



## Airport Commission

**Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport**

**PLEASE NOTE:**

**This meeting is will be held on zoom and in-person in the Wright Room at the Airport. Zoom Info:**

Join Zoom Meeting

<https://zoom.us/j/95941583622?pwd=jspMUXkiTTeF3LGU9JkR8vhdYXocQq.1>

View meeting insights with Zoom AI Companion

<https://zoom.us/launch/edl?muid=df04a009-7a95-4347-b0ab-709faed6065d>

Meeting ID: 959 4158 3622

Passcode: 383231

### 1. Call to Order

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<b>Subject</b>	<b>1.1. Call to Order</b>
Meeting	September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	
Type	

<b>Subject</b>	<b>1.2. Acknowledgement of Remote Commissioners</b>
Meeting	September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport
Category	1. Call to Order
Department	
Type	

### 2. Agenda

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#### 2.1. Motion to amend/adopt agenda

### 3. Public Forum

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**Subject** **3.1. PUBLIC FORUM - Verbal Comments**  
Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport  
Category 3. Public Forum  
Department  
Type

### 4. Consent Agenda

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**Subject** **4.1. Approval of Minutes from July 30, 2025**  
Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport  
Category 4. Consent Agenda  
Department  
Type  
Recommended Action

**Subject** **4.2. Approval of Minutes from August 6, 2025**  
Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport  
Category 4. Consent Agenda  
Department Burlington International Airport  
Type  
Recommended Action

### 5. Construction Update, L. Lackey

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**Subject** **5.1. Construction Update, L. Lackey**  
Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport  
Category 5. Construction Update, L. Lackey  
Department Burlington International Airport  
Type

### 6. Noise Data

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**Subject** **6.1. Noise Data, L. Lackey**  
Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport  
Category 6. Noise Data  
Department Burlington International Airport

Type

**Subject**                    **6.2. Noise Comments, J. Sprague**

Meeting                    September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport

Category                    6. Noise Data

Department                Burlington International Airport

Type

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## 7. Director's Report

**Subject**                    **7.1. Director's Report**

Meeting                    September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport

Category                    7. Director's Report

Department

Type

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## 8. Commissioner Items

**Subject**                    **8.1. Conversation Regarding Immigration and Customs Enforcement at the Airport**

Meeting                    September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport

Category                    8. Commissioner Items

Department                Burlington International Airport

Type

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## 9. Follow-up Items

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## 10. Adjournment

**Subject**                    **10.1. Motion to adjourn**

Meeting                    September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport

Category                    10. Adjournment

Department                Council and Board

Type

Recommended Action

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## 11. Informational and Non-Discrimination Statements

**Subject**                    **11.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities**

**who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.**

Meeting September 3, 2025 - Airport Commission Meeting - Wednesday, September 3, 2025, 4:00 PM, Zoom/Wright Room at the Airport

Category 11. Informational and Non-Discrimination Statements

Department Council and Board

Type

**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**AIRPORT COMMISSION**

**MINUTES OF SPECIAL MEETING**

**July 30, 2025**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

**[Hybrid meeting]**

**MEMBERS PRESENT:**

Tim George

Jeff Schulman

Chip Mason

Andrew Savage

Helen Riehle

Robin Guillian

Connor Daley

**MEMBERS ABSENT:**

No members absent

**BTV STAFF PRESENT:**

Nicolas Longo, Director of Aviation

Jeff Bartley, Director of Innovation & Marketing

Jesse Sprague, Executive Assistant

Marie Friedman, Director of Finance

David Carman, Deputy Director of Aviation Operations

Madison Reagan, Environmental Compliance and Project Manager

Michael Waite, Properties Manager

Alexandra Cohen, Marketing Assistant

**OTHERS PRESENT:**

CCTV

**1.0 Call to Order**

Airport Commission Chair, Tim George, called the special meeting to order at 4:15PM. All Commissioners attended remotely. Commissioners George, Savage, and Mason acknowledged their presence online. Commissioners Riehle and Schulman were also online. The following Airport staff members attended in person: Jesse Sprague, Jeff Bartley, and Michael Waite.

**2.0 Agenda**

### **Approve/Adopt Agenda**

After the acknowledgement of remote commissioners, Commissioner George went to item 3.0 Public Forum and did not take a vote to approve and adopt the agenda.

### **3.0 Public Forum**

3.1 No members of the public present. Commissioner Guillian joined the meeting virtually.

### **4.0 FLASH Parking Memo**

MOTION by Commissioner Daley, SECOND by Commissioner Mason to recommend that the Board of Finance approve the execution of an agreement with FlashParking Inc. for parking management services as outlined in the agenda packet.

DISCUSSION led by Director Longo included:

1. The current parking system, T2, does not allow certain payment methods, license plate recognition, and the FlashParking system is has modern features that benefit customers. This new system costs more annually, but this new contract
2. There will be a budget amendment with this contract.
3. The approval of this contract with FlashParking Inc. will be on the agenda at the Burlington City Council meeting at the August 4<sup>th</sup>, 2025 agenda.
4. Parkers will still receive a ticket to pay for parking and now have the option to pay digitally with this system.
5. Staff identified opportunities for increases in revenue as a result of the new system.
6. FlashParking is a preferred vendor in the cooperative purchasing company, meaning that the Airport can choose FlashParking because it is on this prepared list of pre-negotiated competitive prices. This process is allowed by the City's Procurement Policy The Airport can choose vendors on this list without going through a Request for Proposal (RFP) or Bid process. FlashParking was selected from this list, so an RFP process was not necessary.

VOTING: (6-0-1); with six approvals and one abstention, the motion passes.

### **5.0 Adjournment**

**MOTION by Commissioner Guillian, SECOND by Commissioner Schulman to adjourn the meeting.**

**VOTING:** unanimous (7-0) motion carried. The meeting was adjourned at 4:36PM.

**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**AIRPORT COMMISSION**

**MINUTES OF MEETING**

**August 6, 2025**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

**[Hybrid meeting]**

**MEMBERS PRESENT:**

Tim George

Chip Mason

Andrew Savage

Helen Riehle

Connor Daley

**MEMBERS ABSENT:**

Robin Guillian

Jeff Schulman

**BTV STAFF PRESENT:**

Nicolas Longo, Director of Aviation

Larry Lackey, Director of Engineering & Environmental Compliance

Jeff Bartley, Director of Innovation & Marketing

Jesse Sprague, Executive Assistant

Marie Friedman, Director of Finance

David Carman, Deputy Director of Aviation Operations

Madison Reagan, Environmental Compliance and Project Manager

Alexandra Cohen, Marketing Assistant

Romeo von Hermann, Customer Experience Manager

Jillian Waite, Office Assistant

Michael Waite, Properties Manager

**OTHERS PRESENT:**

CCTV

**(Virtual or in person)**

**1.0 Call to Order**

Airport Commission Chair, Tim George, called the meeting to order at 4:09PM. Individuals attending the meeting remotely identified themselves (Andrew Savage, Tim George)

## 2.0 Agenda

Approve/Adopt Agenda

**MOTION by Connor Daley, SECOND by Chip Mason, to approve the agenda as presented.**

**VOTING: unanimous (6-0) 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:

1. Maggie Chadwell - Immigration and Customs Enforcement
2. David Miskell- Immigration and Customs Enforcement
3. Julie Macuga - Immigration and Customs Enforcement
4. Emily Gilde - Immigration and Customs Enforcement
5. Jana Porter - Immigration and Customs Enforcement
6. Miriam Hansen - Immigration and Customs Enforcement
7. Dee Graham - Immigration and Customs Enforcement
8. Leif Taranta - Immigration and Customs Enforcement
9. Trish O’Kane - Immigration and Customs Enforcement
10. Wafic Faour - Immigration and Customs Enforcement
11. Molly Rivenan- Immigration and Customs Enforcement
12. Mike Yantachka - Immigration and Customs Enforcement
13. Peter Booth - Immigration and Customs Enforcement
14. Maribeth Domanski - Immigration and Customs Enforcement
15. Chuck Derusso - Immigration and Customs Enforcement
16. Anni Paisley - Immigration and Customs Enforcement
17. Sherri Wormser - Immigration and Customs Enforcement
18. Laura Zakaras - Immigration and Customs Enforcement
19. Paul Fleckinstein - Immigration and Customs Enforcement
20. Lexington Kennedy - Immigration and Customs Enforcement
21. Dan Albert - Immigration and Customs Enforcement
22. Geri Peterson - Immigration and Customs Enforcement
23. David Skopin - Immigration and Customs Enforcement
24. Sharon Beher - Immigration and Customs Enforcement
25. Anna Rose Benson - Immigration and Customs Enforcement
26. Alyssa Breda- Immigration and Customs Enforcement
27. Gwendolyn Heaghney - Immigration and Customs Enforcement
28. Jeanne Keller- Immigration and Customs Enforcement
29. Drew Shatzer- Immigration and Customs Enforcement
30. Jennifer Chiodo- Immigration and Customs Enforcement
31. Bob Atchison- Immigration and Customs Enforcement
32. James Marc Leas- Immigration and Customs Enforcement
33. Will Keeton - Immigration and Customs Enforcement
34. Matt Gile - Immigration and Customs Enforcement
35. Alan Coulter - Immigration and Customs Enforcement
36. Seth Steinzor - Immigration and Customs Enforcement
37. Julio Pupko - Immigration and Customs Enforcement
38. Steve Hill - Immigration and Customs Enforcement
39. Ann Schroeder- Immigration and Customs Enforcement
40. Courtney O’Connor- Immigration and Customs Enforcement
41. Michael Inners- Immigration and Customs Enforcement
42. Steve Crofter- Immigration and Customs Enforcement

- 43. Mary Filmore- Immigration and Customs Enforcement
- 44. Jon Foreman- Immigration and Customs Enforcement
- 45. Jeff Nichelson – Burlington Airport Bus Line Access
  - i. The audio cut out 2:01:26 – 2:03:06 during Jeff Nichelson’s public comment.
- 46. Tsuki Puddicombe- Immigration and Customs Enforcement
- 47. Omega Haehnel- Immigration and Customs Enforcement
- 48. George Volland- Immigration and Customs Enforcement
- 49. Anne McKinsey- Immigration and Customs Enforcement
- 50. Kimberly Capilla Gabbert- Immigration and Customs Enforcement
- 51. Anne C. Sullivan- Immigration and Customs Enforcement
- 52. Ashley Adams- Immigration and Customs Enforcement
- 53. Wendy Bell- Immigration and Customs Enforcement
- 54. Judy Woger-Grohs- Immigration and Customs Enforcement
- 55. Brittney Mee- Immigration and Customs Enforcement
- 56. Shanta Eastman- Immigration and Customs Enforcement

Helen Riehle joined the meeting at 4:18pm during public forum  
 Andrew Savage left the meeting at 5:30pm  
 Chip Mason left the meeting from 5:23pm-5:45pm  
 Public Forum took a short recess at 5:45pm  
 Public Forum Concluded at 6:39pm

**4.0 Consent agenda:**

- 4.1 MOTION by Connor Daley, SECOND by Helen Riehle, to approve the items in the consent agenda as presented in the agenda packet. This includes the Draft Minutes from the July 2, 2025 Airport Commission Meeting.

