



## Airport Commission

**Wednesday, February 4, 2026, 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 from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/95941583622?pwd=jspMUXkiTTeF3LGU9JkR8vhdYXocQq.1>

### 1. Call to Order

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**Subject** 1.1. Call to Order

Meeting February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport

Category 1. Call to Order

Department

Type

**Subject** 1.2. Acknowledgement of Remote Commissioners

Meeting February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 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 February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport

Category 3. Public Forum

Department

Type

## 4. Consent Agenda

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<b>Subject</b>	<b>4.1. Approval of Minutes</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	4. Consent Agenda
Department	
Type	
Recommended Action	

## 5. Construction Update, L. Lackey

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<b>Subject</b>	<b>5.1. Construction Update, L. Lackey</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	5. Construction Update, L. Lackey
Department	Burlington International Airport
Type	

## 6. Noise Data, L. Lackey

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<b>Subject</b>	<b>6.1. Noise Data, L. Lackey</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	6. Noise Data, L. Lackey
Department	Burlington International Airport
Type	

## 7. Financial Update, M. Friedman

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<b>Subject</b>	<b>7.1. Financial Update, M. Friedman</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	7. Financial Update, M. Friedman
Department	Burlington International Airport
Type	

## 8. Director's Report

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<b>Subject</b>	<b>8.1. Director's Report</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	8. Director's Report
Department	

Type

## 9. Commissioner Items

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<b>Subject</b>	<b>9.1. Commissioner Items</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	9. Commissioner Items
Department	

Type

## 10. Follow-up Items

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### 11. Adjournment

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<b>Subject</b>	<b>11.1. Motion to adjourn</b>
Meeting	February 4, 2026 - February 4, 2026 Airport Commission - Wednesday, February 4, 2026, 4:00 PM, Zoom/Wright Room at the Airport
Category	11. Adjournment
Department	Council and Board

Type

Recommended Action

## 12. Informational and Non-Discrimination Statements

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This meeting will air on Town Meeting TV's Burlington Meetings channel (Burlington Telecom channel 317) at a later date. For program airtimes, please visit [cctv.org](http://cctv.org), or contact Town Meeting TV at 802-862-3966 or [airtimes@cctv.org](mailto:airtimes@cctv.org)

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**PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT**

**BOARD OF AIRPORT COMMISSIONERS**

**MINUTES OF MEETING**

**January 7, 2026**

**Location: The Wright Room**

**1200 Airport Drive,**

**South Burlington, VT 05403**

**[Hybrid meeting]**

**MEMBERS PRESENT:** Jeff Schulman, Vice Chair

Helen Riehle

Chip Mason

Andrew Savage

Al Turkos

**MEMBERS ABSENT:** Tim George, Chair

Robin Guillian

**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

Madison Regan, Environmental Compliance and Project Manager

Alexandra Cohen, Marketing Assistant

Romeo von Hermann, Customer Experience Manager

Dave Carman, Deputy Director – Airport Operations

Marie Friedman, Director of Finance

**OTHERS PRESENT:** CCTV

**1.0 Call to Order**

1.1 Call to Order

Airport Commission Vice Chair, Jeff Schulman, called the meeting to order at 4:35pm

1.2 Acknowledgement of Remote Commissioners

Individuals attending the meeting remotely identified themselves (Chip Mason, Andrew Savage)

**2.0 Agenda**

Approve/Adopt Agenda

**MOTION by Helen Riehle SECOND by Chip Mason to approve the agenda as presented.**

**VOTING: unanimous (5-0); motion carried.**

### 3.0 Public Forum

3.1 Lief Taranta commented on Immigration Customs Enforcement presence at the airport

### 4.0 Consent agenda:

4.1 Approval of the minutes

MOTION by Helen Riehle, SECOND by Al Turkos, to approve the minutes as presented in the agenda packet, including Minutes from the May 28, 2025 and December 3, 2025 meetings.

**VOTING: unanimous (5-0); motion carried.**

### 5.0 New Job Descriptions

5.1 New Job Descriptions

**MOTION by Al Turkos, SECOND by Helen Riehle, to recommend this organization as presented in the memo**

DISCUSSION led by Aviation Director Nic Longo. Discussion included: if approved, this memo can pass to Board of Finance for them to approve and recommend that the City Council approve: one Operations Specialist position be added to the Operations team; one new Ground Transportation Working Foreperson position to be staffed during the nighttime hours; and the tiering of the existing Maintenance Worker position into Maintenance Worker I and Maintenance Worker II. Both job descriptions for the Operations Specialist and Working Foreperson are existing. The tiering of the current Maintenance Worker position allows an employee to be hired into the Tier I role, and after obtaining certain requirements, that employee can occupy the Tier II role. Tier I is a grade 14, and Tier II is a grade 15. The airport has been working with the AFSCME Union to create this job description. All positions are currently within the budget, so a budget amendment is not requirement. These positions can be posted as soon as they are approved by Board of Finance and City Council.

**VOTING: unanimous (5-0); motion carried.**

### 6.0 Aerodyme Lease

6.1 Aerodyme Lease, N. Longo

**MOTION by Helen Riehle, SECOND by Al Turkos, to approve the memo as presented.**

DISCUSSION led by Director Longo. Discussion included: this lease will expand Aerodyme's footprint at the airport and offer a four-year lease extension followed by a one-year extension option. This lease will add Pod 4 to Aerodyme's rental space. The rental rate is lower than other similar leases because the condition of the space is poor. Pod 4 will eventually be demolished, so Aerodyme's future vacancy of Pod 4 is expected and included in the lease.

**VOTING: unanimous (5-0); motion carried.**

### 7.0 GSA/TSA Lease

7.1 GSA/TSA Lease, N. Longo

**MOTION by Helen Riehle, SECOND by Al Turkos, to approve the memo as presented.**

DISCUSSION led by Director Longo. Discussion included: during the TIP project for the South Concourse, TSA offices were relocated to accommodate the construction. Since that

point in time, the airport has been building new space for TSA to occupy near the checkpoint. The General Services Administration (GSA) negotiates leases on behalf of TSA and other government agencies, so the lease for the new space is with the TSA and GSA. This lease allows the TSA to occupy the new office spaces that have been built.

**VOTING: unanimous (5-0); motion carried.**

## **8.0 Hangar Condo Association Lease**

### **8.1 Hangar Condo Association Lease**

**MOTION by Al Turkos, SECOND by Helen Riehle, to approve the memo as presented.**

DISCUSSION led by Director Longo. Discussion included: the Hangar Condo Association (HCA) built their own hangars and rents to the general aviation community. HCA owns the buildings and expenses related to the buildings. Their current lease is still active; HCA is interested in a lease extension of ten years for their aircraft storage. This lease is for the ground space where the HCA properties are built.

