



**U.S. Department
of Transportation**

Office of the Secretary
of Transportation

GENERAL COUNSEL

1200 New Jersey Avenue, SE
Washington, DC 20590

May 27, 2011

Karen P. Gorman, Esq.
Deputy Chief, Disclosure Unit
U.S. Office of Special Counsel
1730 M Street, NW, Suite 300
Washington, DC 20036-4505

Re: OSC File No. DI-10-0680/Iacopelli

Dear Ms. Gorman:

This is to follow up on your recent request for supplemental information in the above-referenced matter. Attached please find a May 25, 2011, memorandum with attachments from the Office of Inspector General, to whom the Secretary delegated the investigation. Please treat this memorandum as our supplemental report.

Please do not hesitate to contact Debra Rosen or me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Judith S. Kaleta".

Judith S. Kaleta
Assistant General Counsel for General Law

Enclosure



Memorandum

**U.S. Department of
Transportation**
Office of the Secretary
of Transportation
Office of Inspector General

Subject: **INFORMATION**: OIG Investigation
#I10C000039SINV, Re: Teterboro Airport, NJ,
Dalton Departure Procedure (OSC File No. DI-
10-0680)

Date: May 25, 2011

From: *Barbara Barnett*
for Ronald C. Engler
Director
Special Investigations, JI-3

Reply to
Attn. of: X6-4189

To: Judith S. Kaleta
Assistant General Counsel for General Law
Office of General Counsel, C-10

This memorandum responds to a March 21, 2011, email from the Office of Special Counsel requesting additional information on our Report of Investigation (ROI) regarding Teterboro Airport's Dalton Departure Procedure (the procedure). OSC requested a supplemental report that includes the Federal Aviation Administration (FAA) Air Traffic Organization's (ATO) March 2011 audit report, and information related to additional findings, recommendations, and corrective actions taken or proposed as a result of the audit. OSC also requested information pertaining to FAA training sessions or other training opportunities offered to pilots on the procedure and an update of two corrective actions ATO was considering related to: familiarization and training for air traffic staffs at Teterboro and N90 on the potential risk associated with the procedure, and pre-coordination of flight transponder code when a pilot desires to use the procedure (OIG ROI page 23).

FAA ATO Audit: The FAA has completed its audit of the procedure. As a result, FAA is in the process of making significant revisions to the procedure and has proposed actions and training, as outlined in the ATO audit report and an accompanying memorandum from FAA's Office of Audit and Evaluation, to coincide with the issuance of the final revision to the procedure. Both documents are attached to this Memorandum.

A site visit by the ATO of the New York Terminal Radar Approach Control (N90) and Teterboro tower was conducted on March 23-24, 2011. The ATO interviewed three controllers and two managers, reviewed 45 days of Runway 19 voice and radar data (of specific activity), training materials, and safety and pilot deviation reports. In sum, the ATO found that incidents related to the procedure continued to occur and proposed

additional risk mitigation measures to sustain the operational safety of aircraft departing Teterboro and arriving at Newark-Liberty International Airport. For example, on May 5, 2011, ATO published a revision to the procedure's diagram and text that includes information about wake turbulence and procedures in the event of a loss of communications, http://aeronav.faa.gov/pdfs/ne_rear_05MAY2011.pdf (see page 346). An update to the procedure, expected to be published June 30, 2011, will include a 2 nautical mile restriction on the west bound turn. The ATO also proposed adding phraseology to Teterboro's standard operating procedure to reinforce altitude restrictions.

Pilot Training: Training material is being developed for in-person briefings by FAA as part of monthly meetings with the Teterboro User's Group, and Teterboro's fixed-base operators and aviation associations. These meetings are largely attended by local and transient pilots and include representatives from the New York/New Jersey Port Authority and FAA Flight Standards. FAA's briefings will include summary information about the procedure, to include: wake turbulence risk from Newark arrivals; altitude restrictions; westbound turn within two nautical miles; lost communication procedures; and other pilot responsibilities. In addition, FAA has developed a "Pilot Acknowledgement Form," (draft included in the ATO audit report) to be executed by those who attend the briefings. Briefings are expected to be conducted after the updated procedure is published on June 30, 2011. Teterboro tower staff intends to maintain the original signed forms.

Presentations have been made at the Teterboro User's Group meetings by Teterboro tower representatives during its meetings in October and November 2010, and January through March 2011 (example meeting minutes are included in the ATO audit report). Also, the Aircraft Owners and Pilot Association and National Business Aviation Association have offered to publish regional bulletins to their members once all proposed changes to the procedure are completed. The ATO plans to collaborate with FAA's Flight Standards Division, which is responsible for oversight of airmen, to issue an informational bulletin and messages to all pilots once the changes to the procedure and other operational coordination processes are concluded (estimated to begin in July 2011).

Familiarization and Training for Air Traffic Control Staff (OIG Report pg 23): Familiarization and training was addressed during the ATO audit. The audit report stresses "that additional training is warranted and prudent given the evolving age and experience of the workforce at both facilities." Attached to the ATO audit report is the training material prepared for Teterboro tower controllers, dated March 21, 2011 (Note: An amended version of this training material is what will be utilized for pilot training sessions). According to the audit report, N90 is developing additional training materials.

Training for all operational personnel is expected to coincide with the publication of the updated procedure scheduled for June 30, 2011, and will include: change in the westbound turn location, maximum altitude phraseology required as part of the procedure

clearance, and lost communication procedures. Refresher training covering the same subject will be incorporated in the annual special training plans through the remainder of 2011. Within 60-days of the procedures updated publication, expected June 30, 2011, the Eastern Quality Control Group plans to follow-up with an audit of training related to the revisions to the procedure and the standard operating procedure utilized by Teterboro and N90.

Pre-Coordination of Flight Transponder Code (OIG Report pg 23): The March 2011 ATO audit confirmed that each aircraft utilizing the procedure received a unique transponder code that auto-acquires the secondary radar return and makes the flight track active through the N90 automation system once airborne from Teterboro.

Additional Information: The FAA reported to the OIG that there were two pilot deviations related to the procedure, filed by Teterboro and N90, subsequent to the ATO's audit. These matters are referred to FAA Flight Standards for further investigation.

Pilot Deviation 1: On May 12, 2011, N90 reported a pilot deviation by a foreign registered aircraft. The aircraft departed Teterboro and climbed to 1,800 feet (500 feet above the maximum allowed by the procedure), entering New York Class B airspace without clearance. The pilot was not advised of the possible deviation due to language communication difficulties.

Pilot Deviation 2: On May 14, 2011, Teterboro reported a pilot deviation by a U.S. registered aircraft. The aircraft was initially cleared for one departure procedure, but after a delay the pilot asked the tower's clearance delivery to walk them through the Dalton Departure procedure. Clearance delivery advised the pilot it was unable to provide the information and the pilot needed to have the information and charts onboard. The pilot requested a VFR departure and then pick up the procedure, but was advised by clearance delivery that was not how the procedure is performed. Within three minutes, the pilot requested to depart using the procedure. Within a minute of its departure, Teterboro observed the aircraft at 1,700 feet (400 feet above the maximum allowed by the procedure) and advised N90.

Attachments

- # -



Federal Aviation Administration

Memorandum

Date: **MAY 4 2011**

To: Ronald Engler, Director of Special Investigations
Office of Inspector General

From: Clay Foushee, Director, Office of Audit & Evaluation

Subject: New York TRACON (N90) & Teterboro Airport (TEB) On-Site Review; ref:
Office of Special Counsel Case No. DI-10-0680

This memo is in response to the Office of Special Counsel's (OSC) request of Mar. 21, 2011 for additional information on the use of the Dalton Departure Procedure at TEB (OSC File No. DI-10-0680). OSC has requested that DOT provide "a supplemental report that includes ATO's report of the March 2011 audit, along with any additional findings, recommendations and corrective actions taken or proposed as a result of the audit and any other additional assessments or analyses conducted." OSC further requests, "1) Specific information pertaining to any FAA training sessions or other training opportunities offered to pilots on the Dalton Departure Procedure; and 2) Updated information concerning the two corrective actions that ATO is considering taking, as listed on page 23 of the report." Documents pertinent to those requests are attached.

FAA strongly maintains that despite certain safety issues identified in conjunction with the usage of the Dalton Departure Procedure, discontinuing the use of the procedure would result in far more serious and frequent safety problems. In the absence of the Dalton Departure Procedure, pilots would continue to have the option to request a Visual Flight Rules (VFR) takeoff clearance. Such departures would be conducted without any direction from ATC, and would represent a far more severe hazard considering the proximity of multiple airports in extremely complex New York City metro-area airspace. It is important for the OSC to recognize that the almost certain unintended negative consequences of discontinuing the Dalton Departure Procedure make such a consideration irresponsible. Such an action would certainly absolve ATC from any responsibility for pilot deviations into adjacent controlled airspace, but the safety implications are nonetheless sobering.

Thus, the Dalton Departure Procedure is a safety enhancement considering the alternatives. The FAA has committed to continuous monitoring and refinement of the Dalton Departure Procedure and will continue to identify and implement corrective actions as required. In its most recent request for information, the OSC states, "it appears the investigation of this matter has not been completed." While that assertion is correct in one sense, it does not acknowledge the FAA's

continuous monitoring and methodical enhancement of ATC procedures associated with the Dalton Departure Procedure.

Summary of March 2011 Audit:

Brett Faulkner (Acting Manager, Terminal Services Quality Control Group) and Ronald Schneider (Quality Assurance Specialist, ATO Safety, Fort Worth) traveled to New York Terminal Radar Approach Control (TRACON - N90) and TEB on March 23-24, 2011. The details from the site-visit activities and findings/recommendations regarding the Dalton Departure Procedure from TEB and the additional risk mitigation measures necessary to sustain the operational safety for aircraft departing TEB and arriving Newark-Liberty International Airport (EWR) are attached. In response to the site visit, a telephone conference took place on Apr. 8, 2011 to discuss the findings and recommendations with the New York Terminal District Manager and the Air Traffic Managers of TEB and N90. The two facilities understand that some additional changes are necessary due to additional reports from pilots and controllers regarding the Dalton Departure Procedure.

