



**TUESDAY, AUGUST 26, 2025, 11:00 AM**

## **MEETING DETAILS**

In-Person: Rutland Southern Vermont Regional Airport, 1002 Airport Rd, North Clarendon, VT  
Virtual: Microsoft Teams

## **MEETING MINUTES**

### **INTRODUCTIONS AND CALL TO ORDER**

The meeting was called to order at 11:00 AM. Committee members and attendees were present in person and remotely. A sign-in process was conducted to ensure accurate records and contact information.

### **AGENDA AND MINUTES APPROVAL**

The agenda for the November 24, 2025 meeting was reviewed and approved. Minutes from the previous meeting were reviewed and approved.

### **PUBLIC COMMENT**

No public comments were received.

### **COMMITTEE PLANNING AND GOVERNANCE**

The committee discussed future meeting logistics, including timing and location. After discussion, consensus was reached to hold regular meetings on the last Monday of each month at 2:00 PM, generally at the airport, with flexibility to revisit venue needs as necessary. The venue and schedule were approved.

### **COMMUNICATIONS AND EXTERNAL RELATIONS**

Bob Knudsen provided an update on communications and outreach efforts. The committee noted positive media coverage and increasing interest from external stakeholders. Outreach to state and federal partners is ongoing, including a scheduled meeting with staff from Senator Sanders' office.

The committee discussed maintaining and expanding the press and stakeholder contact list. Action items included adding Shasta Mattino to the contact list and coordinating with Gordon at the Rutland Herald to align messaging and prepare consistent talking points.



## RUTLAND AIRPORT COMMITTEE

### SUBCOMMITTEE STRUCTURE

The committee discussed and agreed upon the formation of the following working subcommittees:

- Fundraising Committee: Jim Marsh, Paul Carroccio, Lyle Jepson, Chris Keyser
- Marketing & Communications Committee: Bob Knudsen, Jim Marsh, Brian Collamore
- Development Committee (Feasibility, Master Plan, Infrastructure): Jim Marsh, Paul Carroccio, Chris Beitzel, Stephen Molloy

### AIRPORT DEVELOPMENT AND PLANNING

The committee discussed airport development challenges, including Act 250 permitting, lease structure limitations, and financing constraints. Coordination with VTrans was emphasized, including reference to the existing airport master plan.

Members discussed the potential value of updated feasibility work and structured community input to support long-term economic viability, including phased hangar development strategies.

### OTHER BUSINESS

High demand for flight school activity was noted as an indicator of growing interest in aviation activities at the airport.

### NEXT MEETING

The next meeting is scheduled for Monday, December 29, 2025, at 2:00 PM, with location to be confirmed.

### ADJOURNMENT

The meeting was adjourned.

Minutes prepared by: Bob Knudsen

Reviewed and formatted by: Bob Knudsen, Vice Chair