**VOTING: unanimous (5-0); motion carried.**

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

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

- 9.1 Item two: this is the South Terminal Expansion Project. This project would have required borrowing money in order to start around 2029. The Airport is submitting a funding application for \$65 Million to pay for this project. Then the money would be secured through the AIP project. For each project, the Airport pays 10% of final costs when we receive grant payment for a project.
- 9.2 The Airport pays its last bond payment in fiscal year 2030. The Airport will be able to pay for the South Terminal Expansion Project with a bond if the grant funding does not get approved.
- 9.3 Item three: Goal is to submit the grant application for the cargo apron by April 2026.
- 9.4 SRE building: this project is estimated to be a \$26 Million. There is a bid meeting next week on January 16 with the contractors to open the bids for the project.
- 9.5 The FAA CIP for FY26 has been resubmitted
- 9.6 BETA is moving forward with its B build. Ideally construction can start over the summer

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

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

- 10.1 This report reflects the first five months of the 2026 fiscal year.
- 10.2 Last year, there was a difference in the time we received stimulus money; while it may look like revenues are much lower than last year by \$1Million, but this is due to dates which we received funds.
- 10.3 The fourth page shows a metrics sheet that compare financial recovery after the pandemic. This chart shows revenues that are higher than before, so revenues are doing well. The last few months have shown fewer car rental and concession revenues, but the revenues are still sizable.
- 10.4 The last document in the report shows cash and reserves, so some accounts are restricted.

## **11.0 Noise Data and Updates**

### **11.1 Residential Sound Insulation Program Update**

- 11.1.1 In addition to the written construction update provided to the Airport Commission, Larry Lackey highlighted the following:
- Closeout for Phase 1 has been submitted to the FAA.
  - Documentation for Phase 2 closeout is in process, now that financial items are all set.
  - Phases 3 and 4: construction is largely complete. Contractor is cleaning up homes.
  - Preconstruction meeting for phase 5 happened today with contractors.
  - Goal for Phase 5 is to start construction by summer 2026
  - For Phase 6, we will be applying for money to complete: construction administration and resident project representative money for homes funded through OLDCC funds. We will also apply for money to fund more homes next year.
  - No additional comments regarding noise data reports, but this data will be available quarterly. There has been one additional comment in November and December.

## **12.0 Director's Update**

In addition to the written presentation, Director Longo reported:

- 12.1 In the new terminal, there are custom made utility elements to contain lights and wires that are essential for operations but are not visible to distract from the mass timber.
- 12.2 Part of the North Concourse pathway will close during the new construction, and there will be signage and everything necessary for passengers as they pass through to their gates in the north part of the terminal.
- 12.3 Students at the Chamberlin School named the snow equipment that Leahy BTV employees use to keep the runways clear of snow in the winter, and the school partnered with the airport to announce the names.
- 12.4 Leahy BTV hosted a staff party to appreciate the staff at Leahy BTV.
- 12.5 Leahy BTV is tracking where cars in the parking lot are coming from by the number of different states represented by license plates.
- 12.6 Nic Longo is a board member of the Vermont Aviation Advisory Council, which met in December 2025 and meets quarterly.
- 12.7 Chubb is the airport's insurance company who visited in December for their audit of the airport.
- 12.8 Leahy BTV participated in a kickoff meeting for receiving OLDCC funding
- 12.9 Each year, Leahy BTV sends a few staff members to the Snow Symposium in Buffalo NY.
- 12.10 Projected seats are based on the schedules reported by the airlines. The underlined numbers in the passenger statistics slide is 80% of the reported scheduled seats.
- 12.11 October 2025 was the month with the highest passengers ever recorded in a single month in the airport's history.

## **13.0 Commissioner Items**

- 13.1 Commissioner Items:
- 13.1.1 No Commissioner items.

## **14.0 Follow Up Items**

14.1 No follow up items

**15.0 Adjournment**

**MOTION** by Al Turkos, **SECOND** by Helen Riehle to adjourn the meeting.

**VOTING:** unanimous (5-0); motion carried.

DRAFT

To: Airport Commission

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

Date: February 4, 2026

Subject: Airport Commission Construction Update

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1. **Environmental Assessment (est. \$.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. Completed, working on close out documents.
2. **South Terminal Replacement Project (\$73M)**. 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 (ATP) 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 have moved forward with schematics and preliminary cost estimates for existing potential funding source applications. **ATP application for funding was submitted in January.**
3. **Cargo Apron Construction Project (\$4.7M)**. 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 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 in March. Project design is complete. Working on permit applications. We anticipate we will apply for a grant in April of 2026 for construction.**

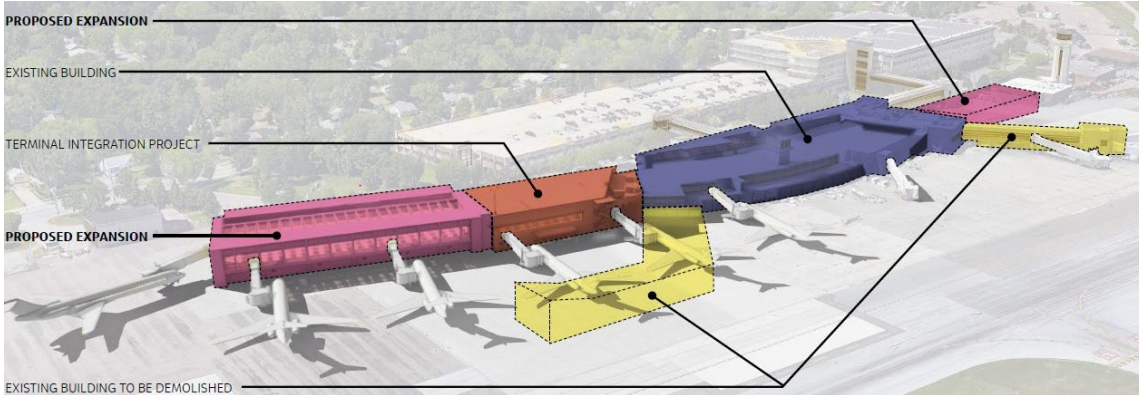
- 4. SRE Building Design (\$29M).** The purpose of this project is to replace the existing out dated facilities, which does not meet the storage needs of the required equipment to maintain the airfield. A contract for study is being completed with programing and scoping moving forward. The scoping session 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. **Permits have been issued. Bids for construction were received on January 9, 2026. We had 3 bidders. The bids are under review.**
- 5. FAA CIP for FY26 and next 5 years.** We met with the FAA Airports Division on September 17, 2025. Items discussed for FFY26, cargo apron construction, SRE building construction, obstruction removal easements, final application to complete project NeXT, RSIP Phase 6 considering receipt of the \$7.3M grant from OLDCC, centralized deicing and the following 5 years. **We updated the CIP with these considerations and have received the FAA’s comments on this. We will be updating again and resubmitting.**
- 6. 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. **We are coordinating with Beta on all aspects of their new development. Currently the child care center, manufacturing B build permitting in moving forward with the Alia Hangar under construction.**
- 7. 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. Completed, working on closeout documents.
- 8. 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. The final report is completed. A 7460 – 1 (Siting review) has been submitted for the siting of the first site location for review. **This has been determined to be our priority project with the most recent FAA CIP review. We are working on our CIP with the FAA, to see when this can be funded. Then**

