviation  
Nic Longo, Director of Planning and Development  
Marie Friedman, Financial Advisor  
Erin Knapp, Director of Marketing  
Kelly Colling, Director of Operations  
Amanda Hanaway- Corrente, Director of Engineering &  
Environmental Compliance

**OTHERS PRESENT:** Richard Brown, Director of Maintenance  
Bob McEwing, consultant  
Dave Stiller, Heritage Aviation  
Tim McCole, Heritage Aviation  
Brian Sloan, Flatiron Apps (ZabCab)  
Charlie Herrick, Green Cab  
Karen Paul, City Council

**AGENDA**

**MOTION by Bill Keogh, SECOND by Pat Nowak, to approve the agenda as presented. VOTING by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.**

**FINANCE**

**MOTION by Bill Keogh, SECOND by Jeff Munger, to accept the finance report and place the information on file. VOTING by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.**

**CONSENT AGENDA**

**MOTION by Bill Keogh, SECOND by Pat Nowak, to approve the consent agenda including minutes from October 19, 2015 as presented. VOTING by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.**

**STANTEC CONSULTING CONTRACT**

**MOTION by Bill Keogh, SECOND by Jeff Schulman, to approve the consulting contract with Stantec Consulting Services for the air carrier apron glycol treatment system improvements and recommend approval of the resolution to City Council.**

**DISCUSSION:** Amanda Hanaway-Corrente explained regular inspections of the storm water systems and upgrades to the glycol system which treats the majority of the terminal apron are done. The recommended upgrade to a larger holding tank, pumps and pipes will be done in 2016. The contract is for design, permitting, and construction oversight services following FAA approval of the grant.

**VOTING** by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.

### **ZABCAB REQUEST**

**MOTION** by Bill Keogh, **SECOND** by Jeff Munger, to approve the ZabCab application for a license to operate in the city using an app displayed on the side of taxi vehicles.

**DISCUSSION:** Bill Keogh asked if meters are used, credit cards are accepted for payment, and a screening process for drivers is done. Brian Sloan said only licensed drivers with meters are used by the company which looks for clean cars, no smokers, and verification of the hack license. Dunright approves the independent drivers. Credit cards are accepted. ZabCab is the app which show where vehicles are located. The license plate, driver name, and company name are also displayed. There is no surge pricing and customers can provide feedback on rides through the app. Pat Nowak asked about background checks and insurance. Brian Sloan said the city does the background checks. ZabCab uses only licensed drivers. There were no further comments.

**VOTING** by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.

### **GREEN CAB REQUEST**

**MOTION** by Bill Keogh, **SECOND** by Pat Nowak, to approve the request by Green Cab to use their technology for drop off/pick up at the airport as outlined by Airport Operations. **VOTING** by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.

### **ADJOURNMENT**

**MOTION** by Bill Keogh, **SECOND** by Pat Nowak, to adjourn the meeting.

**VOTING** by roll call: Jeff Munger – aye, Bill Keogh – aye, Pat Nowak – aye, Jeff Schulman – aye, Alan Newman - aye; motion carried.

The meeting was adjourned at 4:55 PM.