

**VERMONT AVIATION ADVISORY COUNCIL
MINUTES OF MEETING
NATIONAL LIFE BUILDING
DAVIS 5th FLOOR CONFERENCE ROOM 1
MONTPELIER, VERMONT
March 12, 2018**

ATTENDEES: Joe Flynn, VTrans
Dan Delabruere, VTrans
Trini Brassard, VTrans
Jason Owen, VTrans
Scott Fortney, VTrans
Chris Beitzel, VTrans
Guy Tapper, VTrans
Zoe Neaderland, VTrans
Paul Libby, VTrans
Juliann Sherman, VTrans
Costa Pappis, VTrans
Rollin Tebbetts, VTrans
Doug White, VFA-MVL-BTV
Chris Carrigan, Vermont Chamber
Steve Dolgin, VAAC
Jean Mongillo, Hoyle Tanner
Rick Lucas, McFarland Johnson
Tom Anderson, Sugarbush Airport
Travis Gallant, Stowe Aviation
Toni Barr, Stowe Aviation
George Coy, Franklin County Airport
Clifford Coy, Franklin County Airport
Jon Budreski, ARE/AirShark
David Corey, BADC
John Gorham, Jacobs Eng.
Heath Marsden, Jacobs Eng.
Sean Tiney, Jacobs Eng.
Paul Carroccio, Green Mtn. Fl.
Bob Flint, SRPC
Janice Peaslee, Caledonia Airport

1. CALL TO ORDER and ANNOUNCEMENTS

Secretary of Transportation, Joe Flynn, called the meeting to order at 1:05 PM.

2. PUBLIC INPUT

Tom Anderson, Warren-Sugarbush Airport, said he did not receive the cancellation notice for the last Aviation Council meeting and hopes that communications are better now. Mr. Anderson he has not heard if a new Aviation Director has been hired as yet.

3. APPROVAL OF MINUTES

November 7, 2017

MOTION by George Coy, SECOND by Doug White, to approve the 11/7/17 minutes with the addition of a statement saying that Aviation Council members were asked to review and update the Vermont Aeronautic General Rules and Regulations.

VOTING: unanimous; motion carried.

4. VERMONT AVIATION ADVISORY COUNCIL MEMBER UPDATE

Announcements included:

- All current Aviation Council members have been reappointed by the Governor.
- New appointees are Chris Carrigan with Vermont Chamber of Commerce and Michael Schirling, Secretary of Commerce and Community Development. Mr. Carrigan briefly reviewed his experience in business development in the state.
- Rollin Tebbetts will be Director of Operations and Maintenance for airports statewide. Mr. Tebbetts has extensive background in airport operations and was highly recommended.

5. PROJECT UPDATES

Paul Libby reported:

- Runway/taxiway construction will begin in the spring at Morse Airport in Bennington. The runway will have a 90 day closure.
- Construction on Taxiway A on the mid-north section will begin in the spring at Rutland Airport.
- Easement work for runway extension and relocation of utilities at Newport Airport in Coventry is ongoing.
- Perimeter fencing will be installed in the spring at Middlebury Airport.
- Pavement work to be done statewide is out to bid for a contractor.

Dan Delabruere mentioned PFOA testing is being done by ANR in the Rutland region.

George Coy asked about an update on capital projects. Dan Delabruere said the Governor's Recommended Budget has been received, but not the budget from the statehouse. It is hoped there will be no change to the Governor's budget.

Toni Barr asked if the runway extension for KMVL (Morrisville Airport) is in the budget. Dan Delabruere said the runway safety area is in the CIP, but the fencing was not funded by the FAA. Only the fencing for Middlebury Airport was funded. Dan Delabruere will send the CIP to Russ Barr. The EA and master plan update is being done now. Design work for paving the safety area is in the budget for next year.

6. STATE AIRPORT SYSTEM PLAN UPDATE

Rick Lucas with McFarland-Johnson gave a status report on the update of the State Airport System Plan, showing how the data that was collected on facilities and services at airports in the state was used to rank each airport. In addition to this work the economic impact study is being updated and an air cargo analysis is being done. Previous goals are being reviewed to determine what has changed and new approaches to consider, going

forward. Draft chapters of the plan are being reviewed by VTrans and then sent to the FAA.

Tom Anderson asked who was involved in getting the data points, noting he was not contacted as co-owner and manager of an airport in the state. Rick Lucas said the Aviation Council is serving as the technical advisory committee for the update. The data collected to date are a snapshot in time of what an airport has for facilities and services. Costa Pappis added this is the beginning of the process for the plan given the changes in the Aviation Division and membership on the Aviation Council. There will be public input and public meetings on the plan. Tom Anderson said in addition to public input information on intangibles at airports needs to be considered. Warren-Sugarbush Airport is a public use privately owned airport that has a role. The questions on the questionnaire may not be the right questions. Warren-Sugarbush Airport is shown in the low growth category, but the growth over the last 10 years has been exponential, now with 18 employees and increase in flights per year from 100 to over 2,000. The airport does not receive state or federal aid. Rick Lucas said based on the data received airport growth rate categories were identified as high, medium, low, but airports can move from one category to another.

George Coy said the data are skewed because there are jets based in Vermont, buying fuel in Vermont, but the planes are registered elsewhere due to tax implications.