**VOTING: unanimous (4-0); motion carried.**

**5.0 Action Items**

- 5.1 Airport Commission Annual Report

MOTION by Connor Daley, SECOND by Helen Riehle, to approve the Annual Report presented in the agenda packet.

DISCUSSION by Tim George included that this report is requested annually by the City Council and will be submitted to the City Council.

**VOTING: unanimous (4-0); motion carried.**

- 5.2 GSA/TSA Lease

MOTION by Helen Riehle, SECOND by Connor Daley, to recommend to the City Council the lease with General Service Administration at the Patrick Leahy Burlington International Airport, subject to final review and approval by the City Attorney’s Office, and to take such further actions and execute such further instruments approved as to form by the City Attorney’s Office as may be necessary or convenient to effectuate the transactions contemplated hereby.

DISCUSSION by Director Longo elaborating that this is a retroactive lease agreement from July 1<sup>st</sup>, 2024 office space for TSA’s operations at the security checkpoint which they currently occupy. This is bringing the July 2024 space up to speed with the existing terminal rate and a new expiration date of July 31, 2034.

**VOTING: unanimous (4-0); motion carried.**

- 5.3 OLDCC Grant Approval

MOTION by Connor Daley, SECOND by Helen Riehle, to approve and recommend that the Board of Finance and City Council authorize the Director of Aviation to accept and execute up to six (6) grants from the Office of Local Defense Community Cooperation totaling up to \$9,000,000.00 for construction improvement in conjunction with the Airport Residential Sound Insulation Program, subject to review and approval of the City Attorney's Office. DISCUSSION by Director Longo explaining that this is a preemption of a potential award of funds that if acquired will be used to supplement the residential sound insulation program providing us the opportunity to add more properties to the program.  
**VOTING: unanimous (4-0); motion carried.**

5.4 Deputy Director Position – Business & Strategic Development

MOTION by Connor Daley, SECOND by Helen Riehle, to approve the memo as presented. DISCUSSION by Director Longo elaborating on the airport's request to change the title and salary of this position to align with the current market and needs of the airport.  
**VOTING: unanimous (4-0); motion carried.**

**6.0 Construction Update, L. Lackey**

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

- 6.1 The census report has been submitted.
- 6.2 With respect to the environmental assessment, it did reach legal with the FAA where a categorical exclusion review was suggested. We will fill out that form and get it back to the FAA.
- 6.3 The south terminal replacement project is moving forward with preliminary schematics and costs for potential funding opportunities.
- 6.4 The SRE building finished design and permitting with the city of South Burlington. DRB in the process with state and federal permits for that project anticipating bidding that in the fall with a spring construction.
- 6.5 FAA CIP now looking at FY26 for the next round of projects. Over the next year the major projects will be the cargo apron construction, more residential sound insulation, and the last portion of the NEXT project needs for funding.
- 6.6 South apron tie downs last to be completed will begin Monday.
- 6.7 Glycol system upgrade concluded with the potential recycling of glycol once used have had preliminary discussions with the FAA who would like an outline of how we would like to move forward.
- 6.8 We received the grant for the jet-bridges and a preliminary part of the second floor renovation.
- 6.9 Runway 1533 rehabilitation of the main runway pavement is 100% complete. Surface sensors still need to be placed and some crack sealing around joints.
- 6.10 Taxi way Charlie rehabilitation for next summer - received the grant last week.
- 6.11 The obstruction removal will finish the cad X and slope the design as well as looking at easements to take care of those obstructions which will happen over the winter and if all works out, we will apply for a grant next April to get that obstruction removal taken care of.
- 6.12 Run way 33 threshold bar we've struggled with support for years and now it is done. That has happened during the closed period of time. Its ben rehabilitated. There's new lighting. The only thing left is the flight check which will take place in September and a little saw and seal around the edges.

## **7.0 Noise Data**

### 7.1 Noise Data, L. Lackey

- 7.1.1 In addition to the written construction update provided to the Airport Commission, Director Lackey highlighted the following:
- 7.1.2 As for the residential sound insulation program, Madison has started to close the sound insulation pilot project which was phase 1. We wrapped up all the paperwork with the respect to change orders should be shortly followed by the close-out of phase 2.
- 7.1.3 We are in the final stages with 33 of the 52 homes we started this year and anticipate having all those houses done by September and moving on to the 16 homes in phase 4.
- 7.1.4 Did acoustical testing - cleared 57 homes
- 7.1.5 Phase 5 grant was issued last week, so were able to move forward with those units
- 7.1.6 After Director Lackey's noise data report, the meeting immediately continued to Item 8.0

### 7.2 Noise Comments, J. Sprague

## **8.0 Financial Update, M. Friedman**

In addition to the written financial update provided to the Airport Commission, Director Friedman highlighted the following:

- 8.1 Revenues and expenditures are consistent.
- 8.2 Wrapping up FY25 invoices, prepping for FY26, and getting ready for auditors.
- 8.3 Our cash position ending with \$7.2 million.

## **9.0 Director's Update**

In addition to the written presentation, Director Longo reported:

- 9.1 NEXT project – all mass timber is now completed on the building. Now working on interior and geothermal still. On track for potential April opening
- 9.2 Runway 33 has new asphalt and new paint
- 9.3 Director Bartley shared our excitement working with and providing tours of the airfield and different partners with legislatures and legislative bodies. He is working on a revised economic impact study.
- 9.4 The airport has hosted events to support our federal agencies, so we hosted a lunch for our three federal agencies: TSA, FAA, and NWS to recognize their service here.
- 9.5 The airport hosted its first tabletop emergency exercise water rescue plan.
- 9.6 We have had a new parking system approved through Board of Finance. It is now time to sign documents and begin implementing those changes.
- 9.7 As part of project NeXT and collaborating with other city departments like BCA, we have gone out to bid with architectural art projects.
- 9.8 New leases upcoming are VT Flight Academy and Hangar Condo Association.
- 9.9 We will be attending a meeting with the Breeze team to discuss the future of our airport related to Breeze and additional flights and opportunities
- 9.10 We ended our fiscal year just shy of 720, 000 outbound passengers, the highest number we have seen since 2008/2009.

9.11 Working with many folks including the Mayor to address concerns regarding Immigration and Customs Enforcement.

**10.0 Commissioner Items**

- 10.1 Commissioner Items:
  - 10.1.1 No Commissioner Items

**11.0 Follow Up Items**

- 11.1 Conversation regarding Immigration and Customs Enforcement at the Airport

**12.0 Adjournment**

**MOTION** by Helen Riehle, **SECOND** by Connor Daley **to adjourn the meeting.**

**VOTING: unanimous (4-0) motion carried. The meeting was adjourned at 7:57 PM.**

**13.0 Executive Session**

- 13.1 **Tim George proposed the following two motions:**
  - 13.1.1 **Motion 1: Move that the Commission find that premature general public knowledge of communications between the Commission and its counsel would clearly place the City at a substantial disadvantage because the City risks disclosing confidential attorney-client communications in public.**
  - 13.1.2 **Motion 2: Based on the finding of substantial disadvantage, the Commission enter into executive session to communicate with counsel under the provisions of 1 V.S.A. 313(a)(1)(F), to include Attorney Nicholas Clabbers, City Attorney Jessica Brown, Airport Commissioners present at this meeting, Airport Director Nicolas Longo, Deputy Director David Carman, Finance Director Marie Friedman, Director of Innovation and Marketing Jeffrey Bartley, Director of Engineering & Environmental Compliance Larry Lackey, Executive Assistant Jesse Sprague, and Marketing Assistant Alexandra Cohen. In addition, to adjourn the regular session as no motions are anticipated to be forthcoming after the conclusion of the executive session.**  
**These motions were moved by Helen Riehle and seconded by Connor Daley.**  
**VOTING: unanimous (4-0) motion carried. The regular session was adjourned at 7:57pm.**

**Executive session adjourned at 9:07pm**

To: Airport Commission

From: Larry Lackey, Director of Planning, Engineering and Environmental Compliance

Date: **September 3, 2025**

Subject: Airport Commission Construction Update

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1. **Annual Parking Garage Maintenance (\$0.35M)**. The replacement of the expansion joints and joint seal repair in the vicinity of the north and south garage areas has started and is ongoing. This will be completed by July. **Project has been completed.**
2. **Environmental Assessment (est. \$0.25M)**. The purpose of this project is to evaluate environmental impacts related to the mitigation of obstructions with in the aircraft approach surfaces to the runways. This is in follow up to the recently completed Master Plan, which includes obstruction identification and environmental review. The scope and IFE process is complete and a grant application was prepared and submitted on April 29, 2022. Grant received. Contract issued with work progressing. Letters currently going out to property owns about the investigations required. Investigations are complete with the report in progress. The draft report has been submitted to the FAA for review. Received FAA review. We have completed a full response to FAA's comments and they were accepted by staff. They have moved it to the FAA's legal review. **The FAA's legal department, after review of the EA, determined just a documented CATEX was required. The CATEX has been completed and sent to the FAA for their signature.**
3. **South Terminal Replacement Project (\$35M)**. The purpose of this project is for overall terminal efficiencies and a better passenger experience. Due to increased aircraft seating existing passenger hold areas are overcrowded during peak times as identified in the recent Master Plan Update. Recently the opportunity had risen through the Airport Terminal Improvement Program from the Bipartisan Infrastructure Law. We have submitted our request for full build out of this project, including: Demolition of the existing South Concourse; new Terminal improvements (approximately 45,000 SF of new gross floor area on 2 levels); five (5) new aircraft gates; up to four (4) new passenger boarding bridges (PBB), new passenger circulation and hold rooms; future concessions space; and apron construction within demolished South Concourse footprint. The South Terminal Replacement Project will be approximately 160' farther from Taxiway A as the existing South Concourse. We were not selected this past year and have reapplied for FFY23 design only. We did receive notice from the program that we will be awarded the a design only grant for this project. We have finalized discussions with the FAA to how best move this project forward in the future, as the timing to design this needs to be pushed back due to FAA scheduling requirement and having the funding to complete the

construction of this project. **We have moved forward with schematics and preliminary cost estimates for existing potential funding source applications.**

