

MINUTES SUBJECT TO CORRECTION BY THE AVIATION COUNCIL. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COUNCIL.

**VERMONT AVIATION ADVISORY COUNCIL  
MINUTES OF MEETING  
DILL BUILDING  
2178 AIRPORT ROAD  
BARRE, VT 05641  
November 14<sup>th</sup>, 2023**

**\*Hybrid meeting**

**ATTENDEES:**

**Council Members:**

Bob Flint SRDC  
Christopher Carrigan  
Rep. Sara Coffey  
Cliff Coy

Steven Dolgin  
Jamie Hildebrant  
Douglas White

**Other Attendees:**

Delabruere, Daniel (VTrans)  
Boomhower, Michelle  
(VTrans)  
Wells, Kyle (VTrans)  
Owen, Jason (VTrans)  
Layton, Renee (VTrans)

Libby, Paul (VTrans)  
Tillberg, David (VTrans)  
Libby, Paul (VTrans)  
Chris Carrigan,  
VT Chamber of Commerce  
Johson, Dan (VTrans)

**ATTENDEES VIA TEAMS:**

Andy Sanbrooke  
Beitzel, Christopher  
Chicoine, Chris  
Darden, Lisa  
Dejan, Sasa  
Hehir, John  
Horrocks, Tom  
Jones, Alec  
Kuang, Calvin  
Lamoureux, Schuyler  
Lackey, Larry

Marsden, Heath  
Genthner, Mary Kay  
McDonnell, Paul  
Nummy, John  
Pappis, Costa  
Schaefer, Bob  
Sharrow, Patrick  
Stacy Leveille  
Bourque, Steve R.  
Tapper, Guy  
Walker, Mark

**1. CALL TO ORDER and ANNOUNCEMENTS**

Dan Delabruere called the meeting to order at 1:07 PM. Was little late due to technical issues with meeting room at Dill. Introductions were done. Quorum present.

**2. APPROVAL OF PREVIOUS MINUTES**

(from August 15<sup>th</sup>, 2023)

Quorum present. Opened up for comments/review. August 15<sup>th</sup> minutes approved with no corrections. Steve Dolgin move to approve. Bob Flint seconded. Dan asked if there was opposition to approving the minutes. With no opposition raised, minutes were approved.

**3. STATEWIDE HANGAR MASTER PERMITTING UPDATE**

Steve R. Bourque, VTrans consultant working for MacFarland Johnson, spoke about the airport master permitting process and updating status.

Middlebury public hearing Aug 19<sup>th</sup> 22, Hearing recess issued Feb 17<sup>th</sup> 2023. Final Deliberation Aug 2023, Expecting complete by Thanksgiving 2023.

Franklin. Act 250 submitted pending coordination with VT Fish & Wildlife over bird habitat.

Rutland-Southern. Act 250 ready to submit pending water/wastewater permit approval. Hartness, Act 250 submitted Oct 2023.

EF Knapp – Act 250 received 11/9/23. Is complete.

WH Morse – Water/Wastewater in review. Anticipate Act 250 submission Winter 2023.

Question: Andy Sanbrooke, Middlebury. On Middlebury showed final deliberation Aug 2023. What does that mean?

Steve B – We're expecting to receive partial findings by Thanksgiving. Final deliberation by board, I assume.

Q Andy: Got date Aug 2023, Did you receive something?

A: Paul Libby: Means we completed that step to move on.

Dan D. – Please remember getting findings, but this is not a complete/final permit.

Getting to point developer or builder will have to take it to the next step: Color, exact use, and then that will have to be submitted to get the final permit. We are making the generic steps to best of our knowledge, stormwater and all other effects. The final use will only be known by new building owner.

Question Bob Flint: When this process is done, will be list of what developer will have to do, and list of what the state is expected to do. This guidance was still in process last time we met?

Dan D. – That is correct.

Question Rep S. Coffey – Steve, could you elaborate on the endangered grasshopper sparrow (Franklin). Could you elaborate on where that landed?

A Steve: - My understanding being worked on with VT Fish & Wildlife to evaluate how that might impact the bird.

Q. Rep Coffey – So still in progress. I know RFP went out for Caledonia purchase. Where does that leave us with this permitting process? Do we wind up doing for whoever purchases?

Dan D- Can't talk about process because still in the middle, but we started Master Permitting long before even any interest in RFP. We are done at Caledonia?

Steve B. – Not sure, not on my list?

Dan D- If we're not done, we're very close and will finish the process as if there was no change.

Rep S. Coffey – If State gets to certain place with process does that translate to new owner?

Dan D. – Yes. It should transfer with change in ownership.

Question Doug White – Appreciate all work on this. Is one of those things that shows what this board does.

Dan D. – I agree. I think this is going to help our airports and economies around our airports. We're happy with work that's been done so far.

#### **4. PROJECT UPDATES, INCLUDING MASTER PLAN UPDATES**

Dan D. – Turn over to project updates.