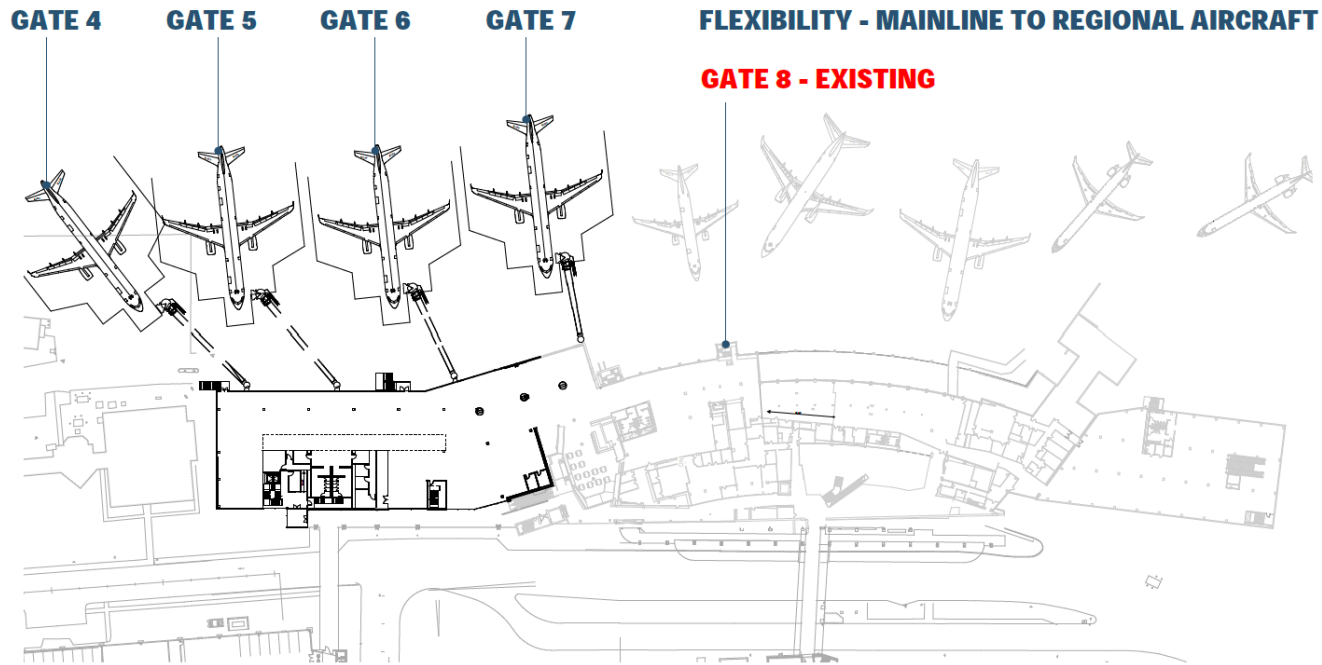
we can start scoping the project with the FAA.

9. **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.
10. **PROJECT NEXT: North Terminal Replacement Project and New PBB's (\$69M)**. 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 issues 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. The jet bridges have been ordered and the bases are being set. We are working on the final grant application for items that will wrap this project up. This includes but is not limited to the balance of the second floor renovation, additional apron and heating and cooling systems. **We'll be applying for the final grant for this project by April for this project.**

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





- 11. **RW 15 – 33 Improvements – Mill and Overlay (15M).** The project is complete, with a few minor punch list items to be completed. Final inspection was completed with the FAA present. We are moving this project to close out.
- 12. **Airfield Pavement Plan Update (\$.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 has been finalized. We will move to closure with this project.**
- 13. **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. A NOA has been given to the contractor with contract being completed. **Contracts have been issued with the Contractor with construction starting in the spring.**
- 14. **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. We are moving forward with scoping to review existing and proposed easement.

15. **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 project has been completed and the FAA flight check completed. **Closeout will be completed with the RW 15-33 Project.**
  
16. **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. The project is complete, with a few minor punch list items to be completed. Final inspection was completed with VTANG present. **We are moving this project to close out.**

# Patrick Leahy Burlington International Airport Board of Commissioners Sound/Noise Update Report

**February 4, 2026**

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

## **BACKGROUND:**

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

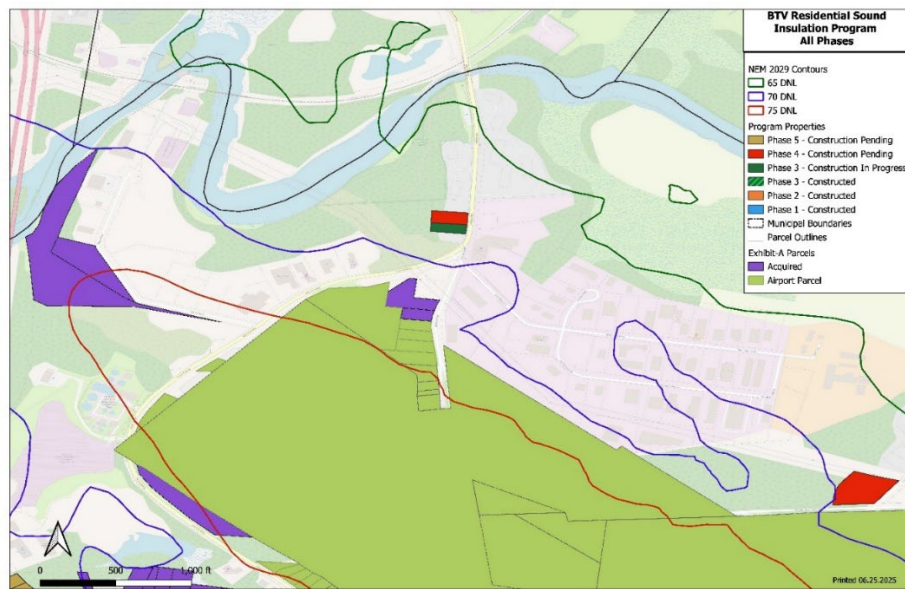
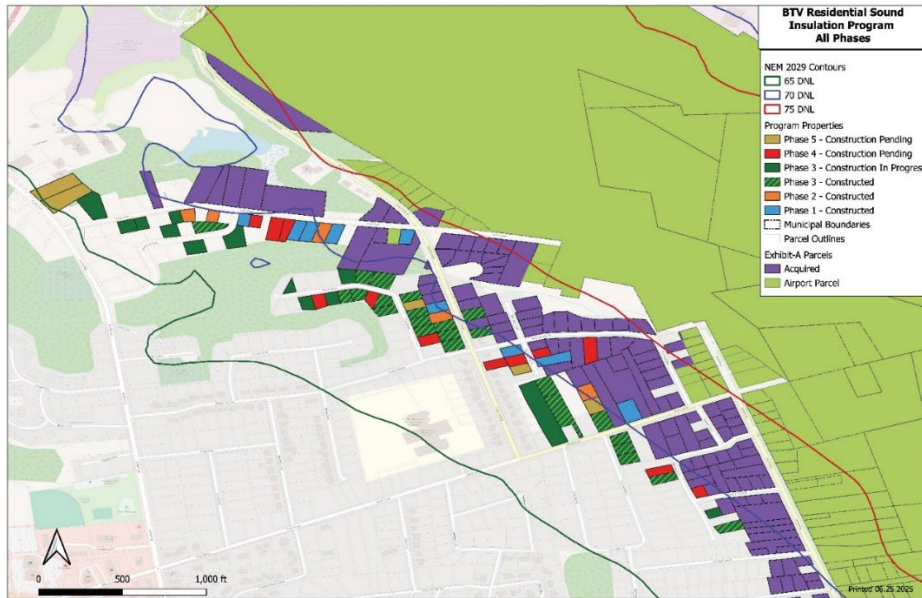
The purpose of the project is to convert a sample of incompatible residential units to a compatible land use by installing an acoustical treatment package which will provide relief from aircraft noise by upgrading interior living areas. Upgrades may include replacement of windows and doors with acoustically 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. **Received Grant Amendment. Awaiting Closeout documentation and final payout from the FAA.**
- 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 completed with the contractor. Moving to closure.**