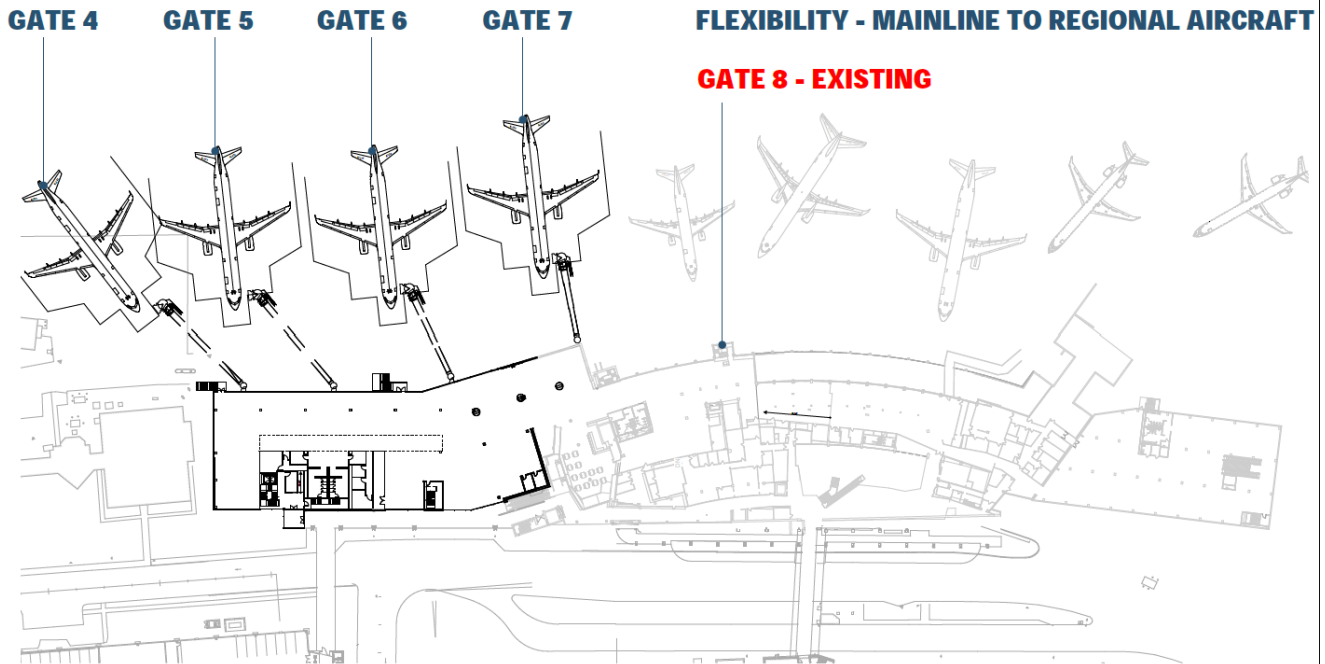
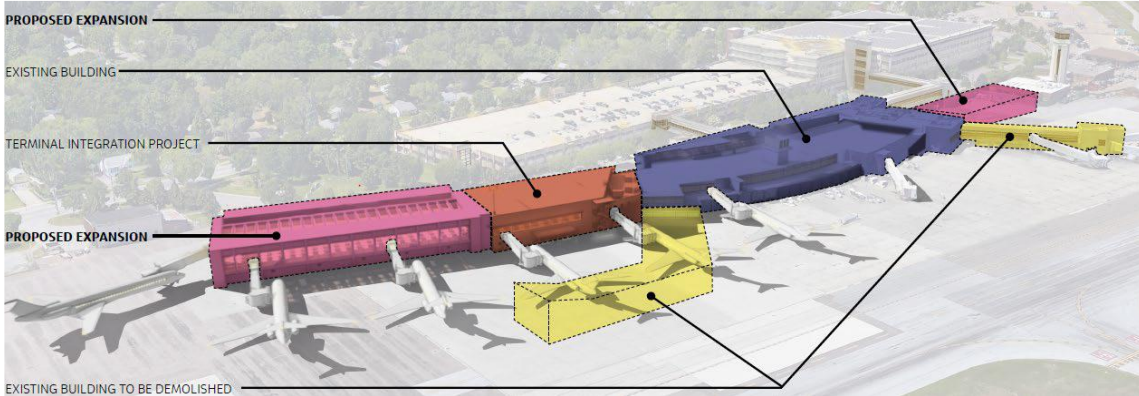
4. **Cargo Apron Design Project (\$3M)**. The purpose of this project is to provide additional space for other potential cargo carry operations. Have submitted 7460-1 (Air Space Review) to FAA for this project. The scoping of the he project, design only has been completed with the FAA. The IFE process for completion before a FAA Grant Application in April has been completed. Grant Application was submitted on April 3, 2023. Grant has been issued, moving to finalize contract. The contract has been issued to Hoyle, Tanner and Associates with the design to start. It has been determined that this project will require additional FAA technical operations review prior to proceeding. The FAA updated review has been issued as favorable, and the project design is moving forward. We plan on bidding this project later this year.
5. **SRE Building Design (\$1.2M)**. The purpose of this project is to replace the existing out dated facilities, which does not meet the storage needs of the required equipment to maintain the airfield. A contract for study is being completed with programing and scoping moving forward. The scoping session with the FAA has been completed. The final scope is complete with the IFE process was completed. The Grant Application was submitted to the FAA. Contract has been signed with Passero Associates to design and bid this project. Site investigations were completed in November. The site plan is developed with the building design at 30%. We have had page turn of the draft plans. Applications for permits are being moved forward. A pre –Application meeting was held with South Burlington Planning and Development Staff in preparation for an upcoming DRB hearing. Permit Applications are being prepared. We presented to the South Burlington DRB on June 3rd. The hearing was not closed. There were items that needed follow up. We have followed up on these items and are scheduled back with the DRB on July 1, 2025. **The SB DRB process has been completed. We have filed for all other required permits.** We plan on advertising for bids for this project in the fall.
6. **Burlington Tech Center (BTC) (\$12M)**. The purpose of this project is to support the design efforts for an improved facility at the airport for the regional educational needs. The Burlington School district has been given an award for \$10M in which they are in the process of applying for. We continue to work with the school on this project. Permit applications were submitted on March 25<sup>th</sup> to the regulatory bodies for this project. The SB DRB issued there positive decision with follow submittal needed as agreed during the hearing. DEW was the selected contractor. Construction started December 4<sup>th</sup>. The planned completion was August 2025. **This project, which is not being managed by our team, is behind schedule and now it is expected that it will be finished in October.**
7. **FAA CIP for FY26 and next 5 years.** **We are scheduled with the FAA Airports Division on September 17th. To review this. We will update the commission during our October meeting.**
8. **BETA – Development**  
Communication and coordination with Beta on the first phase of the Electric Aircraft Assemble Facility and Valley West Hangar for all aspects of permitting, environmental, engineering, utilities and attendance at public hearing and construction meetings. The first Phase is complete.

9. **South Apron and TW G Ext. Development (\$6.6)**. The purpose of this project is to provide much needed additional general aviation apron area on the airfield. Received scope and proposal from the consultant (Hoyle, Tanner and Associates) and have completed the FAA scoping session. The FAA IFE process is complete. The proposed project would extend Taxiway G approximately 100', construct a 19,000 SY general aviation apron in the area of the "quarry". Excess material from the site would be used to fill in the "gully" creating a level area along the Medium Intensity Approach Light System (MALSF) approach lighting plane replacing two light stations currently on towers with ground mounts and connecting the vehicle service road from the civilian to the military side of the airport. Scope for design and bidding has been completed with an IFE. Design is underway. There has been a delay in design do to the availability of the geotech contractor. Request for bids have been issued. The geotech report confirmed that a total fill of the gully is not economically feasible at this time. Grant has been recieved. Received Bids with the selected bidder being Engineers Construction, Inc. Grant Application has been submitted to the FAA. Completed questions from the FAA on the Application. We have completed permit process. Contractor started mobilization/construction on July 17, 2023. Mass excavation is complete. Stormwater chamber installation is complete, with other drainage piping work is completed. Placement of final sub-base materials is underway. In vicinity of the Beta building a temporary aircraft access for the winter is complete. Project is complete with exception to tie downs. **The tie downs have been installed in the past month by ECI.**
10. **Glycol System Upgrade (est. \$3.5M)**. The purpose of this project is to improve the glycol system (De-icing). We have had additional follow up discussions with the FAA and it appears this is eligible for funding and is being added back into our FAA CIP. We have received and reviewed the site evaluation and process review scope. We brought this for Airport Commission approval last month subsequently, it was approved by City Council. Study is moving forward. We visited the Syracuse Airport to evaluate and understand the technology they were using to compare to our Portland Jetport visit. The Draft study has been issued and is under review by the airport team. A review session with Stantec was completed. We had a joint meeting last week with our consultant and our FBO Heritage Flight to get their input. We waiting on the final report so we can make a decision on how we will move forward, so we can start scoping the project with the FAA.
11. **North Terminal Improvement Project (\$2.2M)**. The purpose of this project is for overall terminal efficiencies and a better passenger experience due to the completion of the TIP the north terminal will be upgraded to provide more capacity for passengers and concessions. This includes the removal of the existing north TSA station along with the removal of the existing escalators. This project is under design and funding is anticipated from the recent approval of the Infrastructure Law. Received Bids with the selected bidder being Engelberth Construction, Inc. Preparing and submitting Grant Application. This will become a FFY23 Project. We have received the Grant from the FAA. Construction is nearing completion, and should be complete by September 15th. There was a delay related to the glass for the new restaurant area. Construction is complete with final inspection with the FAA completed on 10/30/23. Project closeout in process. We have applied for an additional grant to add additional egress lanes in both the North and South Terminal locations. A grant application was submitted April 26<sup>th</sup> to the FAA. Received BOF approval to accept the Grant on June 17, 2024, City