Two issues that continue to contribute to the safety risk when aircraft utilize the Dalton Departure Procedure are: 1) How to prevent aircraft from exceeding 1300 feet mean sea-level (MSL) prior to the point where the instrument clearance is provided, and 2) How to prevent aircraft from flying too far South of TEB (immediately after takeoff from Runway 19) prior to initiating a turn to the West. Review of pilot and controller reports filed through a voluntary reporting system (ASRS or ATSAP) include both types of excursions from the published Dalton Departure Procedure

1) Adherence to the Maximum VFR Altitude: Currently, the Dalton Departure Procedure contains an altitude restriction printed as part of the procedure. Controllers provide the approval to use the procedure, but do not read (or repeat) any of the published procedure. After takeoff, some pilots appear to disregard the maximum altitude restriction and this places their aircraft closer to the EWR Class-B airspace and the descending traffic to EWR Runways 22L/22R. Additional risk mitigation is underway, and specific changes to provide greater altitude separation between departures from TEB and arrivals at EWR are described below; (item 1, page 3, and item 5, page 4).¹

2) Location of the Westbound Turn: Currently, the Dalton Departure Procedure emphasizes the turn should begin after reaching 800 feet, and some pilots may actually be delaying their turn. By delaying the westbound turn, the aircraft moves closer to the EWR Class-B airspace and the descending traffic to EWR Runways 22L/22R. Additional risk mitigation is underway, and specific changes to the turn location are described below; (item 4, page 4).²

¹ **Note:** some voluntary reports from controllers have noted that some aircraft utilizing the Dalton Departure Procedure have climbed rapidly and passed less than 1000 feet below aircraft approaching EWR; wake turbulence remnants from heavy aircraft could upset aircraft passing beneath

² **Note:** some voluntary reports from controllers have noted that some aircraft utilizing the Dalton Departure Procedure have turned westbound far enough South of TEB that the aircraft passed less than 1000 feet below heavy aircraft approaching EWR; wake turbulence remnants from heavy aircraft could upset aircraft passing beneath

Summary of Corrective Actions to Date:

To summarize the changes that have taken place to improve the safety associated with continued availability of the Dalton Departure Procedure at TEB:

1. Briefings to the Teterboro User's Group (TUG) have stressed that pilot familiarity and unsolicited requests for the Dalton Departure Procedure must prevail to improve adherence to the procedure and air traffic safety (Jun. 2010).
2. Solicitation by air traffic controllers at TEB that promoted availability of the Dalton Departure Procedure ended (Sep. 2010)
3. N90 and TEB have collaborated on ways to improve the coordination and communications when aircraft utilize the Dalton Departure Procedure (Nov. 2010)
4. ATO Safety audited the TEB and N90 performance associated with the Dalton Departure Procedure (Dec. 2010).
5. Site visit and consideration of additional corrective actions (Mar. – Apr. 2011); reports attached.

Additional Risk Mitigation Measures Underway

1. The Dalton Departure Procedure (diagram and text) is being republished on May 5, 2011 to include the following information for pilots using this VFR departure procedure:

“NOTE: CAUTION WAKE TURBULENCE. NO WAKE TURBULENCE SEPARATION IS PROVIDED FROM NEWARK RWY 22 ARRIVAL TRAFFIC DESCENDING OVER TEB FROM 3000' TO 1800'. IN THE EVENT OF LOST COMMUNICATION PRIOR TO IFR ACTIVATION, SQUAWK 7600. MAINTAIN VFR.”

The published procedure does include the appropriate radio frequencies for contacting the radar controller responsible for TEB departures at N90 to ensure the transition to the IFR clearance occurs smoothly with minimal or no delay.

2. The training and communications blitz with all pilots continues; new training materials are available for face-to-face briefings have begun at TEB; monthly training is part of the Teterboro User's Group (TUG) and fixed-base operators (FBO) meetings largely attended by local and transient pilots. FAA flight safety inspectors and the New York – New Jersey Port Authority officials also attend these meetings. TUG meetings where the Dalton Departure Procedure pilot requirements have been discussed were: Oct. 13, 2010; Nov. 10, 2010; Jan. 13, 2011; Feb. 9, 2011; Mar. 16, 2011; (next mtg. in May 2011). AOPA and NBAA have offered to publish a regional bulletin to their members once we agree on the Dalton procedure changes tentatively scheduled for publication on June 30, 2011.
3. Training for controllers at TEB and N90 will improve understanding the monitoring necessary for safety risk management of the published Dalton Departure Procedure. TEB will be updating their standard operating procedures (SOP) to include the revised practices related to the Dalton Departure Procedure, and training for all operational personnel will coincide with the republication tentatively scheduled for June 30, 2011. TEB training will

include: 1) change in the westbound turn location, 2) maximum altitude phraseology required as part of Dalton Departure Procedure clearances, and 3) lost communications procedures. Refresher training covering the same subjects will be incorporated in annual or special training plans throughout the remainder of 2011. N90 will ensure training to cover the republished Dalton Departure Procedure including new lost communications procedures tentatively set for publication on Jun. 30, 2011. The Eastern Quality Control Group (QCG) will follow-up with an audit of training for the revisions to the Dalton Departure Procedure and the standard operating procedures utilized at TEB and N90 within 60-days of the Dalton Departure Procedure republication.

4. Move the Dalton Departure Procedure westbound turn (immediately following takeoff) closer to the runway; completing the turn within two (2) NMs is desired to reduce the likelihood of VFR departures from TEB straying south into the EWR traffic or disturbed air (wake turbulence or wake remnant) from large aircraft on final approach to EWR. Moving the right-turn after departure closer to TEB will add separation between the VFR departure from TEB and any crossing (above) traffic cleared into EWR's runways 22L/22R. The altitude separation between any VFR departure completing the westbound turn within two NMs and the descending traffic approaching EWR's runways 22L/22R has been calculated to exceed 1000 feet. The Dalton Departure Procedure tentatively set for publication on Jun. 30, 2011 to include this change.
5. Add phraseology to the TEB standard operating procedures (SOP) that will reinforce the altitude restriction (1300 feet MSL) contained in the Dalton Departure Procedure. This change will reduce the likelihood of VFR departures from TEB climbing into the EWR traffic or disturbed air (wake turbulence or wake remnant) from large aircraft on final approach to EWR prior to radar identification and N90 acceptance. This change in TEB standard operating procedures is planned to coincide with the Dalton Departure Procedure republication.
6. Add more pilot information to the existing documentation; the ATO will request Flight Standards issue an INFO bulletin and FAAST messages to all pilots once the changes to the Dalton Departure Procedure and other operational coordination processes are concluded. Based on the planned publication of the changes listed above, we expect these new communications to pilots will occur beginning in July 2011.

ATO Safety will provide a follow-up report on the safety mitigations during August 2011. If you need additional information, please contact Joseph Teixeira, ATO Safety at (202) 267-3341.

Atch: AJS trip report dated Apr. 18, 2011
 OSC email request for information dated Mar. 21, 2011
 AOA memo dated Feb. 4, 2011 (w/o attachments)

cc: Senior Vice President for Operations
 Chief Operating Officer



Federal Aviation Administration

Memorandum

Date: APR 14 2011

To: Tony Mello, Acting Director, Terminal Safety & Operations Support
Doug Gould, Acting Director, Quality Assurance

From: Art Sheffield, Manager, Quality Assurance

Subject: New York TRACON (N90) & Teterboro Airport (TEB) On-Site Review; ref: Office of the Inspector General Case No. # I10C000039SINV follow-up

Brett Faulkner (Acting Manager, Terminal Services Quality Control Group) and Ronald Schneider (Quality Assurance Specialist, ATO Safety, Fort Worth) traveled to New York Terminal Radar Approach Control (TRACON - N90) & Teterboro Airport (TEB) on March 23-24, 2011. The following details the site-visit activities and findings/recommendations regarding the Dalton Departure Procedure from TEB and the additional risk mitigation measures necessary to sustain the operational safety for aircraft departing TEB and arriving Newark-Liberty International Airport (EWR).

Background

The purpose of this visit at both facilities was to verify: training materials, review operational handling of TEB departures, evaluate safety awareness of reported excursions from the Dalton Departure Procedure profile, and review communications procedure(s) for aircraft adhering to the Dalton Departure Procedure profile.

TEB is a general aviation and charter services airport located approximately 10 miles northeast of Newark Liberty International Airport (EWR) designated as a reliever airport serving the smaller and slower aircraft from other regional airports that would cause major congestion at any of the large commercial airports in the greater New York region.

EWR is a busy commercial airline and international hub-airport, and during arrival periods at EWR, aircraft requesting to depart TEB under IFR rules are often delayed to meet the separation standards with the overflying EWR arrivals. Approximately twenty years ago, the FAA and the Teterboro Users Group (TUG) established the Dalton Departure Procedure as a means to reduce departure delays at TEB. Aircraft using the Dalton Departure Procedure can depart TEB Runway 19 and operate underneath aircraft that are descending on the final approach to EWR Runway 22L/22R. The Dalton Departure Procedure description in the Special Notices section of the

Airport/Facility Directory includes instructions that pilots must request the procedure by its name. The FAA considers the Dalton Departure Procedure to be a voluntary procedure.

The Dalton Departure Procedure allows pilots to depart TEB Runway 19 under visual flight rules (VFR) in Class D airspace, at the same time as IFR aircraft are arriving at EWR directly above them in Class B airspace. The procedure requires pilots to remain VFR until the aircraft is offered IFR services. No IFR separation standards apply to aircraft following the Dalton Departure Procedure; neither from aircraft or wake turbulence. During the last 12 months (Apr. 2010 – Mar. 2011), 2,528 aircraft departed TEB Runway 19 on a VFR clearance. Some aircraft remaining in the local traffic pattern are included in those totals, and no definitive number of aircraft utilizing the Dalton Departure Procedure is known. VFR departures from TEB represent 39% of all Runway 19 departures, but only 3.2% of all TEB departures.

EWR arrivals routinely descend on the final approach to Runway 22L/22R from 3,000 to 1,800 feet. Because flights operating under the Dalton Departure Procedure remain outside of Class B airspace, the pilots departing TEB are responsible for maintaining safe separation from aircraft descending into EWR. During the last 12 months (Apr. 2010 – Mar. 2011), 108,988 aircraft arrived Runway 22L/R at EWR. Arrivals to Runways 22L/R represent 54% of all EWR arrivals.