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 September 2025 **Punch list items were being completed in January 2026.**
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 (\$)s 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. **The Construction Improvements has started on this phase of homes and will continue through December 2025. Punch list items were being completed in January.**
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. **The Pre-Construction meeting held with the FAA. Construction to start in the spring.**



- 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 are moving it to closure.**

7. **Residential Sound Insulation Project “Construction” – OLDCC (DOD) (\$8.1M EST.)**. We received this grant funding and will provide further update during the October meeting. **Communication has resumed with the OLDCC office. Design has started on the projected homes.**
  
8. **Residential Sound Insulation Project - Phase 6 (TBD)**. The Airport is proposing to continue implementation of its Residential Sound Insulation Program (RSIP) as described in the first paragraph in this report. With the OLDCC award we are currently planning our approach for the FAA 2026 grant application season. This will include the Construction Administration and Resident Project Representative for the OLDCC construction and preparation for a full construction grant application in the next round.

To: Airport Commissioners  
From: Marie Friedman, CPA, Director of Finance  
Date: January 30, 2026  
Re: Financial Highlights Report for February 4th, 2026 meeting

- This month's financial package includes the December P&L, Revenue Recovery Metrics and the Banking Balance report.
- BTV renewed the Grant Anticipation Note (GAN) in early July. There is one drawdown for AIP-149 (South Apron Construction) for \$372,000 under the new GAN. The Airport has \$9,628,000 million still available to draw on if needed. Interest rates are adjusted monthly. Interest paid on the GAN is eligible for reimbursement under a future PFC application.
- The Airport is working on a new PFC Application. This will include the buildout of the SRE Building anticipated financing as well as local share match on upcoming AIP grants.
- Year-to-date (YTD) Revenues through December were \$15.3 Million. Operating revenues are lower than the prior year, primarily due December 2025 showing \$568,885 more in Stimulus funds. In December, the Airport received the final amount still available under the Stimulus grants. All Stimulus grants are now closed out. The parking garage revenues are higher (due to increasing the daily rate), however landing fees are lower. Starting in February 2026, incentives for Breeze will expire, and they will begin paying landing fees on some of their routes. Please refer to the P&L for more detail. The Airport Revenue recovery schedule is included as well. All metrics are recovering as expected. This shows five revenue sources and how they performed over time. The data points represent a trailing twelve month for each month.
- Expenses thru December were \$9.5 Million. This is a 2.5% increase over prior year. Please refer to the P&L for more detail.
- Cash update: As of December 30, 2025, BTV had \$5,279,185 in the Airport International account and did not owe the City any money.



# Budget Performance Report

## Fiscal Year to Date 12/31/2025

Account	Account Description	Amended Budget	YTD Encumbrances	FY 2026 YTD Transactions	Remaining Balance	% Used/ Received	FY 2025 YTD Transactions
<b>REVENUES</b>							
4050	Parking Fines	35,000	-	4,650	30,350	13%	-
4247	Fees and Permits	110,000	-	78,575	31,425	71%	60,090
4267	Utility Reimbursement	151,000	-	74,510	76,490	49%	74,876
4268	Sale of Gasoline	650,000	-	384,223	265,777	59%	353,059
4295	Parking Fees	8,100,000	-	4,174,381	3,925,619	52%	3,730,293
4297	CFC's	2,200,000	-	1,317,236	882,764	60%	1,347,156
4345	Advertising Revenues	200,000	-	23,915	176,085	12%	55,550
4380	Third Party Gateway	1,000	-	375	626	+++	215
4385	Ticket Sales	20,000	-	-	20,000	0%	-
4390	Concessions	425,000	-	275,502	149,498	65%	241,373
4440	Taxi Fees	195,000	-	148,452	46,548	76%	137,678
4445	Terminal Rent - Exclusive	1,125,000	-	537,003	587,997	48%	523,947
4450	Terminal Rent - Commonuse	1,725,228	-	743,811	981,417	43%	832,525
4455	Terminal Concessions Airport	800,000	-	498,644	301,356	62%	436,547
4460	Rental Car Concessions	3,800,000	-	2,338,554	1,461,446	62%	2,324,603
4465	Rent Grounds	619,341	-	275,979	343,362	45%	294,490
4470	Rent Buildings	1,123,000	-	519,289	603,711	46%	572,078
4475	Landing Fees	2,300,000	-	1,152,922	1,147,078	50%	1,319,227
4480	PFC Revenue	2,800,000	-	1,380,391	1,419,609	49%	1,396,958
4505	Terminal Non Airline	670,000	-	337,193	332,807	50%	272,975
4535	Misc Rev	1,000	-	372	629	37%	12,715
4600	Fees For Services	6,500	-	4,810	1,690	74%	3,445
4700	Interest / Investment Income	50,000	-	61,318	(11,318)	123%	144,896
4702	Interest Income PFC	10,000	-	5,216	4,784	52%	6,757
4703	Restricted Interest Income	49,000	-	79,866	(30,866)	163%	118,683
4705	Unrealized Gain/Loss-Invest	-	-	(20,088)	20,088	+++	(36,499)
4750	Gain/Loss On Asset	-	-	4,417	(4,417)	+++	41,751
4875	Grants	217,000	-	-	217,000	+++	-
4890	Grant Federal - Non Operating	870,000	-	768,957	101,043	88%	1,337,842
4925	Proceeds	1,000	-	-	1,000	0%	-
4961	Property Tax Reimbursement - Airport	215,365	-	140,022	75,343	65%	145,246
<b>Total Revenues</b>		<b>\$ 28,469,434</b>	<b>\$ -</b>	<b>\$ 15,310,525</b>	<b>\$ 13,158,909</b>	<b>54%</b>	<b>\$ 15,748,474</b>