Council to vote on June 25, 2024. Grant has been issued for the two new egress lanes. A review of the issued funding is being reviewed by the airport on how much money can actually be used from the grant for this project. This determination is close to being resolved. **Due to FAA rules this grant is being sent back because it does not support the full extent of this project.**

- 12. PROJECT NEXT: North Terminal Replacement Project and New PBB's (\$63M).** The purpose of this project is for overall terminal efficiencies and a better passenger experience. Due to increased aircraft seating existing passenger hold areas are overcrowded during peak times as identified in the recent Master Plan Update. Recently the opportunity had risen from Senator Leahy's office through Congressional Directed Spending. We have submitted our request for full build out of this project Phase III Terminal Improvement Project, including: Demolition of the existing North Concourse; new Terminal Improvement (approximately 25,000 SF of new gross floor area on 2 levels); five (5) new aircraft gates; six (6) new passenger boarding bridges (PBB), new passenger circulation and hold rooms; future concessions space; and apron construction within demolished North Concourse footprint. Contract for 30% design has been issued to Jacobs Engineering Group. Geo-technical site work has been completed. Data collection and design currently on going. We submitted to the FAA for a Construction Manager at Risk (CMAR) RFQ/P construction development process. We received approval from the FAA on this procurement process. The RFQ/P for CMAR has been advertised with a pre-bid meeting and site visit by prospective contractors completed. CMAR Proposals received reviewed and scored. Also, held interviews with the top 3 contractors. This has been scored and we can let you know the selected contractor at the AC meeting. As reported the CMAR selected is Engelberth Construction Company. The contract with our design engineer, Jacobs Engineering Group, is completing the 80% design to move to pricing. We received City Council approval to accept the Grant on March 25 for this project, as brought for your approval during our last meeting. Our CMAR is in the process of receiving bids for the final price for this project. The FAA asked us to submit a draft grant application for administrative review prior to final construction pricing to help us expedite the grant issuance, with them once final pricing is in. The Draft Application was completed and submitted on March 27. The FAA grant application was submitted on May 23. Received BOF approval to accept the Grant on June 17, 2024, City Council to vote on June 25, 2024. We received the Grants for this project. The work has started and is ongoing the project. We submitted the NeXT Grant Application - 3 with Contractor Change Orders to support the new passenger boarding bridges and the second floor renovations, on April 28, 2025. **This grant was recently received.**

### Conceptual Renderings – North and South Terminal (concourse) Improvements



- 13. RW 15 – 33 Improvements – Mill and Overlay (15M).** The purpose of this project is to improve the pavement condition of the airport’s main runway. The 100% plans are complete and we are moving to bid this project. FAA Grant Application will be submitted by May 1, 2024. Construction will begin in the spring of 2025. This project bids were received on April 18. The bids received were in line with the engineers estimate and bids reviewed were all within a difference of \$100K on a \$10.2M low bid. Received BOF approval to accept the Grant on June 17, 2024, City Council to vote on June 25, 2024. We received the Grant for this project. Construction started on June 1, 2025. **The new pavement has been completed, with the grooving currently progressing.**
- 14. Airfield Pavement Plan Update (\$0.25M).** The purpose of this project is to update the outdated pavement condition report done in 2017. All surfaces will be evaluated so we can plan on future improvement for the safety of the aircraft users. Scoping has been completed with the FAA. We have completed the IFE. A Grant Application was submitted on April 3, 2023. Investigations have started, and the grant has been issued. Moving to finalize contract. The Contract has been issued to HTA with the investigations being completed. The report is in progress.
- 15. TW C/G Rehabilitation (\$4.6M).** The purpose of this project is to improve the pavement condition of the airport’s taxiway C and intersection at taxiway G. Bids were received on April 24, 2025. We received 2 bids. Pike Industries was the lowest most responsive bidder. The FAA Grant Application was submitted on April 28, 2025. Construction will begin in the spring of 2026. **This grant was recently received.**
- 16. Obstruction Removal (\$0.5M).** The purpose of this project is to remove potential obstructions with in the aircraft approach surfaces to runways 15 and 33. Environmental Assessment is almost complete with the scoping session with the FAA to be scheduled. FAA Grant Application is pushed back to May 1, 2026. This is due to a review of our existing easement and a determination if others may be required. Construction will begin as soon after grant is issued as possible taking into environmental conditions.
- 17. Runway 33 Threshold Bar Improvement Project (\$0.25M).** The purpose of this project is to remove the damaged navigational aid, replace the lights and rings, and place a quick dry durable concrete for a longer term fix. This bar has been detreating for years. The airport has spent thousands of dollars repairing this FAA owned aid. We have also spent years working to resolve this issue with the FAA Tech Operations Section and finally have a plan to move forward. Design and pricing has been completed. We have worked with the FAA and Contractor to have this added to the RW 15-33 Rehab project. **This project has been completed and the FAA flight check just done.**
- 18. VTANG Arrester Cable Drainage (Stormwater) Project (\$1.5M).** This project involves repairing and modifying the existing Aircraft Arresting Systems (AAS), which are safety mechanisms designed to rapidly decelerate aircraft during landings or takeoffs by catching the aircraft with cables or barriers. The improvements will include upgrading the drainage system by adding infiltration galleries and connecting it to the existing stormwater system, ensuring continued compliance with state and

federal stormwater regulations. Enhancements include upgrading the sump pump capabilities to establish redundant drainage functions in each barrier pit, updating the control system for flood-level monitoring, and relocating the Arresting Gear Markers. The AAS at Leahy BTV are the only functioning systems for this installation and are critical to operations. This project is being completed concurrently with the Runway 15 – 33 Rehabilitation Project. The project was bid. Engineers Construction, Inc. (ECI) was selected to complete this work. We have a signed contract from ECI and have received final documents from VTANG. The contract has been executed by the Airport. This project is scheduled to be completed by September.



# Patrick Leahy Burlington International Airport Board of Commissioners Sound/Noise Update Report September 3, 2025

ADDITIONAL INFORMATION IS UPLOADED TO [WWW.BTVSOUND.COM](http://WWW.BTVSOUND.COM)

## **BACKGROUND:**

### **Residential Sound Insulation Programs:**

The purpose of the project is to convert a sample of incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically rated products and installation or upgrade of ventilation systems. The sound insulation treatments are designed to reduce the interior noise levels to below 45 DNL and provide a minimum noise level reduction of 5dB.

## **PHASES OF THE RESIDENTIAL SOUND INSULATION PROGRAM (RSIP)**

1. **Sound Insulation Pilot Project (Phase 1) (\$1.5M)**. This Program includes: Program formulation, Home eligibility determination, project schedule for this Phase 1 portion included 9 properties, and construction improvements are substantially complete. The close out is ongoing with the contractor.
2. **Residential Sound Insulation Project - Phase 2 (\$2.20M)** The purpose of the project was to convert incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas as defined in the Phase 1 project and the Noise Compatibility Program. The Airport continued implementation of its Residential Sound Insulation Program (RSIP). This grant included: community outreach, historic review, design and bidding of 52 homes, noise reduction of 6 homes which construction improvements were substantially completed and close out is

ongoing with the contractor. Properties were located within the 70+ DNL FAA accepted 2023 noise contours. The installation of noise reduction materials for the 5 properties was completed. Materials were purchased for the 6<sup>th</sup> property however the homeowner left the area. It will be completed with the next phase of homes. The close out is ongoing with the contractor.

3. **Residential Sound Insulation Project - Phase 3 (\$6.2M).** The Airport is continued implementation of its Residential Sound Insulation Program (RSIP) as described in more detail above. This grant was issued and includes: the construction improvements of the 52 Homes designed and bid in Phase 2, in addition it provides for community outreach, historic review, design and bidding of the next approximately 50 homes for improvements. The schedule for installing the noise insulating improvements for the 52 homes started in 2024. The Construction Improvements has started on this phase of homes and will continue through October 2025. See status below as of 20250820:

