

**BURLINGTON INTERNATIONAL AIRPORT  
AIRPORT MASTER PLAN  
TECHNICAL ADVISORY COMMITTEE  
MINUTES OF MEETING  
August 28, 2018**

**DRAFT**

**BTV STAFF/CONSULTANTS:**

Nic Longo, BTV  
Gene Richards, BTV  
Marie Friedman, BTV  
Kelly Colling, BTV  
Larry Lackey, BTV  
David Carman, BTV  
Shelby Losier, BTV  
Doug Wood, BTV  
Greg Topping, Passero  
Lisa Cheung, Passero  
Paul McDonnell, CHA  
David Crandall, HMMH

**STAKEHOLDERS:**

Charlie Baker, CCRPC  
Ann Beland, JetBlue  
Daniel Lathrop, Vermont Flight Academy  
Tyler Brown, Vermont Flight Academy  
Richard Lizzari, Vermont Air National Guard  
Col. John Johnson, Army Guard  
Paul Libby, VTrans  
Rollin Tebbetts, VTrans  
Lisa Lesperance, FAA NE  
Tiffany Major, American Airlines  
Elspeth Tolan, American Airlines  
Tim McCole, Heritage  
Dave Stiller, Heritage  
Donna Paffrath, FAA ATC  
Rick Selter, FAA ATC (NATCA)  
Robert McEwing, NEAC-BTV  
Bob Siris, FAA  
Darren Adams, 158<sup>th</sup> Ops  
Joe Mailloux, 158<sup>th</sup> Ops  
Jason Villemaire, 158<sup>th</sup> Engineer  
Zachary Wekind, Avis/Budget

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**1.0 WELCOME and INTRODUCTIONS**

Nic Longo, Aviation Deputy Director, opened the meeting at 11:03 AM and announced the numbers are phenomenal at the airport, but there is still much to do and the airport

needs the guidance and perspective of the TAC to move into the future. Introductions were done.

## **2.0 OVERVIEW OF MASTER PLAN PROCESS and ROLE OF TAC**

Consultants from Passero Associates urged everyone to participate in the process. The vision will be broken into manageable goals. All groups are represented. The master plan is a living document that is planned out, flexible, fiscally responsible, environmentally compatible, sustainable, and supported by the region. The airport layout plan (ALP) is a technical document that includes a set of drawings. The documents will be used to secure funding to develop the airport over the next 5 years, 10 years, and 20 years. The plan is updated every 10 years per FAA guidelines. The last update of the BTV master plan was 2012. The process was started in 2009. The plan looks at demand and capacity and forecasts. Input will be gathered from the TAC, the Regional Advisory Committee comprised of local community representatives, and the public. Update of the master plan is up to a 24 month process. The next meeting (October) will cover the forecasts. The third meeting will cover inventory design criteria and the fourth meeting will cover the ALP. The master plan is to accommodate the present and future. The focus is not on the Guard or sound. The Guard is a tenant to be accommodated in the plan for the next 20 years.

## **3.0 S.W.O.T. ANALYSIS (Strengths, Weaknesses, Opportunities, Threats)**

Consultants from CHA gave a brief history of the airport, noting a S.W.O.T analysis and survey were done. The results showed strengths of the airport to be convenience, partnership with the Guard, and the nice facility and air service. Weaknesses included limited flight schedule, long lines at TSA, General Aviation fuel prices and aging facilities, limited range of services (hotel, vendors, and such). Opportunities are development on airport owned land and improvement to facilities and roads, expanding airline service and General Aviation, improving TSA, and having good community relations. Threats are other airports (Plattsburgh), loss of tenants, terminal and TSA space, lack of local support.

The group participated in a S.W.O.T exercise and listed the following:

### Strengths

- Relationship with Air and Army Guard, especially ARFF
- Five airlines including major carriers given the inventory and population
- Canadian exchange and decision to fly out of Burlington Airport
- Customs at the airport
- Air Traffic Control can handle more traffic
- Strong financial condition of the airport
- Excellent airport operations
- Stellar FBO
- Diversity of training for pilots, mechanics, tower
- Location
- Convenience for Guard operations
- FAA funding sources

- Employee owned businesses
- Positive impact of Guard and airlines on local economy

#### Weaknesses

- Hours of operation for Traffic Control
- Lack of state and local funding
- Location of tenants at the airport creating conflicts in accessing runway
- Lack of vendor choices (concessions) for the customer before and after security and hours of operation
- Traffic and residential roads near airport rather than direct access from Interstate 89 (need realignment of Airport Drive and Airport Parkway)
- Utility power supply (multiple sources are needed)
- Location, length, dimension of 1-19 next to air carrier ramp impacts GA
- Terminal space is limited for moving aircraft, tenants, and passengers (gates)

#### Opportunities

- Communicating what the airport contributes to the tax base with projects, air traffic, and employment
- TSA central location for passengers
- Collaboration with tenants and BTV (lots of potential to grow)
- VFA and GA hangar and office space
- Separate TSA screening location for oversized packages
- Infrastructure opportunities to meet airport design standards
- Access road improvements
- Move Taxiway Golf to have additional concourse and ramp space
- Aircraft de-icing and environmental concerns (BTV de-ices at the gate and has an underground injection system)
- Maximize use of “non-movement” space; be smart about how available space is used
- Good communication between airport, airlines, and Air Traffic Control
- Segregate cargo or commercial operations in quarry area

#### Threats

- Space (need long term planning for the terminal, crosswind runways, additional airlines)
- Congestion in terminal building (have concourse on upper level and luggage below)
- Protected air space, airport design issues, Air Traffic, funding
- Tenant space
- Security and terrorism
- GA having direct access to primary operating ramp
- UAVs
- Growing need for employee parking and rental cars with garage at near capacity
- Inclement weather

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- Having a single commercial runway
  - Solving a “now” problem that creates a problem 20 years in the future
  - Screening methods for employees to avoid an inside threat
  - Staffing levels and retention

Each attendee ranked items in each category of the S.W.O.T. The consultants will compile the information for the next TAC meeting.

#### **4.0 NEXT STEPS and ADJOURNMENT**

Next steps include a meeting of the Regional Advisory Committee and then a public workshop.

With no further business and without objection the meeting was adjourned at 12:25 PM.

*RScty: MERiordan*