**EXPENDITURES**

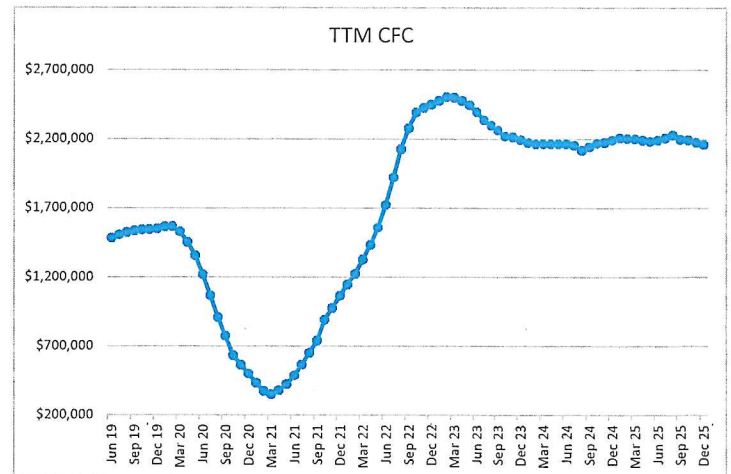
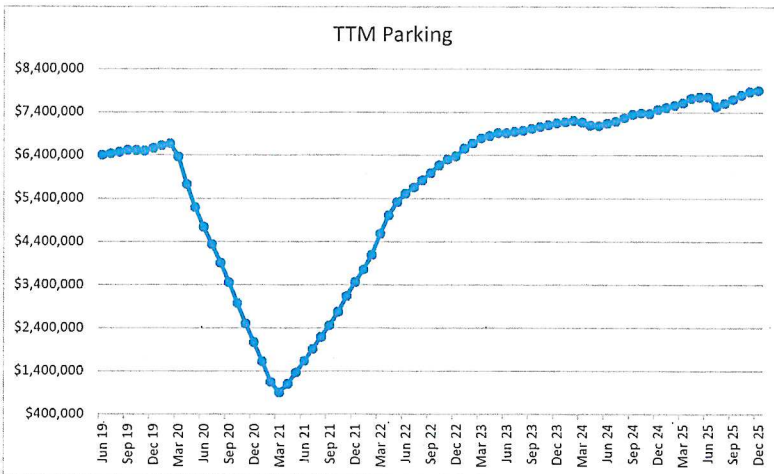
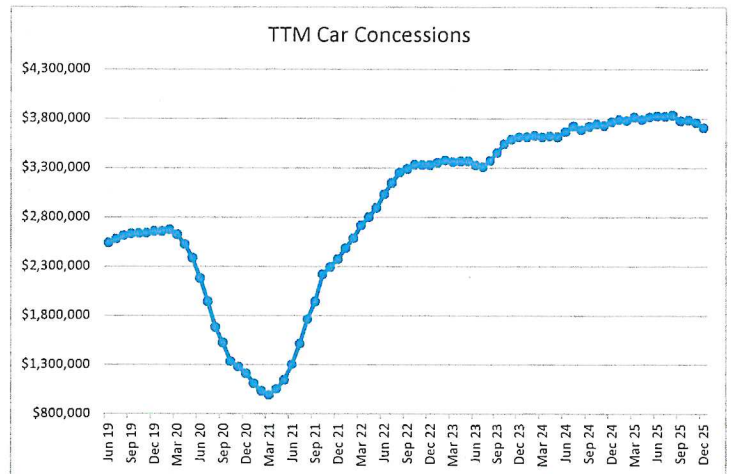
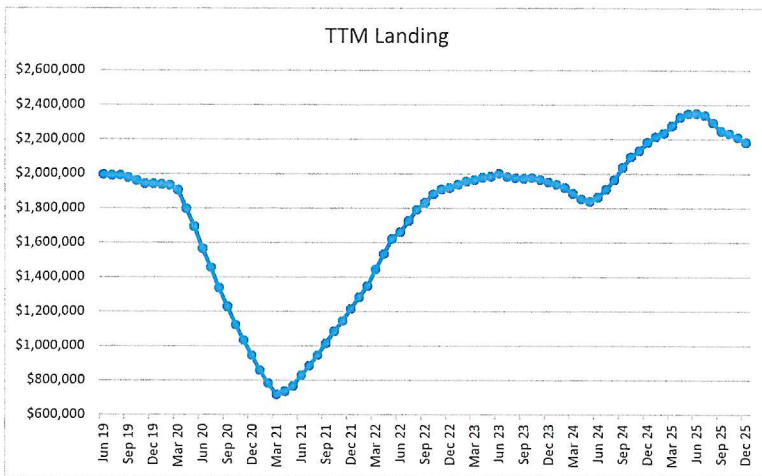
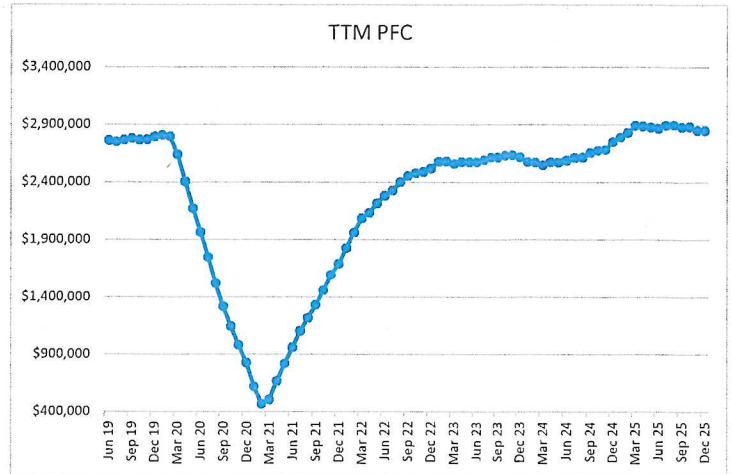
Account	Account Description	Amended Budget	YTD Encumbrances	FY 2026 YTD Transactions	Remaining Balance	% Used/ Received	FY 2025 YTD Transactions
5000	Salaries and Wages	4,306,266	-	1,914,853	2,391,413	44%	1,728,483
5100	Overtime	389,000	-	213,925	175,075	55%	145,839
5200	Other Personnel Services	520,888	-	217,519	303,369	42%	216,688
5400	Employee Benefits	1,923,196	-	928,860	994,336	48%	856,317
		7,139,350	-	3,275,158	3,864,192		2,947,327
6000	Office Supplies	4,400	-	1,692	2,708	38%	954
6005	Postage	200	-	129	71	64%	-
6007	Shipping and Moving	35,500	73	5,166	30,261	15%	13,376
6010	Computer Equipment	61,000	1,782	15,905	43,313	26%	18,361
6015	Computer Software	8,000	-	-	8,000	0%	-
6017	Computer Licensing and Maint.	288,405	-	230,565	57,840	80%	188,648
6020	Office Equipment	8,000	-	357	7,643	4%	550
6025	Furnishings	206,500	-	28	206,472	0%	21,479
6200	Medical Fees And Supplies	9,010	85	6,555	2,370	73%	1,004
6202	Printing/Copying/Paper Mgt	14,415	-	2,221	12,194	15%	9,469
6203	Dues/Subscriptions	151,600	2,696	93,655	55,249	62%	103,894
6206	Custodian Supplies	130,000	-	43,665	86,335	34%	45,702
6208	Special Supplies	81,000	2,488	21,131	57,381	26%	37,852
6210	Small Tools and Equipment	57,000	1,000	12,393	43,607	22%	11,761
6211	Specialized Equipment	61,871	-	-	61,871	0%	-
6212	Fuel	788,000	-	425,466	362,534	54%	365,794
6214	Clothing And Uniforms	48,000	-	2,999	45,001	6%	23,708
6215	Uniform Laundering	39,000	744	11,256	27,000	29%	8,079
6216	Oil & Grease & Antifreeze	18,000	-	4,604	13,396	26%	5,695
6222	Runway De-Ice	294,545	-	105,134	189,411	36%	-
6294	Donations	4,000	-	-	4,000	0%	5
6300	Repair & Maintenance	2,588,830	167,727	529,458	1,891,645	20%	1,028,942
6350	Legal Notice & Advertising	1,100	-	993	107	90%	465
6400	Utilities	1,873,525	-	862,646	1,010,879	46%	740,806
6500	Professional and Consultant Svs	1,984,201	213	684,196	1,299,792	34%	595,710
6530	Rentals	18,500	-	11,128	7,372	60%	4,200
6600	Maintenance Contracts	364,800	10,920	154,035	199,845	42%	110,619
6605	Radio Maintenance	51,900	2,170	38,497	11,233	74%	4,250
6610	Custodial Contracts	831,409	-	441,035	390,374	53%	339,175
6615	Property Repairs	316,595	2,800	48,703	265,092	15%	160,904
6625	Equipment Maintenance Repairs	263,000	5,446	138,629	118,925	53%	121,936
6700	Travel & Training	102,800	-	48,259	54,541	47%	49,318
6800	Fees for Services	24,785	-	11,123	13,662	45%	2,545
7200	Capital Leases	837,763	-	500,885	336,878	60%	301,806
7230	Insurance	416,773	-	117,565	299,208	28%	256,142
7303	Regulatory and Bank Fees	225,000	-	105,000	120,000	47%	115,908
7312	Real Estate Taxes	896,195	285,048	570,097	41,050	64%	568,445
7652	Discretionary Spending	55,000	-	8,790	46,210	16%	16,304
8015	Indirect Fees	557,778	-	278,889	278,889	50%	285,918
8017	Indirect Fees - City Attorney	34,004	-	17,002	17,002	50%	46,332
8135	Airport Security To Police	1,370,477	-	685,236	685,241	50%	737,004
8400	Special Events/Project	38,500	-	9,616	28,884	25%	-
	<b>Total Expenditures</b>	<b>\$ 22,300,731</b>	<b>\$ 483,192</b>	<b>\$ 9,519,863</b>	<b>\$ 12,297,676</b>	<b>43%</b>	<b>\$ 9,290,385</b>
	<b>Net Operating Revenues</b>			<b>\$ 5,790,662</b>			<b>\$ 6,458,090</b>

