

**VERMONT AVIATION ADVISORY COUNCIL
KNAPP STATE AIRPORT
BERLIN, VERMONT
MINUTES OF MEETING
February 11, 2016**

ATTENDEES: Guy Rouelle, VTrans [via teleconference at 2:25 PM]
Jason Owen, VTrans
Larry Lackey, VTrans
Brian Pinsonault, VTrans
Rob Luther, VTrans
Chris Beitzel, VTrans
Jennifer Davis, VTrans
Scott Bascom, VTrans
Michelle Boomhower, VTrans
Jamie Heiam, Aviation Intern
Rob Luther, DDH
Amanda Hanaway, Burlington International Airport [via teleconference]
Janice Peaslee, Caledonia Airport
Patricia Sears, NEK International Airport
Jim MacKay, Middlebury Airport
Heather Kantor, MIO Aviation
Royce Rankin, Gale Associates
John Benson, Dubois & King Engineering
Bob Flint, SRPC
Peter MacGillivory, Springfield Airport Commission
Bruce Johnson, Springfield Airport Commission
J. Gaucher, Town of Middlebury
Douglis White, VFA
Dan Gauvin, Lakeview Aviation
Scott Lowe, website developer

1. CALL TO ORDER and ANNOUNCEMENTS

Guy Rouelle was not present at the start of the meeting which was called to order by Chris Beitzel at 1:04 PM.

2. APPROVAL OF MINUTES (November 12, 2015) and ACCEPTANCE OF NEW GENERAL AVIATION RULES & REGULATIONS

November 12, 2015

MOTION by Doug White, SECOND by Janice Peaslee, to approve the minutes of 11/12/15 as written. VOTING: unanimous; motion carried.

Accept New General Aviation Rules & Regulations

MOTION by Bob Flint, SECOND by Doug White, to accept the new General Aviation Rules & Regulations as presented. VOTING: unanimous; motion carried.

3. JIM THOMPSON (6B0 dedication/memorial; Jen Davis, intern)

A moment of silence was held for Jim Thompson who passed away unexpectedly on January 14, 2016. Jen Davis is filling in as Aviation Operations Manager.

4. BURLINGTON AIRPORT UPDATE

Amanda Hanaway reported on activities at Burlington Airport including:

- 600,000 enplanements last year and the expectation for the level to remain steady.
- American Airlines route to Charlotte.
- United upgrade to main line service to Chicago.
- Airlines serving Burlington Airport are American, Delta, JetBlue, United, Allegiant, and Porter (seasonal).
- Construction projects that include terminal apron Alpha/Bravo intersection, glycol treatment system upgrade.
- Work to meet storm water requirements.
- Funding for land acquisition of up to 10 more properties for noise mitigation.
- Continued work on Taxiway Kilo.
- Marketing events: Pulling for Hope to benefit the American Cancer Society; Purses for Paws to benefit the Humane Society.
- Update of noise maps (FAA accepted the maps).
- Land Use/Reuse Study underway (minimum standard document submitted to FAA).
- Use of north hangar for snow removal equipment.
- RFPs include:
 - Hotel (only one proposal received so next steps are being discussed)
 - Restaurant pre-security (no proposals were received due to needed upgrades of the space in the terminal)
 - Quick turnaround rental car (in process and operational end of 2016)
 - Snow removal equipment (one bid received; will purchase the equipment)
 - Janitorial services
 - ATM services

There is an airshow on August 13th & 14th at the Burlington waterfront that is independent of the airport, but lots of air traffic is anticipated at Burlington Airport.

5. ROUND ROBIN DISCUSSION*Caledonia*

Janice Peaslee reported plans are being made for spring and fall events.

NEK International

Doug White reported work on the parallel taxiway and office building by Casella is underway. Work will begin on the snow removal equipment building in the summer. Water and sewer work will be done this summer. Terminal design and permitting will be done by March and construction by fall. Events include the Porsche Rally with Jay Peak. Trish Sears added the NEK Airport Committee is working on the terminal design and build. Customs & Border Protection said the design plans are needed by March.

Middlebury

Jim MacKay reported the hangar will be built concurrent with the runway extension and be relocated to the north end of the airport. The helicopter that is anticipated to arrive soon will operate out of Middlebury. Events at the airport include a fall fly-in and the AOPA regional fly-in September 2017 when the runway work is done.

Jaime Gaucher mentioned the DRB hearing on the airport project was held and the results are expected to be positive.

Springfield

Peter MacGillivory said the airport is happy with the maintenance facility. The environmental assessment for the hangar did not find any issues. Light snowfalls in the area turned the snow to ice because the airport does not have a broom to clear the snow. Events at the airport include ACE Camp, New England Soaring Association regional event, Civil Air Patrol Camp, and aerobatic competitions.

Chris Beitzel said broom equipment is at airports with commercial air service. To date the level of service at Springfield has been met with the equipment on site, but as activity picks up argument can be made for broom equipment.

6. STATEWIDE FEDERALLY FUNDED PROJECTS*Newport*

- Runway extension and apron is complete.
- Fuel farm is under construction.
- Storm water is done.
- Obstruction removal on and off airport property is done.
- Snow removal building will be built.

Rutland

- Runway safety area project at the south end of the airport is 99% complete. By April the south end of the runway will be in full service
- Taxiway cannot be opened until new sign panels are posted for "Taxiway Alpha".