Summary

- Five interviews were conducted; three controllers, and two front line managers (FLM)
 - Some personnel at N90 reported that aircraft do not always adhere to the pilot instructions printed as part of the Dalton Departure Procedure
 - One person used phraseology that could be considered “offering pilots information about the Dalton Departure Procedure,” after the pilots inquired about the procedure; although not considered outright solicitation, we view this as a continuation of the legacy behavior that we are trying to correct
 - While at N90, it was confirmed that all aircraft departing TEB and flying the Dalton Departure Procedure receive a release time from N90
- Over 45 days of Runway 19 departures from TEB were reviewed; any aircraft using Runway 19 that turned westbound and climbed above 1300 feet MSL received an accompanying audio review; 40 radar replays were reviewed for aircraft flying the Dalton Departure Procedure
- While at N90 and TEB, we were able to confirm that each aircraft utilizing the Dalton Departure Procedure does receive a unique transponder code that will auto-acquire the secondary radar return and make the flight track active through the N90 automation system once airborne from TEB.
- Training materials were reviewed at both N90 and TEB
 - N90 is developing additional training materials
 - TEB has completed training materials for controllers and pilots

- Proposed changes to the Dalton Departure Procedure; a) changes to add emphasis to the maximum altitude (1300 feet MSL) prior to the point where the instrument clearance is provided, and c) addition of a “unable communications” component
- ASRS reports since Sep. 27, 2010; one report associated with the Dalton Departure Procedure was originated from N90; two pilot reports associated with the Dalton Departure Procedure were originated
- ATQA reports since Sep. 27, 2010; one pilot-deviation (PD) associated with the Dalton Departure Procedure was reported; no operational deviations (OD) or operational errors (OE) have been associated with the Dalton Departure Procedure

In response to our visit, a telephone conference took place on Apr. 8, 2011 to discuss the findings and recommendations with the New York Terminal District Manager and the Air Traffic Manager of TEB. The New York Terminal District Manager oversees both the N90 and TEB facilities, and is empowered to approve safety mitigation measures at either/both facilities. The two facilities understand the changes listed here are in response to additional reports from pilots and controllers regarding the Dalton Departure Procedure and that additional training is warranted and prudent given the evolving age and experience of the workforce at both facilities.

Additional Risk Mitigation Measures

Changes Underway:

- Continue the training and communications blitz with all pilots; new training materials are available for face-to-face briefings that have begun at TEB; monthly training is held with the Teterboro User’s Group (TUG) and fixed-base operators (FBO) meetings largely attended by local and transient pilots. FAA flight safety inspectors and the New York – New Jersey Port Authority officials also attend these meetings. Training for controllers at TEB and N90 to help them understand their role in monitoring pilot adherence to the published Dalton Departure Procedure. Departing aircraft that delay turning westbound, climb-outs in excess of 1300 feet MSL prior to IFR clearance, and unable communications while flying the Dalton Departure Procedure could introduce unplanned risk and threaten the future viability of the procedure. Controllers that notice any pilot failing to follow the published Dalton Departure Procedure should immediately request corrections by the pilot flying the aircraft and report the event for safety analysis. It is important to stress that flight tracking is primarily be the responsibility of N90 once the aircraft lifts off from TEB. Violations of air traffic standards are to be reported as pilot deviations in accordance with FAA Order 8020.16.
- The Dalton Departure Procedure (diagram and text) is being updated to include the following statement for pilots using this VFR departure procedure:

“NOTE: CAUTION WAKE TURBULENCE. NO WAKE TURBULENCE SEPARATION IS PROVIDED FROM NEWARK RWY 22 ARRIVAL TRAFFIC DESCENDING OVER TEB FROM 3000’ TO 1800’.

IN THE EVENT OF LOST COMMUNICATION PRIOR TO IFR ACTIVATION,
SQUAWK 7600. MAINTAIN VFR.”

Future Changes

1. Move the Dalton Departure Procedure westbound turn (immediately following takeoff) closer to the runway; begin turn within one (1) nautical mile (NM) and complete turn within two (2) NMs is desired to reduce the likelihood of VFR departures from TEB straying south into the EWR airspace or disturbed air from large aircraft on final approach to EWR; a letter-of-agreement (LOA) between TEB and the Meadowlands-Giants stadium authority would help ensure open communications so that TEB is fully aware and able to plan for any stadium event(s) that might trigger the airspace being sterilized. Moving the right-turn after departure closer to TEB will add separation between the VFR departure from TEB and any crossing (above) traffic cleared into EWR's runways 22L/22R. The altitude separation between any VFR departure completing the westbound turn within two NMs and the descending traffic approaching EWR's runways 22L/22R has been calculated to exceed 1000 feet.
2. Add phraseology to the TEB standard operating procedures (SOP) when Local is releasing any VFR departure to fly the Dalton Departure Procedure; “_____ (aircraft callsign), cleared for takeoff Runway 19 Dalton Departure Procedure. (new – *TEB to specify exact language after trial period.*)” This change will reduce the likelihood of VFR departures from TEB climbing into the EWR airspace or disturbed air from large aircraft on final approach to EWR prior to radar identification and N90 acceptance.
3. Add more pilot information to the existing documentation; Flight Standards should issue an INFO bulletin and FFAST messages to all pilots once the changes to the Dalton Departure Procedure and other operational coordination processes are concluded;
4. Do not suspend the Dalton Departure Procedure for long-periods; the absence of the Dalton Departure Procedure could result in VFR departures without predictability and air traffic guidance. Some aircraft departing from TEB under VFR procedures might unwittingly stray into EWR airspace or disturbed air (wake remnants) from large aircraft flying above on final approach to EWR. Continued use of the Dalton Departure Procedure along with the three other recommendations listed here provides risk reduction and mitigation over the alternative – VFR departures without the published restrictions and predictability the repeatable procedure offers the TEB and N90 controllers would introduce additional safety risk into one of the most complex and dynamic airspace segments in the National Airspace System. Suspension of the Dalton Departure Procedure would create a degraded safety environment in the airspace around TEB and EWR because of the unpredictable flight-paths and possible conflicts between aircraft that might result.

If additional information is needed, please contact Ronald Schneider, ATO Safety at (817) 838-1936.

Atch: Revised Dalton Departure Procedure instructions

TEB training materials

Dalton Departure pilot acknowledgment form

TEB Read & Initial items

ASRS reports

ATQA reports

TEB Airport Manager's Meeting minutes

**Dalton Departure Procedure
Scheduled for Publication
May 5, 2011**

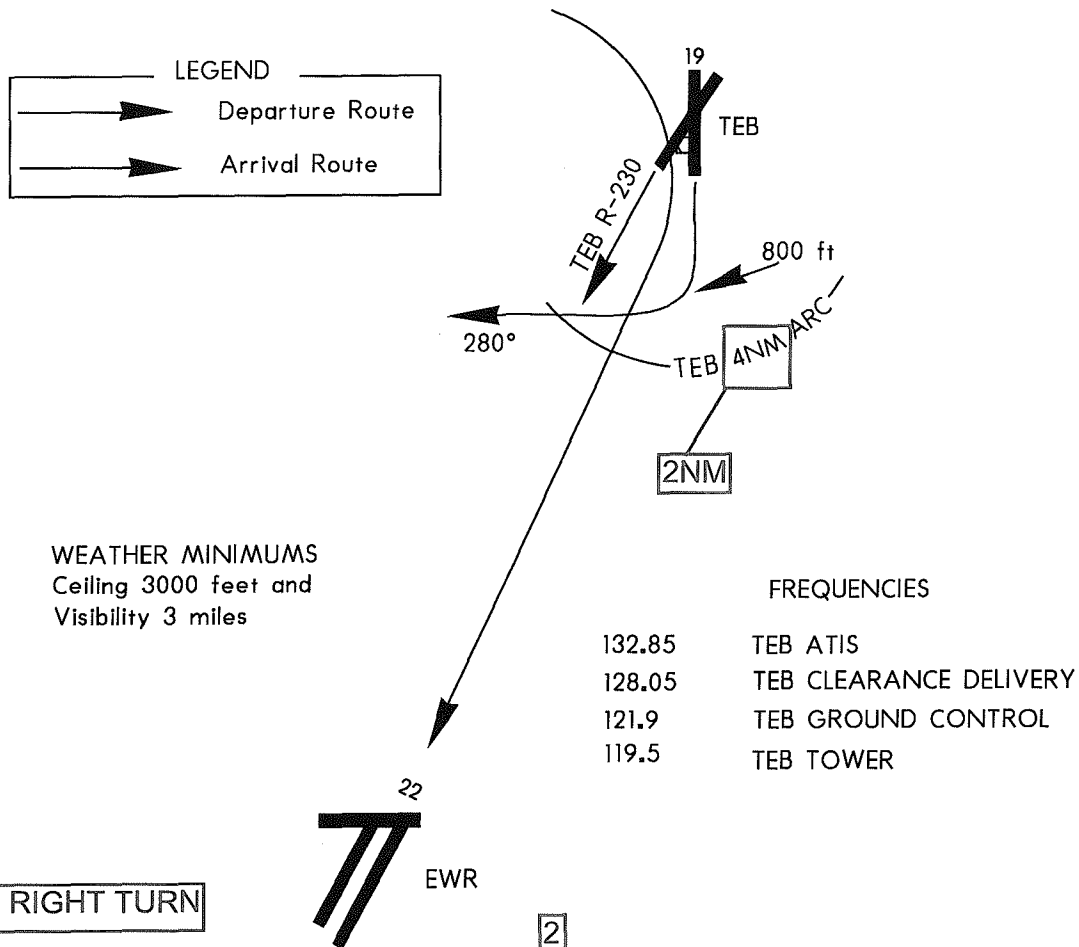
TERMINAL AREA GRAPHIC NOTICE

(Not to be used for Navigation)

Teterboro (TEB) Airport Runway 19 VFR Departure Procedure with Transition to an IFR Clearance when Newark is landing Runway 22 and Teterboro is departing Rwy 19.