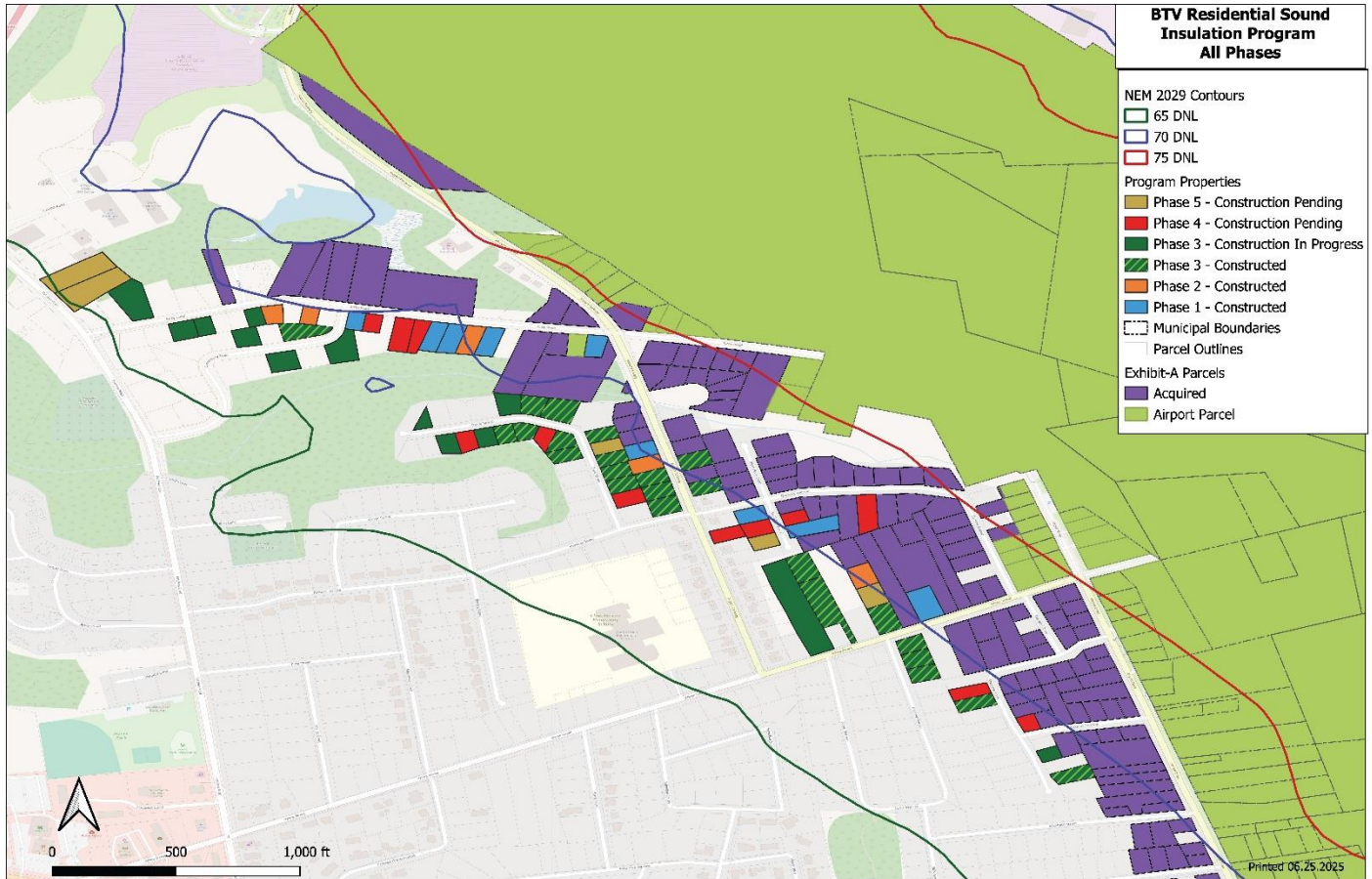
<b>Homes in Contract per NTP</b>	Total: <b>52</b>
<b>Dropped</b>	<b>6</b>
<b>In Final Stage</b>	Total: <b>36</b>
Accepted as Final with Exception	0
Accepted as Final	23
Pending Final Certificate Issued	13
<b>In Construction</b>	Total: <b>5</b>
Active construction	4
Substantially Complete – Punch Requested	0
Punch List Issued	1
Pending Request for Final	0
Incomplete Punch List Items	0
Pending Final Visit	0
Pending Fire Marshall Permit Closure	0
<b>Pending</b>	Total: <b>5</b>
Pending Start	5

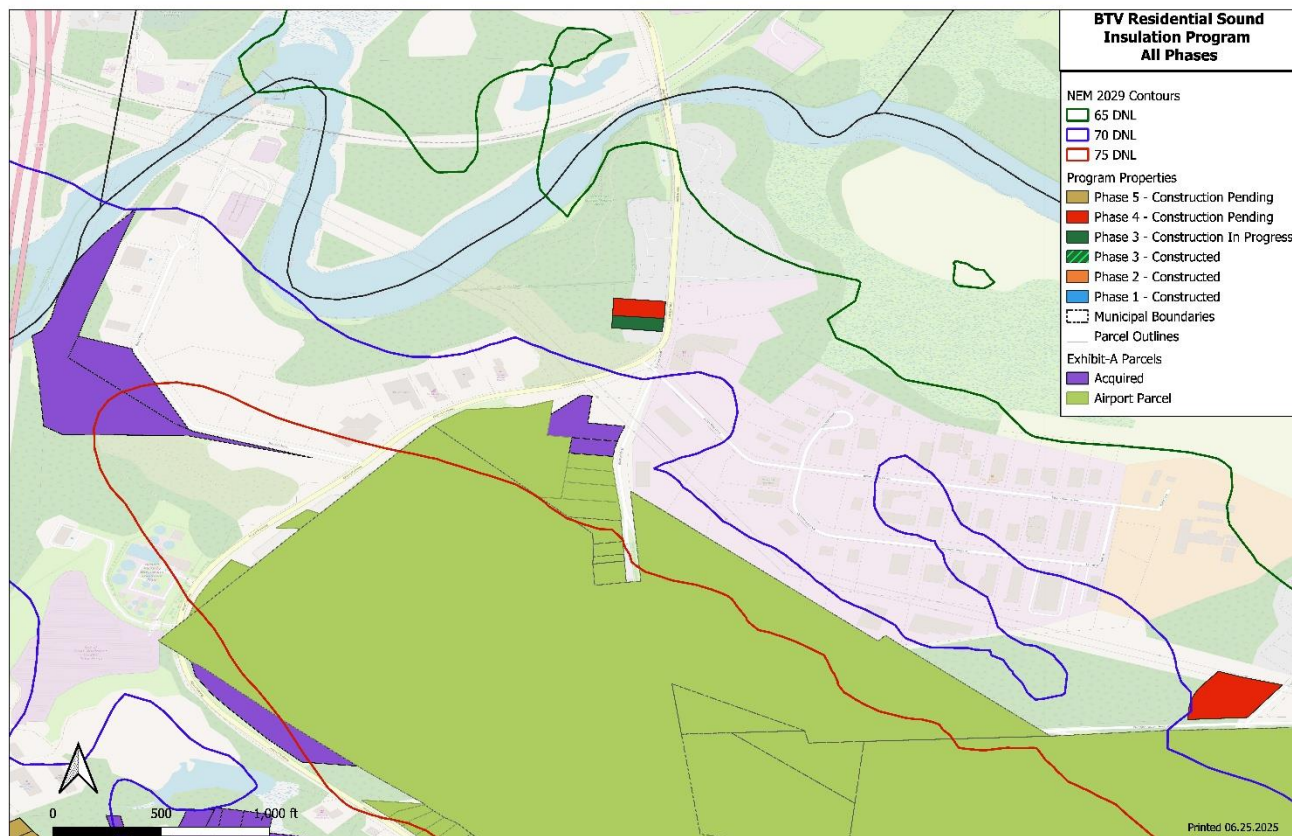
4. **Residential Sound Insulation Project - Phase 4 (\$3.9M EST.)** The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in more detail above. We are currently reviewing the status of the programing and will be able to detail this in our next month's airport commission meeting. The initial grant for 16 of the 50 homes for construction improvements was submitted grant was received from the FAA. Also in the grant was the funding for the next 50 homes. As discussed we are completing the required new acoustical testing for the balance of the 50 homes so we can do a follow grant application on those homes. (See update above) The Buy American process moving forward but awaiting grant for the 16 homes. We received the grant for this phase however; the amount (\$) was slightly less than what the application was. Based on instructions from the FAA we will leave the scope intact for this project and just amend the grant during closure. The Contact with Strong Tower to start construction improvements has been signed. **Strong Tower has completed the submittals for this phase. Construction is anticipated to start in October.**

### **RSIP Phase Status Chart & Timeline**

2025

5. **Residential Sound Insulation Project - Phase 5 (\$2.4M EST.).** The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in the first paragraph in this report. It includes the construction improvements of 6 units that remain in the above 70 DNL contour. Also, due to the change in the FAA acoustical requirement additional funding is being requested for homes in outreach from Phase 4. We submitted a grant application to the FAA on April 28, 2025 for this phase. **The grant was just recently issued. Contract documents and submittals are in progress.**





- 6. Noise Exposure Map Updates (NEM) (est. \$.85M).** The purpose of the Federal Aviation Administration (FAA) grant is to prepare a 14 C.F.R Part 150 Noise Exposure Map (NEM) update for Patrick Leahy Burlington International Airport (Leahy BTV). The NEM Update replaced the maps which were accepted by the FAA in 2019. Under the Federal requirements, the previous NEM Update indicated an update would be completed once the F-35A aircraft have been operational for one year. **This project is complete and we will move it forward for closure as soon as possible.**





**PATRICK LEAHY  
BURLINGTON  
INTERNATIONAL AIRPORT**

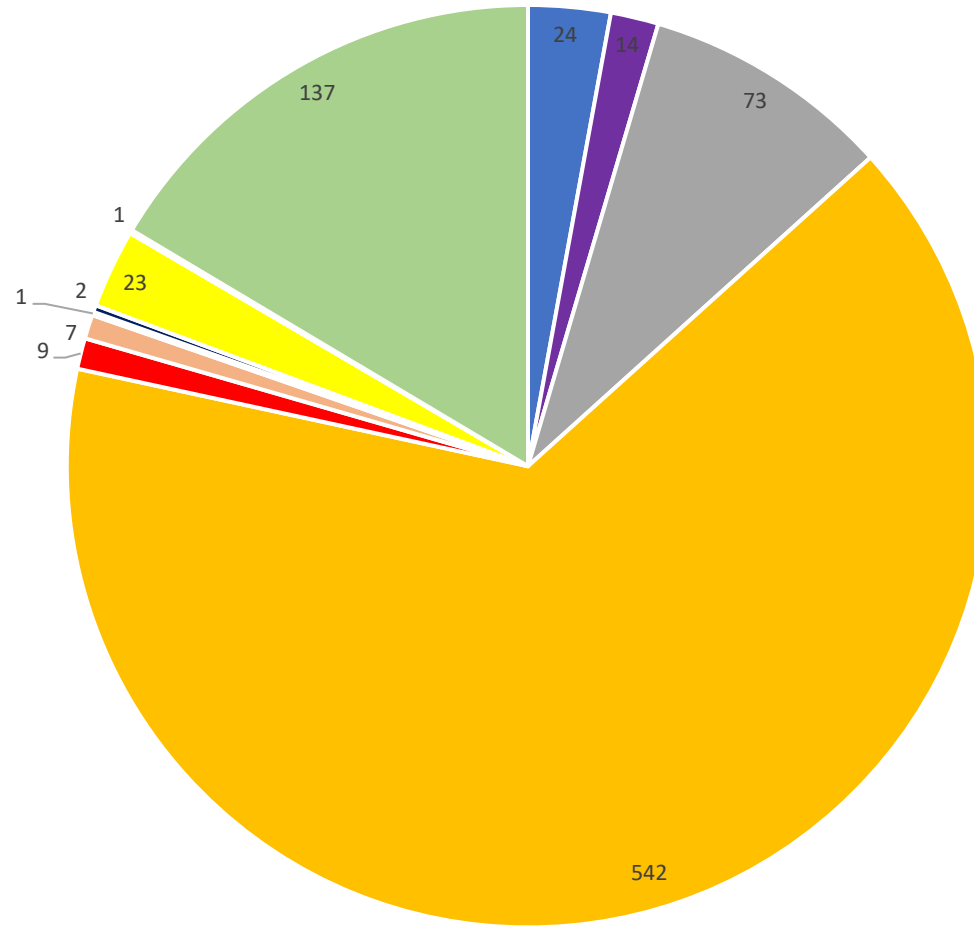
**Patrick Leahy  
Burlington International Airport**

