

**BURLINGTON INTERNATIONAL AIRPORT
AIRPORT MASTER PLAN
REGIONAL ADVISORY COMMITTEE
MINUTES OF MEETING
November 13, 2018**

DRAFT

BTV STAFF/CONSULTANTS:

Nic Longo, BTV
Gene Richards, BTV
Kelly Colling, BTV
Larry Lackey, BTV
Lisa Cheung, Passero
Andrew Holesko, Passero
Greg Topping, Passero
Jon Leinwohl, Stantec
Ervin Deck, Stantec
Paul McDonnell, CHA

STAKEHOLDERS:

Jessie Baker, Winooski
Charlie Baker, CCRPC
Helen Riehle, Airport Board
Bill Keogh, Airport Board
Evan Teich, Essex
Bob McEwing, NEAC
Col. Richard Lizzari, USAF Guard

1.0 WELCOME and INTRODUCTIONS

Gene Richards opened the meeting at 5:09 PM and thanked everyone for participating and providing input. Introductions were done.

Nic Longo announced the airport forecasts are complete and approved by the FAA. Enplanements and operation numbers are conservative, but encouraging. The economic impact study shows the airport produces a substantial amount to the economic development of the region. Upcoming projects at the airport include a hotel, QTA (quick turnaround facility), apron and taxiway work (\$10 million), holding bays and infrastructure work on the airfield (\$15 million) to complement the work by VTANG (\$100 million in infrastructure improvements). Gene Richards added funding from the FAA has helped take care of the needs of the airport and surrounding communities, a win-win for all.

2.0 OVERVIEW OF MASTER PLAN PROCESS

Lisa Cheung with Passero reported the inventory and forecasts are done. The forecasts were approved by the FAA. Any comments should be forwarded to Lisa Cheung.

3.0 FINDINGS FROM S.W.O.T. ANALYSIS

The findings from the S.W.O.T. analysis by the TAC were presented to the RAC. The following items were highlighted:

- Existing airline service and diversity
- Convenience of airport to region (location, destinations, travelers)
- Ground access and local highway (identified as a weakness)
- Terminal congestion, taxiway, and runway configuration (identified as weaknesses)
- Community relations and improved communication (will use website, social media, public meetings)
- TSA configuration
- Opportunities exist with access road improvement, general aviation, cargo operations, TSA, infrastructure, meeting design standards
- Threats include lack of terminal space, congestion, lack of space for tenants, parking, security, ground access
- Partnership with Vermont Air National Guard
- Airport operations and maintenance
- Training: ATC/maintenance/pilots

4.0 AIRPORT INVENTORY

Ervin Deck with Stantec reviewed key features of the airport with a service area of one and a half hours driving time. Aircraft operations are fairly stable (flights originating outside Burlington and at Burlington, and air carrier flights). General aviation is the greatest percentage of operations at the airport. Access to the airport is a challenge. Development areas at the airport include the National Guard, air operations, terminal, parking garage, general aviation, and the industrial area. Runway 15-33 supports commercial and military aircraft. Runway 1-19 supports general aviation. Both runways have approach lighting and instrument approach. There are bottlenecks at TSA and the gate area especially if there are arrivals and departures in the space at the north concourse and in front of the ticket counters at the south concourse.

5.0 FORECAST SUMMARY

Paul McDonnell, CHA, reported growth will determine the type of facility at the airport. The forecasts cover 5, 10, 20 years in the future. FAA focuses on 10 year forecasts. The airport uses the forecasts for sizing and planning facilities. Funding is dependent on airport activity. The forecasts looked at details of the airport, community, and the airlines. FAA feels enplanements at the airport are the most important element. Various forecasting methods were used (regression analysis, trends, market share) plus the FAA TAF (Terminal Area Forecast). FAA TAF shows growth over the 20 year period for enplanements, operations, and based aircraft (non-commercial service). Routes to connect to larger hubs rather than to other smaller airports are expected. Enplanement scenarios at the airport project 18% growth. An increase in commercial operations is forecast, but not as great as the national level. Load factor has also been increasing (there are no empty seats on flights), and operations are increasing, but not as fast as passenger enplanements. Cargo forecast is about 2% growth in volume. Based aircraft shows a slight increase (0.9%). General aviation operations forecast calls for slight growth. The forecast for military operations was performed by the Air Guard and shows a decrease in operations.

The recommended forecast is growth in the areas of enplanements, air carriers, general aviation, cargo, military, and based aircraft.

Charlie Baker mentioned concern about starting with a new base year that is a peak year. Nic Longo said 667,000 is the projected number of enplanements for 2018, but this is not viewed as a peak due to discussions with the airlines regarding larger aircraft. The recommendation is closer to the FAA number (5% difference in positive growth in passenger enplanements).

Jesse Baker mentioned hearing from constituents on what is changing from the last master plan to the current master plan.

6.0 NEXT STEPS and ADJOURNMENT

Next steps include:

- Public information workshop in January/February
- Passenger experience survey and tenant experience survey (to be available in the terminal, on social media, Facebook, Twitter)
- Economic impact assessment
- Facility requirement evaluation (five dynamic scenarios)

With no further business and without objection the meeting was adjourned at 6:18 PM.

RScty: MERiordan