"DALTON DEPARTURE PROCEDURE"

PILOTS SHOULD SPECIFICALLY REQUEST THIS PROCEDURE USING THE ABOVE NAME.



FLY RUNWAY HEADING UNTIL 800 FEET, THEN TURN RIGHT HEADING 280. COMPLETE THE TURN RIGHT WITHIN 4 DME FROM TEB. MAINTAIN VFR AT OR BELOW 1,300 FEET; DO NOT EXCEED 190 KNOTS. IF UNABLE, ADVISE.

EXPECT A CLIMB CLEARANCE AFTER CROSSING THE TEB R-230. THE CLIMB CLEARANCE CONSTITUTES IFR ACTIVATION AND PILOTS ARE EXPECTED TO RESUME NORMAL AIRSPEED. EXPECT CONTROL INSTRUCTION TO A DEPARTURE FIX AS DESCRIBED IN THE PUBLISHED TEB STANDARD INSTRUMENT DEPARTURE.

NOTE: CAUTION WAKE TURBULENCE. NO WAKE TURBULENCE SEPARATION IS PROVIDED FROM NEWARK RWY 22 ARRIVAL TRAFFIC DESCENDING OVER TEB FROM 3000' TO 1800'.

IN THE EVENT OF LOST COMMUNICATION PRIOR TO IFR ACTIVATION, SQUAWK 7600. MAINTAIN VFR.

Teterboro Airport (TEB) Training Materials



Federal Aviation
Administration

Runway 19 Dalton Departure

Gary Palm
Air Traffic Manager
Teterboro Air Traffic Control Tower

Teterboro, NJ

March 21, 2011



Runway 19 Dalton Departure Procedure

- Training session
- Current issues
- Critical requirements



Identified Safety Issues

1. Past incident data related to this procedure disclosed that pilots on occasion have exceeded its 1,300 foot altitude restriction. A violation of the Class B airspace.
2. Teterboro departures fly directly below and in close proximity to, heavy jet aircraft descending on final approach to land at Newark.

** CAUTION WAKE TURBULENCE*

March 21, 2011



Federal Aviation
Administration

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Where is the procedure posted?

- Jeppesen charts
- NOAA (AFD)
- Teterboro Airport website
<http://www.teb.com/airports/teb-noise.html>
- NATA website
http://www.avstarmedia.net/nata/teterboro/airport_demo.html
<http://www.airportflightcrewbriefing.com/teterboro/>

March 21, 2011



Federal Aviation
Administration

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Changes and Summation (Part 1)

- It is imperative we ensure strict compliance with all of the components of the Dalton Departure Procedure to maintain the highest level of safety within the complex airspace structure between Teterboro and Newark.



Changes and Summation (Part 2)

To be implemented:

- **Informative Warnings:**
 - **Caution wake turbulence.** No wake turbulence separation is provided from Newark Runway 22 arrivals descending over Teterboro from 3,000' to 1800'.
 - **Lost Communications.** In the event of lost communication prior to IFR activation, squawk 7600. Maintain VFR.



Questions



March 21, 2011



Federal Aviation
Administration

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**Please sign Training and Compliance
document provided.**

March 21, 2011



Federal Aviation
Administration

14



Federal Aviation
Administration

Thanks for your time and
attention!

March 17, 2011



NOT FOR NAVIGATION CHECK LATEST JEPPESEN OR NOAA FACILITY DIRECTORY UNDER SPECIAL NOTICES FOR UPTO DATE INFORMATION

KTEB/TEB
TETERBORO

JEPPESEN
3rd Edition (10-3A)

TETERBORO, NJ

NEW YORK
Departure (R)
119.2
126.7

Apr Elev
9'

Trans level: F₁ 130 Trans alt: 18000
1. Teterboro Airport: Rwy 18 VFR Departure procedure when Newark Intl is ATIS on Rwy 22 and KTEB is operating Rwy 18
2. WEATHER MINIMUMS: Ceiling 3000 and visibility 3 miles
3. Note: one, to specifically request or a procedure using the departure name

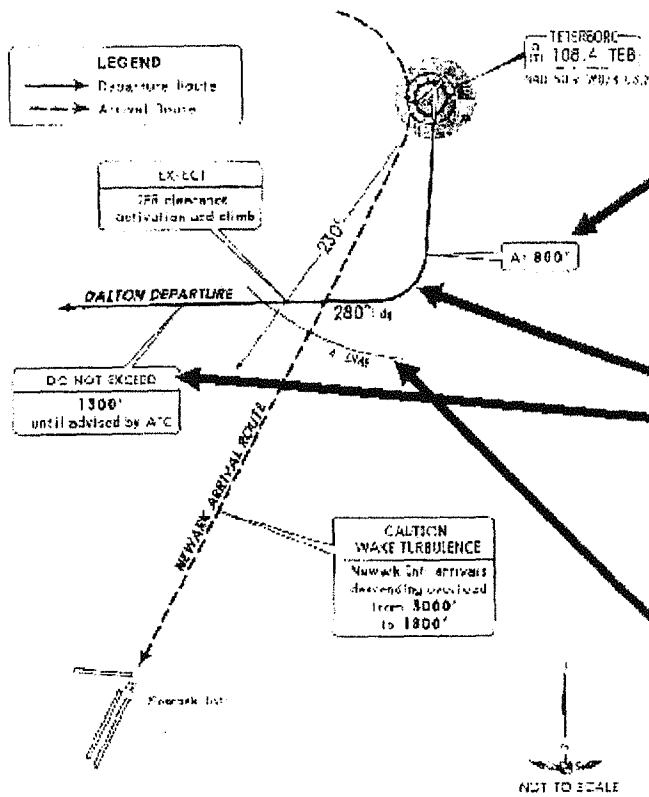


MSA TCS VIEW

TO MAINTAIN SAFETY FLY THE DALTON DEPARTURE PRECISELY!

DALTON DEPARTURE
(RWY 19)

SPEED DO NOT EXCEED 190 KT. IF UNABLE, ADVISE.



To avoid conflicting traffic, climb to 800 feet and then complete turn to 280 degrees as soon as practical. Preferably within 1DME (TEBVOR)

Do **NOT** EXCEED 1300 MSL without clearance to "CLIMB" from ATC

Do **NOT** go South of 4 DME Arc unless instructed to by ATC

INITIAL CLIMB	ALTITUDE
MAINTAIN runway heading until 800', then left RIGHT heading 280'. Complete the turn within 4 DME TEB.	MAINTAIN VFR until cleared to 1300'.
ROUTING	
EXPECT a climb clearance after crossing TEB 4 DME. The climb will be controlled by ATIS, ATIS and a clearance to climb. A climb clearance instruction for a departure fix as described in the published Teterboro standard instrument procedure (SIP).	

CHARTS: K100 JEPPESEN AVIATION, INC., 2000. ALL RIGHTS RESERVED.

**Dalton Departure Procedure
Pilot Acknowledgement Form
(proposed)**

TETERBORO AIR TRAFFIC CONTROL TOWER & _____
Pilot, Owner or Operator

SUBJECT: RUNWAY 19 DALTON DEPARTURE PROCEDURE

1. **PURPOSE:** This document establishes procedures, conditions, and responsibilities governing the operation and control of Aircraft utilizing the Runway 19 Dalton Departure Procedure.
2. **SCOPE:** The routes and procedures herein are designed to provide the required separation minima between fixed wing VFR aircraft and IFR aircraft descending for a Newark, Runway 22 arrival over Teterboro, from 3000' to 1800'.

NOTE: WAKE TURBULENCE SEPARATION IS NOT PROVIDED AND IS THE RESPONSIBILITY OF THE PILOT.

3. PILOT RESPONSIBILITIES:

- a. Pilots shall maintain familiarity, a current copy of the Runway 19 Dalton Procedure and comply with all applicable procedures and restrictions.
- b. Pilots shall obtain the Automatic Terminal Information Service (ATIS) broadcast, in order to determine weather conditions and airport traffic flow, prior to requesting ATC clearance. Pilots shall advise on initial contact that they have the current ATIS code.
- c. Pilots shall, on initial contact for an ATC clearance, state they are "requesting the Runway 19 Dalton Departure" when they prefer that departure procedure.

Example: "Teterboro Clearance, N123, I-F-R to Boston, request the Runway 19 Dalton Procedure."

4. TOWER PROCEDURES:

- a. Teterboro Tower shall issue the Runway 19 Dalton Departure procedure upon request only and when weather conditions permit.
- b. Teterboro Tower shall not solicit, imply, advise or inform users of the availability of the Dalton Departure.

5. GENERAL:

Nothing in this document shall be construed to relieve aircraft from complying with applicable federal, state, municipal, or airport regulations.

The undersigned individual agrees to and will abide by all pilot responsibilities set forth in this document.

Name

Date

**TEB Air Traffic Control
Read & Initial Items
Sep. & Oct. 2010**



Federal Aviation Administration

Memorandum

Date: September 14, 2010
To: All
From: Gary A. Palm ATM TEB ATCT
Subject: **19 Dalton Departure Procedures**

In an effort to reduce the errors that have occurred by users unfamiliar with the 19 Dalton Departure and the critical restrictions required by the procedure, all controllers shall immediately halt any on frequency solicitation, implying, advising or informing users of the availability of the Dalton Departure. In order to implement the Dalton Departure, pilots must specifically request the procedure.

Since users often ask what they can do to reduce their delays, a simple statement may be made such as: "alternate departure procedures are published in the AFD and available from their FBO". Additionally, the follow up question often asked: Will that get me out sooner? I would suggest a response such as: "it may help reduce your delay."

Additionally, all FBO's, the PANYNJ, Airport Management and TUG have been briefed and will be re-briefed as to the safety issues involved with the Runway 19 Dalton Departure and the responsibility of the users to individually request the procedure. ATC will not specifically solicit, inform or instruct users on the departure procedure.

Future updates on the TEB & NADA web sites will be published to educate the users. All FBO's will make hard copies of the 19 Dalton Departure available to their customers.

