

**VERMONT AVIATION ADVISORY COUNCIL  
MINUTES OF MEETING  
DILL BUILDING  
2178 AIRPORT ROAD  
BARRE, VT 05641  
August 27, 2024**

**\*Hybrid meeting**

**ATTENDEES:**

Dan Delabruere, VTrans	Bill Hanf, Green Mnt Avionics
Michele Boomhower, VTrans	Paul Libby, VTrans
Kyle Wells, VTrans	Doug White MVL VFA GA
David Tillberg, VTrans	Amy Messier, VTrans
Patrick Sharrow, Dubois & King	

**ATTENDEES VIA TEAMS:**

Cliff Coy FSO	Schaefer, Bob
Rollin Tebbetts, VTrans	Steve Dolgin
John Nummy, VTrans	Paul T Carroccio
Chris Betzel, VTrans	Bob Flint
Guy Tapper, VTrans	Tom Spencer
Renee Layton, VTrans	David Dinneen
Robert J. Luchini, VTrans	Laura Canham
Hehir, John	Paul McDonnell
Chris Reece	Schuyler Lamoureux
Mary Kay Genthner	Nicoletta Salvatore
Marsden, Heath	Jamie Hildenbrandt
Paul W Carroccio	Stacy Leveille
Linda Sullivan	

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**1. CALL TO ORDER and ANNOUNCEMENTS**

Dan Delabruere called the hybrid meeting to order at 1 PM. Introductions were done.

**2. APPROVAL OF PREVIOUS MINUTES**

November 14<sup>th</sup>, 2023 – Doug made motion to approve. Seconded by Steve.  
February 20<sup>th</sup>, 2024 - Doug made motion to approve. Seconded by Steve.  
May 21<sup>st</sup>, 2024 – Steve made motion to approve. Seconded by Jamie.

With no discussion of minutes, Dan called for all those in favor to say silent and for those opposed to speak up. With no opposition, both sets minutes were approved.

**3. STATEWIDE HANGER MASTER PERMITTING UPDATE**

Robert Lucini VTrans consultant working for MacFarland Johnson spoke about the airport master permitting process and updated on the Act 250 status of each airport.

#### 4. PROJECT UPDATES

Kyle Wells spoke of the Franklin County State Airport upgrade to the runway by extending the runway 1001' to the South and made it consistently 75' wide. Now the total runway length is 4001' long. A southern taxiway alpha that's parallel has been added. The segmented circle and windsock were moved more midfield as well as dome drainage work and tree removal. Kyle also pointed out the permitting and easement work that goes into each of these projects.

Next Kyle spoke about Northeast Kingdom Terminal project. With the use of the Northern Borders Grant the terminal building will be replaced with a terminal 25% larger in size. It looks like construction should be completed by summer of 2025.

Robert Luchini updated on the Hartness State Airport where the runway reconstruction is currently in the permitting process to pave its full 5501' length 75' width and with 200' displacements on each end. There is an obstruction analysis project along with the navigation easement project.

John Nummy updated on the Rutland State Airport improvements. The entire runway now has mill and overlay of the entire length, including the intersection of runway 1331. This included making a consistent 100' width along the entire length of the runway, as well as addressing the profile corrections for smoother runway. Some electrical upgrades to the runway edge lights to LED lights. Most of the project is completed with some grooving and marking work to be completed.

John mentioned we are still waiting on the delivery date of the Jet-A replacement tank for the Morrisville Fuel Farm project. Hoping for a winter completion on that project. Update to runway improvements...we've wrapped up the 70% plan for that project and we are now moving into the permitting. So, by the end of this month, we are planning to submit our permitting plans to start work on our operational stormwater permit and our ACT 250 permit. The goal is to have that back by the end of December this year and moving right into the final design phase of the project. The goal is to apply for a grant for an FHA grant in spring of 25, with the projected construction in 2026.

#### 5. MAINTENANCE UPDATES

Rollin updated on vacant positions being filled and happy they both came with lots of experience for their positions.

9 zero-turn diesel mowers with rear discharge have been purchased to help keep up with mowing at each airport.

Painting has been completed at both Rutland and Newport.

Rollin spoke about the 4 AWOS and the need for FAA certification to bring Highgate and Middlebury units back up and functioning.

Rollin and the airport teams have been gearing up for the upcoming winter and snow removal, purchasing equipment and doing maintenance as needed in preparation.

The last point made was about bird strikes or any animal issues at the airports. These need to be reported no matter how insignificant it may seem. This information is tracked and used for wildlife mitigation. Please report any animal contact to Rollin or an airport team member so the appropriate paperwork can be filled out. If you do have a bird strike and can obtain a feather, this can be submitted with the paperwork for proper identification.

## **6. PUBLIC INPUT**

Dan D. opened floor for brief comments.

Steve inquired about the sale of Caledonia State Airport and if there was any status update specifically with regards to the current fuel situation.

Dan did not have any information that he could share at this point and apologized.

## **7. ADJOURNMENT**

Next meeting will be on November 26<sup>th</sup>, 2024, from 1pm to 3pm. It will be like this one. In-person or online. Agenda and notification will be sent prior to that meeting. With no further business and without objection, the meeting was adjourned at 2:17 PM.