**September 3, 2025  
Airport Commission  
Noise Comments**



Comments by Aircraft  
6/1/21-7/31/25

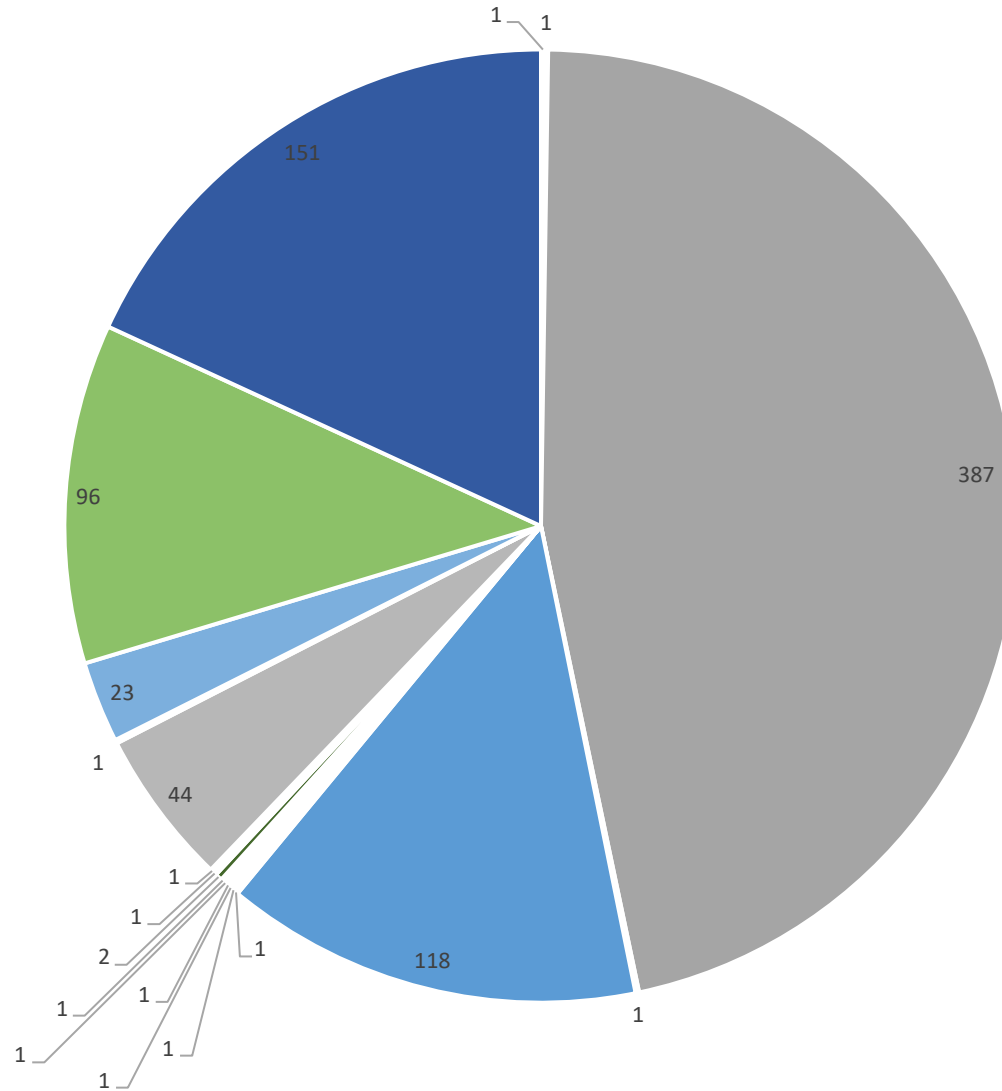
Total comments: 833



- Gen. Aviation (light)
- Helicopter
- Jet
- Military
- Multiple
- Propeller
- Seaplane
- Turboprop
- Unknown
- Zeppelin/Blimp
- Not specified

### Comments by Town (6/1/21-8/26/25)

Total comments: 833



- Baltimore, MD
- Bowmanville, ON
- Burlington, VT
- Charlotte, VT
- Colchester, VT
- Essex, VT
- Grand Isle, VT
- Greensboro, VT
- Hampton, NH
- Not specified
- North Rose, NY
- Richmond, VT
- Salem, MA
- Saranac Lake, NY
- South Burlington
- Strafford, VT
- Underhill, VT
- Williston
- Winooski

Comments by Aircraft (6/1/21-8/26/25)

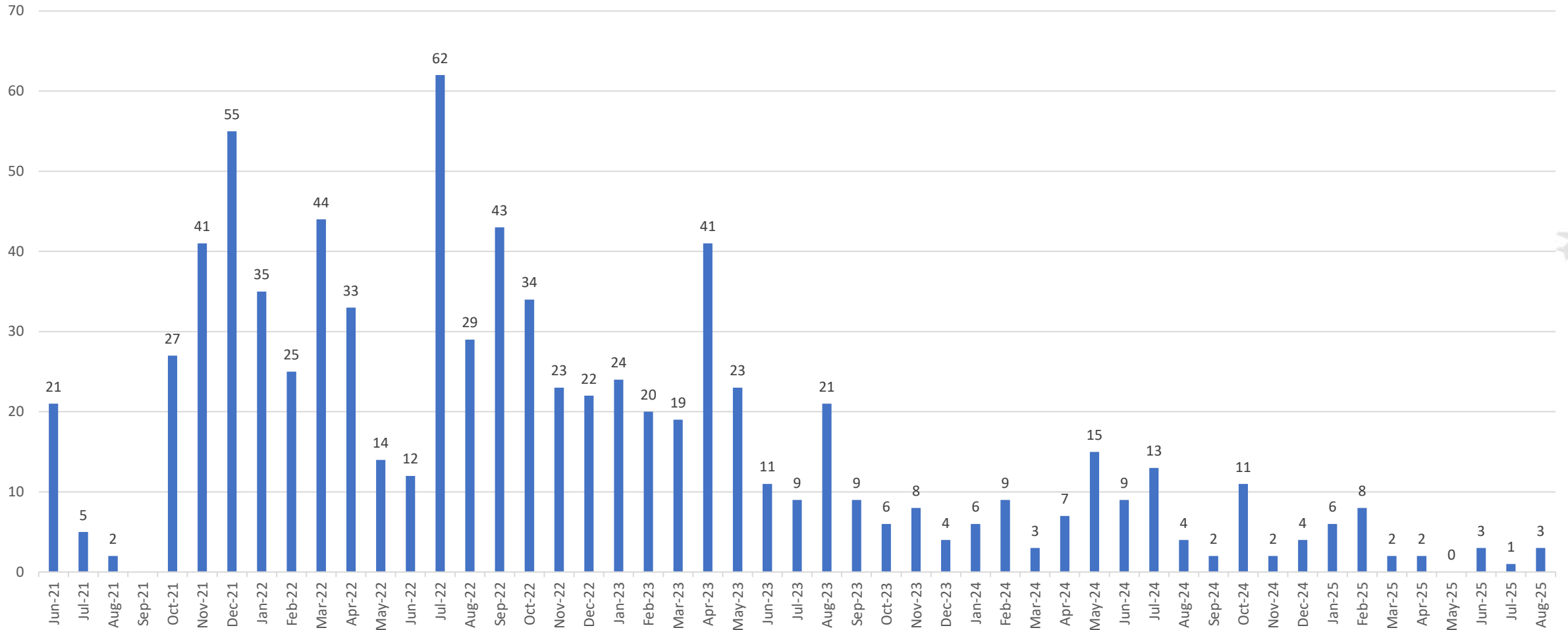
Gen. Aviation (light)	24	Seaplane	1
Helicopter	14	Turboprop	2
Jet	73	Unknown	23
Military	542	Zeppelin/Blimp	1
Multiple	9	Not specified	137
Propeller	7	Total Comments:	833

Comments by Town (6/1/21-8/26/25)

Baltimore, MD	1	North Rose, NY	1
Bowmanville, ON	1	Richmond, VT	2
Burlington, VT	387	Salem, MA	1
Charlotte, VT	1	Saranac Lake, NY	1
Colchester, VT	118	South Burlington	44
Essex, VT	1	Strafford, VT	1
Grand Isle, VT	1	Underhill, VT	23
Greensboro, VT	1	Williston	96
Hampton, NH	1	Winooski	151
Not specified	1	Total Comments:	833

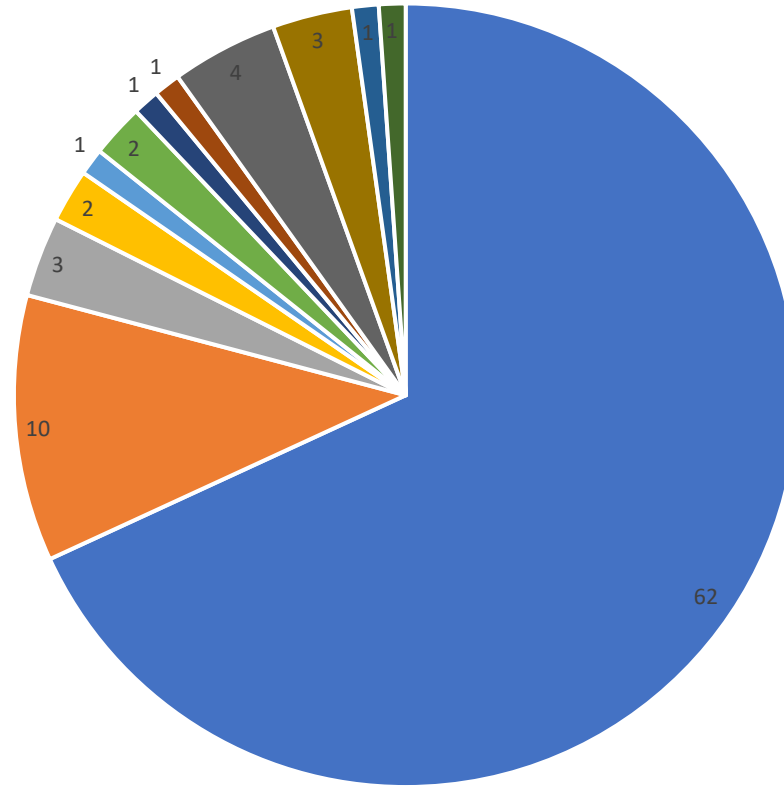
Noise Comments Per Month  
(6/1/21-8/26/25)