ECOPY

PRIDE.....PROFESSIONALISM.....PERFECTION



Federal Aviation Administration

Memorandum

Date: October 22, 2010

To: Gary Schaffer CSSI, Brett Faulker AJT-23, Dianne Sanders AJV-E130, Mike McCollum AJV-E130

From: Gary A. Palm ATM TEB ATCT

Subject: **Runway 19 Dalton Departure (Procedures/Solicitation)**

An MBI was drafted and executed on September 14, 2010 in accordance with the ETSA Director's letter dated August 25, 2010. All ATCS' and FLM's received a face-to-face briefing and all briefings were completed on or before September 27, 2010.

All personnel were instructed to implement the guidance immediately upon receipt of their briefings and have been fully compliant since.

As a follow-up to ensure compliance, the ATM has conducted spot checks (monitored) of the Flight Data/Clearance Delivery (FD/CD) frequency, personally observed controllers' performance and verified compliance with FLM's.

Furthermore, we continue to work closely with the PANYNJ, Airport Management and FBO's to educate/inform our customers of the specific requirements of the Runway 19 Dalton Departure procedures and safety concerns with the following:

- > Monthly briefings at Teterboro Users Group(TUG), Airport Management & Port Authority meetings.
- > Copies of the RWY 19 Dalton Departure procedure have been distributed to all FBO's. (periodic verification of availability will be completed by Airport Operations).
- > Information Posters have been created (by PANYNJ) and posted at FBO's.

PRIDE.....PROFESSIONALISM.....PERFECTION

MANDATORY BRIEFING ITEM

Date: 9/16/2010
Time: 15:00:00

10-070

REFRESHER

SUPPLEMENTAL

9/16/2010

RECEIVED

COMPLETELY

Topic: Runway 19 Dalton Departure

Crew 1	Initial here	Date	Crew 2	Initial here	Date
P. JAY	PJ	PJ 9/16/10			
J. Freitas	JF	JF 9/16/10	M. Brennan	MI	MI 9/16/10
J. Papa	JP	JP 9-16-10	L. Frascella	LG	LG 9/16/10
S. Rizvi	SR	SR 9/16/10	M. Martinez	MZ	MZ 9/16/10
C. Denham	CJ	CJ 9/24/10	M. Mangan	MM	MM 9/24/10
R. Gambale	RG	RG 9/16/2010	J. LESSER	JL	JL 9-17-10
K. Carvan	KC	KC 9-16-10	J. Fabozzi	FJ	FJ 9/16/10
C. Wyre	OC	OC 9/16/10			
K. Jones	JS	JS 9/16/10			
			Crew 3	Initial here	Date
Staff	Initial here	Date	H. Aronson	HA	HA 9/20/10
L. Brady	LB	LB 9/16/10	M. Guarnieri	GM	GM 9/16/10
R. Schmid	RS	RS 9/21/10	S. McMorris	MS	MS 9/20/10
D. Moore	DM	DM 9/16/10	R. Vilinsky	RV	RV 9/27/10
			K. Zavilowitz	ZK	ZK 9/29/10
D. Moore	DE	N/A	J. Moncion	JM	JM 9/16/2010
			E. Granton	NY	NY 9/15/2010

COPY

**Aviation Safety Reporting System
(ASRS)**

**Reports Associated with TEB
Dalton Departure Procedure
since Sep. 27, 2010**

ASRS Reports – Dalton VFR Departure

ACN: 922333

Time / Day

Date : 201012
Local Time Of Day : 0001-0600

Place

Locale Reference.ATC Facility : N90.TRACON
State Reference : NY
Altitude.MSL.Single Value : 1800

Aircraft : 1

Reference : X
ATC / Advisory.TRACON : N90
Aircraft Operator : Air Carrier
Make Model Name : B757 Undifferentiated or Other Model
Crew Size.Number Of Crew : 2
Operating Under FAR Part : Part 121
Flight Plan : IFR
Mission : Passenger
Flight Phase : Final Approach
Airspace.Class B : EWR

Aircraft : 2

Reference : Y
ATC / Advisory.TRACON : N90
Aircraft Operator : Corporate
Make Model Name : Gulfstream III (G1159A)
Crew Size.Number Of Crew : 2
Operating Under FAR Part : Part 91
Flight Plan : VFR
Flight Phase : Initial Climb
Route In Use.SID : Dalton
Airspace.Class D : TEB

Person

Reference : 1
Location Of Person.Facility : N90.TRACON
Reporter Organization : Government
Function.Air Traffic Control : Handoff / Assist
Function.Air Traffic Control : Departure
Qualification.Air Traffic Control : Fully Certified
ASRS Report Number.Accession Number : 922333
Human Factors : Other / Unknown

Events

Anomaly.ATC Issue : All Types
Anomaly.Conflict : Airborne Conflict

ASRS Reports – Dalton VFR Departure

Detector.Person : Air Traffic Control
Result.General : None Reported / Taken

Assessments

Contributing Factors / Situations : Procedure
Primary Problem : Procedure

Narrative: 1

A Gulfstream III, departing TEB, utilizing the "**Dalton Departure**" procedure, ended up approximately less than 2 miles behind and approximately 300 FT below a B757, on approach to EWR. The **Dalton Departure**, a VFR **departure** procedure, for IFR aircraft, places (TEB) departing aircraft dangerously close to EWR arriving heavy jet and other aircraft. The possibility of a departing aircraft encountering wake turbulence from an arriving aircraft is extremely great and may possibly create an extremely unsafe situation for one or both aircraft. It is impossible to achieve and or apply wake turbulence separation given the procedures as written and published today. Please review and redesign this **Dalton** procedure prior to a catastrophic event taking place. Too many aircraft departing TEB are flying into wake turbulence and therefore dangerous conditions immediately after **departure**.

Synopsis

N90 Controller voiced concern regarding the **Dalton Departure** procedure off TEB that can place aircraft in the wake turbulence of a EWR heavy aircraft, the reporter suggested the **Dalton** procedure be re-designed.

ASRS Reports – Dalton VFR Departure

ACN: 925006

Time / Day

Date : 201012
Local Time Of Day : 0601-1200

Place

Locale Reference.Airport : TEB.Airport
State Reference : NJ
Relative Position.Distance.Nautical Miles : 1
Altitude.MSL.Single Value : 1400

Environment

Flight Conditions : VMC
Light : Daylight

Aircraft

Reference : X
ATC / Advisory.TRACON : N90
Aircraft Operator : Corporate
Make Model Name : Medium Transport, Low Wing, 2 Turbojet Eng
Crew Size.Number Of Crew : 2
Operating Under FAR Part : Part 91
Flight Plan : IFR
Mission : Passenger
Nav In Use : FMS Or FMC
Flight Phase : Initial Climb
Route In Use.SID : DALTON
Airspace.Class D : TEB

Person

Reference : 1
Location Of Person.Aircraft : X
Location In Aircraft : Flight Deck
Reporter Organization : Corporate
Function.Flight Crew : Captain
Function.Flight Crew : Pilot Not Flying
Qualification.Flight Crew : Air Transport Pilot (ATP)
Experience.Flight Crew.Total : 15000
Experience.Flight Crew.Last 90 Days : 100
Experience.Flight Crew.Type : 4000
ASRS Report Number.Accession Number : 925006
Human Factors : Time Pressure
Human Factors : Distraction

Events

Anomaly.Deviation - Altitude : Overshoot
Anomaly.Deviation - Procedural : Published Material / Policy

ASRS Reports – Dalton VFR Departure

Anomaly.Deviation - Procedural : Clearance
Detector.Person : Flight Crew
When Detected : In-flight
Result.Flight Crew : Returned To Clearance

Assessments

Contributing Factors / Situations : Human Factors
Primary Problem : Human Factors

Narrative: 1

We were cleared for the **DALTON Departure** off Runway 19 at TEB. First Officer was at the controls. As per **DALTON Departure** [we were to climb runway heading to] 1,300 FT. As I was cleaning up the aircraft, First Officer flew right through 1,300 FT to 1,450 FT. As I looked up I saw that and said something and it was corrected. As per my conversation with the First Officer, she was trying to program the FMS.

Synopsis

A Captain reported that while he was completing the after takeoff checklist the First Officer flew through the **Dalton** SID initial level off altitude of 1,300 FT.

ASRS Reports – Dalton VFR Departure

ACN: 915459

Time / Day

Date : 201010
Local Time Of Day : 1801-2400

Place

Locale Reference.Airport : TEB.Airport
State Reference : NJ
Altitude.MSL.Single Value : 1500

Environment

Flight Conditions : VMC
Light : Night

Aircraft

Reference : X
ATC / Advisory.Tower : TEB
ATC / Advisory.TRACON : N90
Aircraft Operator : Corporate
Make Model Name : Medium Transport, Low Wing, 2 Turbojet Eng
Crew Size.Number Of Crew : 2
Operating Under FAR Part : Part 91
Flight Plan : IFR
Mission : Passenger
Flight Phase : Initial Climb
Route In Use.SID : TEB 6
Airspace.Class B : EWR
Airspace.Class D : TEB

Person

Reference : 1
Location Of Person.Aircraft : X
Location In Aircraft : Flight Deck
Reporter Organization : Corporate
Function.Flight Crew : First Officer
Function.Flight Crew : Pilot Not Flying
Qualification.Flight Crew : Air Transport Pilot (ATP)
Qualification.Flight Crew : Multiengine
Qualification.Flight Crew : Instrument
Experience.Flight Crew.Total : 8500
Experience.Flight Crew.Last 90 Days : 50
Experience.Flight Crew.Type : 1000
ASRS Report Number.Accession Number : 915459
Human Factors : Situational Awareness
Human Factors : Time Pressure
Human Factors : Workload
Human Factors : Communication Breakdown

ASRS Reports – Dalton VFR Departure

Communication Breakdown.Party1 : Flight Crew
Communication Breakdown.Party2 : ATC

Events

Anomaly.ATC Issue : All Types
Anomaly.Deviation - Altitude : Overshoot
Anomaly.Deviation - Procedural : Other / Unknown
Detector.Person : Air Traffic Control
When Detected : In-flight
Result.Flight Crew : Requested ATC Assistance / Clarification
Result.Flight Crew : Returned To Clearance
Result.Air Traffic Control : Issued Advisory / Alert
Result.Air Traffic Control : Issued New Clearance

Assessments

Contributing Factors / Situations : Procedure
Contributing Factors / Situations : Human Factors
Contributing Factors / Situations : Airspace Structure
Primary Problem : Procedure