Paul Libby started. Morrisville-Stowe by John Nummy. New fuel farm construction. Design modifications to electrical complete. Still working to get Av-Gas tank operational. The Jet-A tank was damaged when delivered. Expect replacement in Spring 2024. Working through ESPC plan will need to have for it to be operational. Taxiway Extension design about 30% through design. 45K sq ft of additional apron space. Taxiway extension to mid pt of RWY 1-19. Will require moving segmented circle. After 30% design is permitting phase.

Rutland-Southern: Rehab RWY 1-19. Mill & overlay pavement. Upgrade lights to LED & concrete-encased duct banks along edge of RWY. Profile & width corrections (some widths not full 100' width). Construction 2024. Contract awarded. We don't have a concrete schedule but will update when available. Have areas / phases project split into. Several phases can be worked concurrently, but ultimately up to the contractor. Expected total impact is 60 calendar days. For profile & width corrections, full depth reconstruction will be needed for a 213' section around midpoint of runway. Apron reconstruction 43,000 SY for Rutland-Southern and 22,000 SY for Bennington are being worked on. Coordinating with FAA to determine what will be eligible for funding and the scope.

Steve B – For Middlebury State airport. Airport master plan is complete. The plan set & narrative are completed. The Airport Layout Plans (ALP) have been signed by FAA. Next step is closeout. The update recommended no changes to the airport. There will be some additional hangars as part of Act 250 process. There will be paving rehab, but essentially will remain same as is now for next 20 years.

Paul Libby – Update on fuel farm. Removal will be later this month of existing tank. Permitting is underway for new tank. Goal is next calendar year for new fuel farm to be operational.

Steve B. – EF Knapp master plan update. Almost there. ALP currently under review. Forecast is no change to either runway. Design aircraft expected to remain the same for the next 20 years.

Kyle Well – Franklin County State airport. Awarded contract to ECI. Once ground freezes we're able to remove any obstruction trees. Getting logger sub contractors in place. Active construction next year could be as early as May 1<sup>st</sup>. We have rough schedule for anticipated closures, but we don't have a construction schedule from the contractor at this time. There are 4 phases. Phase 2 is 10-14 calendar days of closure. Phase 3 is 45 calendar days of closure. But actual schedule will not be known until contractor details construction schedule.

NE Kingdom Int'l. New terminal building. Act 250 being land use drafted. Expect to be complete with construction next summer.

Paul Libby – Hartness. Establishing eligible runway length. 5000' currently eligible for reconstruction, but current length is 5500' so we are trying to find funding for additional 500'.

Dan D. – FAA is clear will not fund beyond 5000'. We haven't found a funding source yet. We are going to need help. Even if keep length, will be some reconfiguration due to FAA safety criteria. If we can't find funding, likely to affect length of the runway. Letters of support are going to be key to this. One thing if VTrans asking, but another if they all see support from different areas and is not just VTrans asking.

Don't want to be a surprise next summer--we're going to have closures at Rutland and Franklin. If you're users at these airports, sometimes to improve need to have closures. Please spread the word. We don't know exact closure dates, but we all know that can only do this kind of construction in the summer. Next summer is going to be busy at our state airports.

Question: any impacts to Cape Air?

Dan D. – There will be for sure. Will be actual closure of main runway. Questioning whether crosswind runway will be available and we're working on that. But short answer is 'Yes', will be effects to Cape Air next year.

Question Andy: On Middlebury master plan, mentioned FAA comments on ALP? Are those published?

Steve B. – Comments were internally from VTrans to consultant, and then we work on those comments before submit to FAA. So, I misspoke.

Question Andy: Admission from FAA that lead from jet fuel may endanger public health and welfare. And aircraft dominant source in our air. Any stance on this from VTrans? Why not go straight to unleaded fuel tank design?

Dan D. – We don't take position on what EPA has, but will also say that the part you're not saying is that there is a reason why aircraft use low-lead. I'm not mechanic, but lead is a lubricant and there is a reason why it's used.

Ques Andy: Cars used to use it?

Dan D. – Probably different scenario if car has problem than if a plane does in the air. There are FAA requirements, and having an FAA-approved motor, there are tons of specs those have to go through. There's a reason why FAA goes that way, and I'm not going to get into it other than to say, when the FAA makes changes on what is allowed, I am sure Vermont will follow that.

Question Tom H. – There is a significant amount of work going on right now in regards to getting lead out of fuel. I think within next 5-7 years will probably have low-lead fuel removed from aviation. With all the improvements at Rutland, what are some of the prospects we can be looking at for replacing on-field restaurant?

Dan D. – We have had interest a year or two ago that didn't work out. It is available. It is something we would love to see back in there.

## **5. MORRISVILLE-STOWE FBO UPDATE**

Dan D. – In final stages of getting an FBO. Don't have all the paperwork signed and completed, that's why I'm being a little vague. But half of paperwork, FBO agreement portion is done. Working through lease section of what FBO will use & services provided. If everything goes as we are planning, hope to have FBO by end of year. Not a promise, but a goal. Will make an announcement when have the agreement.

Question Doug White: This really sounds exciting. User group there has been pretty active. Isn't it time to be taking look at the RFP and content of it? Getting it dialed in to the industry? Where are we at with that?

