

A Summary of the Teterboro Airport Manager’s Meeting Port Authority

90 Moonachie Avenue

February 12, 2025 - 10:30AM

Today’s Manager’s Meeting took place as a hybrid meeting in the Teterboro Airport Manager’s Conference Room – 90 Moonachie Avenue, Teterboro and remotely via Microsoft TEAMS.

Welcome

Sherri Smith, Teterboro Airport Manager, welcomed everyone to the Manager’s Meeting and thanked them for attending. She went on to have those present introduce themselves and asked those on line to introduce themselves in the chat. She proceeded to give a small prize to two participants who won the question/answer quiz held during the last Manager’s Meeting.

Airport Management Report

Statistical Report

Scott Marsh provided the following statistics report for January 2025:

	2025	2024	% Change
Month A/C Ops	11,923	12,047	-1%
Monthly Jet Ops	10,637	10,856	-2%
YTD A/C Ops	11,923	12,047	-1%
Fuel (gallons)	4,748,234	4,484,599	6%
YTD Fuel	4,748,234	4,484,599	6%
Int’l Arrivals	814	860	-5%
YTD Int’l Arrivals	814	860	-5%

- Highest Activity Day: 544 - Tuesday, January 21st
- Days with Operations over 500: 4
- Average Daily Operations for November: 385

The airport had a total of 11,923 movements in January. This was down 1% compared to this time last year. We pumped 4,748,234 gallons of fuel in January which were up 6% compared to 2024. International arrivals were down 5% for the month. The highest day for operations occurred on Tuesday, January 21st when we had 544 movements. We had 5 days with over 500 movements. We had an average of 385 daily movements for the month.

Airport Operations Report

John Kastens, Avports’ Manager of Airport Services provided an update on Airport Operations as summarized here:

Airport Construction Project Updates

- **Runway 1/19 Rehabilitation** – Work is in the final stages.
 - Mill and Pave, Upgrade Lighting System to LED

- Field Work is complete
- Airfield Lighting Vault Upgrades (daytime work_)
 - No impact to AOA (no closures)
- **Rehabilitation of Stormwater Drainage Systems**
 - Work will take place at multiple locations around the airport both airside, and landside during the 2025 construction season.
 - Sporadic runway & airport closures will take place. Operations will send out bulletins as necessary.

Taxiway Designation Changes

- On January 25, 2025 taxiway designations took place.
- New designations of taxiways from L1 through L8 were completed..
- No change took place to TWY G & TWY Q.
- Advisory Circular AC 150/5340-18G standards compliance.
- Aeronautical Chart Change requests will be included on February 20, 2025 publications cycle.

Airport – Gridlock Events in January 2024

The airport had 2 gridlock events during January which impacted the airport on 2 days. Total impact time was 3.36 hours (0.4% of the month).

Airport Operations – High Traffic Volume Outlook – February, March and April

- February Events:
 - Grammy’s – February 2nd (Lost Angeles)
 - NYC Fashion Week – February 6th to 11th
 - Super Bowl – February 9th (New Orleans)
 - Valentine’s Day – February 14th
 - Daytona 500 – February 16th
 - Presidents Day – February 17th
 - Ramadan Begins – February 28th
- March Events:
 - St. Patrick’s Day – March 17th
 - Spring Break Departures – Last 2 weeks of March
- April Events:
 - Master’s Golf – April 7th to 13th
 - Passover – April 12th to 20th
 - Easter – April 20th

FBO Highlight

Adam Rotbaum, Atlantic Aviation Assistant General Manager presented an Atlantic Aviation update:

Mr. Rotbaum presented a slide that detailed updates to Atlantic Aviation security measures following. This was followed by a discussion on some additional ways to improve security which could be considered for the future.