Net Operating Revenues (which are used to pay for Bond payments, Capital and FAA projects)

## Recovery Metrics

	At Feb 2020	Minimum	Drop	Current	Recovery
Parking	\$6,670,572	\$911,595	-86%	\$7,907,925	119%
PFCs	\$2,797,591	\$467,680	-83%	\$2,849,204	102%
Car Concessions	\$2,673,896	\$994,488	-63%	\$3,707,833	139%
Landing Fees	\$1,933,993	\$291,209	-85%	\$2,182,787	113%
CFCs	\$1,568,752	\$352,036	-78%	\$2,162,000	138%

All figures are trailing twelve months



# Burlington International Airport

## Cash and Investments

December 31, 2025

Account	Account Description	12/31/2025
<b>Unrestricted Bank Accounts</b>		
1000_400	Bank Account Airport	5,279,185
1050_496	Cash Restricted AIP Deposit Keybank	14,727
<b>Restricted Bank Accounts</b>		
1050_420	Cash Restricted Escrows - Airport PFC TD Bank	6,069,232
1000_415	Bank Account - PFC Prepaid Cash Account	491,892
1000_420	Bank Account CFC	4,483,054
1050_416	Cash Restricted Revenue Bond DSR-Zion Trustee	3,512,256
1050_492	Cash Restricted Air Debt Service Fund - Interest	377,515
1050_401	Cash Restricted Air Debt Service Fund-Principal	956,517
1050_402	Cash Restricted Air Debt Service Fund-Sinking	584,539
1050_425	Cash Restricted Escrows - Airport - Op Maint Res	5,733,415
1050_430	Cash Restricted Airport Renewal and replacement - Zion	300,092
1050_495	Projects Operating Acct/Escrow GAN Keybank	279
Total Cash and Investments		<u><u>27,802,702</u></u>
1100_999	(Due To) / Due From Pooled Cash (timing)	<u><u>-</u></u>

### Comparative Information on Primary Airport bank account

		12/31/2025
1000_400	Bank Account Airport - Current Fiscal year	5,279,185
1000_400	Bank Account Airport - Prior Fiscal year - Decemberr 2024	7,549,376
1000_400	Bank Account Airport - Two prior years - Decemberr 2023	3,801,821



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

**Patrick Leahy Burlington  
International Airport**

**February 4, 2026**

**Airport Commission  
Director's Report**





## TSA ConfirmID

### Don't have a Real ID or acceptable ID? \$45 fee begins February 1, 2026.

If you are unable to provide the required [acceptable ID](#), such as a passport or REAL ID, you can pay a \$45 fee to use TSA ConfirmID. TSA will then attempt to verify your identity so you can go through security; however, there is no guarantee TSA can do so.



**Please note:** Using TSA ConfirmID is optional. If you choose not to use it and don't have an acceptable ID, you may not be allowed through security and may miss your flight. Fraud or other criminal activity regarding this process will be processed under federal penalties.