Narrative: 1

Flight was schedule to depart XA:00 local time. Clearance was received prior to XA:00 local with the local **departure** to be from Runway 24 via the RUDDY 2 SID. FMS programmed, route and altitude restriction checked. Flight was delayed due to the passenger. Our actual block out was XA:49 local. Upon call up for taxi clearance, we were issued a re-clearance for **departure** from Runway 19 via the Teterboro 6 SID. FMS was changed, course and altitude restrictions confirmed by both pilots. Taxi from hangar was initiated to Runway 19. Checklists completed and **departure** brief reviewed: Runway 19, 195 heading to 900 FT then right turn 280 degrees, maintain 2,000 FT. The re-clearance was issued from TEB tower as all positions were combined at that time of night. Local TEB traffic appeared light and we saw no unusual EWR traffic either. There was no reason to suspect we should request the **Dalton** 19-SID because there were no indications from TEB Tower about unusual **departure** delays due to the Teterboro 6 SID from Runway 19 and EWR arrival traffic. We were cleared for takeoff, XA:59 local, Runway 19 and began to fly the Teterboro 6 SID. 195 heading, 900 FT, right turn to 280 heading climbing 2,000 FT. Contacted ATC, NY **Departure**. NY ATC advised to immediately descend at or below 1,300 FT. We initiated a reversal but reached a maximum of approximately 1,500 FT (plus 50 FT-75 FT). 1,300 FT was preselected and we leveled off at 1,300 FT. I questioned NY ATC if we misunderstood something in our clearance and briefly explained we were cleared via the Teterboro 6 SID. NY ATC said we did not miss anything, not yours, meaning the flight crew's, fault. We did not expect to revert to the **Dalton** 19, but we did comply with all ATC instruction as directed without further incident.

Synopsis

A corporate jet pilot reported being cleared for the TEB 6 SID but once airborne N90 had expected the crew to fly the **DALTON** 19 SID. A TCAS RA was received from EWR arrival traffic prior to the ATC commanded descent to 1,300 FT.

**Pilot Deviation (PD)
Report Associated with TEB
Dalton Departure Procedure
since Sep. 27, 2010**

INVESTIGATION OF
PILOT DEVIATION REPORT (ATQA) (Continued)

Incident Report Number

P	E	A	R	N	9	0	1	1	0	0	2
---	---	---	---	---	---	---	---	---	---	---	---

18. Description of Deviation and Comments with Recommendations, if any:

ON 01-28-2010 N450XX DEPARTED TETERBORRO VIA THE DALTON VFR DEPARTURE PROCEDURE. AFTER ITS INITIAL RIGHT TURN TO 208 DEGREE HEADING THE CREW OBSERVED CLOUDS AT 1300FT ON THE DEPARTURE PATH. THE CO-PILOT IMMEDIATELY TRIED TO ESTABLISH RADIO COMMUNICATIONS WITH DEPARTURE CONTROL TO REQUEST A HIGHER ALTITUDE BUT WAS UNSUCCESSFUL AS THE RADIO WAS SATURATED WITH OTHER RADIO COMMUNICATIONS. THE CREW DECIDED THAT THERE ONLY OPTION WAS TO CLIMB OVER THE CLOUD TO MAINTAIN VFR. ONCE THE AIRCRAFT WAS CLEAR OF THE CLOUD THE AIRCRAFT DESCENDED BACK TO ITS ASSIGNED ALTITUDE. THE DECISION TO CLIMB VS DESCENT WAS BASED ON THE FACT THAT THEY DID NOT HAVE A CLEAR VIEW ON THE POSSIBLE TRAFFIC BELOW THE AIRCRAFT. THE CREW ADVISED THAT THERE WAS NO INDICATION BY AIR TRAFFIC CONTROL THAT THERE WAS A PILOT DEVIATION. THE PILOT STATED THAT HE BELIEVES THAT THE AIRCRAFT DID NOT EXCEED MORE THAN 200 FT.
THIS PD WAS FIRST DISCOVERED DURING AN AUDIT TWO WEEKS AFTER THE FACT. .
WHAT HAPPENED THERE?

19. Attachment(s):

A. FAA Form 8020-17

B. Others, Specify _____

20. Related Reports

A. Enforcement Investigative Report (EIR, specify in Item 21)

B. Others, Specify _____

C. No Related Reports

Jan. 28, 2011

Teterboro Airport Manager's Meeting Minutes

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

February 9, 2011

Welcome

Mr. Richard Heslin welcomed attendees and reported on the statistics for airport operations:

- Total operations for January were 11,094, which was up about 2.7% over January of last year. Jet operations were 9,273, an increase of 7.4%. Fuel sales last month were up 13.2% compared to last January. The traffic numbers for January are actually good considering last January we had 4 snow events for a total accumulation of 2 inches.
- We have received conditional approval from the FAA for the 5K run at TEB.
 - We will have similar restrictions as last year and we have to submit additional documentation.
 - A planning meeting is scheduled for February 15th at 90 Moonachie Avenue.

Construction Projects at the Airport

Mr. Steve Michael reviewed some of the current projects.

- **Redneck Avenue Relocation Project and Rwy 1-19 EMAS**
 - Work on the drainage project has been put on hold due to the weather. The box culverts that will be put in the drainage ditch to handle the water flow under the area of the new EMAS have been delivered.
 - The EMAS work should begin in late spring.
 - This will be a busy year for Rwy 1-19 because in addition to the runway safety area improvements, the runway is being rehabilitated.
- **Airfield Construction**
 - Runway 6-24 is complete. However, as part of this project, construction staff has been installing new wiring for the airport beacon.
 - The work is complete for the airfield fire hydrants. A final inspection is scheduled for Friday, February 11, 2011.
- **Maintenance Yard**
 - The new snow equipment storage building is being enlarged 7 feet. The contractor is working on new design drawings.
- **Tenant Projects**
 - Projects are ongoing.

- A question was raised about the new airport beacon. The old beacon was repaired and will be in use as a redundant system.

FAA Operational Update

Mr. Gary Palm gave his report.

- He noted that the new District Manager, Jeff Clarke mandated monthly meetings to discuss delay issues. Mr. Clarke is putting emphasis on RNAV and RNP approaches for improvements in traffic flow. We anticipate seeing positive results in delay reduction.
- The preparation for new ATCT continues to progress. The information regarding the environmental impacts should be out by April.
- Mr. Palm announced that he has a goal of enhanced relations between the ATCT and the FBOs. He will be in contact to discuss ideas / issues with each FBO.
- Mr. Palm reminded tenants about the 19-Dalton procedure. Pilots must request it and have a copy in the aircraft. The Airport Noise Office has copies of the procedure if anyone needs one.

Teterboro Airport Noise Abatement and Environmental Compliance Office

Mr. Gabriel Andino reported on some noise abatement statistics.

- The Helicopter Pilot's Handbook was distributed to helicopter operators. This focuses on the departure and arrival routes and recommended areas to avoid as well as other noise abatement practices. Included with the distribution was a letter from TANAAC and one from the Noise Office encouraging them to be good neighbors.
- Staff has been focusing on the reduction of Stage 2 operations that take place at night. In 2010, we realized a reduction of about half from the number of operations in 2008, when we previously contacted nighttime Stage 2 operators.
 - Letters are sent each month to operators to seek feedback and propose alternatives to flying their Stage 2 aircraft at night.
- Schedulers and Dispatchers conference is taking place this week. Pam Phillips and Tim Middleton are representing Teterboro Airport and talking about the Fly Quiet Program to these industry professionals.
- TANAAC met on February 2nd instead of January 26th due to the weather. Year-end statistics were covered at that meeting.
 - The number of nighttime aircraft operations was slightly higher than in 2009; however, the percentage compared to total operations was lower. In 2009, there were 9,419 operations, which was 6.83% of the total operations. In 2010, there were 9,880, which was 6.61% of the total. Since 2006, when the Teterboro Airport Industry Working Group started, these numbers have shown a steady and significant decline.
 - Stage 2 operations make up only 1.5% of the total jet operations.
 - Noise complaints for 2010 totaled only 519, the lowest since we started recording them.

- o Noise complaint locations are concentrated along flight paths.
- o About 1/5 of the total complaints came from more distant communities, Washington Township being one of those in particular. One caller in that town generated over 100 calls. We continue to receive complaints from the outer communities and feel that this can be attributed in part to more awareness of the proper channels for reporting complaints.
- o There were 111 noise violations in 2010, an increase over 2009. We researched these to find that the majority (97) happened after 10 p.m. when the noise violation levels go down. He reminded attendees about the Dalton Departure.

Teterboro Airport Sustainability Survey

Mr. Andino reported on the FAA pilot program to determine airport sustainability. Several factors are considered including environmental, economic and social. The Port Authority enlisted a consultant to work with Teterboro and Newark Airports. Most of the plan will be focused on airport operations and management, but now they are ready to survey the prime tenants later this month. The Noise Office staff will reach out to the FBO and prime tenant managers to schedule a time for them to take a telephone survey and will provide the questions ahead of time for your preparation. If you have any questions, please feel free to contact Gabriel.

-Continued on next page-

Winter Weather Update

Mr. John Kastens reported on the recent snow events at the airport. Since the last Managers Meeting, we had six (6) additional events. The chart below outlines the details. Mr. Kastens noted that the total accumulation for the season to date is 71¾ inches, which is far above average.