Tom Anderson pointed out the runway extension at Franklin County Airport, for example, will have more of an impact on corporate jets in Vermont than the other data points for growth of fuel sale, based aircraft, hours flown, population, and social economic condition.

Scott Fortney mentioned the statewide hangar inspections that were done this year at northern airports in the state.

Rick Lucas said the data collected will be reviewed. Vermont is skewed toward single engine aircraft and away from higher value aircraft. Tom Anderson mentioned the lack of jets in the state is due to the lack of hangars for the jets. Jet owners will not leave their aircraft outside in the weather and will fly elsewhere for hangar space. Questions on the questionnaire need to get to the answers that show growth and what is needed to promote growth.

Toni Barr suggested the consultant visit each airport to talk directly to the operators. Rick Lucas assured the data will be checked and updated as needed. Joe Flynn explained the process was started under a different Administration with a different component of Aviation Council members. If information has changed it will be updated.

Doug White suggested the survey be reviewed by the Aviation Council and the questions updated. Joe Flynn said suggested questions can be forwarded to VTrans. The survey will be forwarded to the Aviation Council.

Janice Peaslee urged visiting each airport because each one is different. Also, it is advantageous to hold Aviation Council meetings at the various state airports. The Aviation Council is representing aviation so it is good to see what the state has to offer.

David Corey, BADC, said the sales tax on airplanes does not limit the number of airplanes in the state. Rick Lucas said that issue will be revisited to try to determine why Vermont is skewed in one direction with aircraft. Joe Flynn said Vermont must be in compliance with the FAA with regard to the 1% local option tax. The tax department saw discrepancies and investigated. Conversations are still ongoing. Rick Lucas reiterated current airport system performance is all the facts measured against population, geography, top employers plus airport categories based on facilities and services to help identify where to make investments and where priorities for the state should be to “get the best bang for the buck”.

Chris Carrigan said Vermont Chamber of Commerce is geospatially mapping the state’s assets. The data may be helpful.

Rick Lucas said next phases of the update include refreshing the facts and doing an economic benefit assessment, recommendations and policies. In the spring and fall there will be public meetings. Email any comments to Rick Lucas, McFarland-Johnson.

George Coy asked if the study will cover technology changes affecting the use of small airports, such as pilotless planes and electric aircraft. Rick Lucas said these can be identified, but forecasts will not be done.

Toni Barr asked if the report is submitted to VTrans. Rick Lucas said the first draft goes to VTrans and is then sent to the FAA (the FAA is funding 90% of the cost of the update). VTrans will review the draft report (the committee is Dan Delabruere, Jennifer Davis, Chris Beitzel, Rollin Tebbetts) and send it to stakeholders (Aviation Council, regional planning commissions, regional business corps., and such). The report will be posted on the webpage.

Tom Anderson again urged asking the right questions to get the right data so the plan is not misleading. Runway length and availability of hangar space influence the potential for jet traffic in the state, not the aircraft sales tax. The goal is what the state wants in the end, either status quo or airport growth. Joe Flynn said the practical reality is funding. The Governor wants to drive the economy and keep the state affordable. There can be input on the questions for the study, but at some point the intake must conclude and the work must begin. McFarland-Johnson has done a fair amount of work to date. The data will be refreshed. Key questions or information should be forwarded to the consultant to be added to the collective body of input so business decisions can be made.

7. FBO DISCUSSION

Trini Brassard reviewed a chart showing comments/feedback from Aviation Council members (only one member submitted comments) on FBO activities and responsibilities. VTrans is working on documents for FBOs and fuel farms. Issues include:

- VTrans is spending \$10,000 per fuel farm for inspections, cleaning, and maintenance each year.
- It will cost \$4,000 to upgrade the MasterCard reader so MasterCard will continue to be accepted at the fuel farms.
- All self-serve kiosks must be replaced by Year 2020 at a cost of \$20,000 per kiosk.
- Multiple airports need infrastructure changes (12,000-gallon fuel tanks cost \$1 million each). Small and different fuel systems are being explored to provide the system that is appropriate for each airport.
- If FAA funding is used then other projects will not be supported with FAA funding for at least the next two years.

There is a spreadsheet showing the FBO agreements including data on buildings, rents, and flowage fee for fuel. The spreadsheet will be used to build consistencies across FBOs. Doug White requested the information on the FBOs be forwarded to the Aviation Council.

8. OTHER BUSINESS

Code of Ethics

Aviation Council members signed the Code of Ethics document.

Information Requests

George Coy asked for an update on the cost to operate state airports and feedback on fuel and lease rates. Dan Delabruere said staff is working on the information which will be available at the next meeting.

The Aviation Council requested a copy of the document on level of service at airports.

Hangar Construction at Highgate

George Coy said the hangar construction at Highgate Airport is depending on the paving, but now it has been learned the paving will not be done this year. Trini Brassard said Vermont got caught in a FAA switch in priority. Projects still must be ready to go though.

Next Meeting/Agenda Items

Next Meeting: Date to be announced

Agenda Items:

- Update on cost to operate state airports
- Feedback on fuel and lease rates

9. ADJOURNMENT

With no further business and without objection the meeting was adjourned at 2:47 PM.

RScty: MERiordan