Information and images are taken from the Transportation Security Administration. Please visit their website at <https://www.tsa.gov/tsaconfirm-id> for more information





What Matters This Week: Leahy BTV Aviation Director Nic Longo

# Leahy Burlington International Airport joins Blue Lightning Initiative to combat human trafficking



Updated: 5:37 PM EST Jan 12, 2026

Editorial Standards ⓘ

FOR IMMEDIATE RELEASE  
January 7, 2026

## Patrick Leahy Burlington International Airport Joins the U.S. Department of Homeland Security's Blue Lightning Initiative to Combat Human Trafficking

Burlington, VT — Patrick Leahy Burlington International Airport (Leahy BTV) is proud to announce its participation in the Blue Lightning Initiative (BLI), a program led by the U.S. Department of Homeland Security (DHS) and the U.S. Department of Transportation (DOT) that trains aviation personnel to recognize and report suspected instances of human trafficking.

By joining the Blue Lightning Initiative, Leahy BTV reinforces its commitment to the safety and well-being of travelers and the broader community. Through the program, airport employees and partners receive specialized training to identify potential indicators of human trafficking and report their observations to law enforcement.

"Safety at Leahy BTV goes beyond security checkpoints—it's about protecting the most vulnerable among us," said Nic Longo, Director of Aviation. "Joining the Blue Lightning Initiative is another step in ensuring that every member of our airport community has the awareness and tools to help stop human trafficking."

Launched in 2012, the Blue Lightning Initiative is a collaborative effort between federal agencies and the aviation industry to strengthen the nation's ability to detect and prevent human trafficking through frontline awareness. Leahy BTV joins more than 150 aviation partners nationwide in implementing this important program.

"The Blue Lightning Initiative strengthens one of our most powerful tools in the fight against human trafficking: trained eyes and informed action," said Acting Deputy Assistant Director Tasha Reid Hippolyte of DHS's Center for Countering Human Trafficking. "We are grateful to Leahy BTV for joining this national effort. When airport personnel know what to look for and how to report it, they become a critical line of defense in protecting those who cannot protect themselves."

"The U.S. Department of Transportation welcomes this partnership with DHS and Leahy BTV to train airport employees and partners," said Julie Abraham, Director of the Office of International Transportation and Trade, U.S. Department of Transportation. "This partnership highlights the commitment of airports to combat human trafficking in the aviation sector and spread awareness to members of the traveling public."

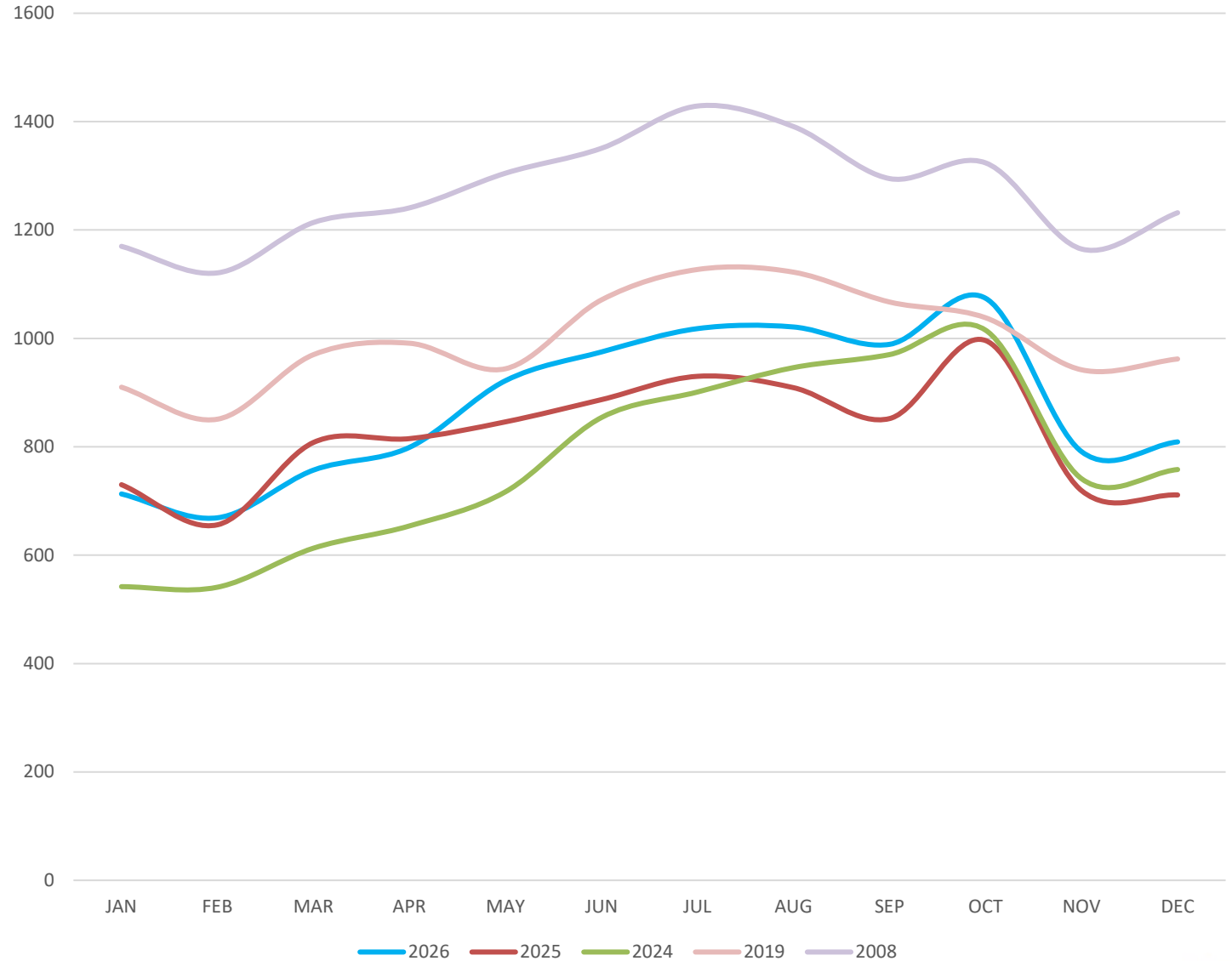
To learn more about the Blue Lightning Initiative, visit <https://www.dhs.gov/blue-lightning-initiative>.