Date of Snow Event	Precipitation	Runway Closures/ Airport Closure	Treatment	Comments
12/23/2010- 12/27/2010 [19hr 11min]	27" Dry Snow	(5) 6/24.....15hr 5min (2) 1/19.....21hr 14min (2) Airport.....13hr 23min	Liquid* = 6,500 gals Solid** = 30,670 lbs	
1/7/2011 [9hr 33min]	5 ½" Wet Snow	(1) 6/24.....1hr 15min (1) 1/19.....4hr 6min (1) Airport.....0hr 45min	Liquid* = 8,000 gals Solid** = 3,320 lbs	
1/11/2011- 1/12/2011 [10hr 50min]	12 ½" Dry Snow	(2) 6/24.....6hr 36min (1) 1/19.....10hr 33min (1) Airport.....3hr 10min	Liquid* = 16,000 gals	
1/17/2011- 1/18/2011 [6hr 39min]	1 ¾" Wet Snow, Ice Pellets, Freezing Rain	(3) 6/24.....2hr 47min (1) 1/19.....3hr 34min (3) Airport.....2hr 14min	Liquid* = 18,000 gals Solid** = 24,255 lbs Sand = 5 yds	
1/21/2011 [6hr 12min]	4" Dry Snow	(2) 6/24.....3hr 38min (1) 1/19.....5hr 59min (2) Airport.....3hr 5min	Liquid* = 17,500 gals	
1/25/2011 [4hr 25min]	1 ½" Dry Snow	No closures.	Liquid* = 8,000 gals	
1/26/2011- 1/27/2011 [20hr 45min]	18 ½" Dry Snow, Ice Pellets, Freezing Rain	(1) 6/24.....8hr 20min (2) 1/19.....17hr 29min (1) Airport.....8hr 20min	Liquid* = 32,000 gals	Customer complaint re: Airport Closure
2/1/2011- 2/2/2011 [29hr 27min]	1 ½" Wet Snow, Freezing Rain, Ice Pellets,	(3) 6/24.....3hr 4min (3) 1/19.....15hr 38min No airport closures	Liquid* = 33,500 gals Solid** = 36,460 lbs Sand = 6 yds	
2/5/2011 [2hr 0min]	Trace Wet Snow, Freezing Rain, Ice Pellets,	No closures.	Liquid* = 8,000 gals	

Canada Goose Control

In Ms. Phillips absence, Mr. Heslin reported on the ongoing work that is taking place to manage the goose population in the area.

- We had a USDA training program for nest identification and egg addling on February 8th. This had been rescheduled from its original date twice due to the weather. Attendance was light because municipal workers are still cleaning up from the snowstorms or are busy doing the things that did not get performed because of the snow.
- We plan to do an egg-addling program and a goose round-up for any towns who want to participate.
- The committee has expanded to include Bogota, Lodi and Garfield.

Winter Blood Drive

Ms. Terri Lee reported on the winter blood drive that took place on February 8th having been postponed from the 2nd because of the weather. We ended up with about 12 donations, which was less as we had hoped, but is still a fair showing. Ms. Lee announced that the winner of the Holiday Inn prize was from Jet Aviation. She also thanked participants, especially Mr. Dan Welch from AvPORTS Maintenance, who made a triple donation.

Open Discussion

Mr. Steve Riethof announced a presentation at the AHOF by Mr. Joseph Lenox on Friday, February 11th, which is the 40th Anniversary of the Apollo 14 Mission.

Mr. Heslin reviewed the upcoming meetings:

- Teterboro Airport 5K Run Kick-Off Meeting – February 15th
- Teterboro Airport Industry Working Group – February 24th
- Community Goose Meeting – March 1st

With no other business to come before the group, the meeting was adjourned.

The next meeting will be March 9, 2011, at 10:30 a.m. The following is the tentative schedule for 2011.

MEETING SCHEDULE

Day: Wednesday
Date: March 9, 2011
Time: 10:30 a.m.
Location: Teterboro Airport Conference Room
Address: 90 Moonachie Avenue, Teterboro, NJ 07608

To add a specific item to the March agenda, please contact Terri Lee at 201-807-4020 or tlee@panynj.gov

The normal meeting schedule is the second Wednesday of each month. For 2011, the tentative dates would be as follows:

March 9	August 10
April 13	September 14
May 11	October 12
June 8	November 9
July 13	December 14

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

January 13, 2011

Welcome

Mr. Richard Heslin welcomed attendees and noted that the meeting today was postponed from its usual Wednesday date due to the recent snowstorm.

Mr. Heslin then reported on the statistics for airport operations:

- Total operations for December were 13,159, which was up about 1.6% over December of last year. Jet operations were 10,785, an increase of 4.2%. Fuel sales last month were up 6.8% compared to last December. For 2010, total ops were 149,530, up about 8.4% over 2009. Jet operations were 117,193, up about 10.9%. Traffic continues to trend upward.
- We have heard from the FAA that the 5K run has been conditionally approved with the same restrictions as last year. We have to submit additional documentation but expect it to be fully approved once we do so. This is good news for the airport and for the Bergen County United Way.
- The rehabilitation of Runway 1-19 is on schedule. The contract is going out to bid later this month, and will go to the March Board for approval to be awarded in April. Construction should start in May.

Construction Projects at the Airport

Ms. Cathy Nigro reviewed some of the current projects.

- **Redneck Avenue Relocation Project and Rwy 1-19 EMAS**
 - New Redneck Avenue is complete and open.
 - Airport perimeter fencing has been installed.
 - Work continues on the drainage project.
 - Box culverts are being delivered, which will be put in the drainage ditch to handle the water flow under the area of the new EMAS when it is installed.
- **Airfield Construction**
 - Runway 6-24 is complete. However, as part of this project, construction staff is currently installing new wiring for the airport beacon.
 - Weather has prohibited work on the fire hydrants.
- **Maintenance Yard**
 - The construction of the new snow equipment storage building is on hold.

- Tenant Projects
 - Projects are ongoing.

FAA Operational Update

Mr. Gary Palm gave his report.

- He noted that traffic flow went well during the last two snowstorms.
- He also explained that the ATCT at TEB supports the 5K run. Special events used to be at the discretion of the local FAA, however, now they are considered in light of their impact on the National Air System (NAS) and approval is needed from a higher level.
- Mr. Palm urged tenants to remind their pilots about the 19-Dalton procedure. They must request it and have a copy in the aircraft. The Airport Noise Office has copies of the procedure if anyone needs one.

Teterboro Airport Noise Abatement and Environmental Compliance Office

Mr. Gabriel Andino reported on some noise abatement statistics.

- TANAAC is meeting on January 26th at 7 p.m. in this conference room. Staff is currently compiling year-end statistics for that meeting and they will be reported at the February Manager Meeting.
- An interesting preliminary statistic is that noise complaints for 2010 were very low. There were only 519 for the whole year, the lowest we have ever experienced. For comparison, in the year 2000, there were around 4,000 complaints. We credit this to reduction of Stage 2 and nighttime operations and educating residents.
- A question was raised about the new permanent noise monitors. Has staff noticed any variance in the noise readings? No, readings are in line with the readings from the old monitors. There have some equipment issues with the new monitors, but those are being resolved.

Teterboro Airport Sustainability Survey

Mr. Andino reported on the FAA pilot program to determine airport sustainability. Several factors are considered including environmental, economic and social. The Port Authority enlisted a consultant to work with Teterboro and Newark Airports. So far, the focus has been on airport operations and management, but they are planning to survey the prime tenants in the next couple of weeks. The Noise Office staff will reach out to the FBO and prime tenant managers to schedule a time for them to take telephone survey.

Winter Weather Update

Mr. John Kastens reported on the recent snow events at the airport. The chart below outlines the details. Mr. Kastens noted that the total accumulation for this season is already 44 ¾ inches, which is far above average this early in the season. We have received positive feedback following the storms. However, if

Date of Snow Event	Precipitation	Runway Closures/ Airport Closure	Treatment
12/26/2010- 12/27/2010 [19hr 11min]	27" Dry Snow	(5) 6/24.....15hr 8min (2) 1/19.....21hr 14min (2) Airport.....13hr 23min	Liquid* = 6,500 gals Solid** = 30,870 lbs
1/7/2011 [9hr 33min]	5 ¼" Wet Snow	(1) 6/24.....1hr 15min (1) 1/19.....4hr 6min (1) Airport.....0hr 45min	Liquid* = 8,000 gals Solid** = 8,820 lbs
1/11/2011- 1/12/2011 [10hr 50min]	12 ½" Dry Snow	(2) 6/24.....6hr 36min (1) 1/19.....10hr 33min (1) Airport.....6hr 10min	Liquid* = 16,000 gals

anyone has feedback AvPORTS wishes to receive it.

Part 139 Recurrent Training Schedules

Mr. Kastens reported that one of the findings of the last certification inspection involved lapses in recurrent training requirements. Even if the employee is current at the time of the inspection, if there was a lapse in the 24 month required schedule, it is considered a violation. The findings from last inspections resulted in a Letter of Investigation (LOI). We were able to satisfy their questions, however, should they find a similar problem this year, we expect a more serious response. Mr. Kastens urged tenants to make sure that all their staff meets the recurrent training requirements. Tenants were reminded that any staff whose training is not current cannot perform those duties during that time. He recommended that training records be reviewed to determine that the schedules are in compliance.

Canada Goose Control

Ms. Phillips reported that Lodi, Bogota and Ridgefield Park have all showed interest in being part of the program.

- We will have a training program for nest identification and egg addling on January 26, 2011. Airport staffs are welcome to participate. Please contact the Airport Manager’s Office.

- If you notice geese inhabiting private property near the airport, please bring it to the attention of Airport Operations or directly to Pam. We will make an effort to contact the property owner and discuss the issue. We worked with a local corporation when staff noticed people feeding the birds on their property.
- The Port Authority has contracted with USDA to provide a full time Wildlife Biologist at TEB who should start work sometime in the Spring.
- Ms. Phillips reminded tenants to report wildlife issues to Operations.

Defibrillators

Mr. Rick Vander Wende announced that he is assuming the duty of regular defibrillator inspections and would visit each facility starting next month. He also reported that the training that was provided when the defibrillators were installed is expiring in April. This 4-hour CPR / defibrillator training is mandatory for at least one person at each defibrillator location. Mr. Vander Wende will contact each facility to arrange for this course.

Shelter Our Sisters Annual Toy Drive

Mr. John Panarello thanked all who participated in this year's drive. With all the items we received, we were able to fill the S.O.S. van. The shelter staff was very grateful.

Winter Blood Drive

Ms. Terri Lee announced that the Winter Blood Drive is scheduled for February 1st in the Port Authority Conference Room at 90 Moonachie Ave. The time will be 11 a.m. until 3:30 p.m. The Holiday Inn in Hasbrouck Heights is going to provide another donation to be presented by drawing to a participating donor. Staff will visit facilities to recruit donors later in January. You may also call Terri anytime if you would like to sign up to donate.

