

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

**DRAFT**

**BTV STAFF/CONSULTANTS:**

Nic Longo, BTV  
Gene Richards, BTV  
Marie Friedman, BTV  
Kelly Colling, BTV  
Larry Lackey, BTV  
Shelby Losier, BTV  
Greg Topping, Passero  
Lisa Cheung, Passero  
Andrew Holesko, Passero  
Paul McDonnell, CHA  
Erv Deck, Stantec

**STAKEHOLDERS:**

Jacob Royer, FAA Tech Ops  
Lisa Lesperance, FAA NE [via telephone]  
Donna Paffrath, FAA ATC  
Rick Selter, FAA ATC (NATCA)  
Ralph Nioosia-Rusin, FAA [via telephone]  
Kelly Slusarski, FAA [via telephone]  
Tyler Brown, Vermont Flight Academy  
Col. John Johnson, Army Guard  
Major Jason Villemaine, USAF 158<sup>th</sup>  
Elspeth Tolan, American Airlines  
Leslie James, United  
Tim McCole, Heritage  
Eliana Czasznik, Hudson Group  
Robert McEwing, NEAC-BTV

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**1.0 WELCOME and INTRODUCTIONS**

Gene Richards, Aviation Director, opened the meeting at 11:04 AM and expressed appreciation to all for participating and helping with the future of the airport. Nic Longo, Deputy Aviation Director, said much was learned from the feedback gathered at the last meeting. Significant progress has been made on the S.W.O.T. and airport forecasts. The economic impact study results are promising.

**2.0 STATUS OF MASTER PLAN UPDATE**

Lisa Cheung with Passero explained the difference between the technical advisory committee (TAC) and regional advisory committee (RAC). Both committees are providing input to the master plan update. The FAA has approved the airport forecasts so the process can go forward. Any comments should be forwarded to Lisa Cheung.

### **3.0 S.W.O.T. ANALYSIS**

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

- Relationship between the airport and the Air National Guard (vitaly important)
- Existing airline service (has diversity, strength, destination, location)
- Airport as an economic driver for growth, local businesses, the economy, and resources
- Airport as a resource for Vermonters to travel
- Ground access and local highway (weakness to be worked out with Regional Planning)
- Congestion at the terminal and location of tenants and taxis
- Terminal space for tenants, parking, security, access
- Funding for maintenance of facility
- Location of airport in densely populated area
- Governance
- Community relations and improving communications (will use website, social media, public meetings)
- Increase safety, reduce risk
- Threats against VTANG presence at airport
- Outside influences such as international exchange rate, border rules, airline fees

There was mention of doing a survey of general aviation pilots and airlines in addition to commercial carriers.

### **4.0 AIRPORT INVENTORY**

Erv Deck, Stantec, reviewed the airport inventory that sets the baseline for the forecasts. The inventory is a snapshot in time. Mr. Deck highlighted features of the airport including:

- Location that serves an hour and a half driving distance
- Number of aircraft take offs and landings being fairly steady
- General aviation as the largest activity on the airport followed by commercial air carriers and then the military
- Primary runway 15-33 for commercial and military aircraft
- Secondary/crosswind runway 1-19 used by general aviation aircraft
- Terminal during peak time has bottleneck of passengers at TSA north concourse and bottleneck at ticket counters and restaurant at south concourse
- Maximum peak point in time is 3 PM due to both incoming and outgoing flights

### **5.0 FORECAST SUMMARY**

Paul McDonnell, CHA, stated the FAA uses the airport forecasts for planning and funding. The forecasts are used in the master plan process to do facility planning. Enplanements are the most important element for the FAA with a commercial airport. The FAA does its own forecast (Terminal Area Forecast or TAF) and wants each airport to compare their forecasts to the TAF. The FAA forecast for the Burlington Airport

shows growth in enplanements by 18% over a 20 year period. Comparing the master plan projected enplanement scenarios to the FAA TAF supports the FAA forecast of approximately 800,000 enplanements over a 20 year period as achievable. Burlington Airport's forecast is about 5% higher than the FAA forecast. The forecast for commercial operations, seats, and load factor per departure shows growth. The forecast for air cargo volume shows healthy growth. Based aircraft forecast shows growth in the regional market share. General aviation forecast shows modest growth in operations using the Operations Per Based Aircraft (OPBA). General aviation local versus itinerant operations shows growth in both. Military operations per the military forecast shows a decrease in operations in the next 10 year period.

Nic Longo noted 55,000 enplanements per month was the average last quarter so the airport will likely have over 650,000 passengers this year. Seasonality was taken into consideration. The airport will focus on how to accommodate peak hour rushes at TSA with larger aircraft. Other changes to the airport include preparing for Frontier Airlines at Gate 14, work on the apron and Taxiway Golf holding bay, drawdown of F16 for the arrival of the F35 aircraft, infrastructure improvements at VTANG, the hotel project, the Quick Turnaround Facility (QTA), increase in general aviation and collaboration with Heritage and the Vermont Flight Academy.

## **6.0 NEXT STEPS and ADJOURNMENT**

Next steps include:

- Public information workshop in January/February
- Passenger 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 12:30 PM.

*RScty: MERiordan*