- **Current Items:**
  - New season direct route announcement between Houston, TX (IAH) to Burlington, VT (Leahy BTV) via United Airlines starting May 23, 2026
- **Conferences:**
  - NEC Airports Conference, March 2026
  - Snow Symposium, April 2026

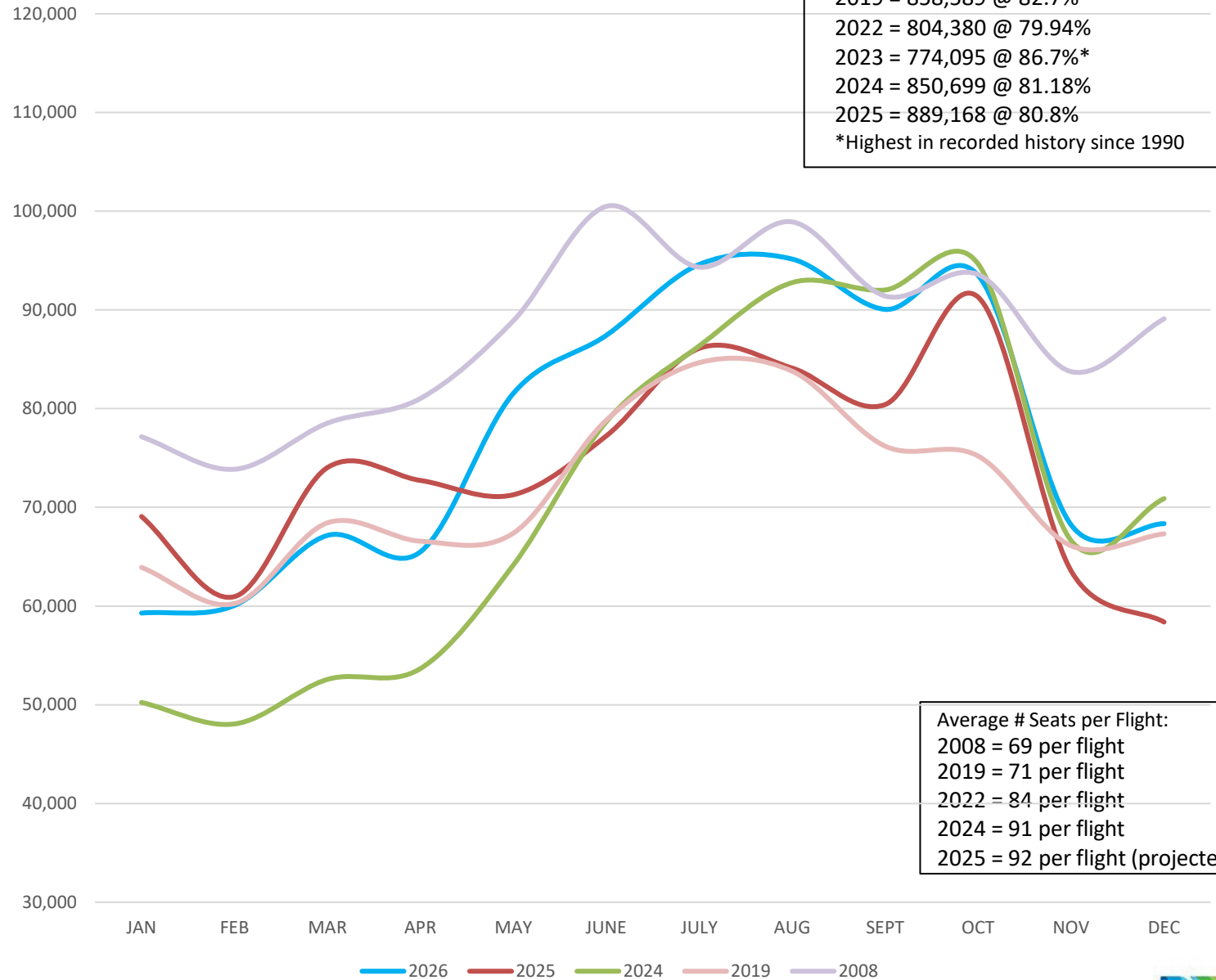
# 2026 Scheduled Departures; Projections

	2026	2025	2024	2019	2008
<b>JAN</b>	713	730	542	910	1,170
<b>FEB</b>	669	656	541	851	1,121
<b>MAR</b>	757	808	613	970	1,214
<b>APR</b>	799	815	654	991	1,241
<b>MAY</b>	922	846	717	944	1,305
<b>JUN</b>	975	887	854	1,071	1,351
<b>JUL</b>	1018	930	901	1,127	1,429
<b>AUG</b>	1021	909	946	1,122	1,391
<b>SEP</b>	989	852	970	1,067	1,295
<b>OCT</b>	1074	996	1,015	1,038	1,324
<b>NOV</b>	791	719	741	942	1,165
<b>DEC</b>	809	711	758	962	1,232
<b>TOTAL</b>	10,537	9,859	9,341	11,995	15,238



# 2026 Scheduled Seats; Past & Projections

	2026	2025	2024	2019	2008
<b>JAN</b>	59,302	69,073	50,245	63,905	77,163
<b>FEB</b>	60,078	60,958	48,066	60,240	73,873
<b>MAR</b>	67,167	74,030	52,577	68,428	78,540
<b>APR</b>	65,502	72,724	53,671	66,566	81,040
<b>MAY</b>	81,554	71,276	64,163	67,379	88,905
<b>JUNE</b>	87,428	77,239	78,672	78,828	100,488
<b>JULY</b>	94,607	86,108	86,352	84,658	94,329
<b>AUG</b>	95,150	84,106	92,765	83,786	98,916
<b>SEPT</b>	90,056	80,415	92,016	76,194	91,407
<b>OCT</b>	93,488	91,292	94,651	75,193	93,590
<b>NOV</b>	68,237	63,563	66,633	66,096	83,757
<b>DEC</b>	68,360	58,384	70,888	67,316	89,107
<b>TOTALS</b>	<b>930,929</b>	<b>889,168</b>	<b>850,699</b>	<b>858,589</b>	<b>1,051,115</b>



# 2026 Passenger Statistics

	2026	2025	2024	2019	2008
JAN	<u>47,442</u>	50,093	42,691	46,356	56,751
FEB	<u>48,062</u>	49,619	44,133	49,867	57,216
MAR	<u>53,734</u>	56,029	45,049	56,400	60,116
APR	<u>52,402</u>	54,601	46,158	54,340	59,478
MAY	<u>65,243</u>	55,533	50,972	55,209	58,166
JUNE	<u>69,942</u>	61,182	61,136	62,180	65,845
JULY	<u>75,686</u>	72,243	68,026	71,381	79,154
AUG	<u>76,120</u>	74,199	72,448	71,200	79,304
SEPT	<u>72,045</u>	66,294	67,296	62,116	63,544
OCT	<u>74,790</u>	80,446	76,054	66,795	69,556
NOV	<u>54,590</u>	48,517	51,977	53,007	52,516
DEC	<u>54,688</u>	49,739	57,012	56,314	57,375
<b>TOTALS</b>	<b><u>744,743</u></b>	<b>718,495</b>	<b>681,925</b>	<b>705,165</b>	<b>759,021</b>