Dan D. – I will say that we did just look at the RFP because we're going through this. There's not 20 FBO's knocking on door waiting to get into small airport in VT. Not zero interest, but not 10 people competing for the job. So, have to walk fine line having state asset we invest a lot of money into and being fair, and making sure that State gets out what it's investing in and making sure use is as it should be to meet the goals of the State. We understand that it has some restrictions, but ones that are in there, we need to protect the state interest. We don't FBO with very special interest to move in and control interest at an airport. We want it to be best uses for all users. Short answer we did look at, and we think the RFP is fine.

Doug White – Appreciate that it was looked at. Think it would help the State to have VAAC look at it when there's not an active process, once it's in place.

## **6. MAINTENANCE UPDATES**

Rollin Tebbets spoke of new members joining our team. Dan Johnson is our new operations manager for the Northern airports. Retired US Army pilot. Eddie Middleton comes to us from US Air force where he was a mechanic. He is working in maintenance. New temporary Joe up at Newport and will begin next Monday. Retired from Burlington airport. For snow removal, 3 new pieces of equipment. New 20' sweeper for Highgate. New sweeper for Newport & Springfield. These are brand new. Great tool for snow removal. New box plow at Newport. All equipment is in good shape. We've already had two events this year.

Dan D. – Welcome aboard Dan and Eddie. Thank you Rollin for you and your team. We've also added a couple sand trucks with spreaders. So we can lay sand and chemicals down quicker. I think we've made some improvements this year, and will be able to react quicker. Rollin's team works countless hours starting in the middle of the night to keep these open and get them open. Thank you Rollin, and thank you for your team.

## **7. PUBLIC INPUT**

Dan D. Opened floor for brief comments.

Chris Carrigan, VT Chamber of Commerce – Just celebrated 10<sup>th</sup> anniversary of our annual Manufacturing Supply Chain Summit and the 10<sup>th</sup> anniversary of our Vermont-Québec Aerospace Trade Corridor, which we've extended to Connecticut and expanded to Ontario. 90 suppliers from US & Canada, as well as 24 OEMs, prime contractors and government contractors. 32 Canadian companies participating. Also had 3 Canadian based companies looking for a footprint in Vermont. Will be working with Michelle and Dan on those. Had in-person networking at Hula Lakeside. Had some high-profile OEMs participating, such as Boeing, Bombardier, Magellan Aerospace. Working with company, Transcend Air. High-speed vertical takeoff and landing aircraft, similar to BETA. Is a gas turbine engine using e-fuel. Fuel has already been approved by the FAA. Is net-zero carbon emissions.

Question Mike Strand, SkyDive VT operating at Franklin County airport for 15 years. Lost approval this summer. Looking for update on temporary landing area VTrans putting together?

Dan D. – Not going to get into because that is something we are working on. Don't have an answer on that.

Question Mike– Understand some ANR issues to work through. Agreement Trini was trying to put together was N of fairgrounds. 8 weeks ago Trini said would get to FAA and has been radio silence since there. Been substantial loss not being able to land there. Do you want parachutes at the Franklin county airport?

Dan D – Only comment we support aviation activities at all of our state-owned airports. I think you know where it's at and I think you know the issues. Trini has been very clear.

Question Mike – We have not received any other issues other than bird issues. If there are other issues please let us know.

Dan D. – Okay. Thank you for your comment.

Question Rep S. Coffey – Appreciate these meeting and updates. Thank you for all your work and welcome to new folks. I've been hearing some things happening across the Vermont with people moving into and wanting their own private landing strips & helipads. Is there any helpful guidance that could be provided. Do you have any remarks or advice how this council could play educational role with that?

Dan D. – A year and half ago John Zirconi of TBoard came in and gave us low-down what they were working on. They were working to educate all the Towns on Restricted Landing Areas. If somebody wants one on their property, they do have to go through the TBoard. They do consult with us, as experts, but we don't make the decision on it. There is some new talk about it. Don't know what is sparking the conversation, but are hearing more about RLAs around the State. I would say if really want to know more about it, we could reach out to John Zirconi and hear from him directly about it.

Rep. S. Coffey – I think there are some valid concerns that we have public airports in the vicinity. May be some guidance for people and towns that may/may not want this happening.

Dan D. – Just to give people who weren't here for John, but what he was doing was sending letter out to all the towns. It starts in the Town. If Town is silent or has no zoning, that seems to automatically become an approval at town level, then goes to the TBoard. While there are other permits needed and safety criteria, I think what John was saying was that some Towns didn't even know that that was how it works.

Rep S. Coffey. - I think there was just some confusion what Towns could do on their own.

Bob Flint – John Z. provided model language for Towns that wanted to address to provide in their language. This came up recently in recent RPC meetings.

#### **8. ADJOURNMENT**

Next meeting will be on Tuesday February 20<sup>th</sup>, 2024, from 1-3 PM. Agenda and notification will be sent prior to that meeting. Will try to reuse this room so can be virtual and in-person.

With no further business and without objection, the meeting was adjourned at 2:22 PM.