Total comments: 833



Total Commenters by Total Number of Comments Submitted  
(6/1/21 – 8/26/25)

Total comments: 833



- 1 Comment
- 2 Comments
- 3 Comments
- 4 Comments
- 5 Comments
- 6 Comments
- 7 Comments
- 12 Comments
- 21-26 Comments
- 60-62 Comments
- 80 Comments
- 330 Comments

## Statistics

- 92 commenters in the data set
- 71% of comments came from 5 individuals
- 67% of commenters (62 individuals) only commented once
- The top five commenters provided 593 of the total comments
- One additional comment in July, Three additional comments in August



**PATRICK LEAHY**  
**BURLINGTON**  
INTERNATIONAL AIRPORT

**Patrick Leahy**  
**Burlington International Airport**

**September 3, 2025**  
**Airport Commission**  
**Director's Report**





# Lt. Governor John Rodgers Visit on 8/29



# Office of Local Defense Community Cooperation (OLDCC) Awards \$7.3 Million to Leahy BTV

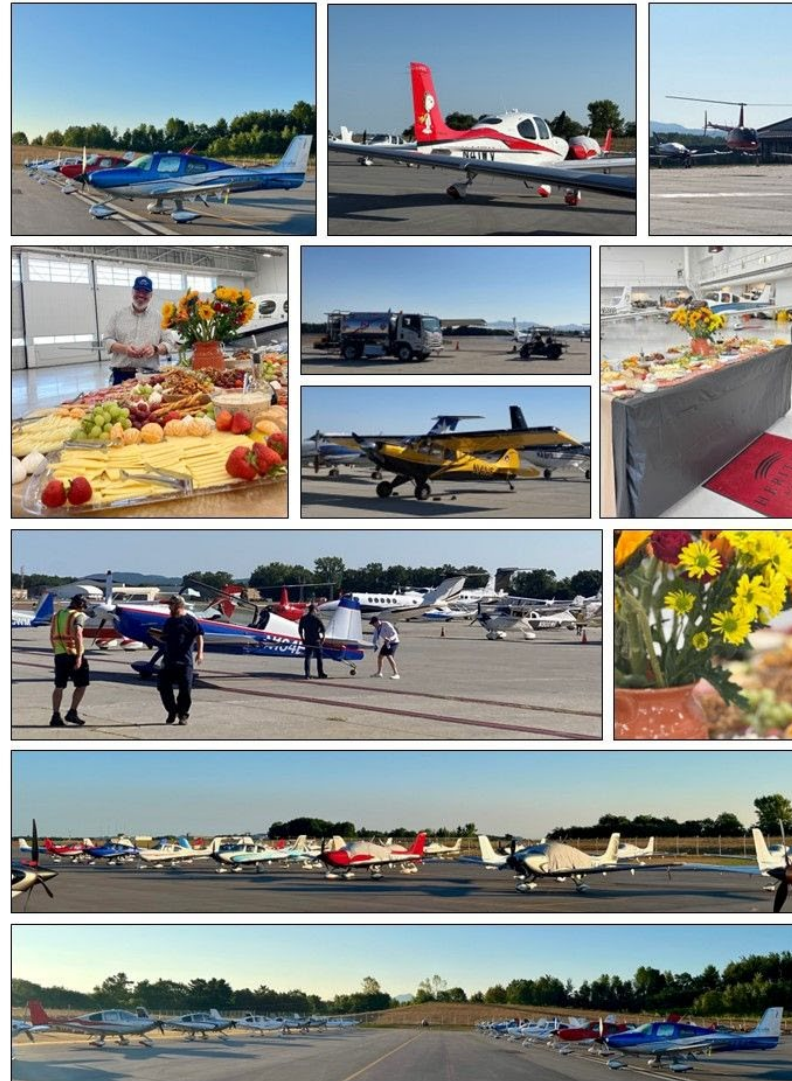
Grant Award:	\$7,320,760
Total Project Cost:	\$8,134,178

LeahyBTV Covers 10% of the Total Project Cost

## Project Details:

Funds will go towards reducing the interior noise levels for approximately 58 homes (above all other Federal Aviation Administration Funding)

# COPA GAMA Event at Heritage Aviation Aug 14-18



*Photos Courtesy of Heritage Aviation*

# Events and Items

- City Council on 9/8
  - Deputy Director Position
  - OLDCC Grant Acceptance
  - TSA/GSA Lease

\*All items passed at BOF on 8/25

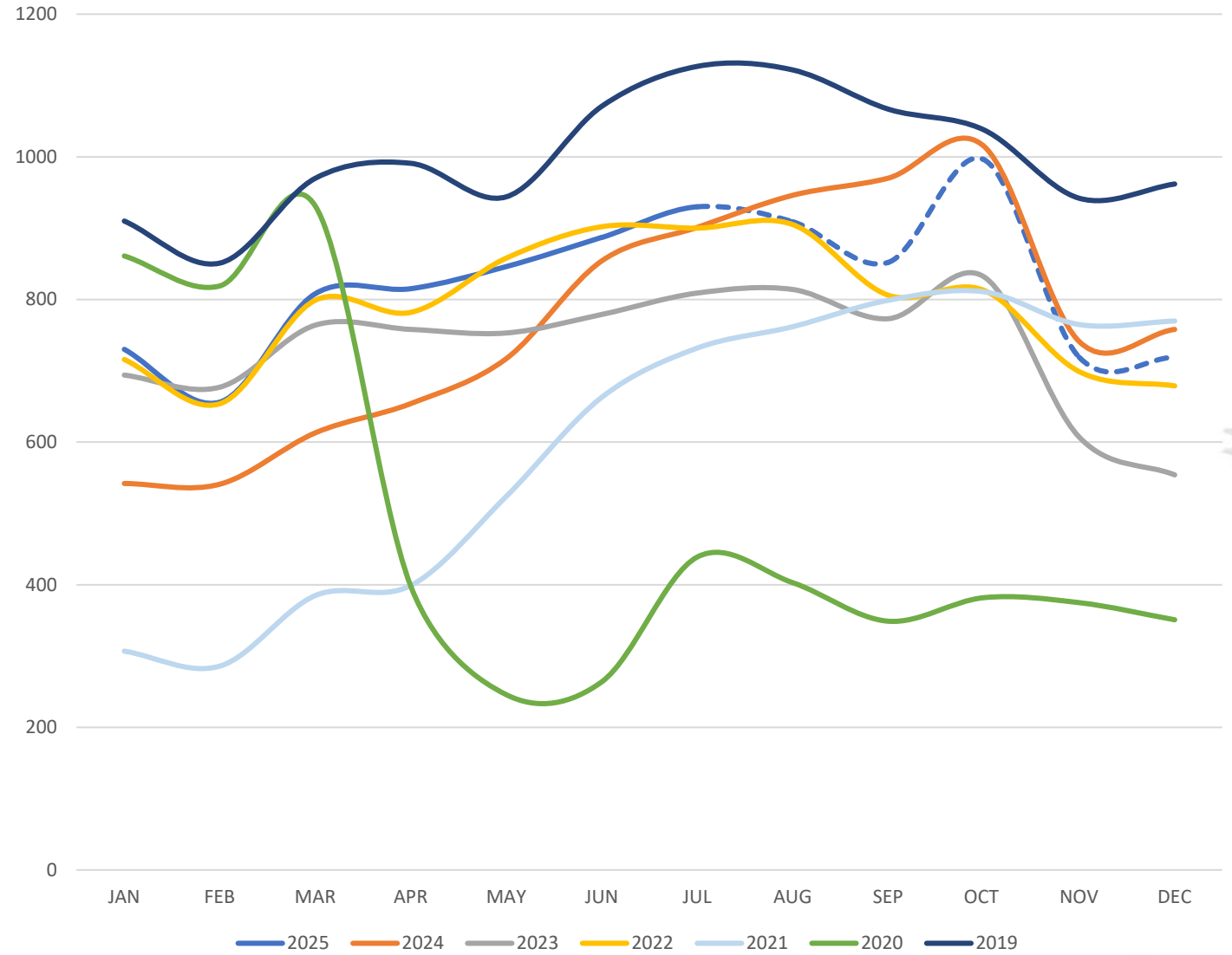
- Coming up:
  - Vermont Flight Academy Lease
  - Hangar Condo Association Lease
  - Breeze Conference from 9/9-9/12
  - VTANG Open House on 9/7



**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**  
 SEPTEMBER 20 | 8:00 AM | ALL AGES | FREE (REGISTRATION REQUIRED)  
 PRE-RACE SNACKS | FLY BY 5K SOCK GIVEAWAY | RAFFLE ITEMS | DONATION DRIVE  
 Open to South Burlington and neighboring town residents

