

**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**AIRPORT COMMISSION**

**MINUTES OF MEETING**

**November 5, 2025**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

[Hybrid meeting]

**Approved 12/3/25**

**MEMBERS PRESENT:** Tim George  
Andrew Savage  
Robin Guillian  
Chip Mason  
Helen Riehle  
Jeff Schulman  
Connor Daley

**MEMBERS ABSENT:** None

**BTV STAFF PRESENT:** Nicolas Longo, Director of Aviation  
Larry Lackey, Director of Engineering & Environmental Compliance  
Marie Friedman, Director of Finance  
Jeff Bartley, Director of Innovation & Marketing  
Jesse Sprague, Executive Assistant  
David Carman, Deputy Director of Aviation Operations  
Madison Reagan, Environmental Compliance and Project Manager  
Romeo von Hermann, Customer Experience Manager

**OTHERS PRESENT:** CCTV

**1.0 Call to Order**

Airport Commission Chair, Tim George, called the meeting to order at 4:03 PM. Individuals attending the meeting remotely identified themselves (Andrew Savage, Chip Mason, Jeff Schulman, Connor Daley, Robin Guillian)

## **2.0 Agenda**

Approve/Adopt Agenda

**MOTION by Helen Riehle, SECOND by Robin Guillian, to approve the agenda as presented.**

**VOTING: unanimous (7-0) 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:

- 3.1.1 Leif Taranta – ICE operations at the airport
- 3.1.2 Gene Bergman – ICE operations at the airport
- 3.1.3 Sherry Wormser – ICE operations at the airport
- 3.1.4 Rachel Siegel – ICE operations at the airport, City Council resolution

## **4.0 Consent agenda:**

4.1 Approval of Minutes from the Airport Commission Meeting on October 1, 2025 and October 15, 2025

MOTION by Helen Riehle SECOND by Robin Guillian to approve the items in the consent agenda as presented in the agenda packet.

**VOTING: unanimous (7-0) motion carried.**

## **5.0 Construction Update, L. Lackey**

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

- 5.1 Item 4 is moving from design to permitting and construction with a grant application in next year
- 5.2 The SRE building will be going out to bid in the next 1-2 weeks
- 5.3 The new Burlington Tech Center opened to students last week
- 5.4 Beta Technologies is working to permit a childcare center and new hangar
- 5.5 Leahy BTV has submitted its first FAA forms regarding the glycol system upgrade
- 5.6 Leahy BTV is working with the FAA on how to fund the CIP over the next few years
- 5.7 The proposed project worksheet that the FAA requires was submitted at the end of October for the grant to complete the 2<sup>nd</sup> floor renovation and HVAC system.
- 5.8 The grant for runway 15/33 will have a close out document soon
- 5.9 Contracts with Pike Industries are being finalized for the Taxiway C-G rehabilitation

## **6.0 Noise Data**

6.1 Noise Data, L. Lackey

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

- 6.1.1 Phase 1 was submitted to the FAA for closeout
- 6.1.2 Phase 2 is the next phase to close out
- 6.1.3 Phase 3 homes have been finished and the acoustical completed
- 6.1.4 Phase 4 homes are under construction
- 6.1.5 Phase 5
- 6.1.6 With the lapse in government funding, the OLDCC is not able to communicate on programs until their staff returns to office

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

In addition to the written presentation, Director Friedman reported:

- 7.1 Revenues are similar to last year's revenues
- 7.2 Breeze Airways will start paying landing fees and terminal fees, which are waived in their first two years at Leahy BTV.
- 7.3 The Airport had its annual audit this week
- 7.4 Garage rates rose in July '25 from \$12-14, and it the hardware and software system for Flash Parking will be installed next week.
- 7.5 The Airport has paid off the T2 equipment; the Flash equipment payment model is similar to a subscription. The new system comes with new features, including digital pay.

## **8.0 Director's Update**

In addition to the written presentation, Director Longo reported:

- 8.1 The first of four new jet bridges has been delivered. These jet bridges will accommodate large and small aircraft.
- 8.2 Director Longo presented on the aircraft at the invitation of Education and Enrichment for Everyone (EEE). The group invites a speaker to present every Friday in South Burlington
- 8.3 Airport staff attended the Airport Councils international North America and World groups met in Toronto for their Annual Conference and Exhibition
- 8.4 The Burlington Technical Center reopened to students with the new renovations.
- 8.5 The Blue Lightning Initiative trainings will be required for any employee at the airport with a badge
- 8.6 TSA employees at Leahy BTV have been coming to work amidst the government shutdown
- 8.7 Leahy BTV is partnering with Aunt Flow to provide free menstrual products in the female and family restrooms.
- 8.8 Fewer aircraft are landing at Leahy BTV, but the planes that do land are carrying more passengers because they are larger planes.
- 8.9 October 5-22, there were over 3,000 people through the TSA checkpoint, marking a new record since 2008.
- 8.10 There will be a ribbon cutting for the pedestrian/bike path on November 19 at 9:30am.
- 8.11 Projected passengers are calculated from the scheduled seats that are reported to the Department of Transportation. The slide reporting 'Projected Passengers' presents 80% of the scheduled seats as a projection of how many seats that come to Burlington will be filled.
- 8.12 In response to a resolution draft presented to the Airport Commission by Rachel Siegel, Commissioner Chair Tim George stated that he does not have a response to the resolution at this time.

## **9.0 Commissioner Items**

- 9.1 No Commissioner items

## **10.0 Follow Up Items**

- 10.1 Patrolling of cell phone lot
  - 10.1.1 Director Longo reported that the airport is offering free parking, meaning that individuals who would normally access the cell phone lot can now pull into the garage while they wait.

**11.0 Adjournment**

**MOTION by Helen Riehle, SECOND by Chip Mason to adjourn the meeting.**

**VOTING: unanimous (7-0) motion carried. The meeting was adjourned at 5:11 PM.**