

PATRICK LEAHY BURLINGTON INTERNATIONAL AIRPORT

BOARD OF AIRPORT COMMISSIONERS

MINUTES OF MEETING

April 1, 2026

Location: Large Conference Room (Room 337)

in Project NexT Administrative Space

1200 Airport Drive,

South Burlington, VT 05403

[Hybrid meeting]

MEMBERS PRESENT:

Tim George, Chair

Andrew Savage

Chip Mason

Al Turkos

MEMBERS ABSENT:

Jeff Schulman, Vice Chair

Helen Riehle

Robin Guillian

BTV STAFF PRESENT:

Nicolas Longo, Director of Aviation

Larry Lackey, Director of Engineering & Environmental Compliance

Jeffrey Bartley, Director of Innovation & Marketing

Jesse Sprague, Executive Assistant

Madison Reagan, Environmental Compliance and Project Manager

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 Chair, Tim George, called the meeting to order at 4:02 p.m.

1.2 Acknowledgement of Remote Commissioners

Commissioners attending the meeting remotely identified themselves (Chip Mason)

2.0 Agenda

2.1 Approve/Adopt Agenda

MOTION by Al Turkos, SECOND by Andrew Savage, to approve the agenda as presented.
VOTING: unanimous (4-0), motion carried.

3.0 Public Forum

3.1 Public Forum

3.1.1 No members of the public present.

4.0 Consent agenda:

4.1 Approval of the minutes

MOTION by Al Turkos, SECOND by Andrew Savage, to approve the minutes as presented in the agenda packet, including Minutes from the March 4, 2026 meeting.

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

5.0 Action Items

5.1 Requests to Amend Project NexT Contracts, Amend Budget, and to Execute and Accept Grant Application

5.1.1 MOTION by Al Turkos, SECOND by Andrew Savage to consider the request put before the Airport Commission to approve the memo written to the City of Burlington Board of Finance and City Council to:

1. Execute an amendment to the previously approved Engelberth Construction, Inc (ECI) agreement amount, for the completion of Project NexT the North Concourse Replacement Project.
2. Execute a minor amendment to the previously approved Jacobs Engineering Group, Inc (JPG) agreement amount for the completion Project NeXT the North Concourse Replacement Project.
3. Execute an additional Federal Aviation Administration (“FAA”) grant application 4 for the completion of the North Concourse Replacement Project “Project NEXT”.
4. Create budget neutral amendment to the Fiscal Year 2026 BTV Airport Improvement Project Fund related to this grant to increase revenues and capital expenditures by \$4,480,140.

Director Lackey discussed that there had been change orders that exceeded the 15% contingency that was initially approved, so the change orders in cost increases require Board of Finance and City Council approval. In addition to the written report, Director Lackey shared the following:

- Geothermal costs rose due to unforeseen issues with drilling into the ground that could not have been known prior to the start of the project. Additional project cost increases were due to apron improvements for passenger boarding bridges, and updates to the second-floor renovation project.

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

6.0 Financial Update

6.1 Financial Update, M. Friedman

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

6.1.1 The financial package for this month is very similar to previous packages and the Airport is doing well.

7.0 Construction Update

7.1 Construction Update, L. Lackey

- 7.1.1 In addition to the written construction update provided to the Airport Commission, Larry Lackey highlighted the following updates:
1. The Cargo Apron construction project is out to bid this week
 2. Bids for the Snow Removal Equipment building were received. The lowest bidder was Engelberth Construction. Leahy BTV is moving forward with financial pieces of the project to move forward to construction in a few months. A request to the Commission will be coming in the future to accept leased financing for this project.
 3. The Airport is waiting to hear back from the Federal Aviation Administration (FAA) regarding a study before moving forward on the glycol centralized deicing facility, which will recycle glycol that is used to prepare planes for flight safely during icy cold months.
 4. The Airport held a scoping meeting with the FAA regarding the Obstruction removal project and easement acquisition.

8.0 Residential Sound Insulation Program Updates

8.1 Residential Sound Insulation Updates, L. Lackey

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

- 8.1.1 Design is complete for 37 units for the RSIP; by April 14, the Airport will go out to bid for the construction of this project, with the hope to start construction on the homes in July 2026. Another package will go out to bid this year to construct next year. This project is in two parts because the acoustical testing required for this work changed midway through the project, so some homes must meet one requirement and others a second requirement.

9.0 Director's Update

9.1 Director's Update

In addition to the written presentation, Director Longo reported:

- 9.1.1 The new terminal opening reached national news!
- 9.1.2 The Airport hosted a Staff Appreciation Lunch in the new terminal space to celebrate the team and new terminal.
- 9.1.3 Feedback from the public included: questions around food options and positive feedback.
- 9.1.4 Deputy Director Dave Carman and his team travelled to Hershey, PA for a conference by the American Association of Airport Executives and shared about the team's experience
- 9.1.5 Seat capacity in the first half of the year has lowered, but the numbers by comparison are higher than or consistent with past years.
- 9.1.6 Discussion of the impact of the lapse in funding of the Transportation Security Administration (TSA). TSA is now being paid, and is no longer accepting donations.
- 9.1.7 Staff showed a video about the airport's new terminal

10.0 Commissioner Items

- 10.1 Commissioner Items:

10.1.1 No Commissioner items.

11.0 Follow Up Items

11.1 Follow Up Items

11.1.1 Discussion on how the Airport is leveraging artificial intelligence.

12.0 Adjournment

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

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

Meeting Adjourned at 4:58pm.

DRAFT