Airport Security Update

Scott Marsh, Manager's Teterboro Airport Operations and Security, provided an update on security items as summarized here:

- Security Event Communications
 - Speed dial numbers should be programmed on all phones as follows:
 - PAPD Police Desk (EWR/TEB) 973-792-7077
 - Airport Operations 201-393-4081
 - 911
 - Suspicious activity should be Immediately reported.
 - Feasibility of duress alarms is being considered.
- Recent Security Events at other Airports
 - Details of an incident of a gunman in Arkansas at Texarkana Regional Airport – TXK were discussed.
- Community Watch Audit Rewards Update
 - Bogus Bob/Babs Program has been updated.
 - Successful challenges have chance to receive \$50 award.
 - Instead of a check the award will be distributed in the form of a gift card.
 - Award will be distributed via Email with hyperlink for redemption and list of participating retailers.
 - The gift card is valid for ninety (90) days.
 - Awards are limited to employees at the facility only.
- Community Watch Audit Update – The Airport conducted 15 audits and inspected 108 items. We were fully compliant with zero findings.
- Operations Security Update - Operations conducted 162 ID badge sweeps with two findings of expired ID badges. These two findings were promptly resolved Operations also processed 151 ramp access requests.
- Enhanced Security Level – Enhanced security level remains in effect as a result the situation in the Middle East. Everyone is reminded to report any unusual activity to Airport Operations and PAPD.

General Discussion

It was requested by a representative from an FBO present at the meeting that FBOs be notified of any security badge incident in which badges are found to be expired. Airports will review its process and determine if any future improvements on ways to enhance the FBO notification process in this area can be considered.

TSA Screening

- TSA screening for Presidential TFR's at Florida's Palm Beach Airport – PBI will now be taking place at Teterboro.
- TSA allows for screening at one FBO facility for each event.
- TSA Inspectors and Offices will be on site at the assigned facility during these times.
- TEB FBO's will be rotated according to the schedule below, with two screening events at each location for the duration of the TFR.
 - FBO Rotation Schedule Order:
 - Atlantic
 - Signature South
 - Jet Aviation
 - Signature West

US Customs – International Arrivals at Hangar #1

- Operational changes will take place beginning March 1, 2025.
- A Teterboro Airport Manager's Bulletin will be issued detailing these changes.
- These changes apply to the US Customs at the Hangar #1 facility only, NOT the Jet Aviation facility.
- Atlantic Aviation and Signature will both handle international arrivals at the Hangar #1 ramp.
- This is expected to be a seamless transition.
- Normal customs, Landing Rights Airport approval process.
- Aircraft Operations must confirm international arrival with the FBO of choice to ensure high quality customer service and handling.
- International trash must be handed to FBO staff and not left on the ramp.

Snow Season Preparation

Brandon A'Hara provided an update on the 2024/2025 snow season as summarized here:

- The Snow season started on October 15th 2024 and runs to April 15th 2025.
- We have had 8 snow and 1 freezing rain events so far this 2024/2025 season.
 - Snow total YTD – 17.4 inches
 - Total liquid chemical used YTD – A little over 95,629 gallons
 - We are below the 10 year snow season average so far this year.
- December 2024 Event Summary
 - Event #1:
 - On December 20th through 21st we had an event that lasted 17hrs 25 minutes. We had 2.7 inches of wet snow fall at the airport. Runway 6/24 was independently closed 3 separate times for snow removal/treatments for a total closure time of 2hrs 27 minutes. Runway 1/19 was independently closed 3 separate times for snow removal/treatments for a total closure time of 1hr 36 minutes.
 - Event #2:
 - On December 24th we had an event that lasted 3hrs 30 minutes. We had 0.8 inches of wet snow fall at the airport. Runway 6/24 was independently closed 2 separate times for treatments for a total closure time of 1hr 0 minutes. Runway 1/19 was

independently closed 2 separate times for treatments for a total closure time of 1hr 0 minutes.