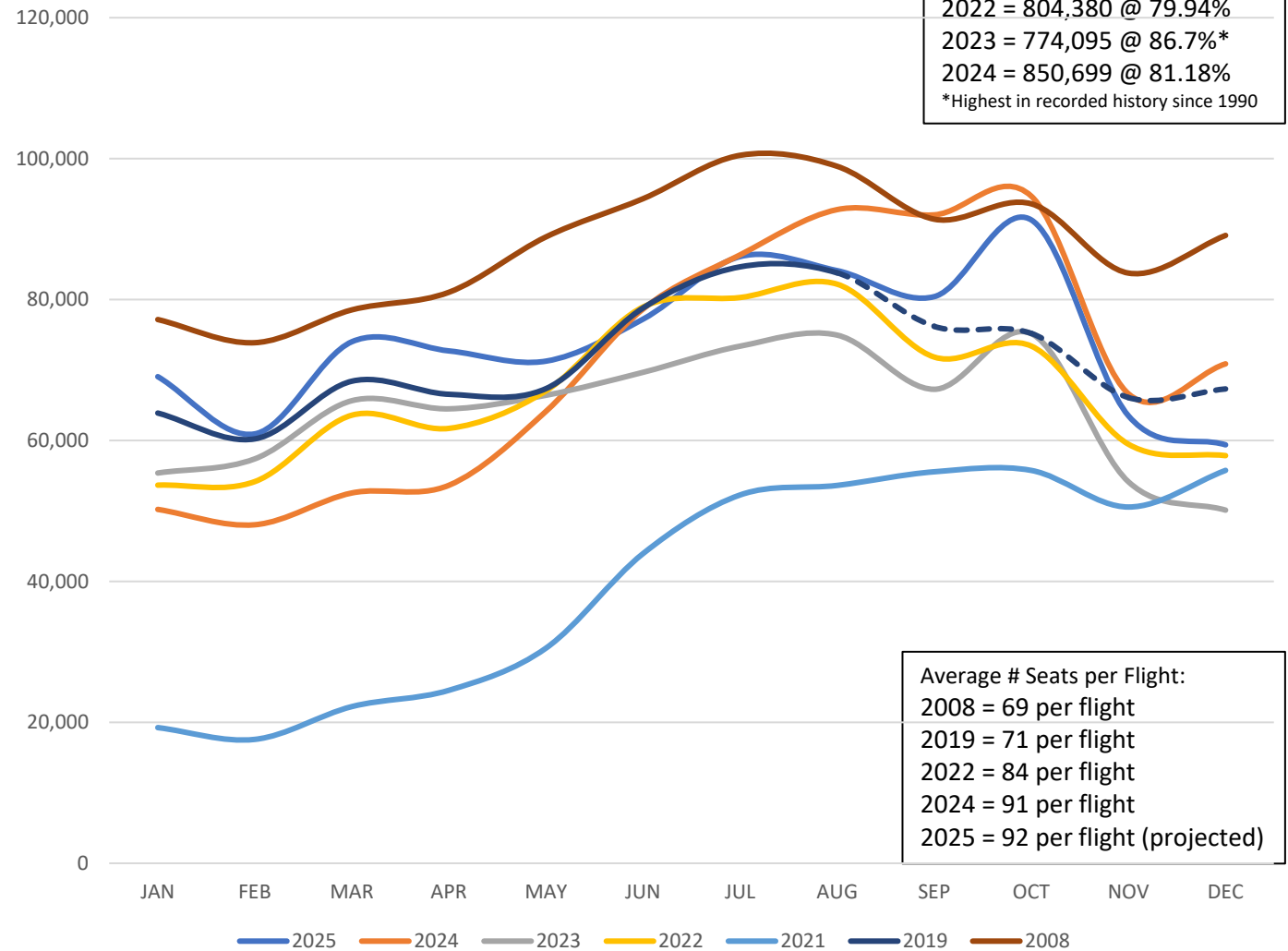
# Scheduled Departures; Projections

	2025	2024	2023	2022	2021	2020	2019
JAN	730	542	694	716	307	861	910
FEB	656	541	677	654	286	819	851
MAR	808	613	764	799	385	931	970
APR	815	654	758	782	399	398	991
MAY	846	717	753	858	524	246	944
JUN	887	854	779	902	663	264	1,071
JUL	930	901	809	900	732	439	1,127
AUG	909	946	814	905	762	403	1,122
SEP	852	970	773	806	799	349	1,067
OCT	996	1,015	832	813	811	382	1,038
NOV	719	741	607	699	765	375	942
DEC	719	758	554	679	770	351	962
<b>TOTAL</b>	<b>9,867</b>	<b>9,341</b>	<b>8,814</b>	<b>9,513</b>	<b>7,203</b>	<b>5,818</b>	<b>11,995</b>



# Scheduled Seats; Past and Projections

	2025	2024	2023	2022	2021	2020	2019
<b>JAN</b>	69,073	50,245	55,401	53,680	19,243	60,623	63,905
<b>FEB</b>	60,958	48,066	57,412	54,187	17,571	59,004	60,240
<b>MAR</b>	74,030	52,577	65,656	63,612	22,229	64,908	68,428
<b>APR</b>	72,724	53,671	64,497	61,736	24,541	25,790	66,566
<b>MAY</b>	71,276	64,163	66,423	67,070	30,532	17,126	67,379
<b>JUN</b>	77,239	78,672	69,679	78,974	43,954	17,236	78,828
<b>JUL</b>	86,108	86,352	73,387	80,312	52,270	31,442	84,658
<b>AUG</b>	84,106	92,765	74,942	82,198	53,620	27,551	83,786
<b>SEP</b>	80,428	92,016	67,270	71,852	55,555	23,823	76,194
<b>OCT</b>	91,292	94,651	75,143	73,411	55,743	24,753	75,193
<b>NOV</b>	63,511	66,633	54,148	59,481	50,552	23,524	66,096
<b>DEC</b>	59,402	70,888	50,137	57,867	55,753	22,648	67,316
<b>TOTAL</b>	890,147	850,699	774,095	804,380	481,563	398,428	858,589

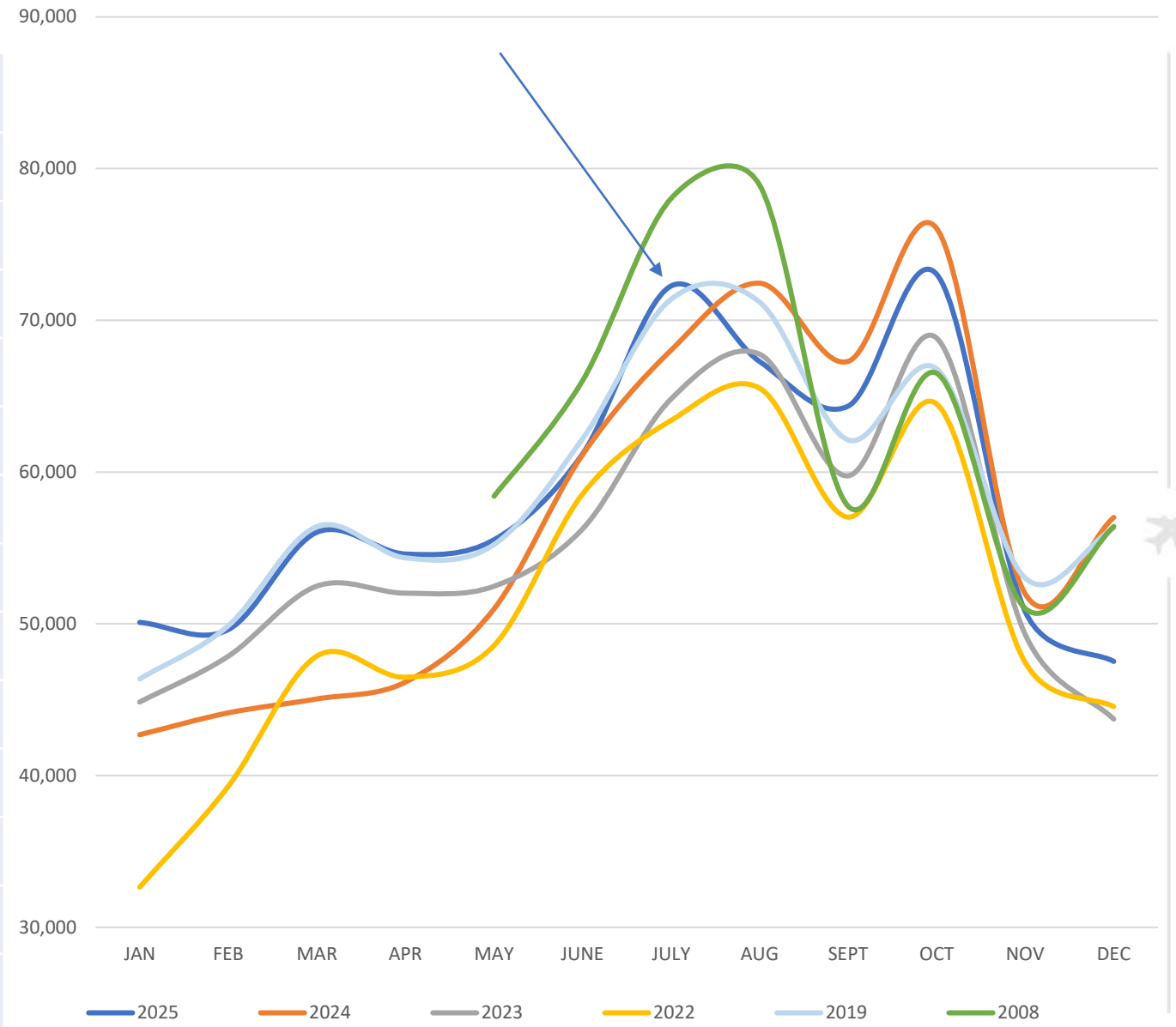


Total Annual Seats and Load Factor:  
 2008 = 1,051,115 @ 74.6%  
 2019 = 858,589 @ 82.7%  
 2022 = 804,380 @ 79.94%  
 2023 = 774,095 @ 86.7%\*  
 2024 = 850,699 @ 81.18%  
 \*Highest in recorded history since 1990

Average # Seats per Flight:  
 2008 = 69 per flight  
 2019 = 71 per flight  
 2022 = 84 per flight  
 2024 = 91 per flight  
 2025 = 92 per flight (projected)

# Passenger Statistics

	2025	2024	2023	2022	2021	2020	2019
JAN	50,093	42,691	44,848	32,652	8,979	50,750	46,356
FEB	49,619	44,133	47,864	39,291	11,696	49,341	49,867
MAR	56,029	45,049	52,484	47,878	13,491	26,158	56,400
APR	54,601	46,158	52,018	46,485	19,563	1,448	54,340
MAY	55,533	50,972	52,471	48,564	26,325	3,911	55,209
JUNE	61,182	61,136	56,241	58,546	37,229	7,458	62,180
JULY	<b>72,255</b>	68,026	64,807	63,402	46,344	12,119	71,381
AUG	<u>67,285</u>	72,448	67,763	65,535	47,059	12,823	71,200
SEPT	<u>64,342</u>	67,296	59,751	57,037	43,072	11,292	62,116
OCT	<u>73,034</u>	76,054	68,823	64,490	50,618	14,416	66,795
NOV	<u>50,809</u>	51,977	49,302	47,452	41,572	10,211	53,007
DEC	<u>47,522</u>	57,012	43,725	44,545	42,886	9,393	56,314
<b>TOTALS</b>	<b><u>702,304</u></b>	681,925	660,097	615,877	388,834	209,320	705,165



\*Underlined numbers are future estimates