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
July 27, 2021

***Hybrid meeting held in-person and by teleconference**

ATTENDEES:

Joe Flynn, Secretary of Transportation
Michele Boomhower, PPAID
Dan Delabruere, VTrans
Trini Brassard, VTrans
Jen Davis, VTrans
Jason Owen, VTrans
Rollin Tebbetts, VTrans
Kyle Wells, VTrans
Costa Pappis, VTrans
Evan Robinson, VTrans
Bruce King, VTrans
Erica Mongeon, VTrans
Doug White, MVL BVT UFA GA
Dan Girard, KFSO
Chris Carrigan, Vermont Chamber
Paul Carroccio, Rutland Airport
Steve Dolgin, Caledonia Airport
Steve Ireland, McFarland Johnson
Bill Hanf, Green Mountain Avionics
Bob Flint, Springfield
Cliff Coy, Boarder Air Ltd.
Kevin Dwyer, KFSO
Vincent Matteis, VT Pilots Association
Barbara Murphy, legislature
David Dinneen
David Howe, Franklin County Airport
Chris Saunders, Sen. Leahy's Office
Pat Ripley, Lamoille Valley Economic Development Corp.
Alan Legacy

Joe Gianola, Rutland Airport
Tom Horrocks, pilot
Chas Schumacher, Springfield Airport
Walter Kyle, pilot
Brian Pinsonault
Adam French
Laura Canham
Adam Goudreau

DRAFT

Tyler Richardson
James Stewart
Stacy Leveille
Otis Munroe
Jean Mongillo
Armand Dufresne
Cody Miller
Dan Pennington
John Hehir
Bob Schaefer
Devon Neary
Mary Kay Genthner
Shelby Losier
Patrick Sharrow
Steve Tibbetts
Ryan Bliss
Todd Ewell

---

1. CALL TO ORDER and ANNOUNCEMENTS

Dan Delabruere called the hybrid meeting to order at 1 PM and displayed the current list of Aviation Council members to include: Paul Carroccio, Doug White, Janice Peaslee, Bob Flint, Bob McEwing, Barbara Murphy, Bill Hanf, Chris Carrigan, Cliff Coy, David Howe, Kyle Clark, Shelby Losier, Stacy Leveille, Steve Dolgin. Introductions were done by those individuals in attendance in-person.

REMARKS FROM SECRETARY FLYNN

Secretary Joe Flynn welcomed everyone and publicly recognized the generosity of the aviation community providing patient airlift flights (angel flights).

2. PUBLIC INPUT

- Chris Saunders, Sen. Leahy's Office, spoke of the transportation improvements on the aviation side of the infrastructure bill in Congress and earmarking funds.
- Vincent Matteis, Vermont Pilots Association, announced the Vermont Aviation Museum at Caledonia Airport is accepting artifacts.

3. APPROVAL OF MINUTES

December 2, 2020

MOTION by Doug White, SECOND by Cliff Coy, to approve the 12/2/20 minutes. VOTING: unanimous; motion carried.

April 13, 2021

MOTION by Cliff Coy, SECOND by Bob Flint, to approve the 4/13/21 minutes. VOTING: unanimous; motion carried.

4. VERMONT AIRPORT SYSTEMS PLAN (VASP)

Costa Pappis showed the redline version of the plan that highlights the text changes.

MOTION by Bob Flint, SECOND by Barbara Murphy, to approve the document as revised.

DISCUSSION:

- **Bob Flint mentioned the following with regard to the plan:**
  - **Consistency between VASP and airport master plans which are separate documents.**
  - **VASP should embrace airports across the state and embrace the system.**
  - **VTrans should prioritize ongoing infrastructure maintenance and this should be shown as a priority in the VASP.**

VOTING: unanimous; motion carried.

Dan Delabruere thanked staff and the Aviation Council for the work on the system plan. Costa Pappis noted public input on the plan stressed including aviation education and training. Chris Saunders mentioned Sen. Leahy is working to fund construction of an aviation tech center at Burlington Airport. Dan Delabruere added the VTrans budget includes money each year for Civil Air Patrol for education.

5. MASTER PERMITTING UPDATE

Steve Ireland with McFarland Johnson reported:

- Three stormwater permits are done.
- Four of nine airports are set for stormwater permits.
- Two water permits are approved.
- One sewer permit is anticipated to be approved and another permit has been submitted.
- All permits must be in place before pursuing Act 250 permitting.

Dan Delabruere said there is a process document that outlines every step in the permitting process to build a hangar. This will be presented at the next Aviation Council meeting.