- January 2025 Event Summary
 - Event #3:
 - On January 6th we had an event that lasted 4hrs 0 minutes. We had 0.3 inches of wet snow. We had no runway closures, and no surface treatment was needed during this event.
 - Event #4:
 - On January 11th we had an event that lasted 4hrs 55 minutes. We had 1.2 inches of wet snow. Runway 6/24 was closed 2 separate times for snow removal/treatment for a total of 25 minutes.
 - Event #5:
 - On January 19th we had an event that lasted 12hrs 10 minutes. We had 5.6 inches of wet snow. Runway 6/24 was closed 4 separate times and Runway 1/19 was closed 2 separate times for snow removal/treatment. Runway 6/24 was closed for a total of 2 hours and 6 minutes. Runway 1/19 was closed for a total of 8 hours and 30 minutes.
- February 2025 Event Summary
 - Event #6:
 - On February 2nd we had an event that lasted 5hrs 12 minutes. We had 1.7 inches of wet snow. Runway 6/24 was closed 4 separate times and Runway 1/19 was closed 4 separate times for snow removal/treatment. Runway 6/24 was closed for a total of 1 hour 8 minutes. Runway 1/19 was closed for a total of 1 hour 26 minutes.
 - Event #7:
 - On February 6th we had an event that lasted 6hrs 50 minutes. We had 0.6 inches of freezing rain/wet snow. Runway 6/24 was closed 3 separate times and Runway 1/19 was closed 3 separate times for snow removal/treatment. Runway 6/24 was closed for a total of 1 hour 43 minutes. Runway 1/19 was closed for a total of 1 hour 53 minutes.
 - Event #8:
 - On February 8th we had an event that lasted 7hrs 59 minutes. We had 3.1 inches of wet snow/freezing rain. Runway 6/24 was closed 6 separate times and Runway 1/19 was closed 2 separate times. We also had 5 total airport closures. Runway 6/24 was closed for a total of 3 hours 55 minutes. Runway 1/19 was closed for a total of 10 hours 38 minutes. The airport was closed for a total of 3 hours 36 minutes.
 - Event #9:
 - On February 11th we had 1.5 inches of snow. This resulted in two closures each of Runway 6/24 and Runway 1/19. Each closure lasted approximately 15 minutes.
- Brandon reminded everyone of the Deicing Fluid Use Reporting requirements as follows:
 - As per *General Manager's Bulletin GM16-24* – The Port Authority asks all operators providing deicing services at the airport to provide monthly quantities of liquid applied by type (Type I and IV) used. Information is to be sent to PANYNJ Environmental Department and Teterboro Airport's Noise/Environmental Office.

Airport Construction Update

Dan Snyder provided an update on construction projects as summarized here.

Runway 1-19 Rehabilitation Project

Contract Title	TEB 144.064 – Rehabilitation of Runway 1-19
General Contractor	Tilcon New York, Inc.
Contract Award	April 17, 2024

Ongoing Work:

- Taxiway name change (Completed January 2025)
- Installation of the upgraded Constant Current Regulators in the electrical vault.
- General site cleanup and soil loadouts in the staging areas.
- Nightly closures Q1/Q2 as needed for punch-list items.
- Work is anticipated to be completed mid-April 2025.

Stormwater Drainage – Phase 2

Contract Title	Stormwater Drainage – Phase 2
General Contractor	J. M. Sanzari
Contract Award	January 24, 2025

Scope of Work:

- Regrading drainage ditches and catch basins.
- Replacing inlet and outflow structures.
- Replacement and/or cleanout of manholes and drainage lines.
- General site related work.

Scheduled for 2025 and 2026 Construction

Utilizing alternating Runway 6/24 and Runway 1/19 nightly runway closures and weekend availability.

Dan Snyder introduced Deidra Wilson, who will be the Resident Engineer responsible for overseeing this project.

ATCT – FAA Update

John Kastens provided the following ATCT update as provided to him by Matthew Peterson:

Operators are encouraged to use published routes for “southbound” departures up through March 2025 in order to alleviate delays and congestion.