Middlebury

- Engineering and permitting for the 700' runway extension and 10' widening, apron improvements, and obstruction removal are underway.

Current AIP Projects

- Franklin County obstruction study
- Hartness aviation easements
- Caledonia obstruction study
- Middlebury runway/taxiway and aviation easement
- Morrisville-Stowe master plan update and aviation easements
- Newport aviation easements
- Rutland Taxiway A north straightening and snow removal equipment
- Statewide pavement maintenance and Systems & Policy Plan
- Application for grants totaling \$14,402,044 if successful (the state has received nearly \$60 million in grants in the last three years)

- CIP beyond FY16 include taxiway at Franklin, RSA runway and parallel taxiway improvement at Bennington, fencing evaluation at airports statewide

7. AVIATION INTERNSHIPS

The intern program continues. Jamie Heiam, aviation intern, continues doing work for the Aviation Division. It is hoped to have more interns in the future.

8. SOUTHERN AIRPORTS

Rutland

- Work is being done on Taxiway Alpha
- Geodesign is doing test pits
- Solar array is operating (288 panels) and producing 61 kilowatts of power
- New sweeper is doing an excellent job
- New security system (cameras) will be installed in partner with TSA
- SRE building heating system upgrade was done
- CAP heating system was repaired
- TSA new security door was installed
- Part 139 software to integrate facilities, inventory for maintenance, and leases installed

Springfield

- Hangar, storm water, and Act 250 permitting being done
- EA for runway improvements underway
- Interior upgrades to terminal signs, emergency exit, emergency lighting, motion sensors installed
- Lighting at fuel farm installed
- New roof planned for Quonset hangar

Bennington

- Runway/taxiway improvements are in the engineering phase
- New hanger could be built in space occupied by previous hangar
- Dormer added above the SRE building door so ice does not fall at the building entrance
- New windows added in lobby to replace leaking windows
- Personnel gate latch/hinge repaired
- New fuel hoses and grounding wheels added at fuel farm
- Heater from SRE building replaced
- Lighting for the fuel farm installed

6B0 Middlebury

- Heat and air conditioning installed in lobby
- Windows replaced in lobby and back office
- Side door on maintenance hangar replaced
- Runway extension work progressing

9. NORTHERN AIRPORTS

Franklin

- Natural gas line connected to terminal
- Timber sale will begin once ground is frozen
- Getting estimates for terminal roof replacement and entryway

Island Pond

- Bringing in fill/ditch material to make space for hangars

Caledonia

- Tree clearing being done
- Rotating beacon is in operation
- Outside of terminal building to be repainted
- Getting estimate for schoolhouse renovations

Morrisville-Stowe

- Enplanements have increased especially with the Tradewind Service (up to 80% load factor)
- Operations up nearly 30% from last year
- Hangar heating system and door will be replaced
- Assessing whether to rebuild or resurface the ramp
- Some tree cutting will be done on the northern and southeast end of the airfield

Newport

- Septic system will be installed in May
- Fuel trucks delivering fuel to airplanes has been very successful
- Flight check for PAPI is scheduled.

Statewide

- 5010 Inspections have started
- Summer intern program continues with hope of having three interns

10. AVIATION PROPERTY MANAGEMENT MANUAL

No report.

11. AIRPORT DIRECTORY

Jamie Heiam reviewed the Airport Directory. Any missing information on airports should be forwarded for inclusion in the directory. An app is being developed so the directory will be available electronically.

MOTION by Bob Flint, SECOND by Doug White, to move forward with the Airport Directory project in its current format. VOTING: unanimous; motion carried.

Aviation Archive on Aeronautical History of Aviation

Scott Lowe, website developer, displayed the website he developed for an aviation/aeronautics museum. Mr. Lowe explained he used the CAP archive and incorporated comments to create a new website and brand for the archived material. The top priority is to gather content from sources in aviation before they are lost. The site has a central archive that can then spawn to separate websites. There will be a Hall of Fame section. The site is still under development.

12. LOS DRAFT AND ABANDONED AIRCRAFT POLICY

It was noted that the snow removal document was updated and revisions were made to the abandoned aircraft policy.

13. STATEWIDE AIRPORT NEWSLETTER & AVIATION EDUCATION

The newsletter added 50 more subscribers and is doing very well. The schedule of aviation education activities will be sent to the Aviation Council.

14. NEW/OTHER BUSINESS

Airport Committees

Trish Sears suggested a regular agenda item be reports from airport committees so everyone is informed of what is happening.

Aviation Council Meeting Dates for 2016

Staff will send the list of Aviation Council meeting dates for 2016 to the Council members.

Legislative Update

Guy Rouelle reported:

- Legislation is being drafted to address UAV (unmanned aeronautical vehicles). Vermont can control where UAVs can be launched. FAA controls the air.
- Testimony given to House and Senate transportation committees on the Aviation Program and budget. There were no concerns from the committees.

15. NEXT MEETING/AGENDA TOPICS

Next Meeting: May 12, 2016, Middlebury

Agenda: Memorial for Jim Thompson

16. ADJOURNMENT

MOTION by Doug White, **SECOND** by Janice Peaslee, to adjourn the meeting.

VOTING: unanimous; motion carried.

The meeting was adjourned at 2:34 PM.

RScty: MERiordan