Bill Hanf asked about a timeline estimate on completion of the master plan, noting Middlebury Airport needs hangars and hangar space. Where space is available for hangars at Middlebury Airport, who builds the taxiway, and whether there will be accessibility to the airfield should be clear. Dan Delabruere said there is a map showing locations at each airport where potential hangars could be located and that need to go through the permit process. Permits do expire so it does not make sense to permit hangars that will not be built. VTrans tried to identify in the master plan any sites that will work for hangars. Money for taxiways, taxi lanes, or ramps is not in the budget. Money is also needed for maintenance.

David Howe, Franklin County Airport, clarified the process is do the master plan first then approval for a hangar from VTrans and then the hangar owner goes through the Act 250 process. Dan Delabruere said VTrans can help with the answers to questions on the

Act 250 application, but the hangar owner will have to answer questions specific to their hangar and hangar site. VTrans is the co-applicant, but a developer can go through the Act 250 process on their own as well. If a developer makes changes to a site from what was outlined in the master permitting then an amendment must be filed.

Steve Dolgin noted town permits are also needed in some cases.

Trini Brassard said a point under discussion is why once the state identifies a block of land for an airport the land is designated prime ag soils when there will not be agricultural activity on the site.

Bob Flint said the party responsible for the taxiways should be noted in the document. Dan Delabruere said the issue needs to be further explored and discussed.

6. PROJECT UPDATES

CONSTRUCTION PROJECTS

Bruce King reported on the following work at airports:

- Morrisville-Stowe Airport - runway safety area at both ends of the runway, parallel taxiway (Taxiway Alpha), and fuel farm installation for Jet A and aviation gas.
- Rutland Airport – runway signs and airfield pavement markings.
- General maintenance across state airports – airfield markings, pavement maintenance.

Pat Ripley asked who will benefit from the work at the Morrisville-Stowe Airport and if larger aircraft will be landing. Rollin Tebbetts explained the users will have more room and the parallel taxiway allows exiting the runway and back-taxiing so the improvements are for safety and user friendliness. It will be up to the individual pilot whether to land at the airport or not. The design did not change for the type of aircraft.

PLANNING PROJECTS

Kyle Wells reviewed projects under design and not yet constructed at various state airports. Projects at Franklin County Airport include runway reconstruction and widening, lighting, runway and taxiway extension, obstruction removal, and avigation easements. Projects at NEK International include environmental monitoring and mitigation, obstruction study, and terminal replacement. Projects at Knapp Airport include airport master plan update and environmental assessment.

There was discussion of keeping airports open during construction. Cliff coy mentioned splitting the runway and constructing on one side while leaving the other side open for use. Dan Delabruere stated the number one priority is safety which will determine if a runway must be closed completely. VTrans will work with pilots to reposition airplanes to another location temporarily.

Bill Hanf asked if lights and a GIS approach at Middlebury are in the planning. Dan Delabruere said this is being looked at as part of the master plan effort.

MAINTENANCE PROJECTS
Rollin Tebbetts reported maintenance projects include:

- Self-fueling system at Caledonia Airport and Knapp Airport
- Catch basin relocation at Knapp Airport
- Installation of an expensive synthetic tile safety area (300' in length) at Rutland Airport
- New automatic gate at the main entrance to the NEK International Airport and a terminal area forecast
- New pickup truck with sander and plow at Highgate Airport
- Tree removal, mowing, and clean up of runways and safety areas at all airports.

7. FAA GRANTS
Kyle Wells reported FAA grants were received for the environmental assessment at Knapp Airport, engineering and permitting for the reconstruction of Runway 1-19 at Franklin County Airport, avigation easements and engineering and permitting for the runway safety area and runway rehab at Hartness Airport, master plan update (GIS data) for Middlebury airport, and pavement maintenance, aircraft rescue and firefighting suits at Rutland Airport. There is also state funding and perhaps Congressional earmarks and funding in the new infrastructure bill, but the budget is still tight.

8. UAS (Unmanned Aircraft System) UPDATE
Evan Robinson reported UAS provides high resolution, detailed, spatially accurate imagery that shows in detail pavement, pavement conditions, lighting, markings. The information can be used as a base map, for public outreach, promotional videos, airport development and permitting, assessment of infrastructure, monitoring projects, vegetation growth, obstructions, and safety planning. A pilot project is being done on UAS based LiDAR sensor at Caledonia Airport.

9. EVENTS AT AIRPORTS
Rollin Tebbetts reported events are being held at various state airports. The events include the annual aeronautics festival and the Women's Soaring Pilots Association event at Springfield, CAP glider rides by cadets, aero-motor glider lessons by a company from Lyndonville. VTrans encourages the use of the state airports for events.

10. OTHER BUSINESS
None.

11. NEXT MEETING and ADJOURNMENT
Next Meeting
October 26, 2021, 1 PM, location to be announced.

Adjournment
With no further business and without objection the meeting was adjourned at 3 PM.

RScty from tape: MERiordan