Wildlife Management Report

USDA Biologist Theresa Riotto provided an update on wildlife management as summarized here:

Average Number of Birds per Guild Observed per Survey – 10 birds were observed per survey in January compared to 21 in the historic average. This number of observations was typical compared to 5-year average. Winter months generally see a slowdown in bird activity.

Average Number of Birds per Guild Observed per Survey - Observations consisted mainly Waterfowl & Waterbirds, and a few Small Perching Birds, Wading Birds, Gulls & Terns and some Raptors.

On-Airport Observations by Guild:

- Waterfowl & Waterbirds – 48.39%
- Small Perching Birds – 22.58%
- Wading Birds – 9.68%
- Gulls & Terns – 8.06%
- Raptors – 8.06%
- Blackbirds – 3.23%

Raptor Relocation Program:

No raptor were relocated during the month of January.

Drone survey work has been completed and Terri reminded everyone to continue to keep an eye out for deer and to contact Operations if any are spotted on the airfield.

Noise Office Report

Gabe Andino provided an update for January as summarized here:

Complaint Locations – January 2025:

During January we had 1,500 complaints from 17 households within a 5-mile radius of the Airport. We had 3,340 complaints from 31 households withing a 20-mile radius of the airport.

Noise Violations:

Violation Level	January 2025	YTD 2025	January 2024	YTD 2024
First Violation	6	6	6	6
Second Violation	1	1	1	1
Third Violation	0	0	0	0
Warning	0	0	2	2

The airport issued 6 first time violation letters, and 1 second time violation letter during January. I

Quiet Hours Flight Operations – Voluntary Restraint from Non-Essential Flight Ops – 11:00PM to 6:00AM:

Month	Quiet Hours Aircraft Movements	Total Aircraft Movements	% of Total Movements during Quiet Hours
January 2025	606	11,923	5.08%
January 2024	605	12,047	5.02%
2025 YTD	606	11,923	5.08%

12 Month Average	707	14,365	4.89%
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5% of movements at the airport are nighttime movements. Essential flights make up about 129 of these flight ops. Non-essential flights make up 477 of these.

Noise Abatement Flight Procedures – Runway 19 Offset Approach Usage
(RWY 19 RNAV GPS (X) approach procedure)

Month	Offset Approach Arrivals	Percentage Usage	Offset Approach Arrivals (10:00PM-7:00AM)	Percentage Usage (10:00PM-7:00AM)
January 2024	35	1.5%	33	13.4%
January 2025	68	2.6%	3	1.1%
12 Month Average	32	1.1%	26	13.0%

Teterboro Airport 39th Annual Scholarship Golf Classic

Ciba Williams, Avports, provided the following update on the Teterboro Airport 39th Annual Scholarship Golf Classic.

The Teterboro Airport Community Benefit Fund – 39th Annual Scholarship Golf Classic will take place again this year on Monday May 19th. Proceeds go towards scholarships for local area high school students who pursue higher education in the fields of aviation, electronics that support aviation, and sciences that support aviation.

Details about this year’s outing are as follows:

- Monday, May 19th at the Basking Ridge Country Club
- Registration is at 9:30AM
- Shotgun start is 11:30AM
- Reception is at 4:40PM

For additional information & a registration form please call 201-288-6073 or email TACBF@TEB.com.

Teterboro Airport Manager’s Meeting Survey

Sherri requested that airport stakeholders take a few minute to complete the following survey:

We value your input! This survey is designed to gather your feedback on the monthly Manager's Meeting to ensure it remains effective, relevant, and engaging. Your responses will help us improve future meetings and address your needs more effectively. Thank you for sharing your thoughts!

Here's the link to the form "Manager's Meeting Feedback":

<https://forms.office.com/g/5fJdiMML93>



Upcoming Events:

- Manager's Meeting – March 12th – 10:30AM – Hybrid meeting
- Teterboro Users Group (TUG) Meeting – March 19th -10:00AM - Virtual