Open Discussion

Mr. Steve Riethof announced this year's inductees for the NJ Aviation Hall of Fame. The dinner will be held on May 11th, and the inductees are General Norton Schwartz, Dr. Joseph Salvatore, Mr. Howard Levy, and Mr. William Mack.

Mr. Heslin reviewed the upcoming meetings:

- TUG – January 19th
- Community Goose Meeting – January 25th
- TANAAC -- January 26th

- Teterboro Airport Industry Working Group postponed from January 27th to February 24th.

With no other business to come before the group, the meeting was adjourned.

The next meeting will be February 9, 2011, at 10:30 a.m. The following is the tentative schedule for 2011.

MEETING SCHEDULE

Day: Wednesday
Date: February 9, 2011
Time: **10:30 a.m.**
Location: Teterboro Airport Conference Room
Address: 90 Moonachie Avenue, Teterboro, NJ 07608

To add a specific item to the February agenda, please contact Terri Lee at 201-807-4020 or tlee@panynj.gov

The normal meeting schedule is the second Wednesday of each month. For 2011, the tentative dates would be as follows:

February 9	July 13
March 9	August 10
April 13	September 14
May 11	October 12
June 8	November 9
	December 14

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

November 10, 2010

Welcome

Mr. Richard Heslin welcomed attendees and reported on the following:

- Total operations for October were 13,517, which was about even with October of last year. Jet operations were 10,691, an increase of 1.3%. Fuel sales last month were up 5.9% compared to last September. Year-to-date operations through October are up 9% over last year.
- Mr. Heslin reported that investigators from the GAO visited Teterboro Airport in October at the request of Senator Rockefeller to discuss perimeter security and access control. They weren't so much interested in TEB making improvements, but more to use TEB as a standard.
- Mr. Heslin announced that Paul Bolognese is retiring from the Port Authority on November 12, 2010, after a long and illustrious career. We are very sad to see him go. A replacement has been assigned; however, we have no information to share at this time. In the meantime, if you have any questions that would normally be directed to Paul, please call Terri Lee and she will direct your call.
- The RSAT meeting will be taking place at TEB on November 30th. Mr. Vince Cimino of the FAA has informed us that he will be inspecting the airport prior to that meeting. This will not be like a Part 139 Inspection. He will be looking for items that may come up at the RSAT meeting.

Construction Projects at the Airport

Ms. Cathy Nigro covered some of the current projects.

- **Redneck Avenue Relocation Project and Rwy 1-19 EMAS**
 - The new Redneck Avenue is being paved and we expect to have the roadway open by mid December.
 - Some paving is needed on Moonachie Avenue, which will require some closures. This will only be lane closures not a road closure.
 - Old Redneck Avenue will require road closures associated with the relocation of the 138 KV cable.
 - Construction staff is working on a "green wall" to replace the berm, which has been removed.
- **Airfield Construction**
 - Duct work is currently taking place for the new airfield lighting control panel.

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

November 10, 2010

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 - Construction staff is working on a "green wall" to replace the berm, which has been removed.
- **Airfield Construction**
 - Duct work is currently taking place for the new airfield lighting control panel.

- The runway edge lights for Rwy 6-24 have been changed and staff is working on the airport beacon.
- **Maintenance Yard**
 - The construction of the new snow equipment storage building is on hold.
- **Tenant Projects**
 - Projects are ongoing at all facilities.
- A question was asked about the liquid nitrogen being used at the south end of the airfield. This is used to freeze the 138 KV lines, which are oil filled, to prevent the oil from leaking out when a line is cut. The tie-ins are nearing completion.

FAA Operational Update

The ATCT Manager, Gary Palm, reported that FAA statistics concur that the airport is experiencing an increase in traffic.

- Mr. Palm also mentioned the RSAT meeting on November 30th. The meeting will start at 9 a.m. and should run until about 1 p.m. The agenda has been circulated. He encouraged attendance.
- One-on-one snow removal briefings with the Tower and the FBOs should begin on Friday.
- Mr. Palm again stressed that pilots must request the Dalton Departure and they must have a hard copy of it onboard the aircraft and be familiar with the procedure. Controllers will no longer offer it to pilots. He urged continued education for operators regarding the importance of this procedure.
- The TRC position is being expanded and his objective is to find alternate routing for GA aircraft to help alleviate delays in the upcoming holiday season.

Teterboro Airport Noise Abatement and Environmental Compliance Office

As part of his report, Mr. Gabriel Andino noted that TANAAC met on October 27th and reviewed some of the information from that meeting.

- There were 334 noise complaints through the first 3 quarters this year compared to 549 last year.
- Noise violations – 96 first violations and 6 second were given so far this year. The Noise office studied the violations to identify trends and discovered that 90% of the violations were on Runway 24 after 10 p.m.
- The new permanent noise monitors are currently being installed. The new monitors have digital communications capabilities and can be accessed remotely. They also have improved reporting capabilities.

- A question was asked about the cost of the new monitors. All 6 monitors installed with a maintenance contract cost about \$160K.
- With regard to snow removal, it is important that tenants avoid storm water drains and retention ponds when plowing snow from their property. Deicing fluid mingled in the snow when it melts, can impact the Chemical Oxygen Demand (COD) of the waterways. The State will be monitoring this closely and may place strict regulations on deicing procedures. Last February, the airport had an exceedance of suspended solids, (dirt, sand etc.) in the run-off water. We don't want to have that repeated. If drains can't be avoided, protective measures should be installed to safeguard against contamination.
 - Ms. Jackie Vibbert asked if there were recommendations as to the best location for stockpiling snow. Mr. Andino will meet with each FBO and discuss specific recommended locations at each facility.
- Mr. Peter Rothwell reported that there have been issues with fumes at Dassault lately, so much so that one of the employees has complained that he was having difficulty breathing. A discussion ensued. The airport has also received some complaints from the Bergen County Technical School. Following that complaint, staff examined the conditions at that time and found that there were delays and the winds were blowing from the northwest. This is likely the reason that Dassault Falcon Jet has been experiencing fumes too. Staff will continue to monitor the situation to determine if something can be done to help mitigate the situation.

Winter Weather Update

Mr. John Kastens reported that we have had no winter precipitation this year so far. He also noted that he met with tenants last week to discuss this year's snow plan and will be presenting that information again at the TUG meeting on November 17th.

Canada Goose Control

Ms. Phillips reported that seven new towns have been contacted to be part of the program.

- We will likely implement another training program for nest identification and egg addling in January or February of 2011. This will be geared toward those who work in the field.
- The turf sweeper has been received that will be used by Moonachie, Hasbrouck Heights, Wood-Ridge, Little Ferry and South Hackensack to clean their ball fields. It has been tested by Moonachie already.
- We are pleased that the towns still seem to be enthusiastic and realize that wildlife management is an ongoing issue.
- The next meeting of the group is December 14th at 10 a.m. at 90 Moonachie Avenue.
- Ms. Phillips reminded tenants to report wildlife issues to Operations.

FAA NPRM on SMS

Ms Phillips reported that one point of the Notice of Proposed Ruling (NPRM) for Safety Management Systems (SMS) is a plan to extend SMS to non-movement areas. At this point the NPRM doesn't extend any legal protection or protection of data, and there is a significant lack of guidance as to what this actually means. There is a question about funding and about what already exists nationwide. NATA has requested a 60 day extension to the comment period until March 5, 2011. John Panarello added that this could mean that the Part 139 Inspection would also include activity and SMS within non-movement areas.

Runway 1-19 Rehabilitation Project

Mr. Heslin introduced Gerard Salernitano, from the Aviation Project Management Department, who made a presentation regarding the upcoming Runway 1-19 rehabilitation project.

- The last time the runway was rehabbed was 2000.
- The project will include a full depth rehab of Taxiway G.
- The runway will be milled with a 3 inch overlay, and will be grooved.
- Both surfaces will meet FAA and PANYNJ standards
- Two fire hydrants and the piping will be installed in advance of a separate contract so that when that contract work takes place, the runway surface will not need to be disturbed.
- The contract will go out for bid on January 19, 2011, with the work to begin in May and the paving to be completed in October, the electrical by November 15th of next year.
- The hours of work will be daytime so as not to put additional traffic on Runway 6-24, the noise sensitive runway, during the nighttime hours.
- The work will require 4 airport closures, which will be 12-hour closures from Saturday night to Sunday morning, during July and August.
- This work will be done in coordination with the EMAS project.

Shelter Our Sisters Annual Toy Drive

Mr. John Panarello noted that the annual Shelter Our Sisters (SOS) toy drive is coming up. Flyers will be distributed to the FBOs shortly. Mr. Panarello reminded tenants that it is much more than just toys. People can donate clothing, diapers, foodstuffs, etc. A detailed list of needed items will accompany the flyers. Ms. Lauren Rhoden and Ms. Karen Zweifel will coordinate receipt of the donations. Please feel free to contact Lauren with any questions or to make arrangements for pick up or delivery. Her number is 201-393-4080.

Open Discussion

Mr. Steve Chandoha noted that they have been having trouble scheduling engine run-ups and consequently it is affecting business. He added that he believes that ATCT has cited too much

traffic for the reason for postponing the run-ups. Mr. John Kastens agreed that the Taxiway A pad cannot be used for run-ups during busy operations. However, the airport always tries to accommodate run-ups because we know the importance of them, perhaps scheduling early morning would be a good option and sometimes there are other locations that can be utilized. If this continues to be a problem, please contact the assistant operations manager or operations manager and they will try to assist you. Mr. Heslin added that engine run-ups will be allowed again on Taxiway G once that rehab is complete.

Ms. Helene Gibbs thanked the airport for their support of the ASDO Networking Conference. It was a very successful event.

Mr. Heslin reviewed the upcoming meetings:

- Mid Bergen Rotary Fundraiser Auction – November 11, 2010
- TUG – November 17, 2010
- RSAT – November 30, 2010
- Community Goose Meeting – December 14, 2010

With no other business to come before the group, the meeting was adjourned.

The next meeting will be December 8, 2010, **at 10:30 a.m.** The following is the tentative schedule for the remainder of 2010.

MEETING SCHEDULE

Day: Wednesday
Date: December 8, 2010
Time: **10:30 a.m.**
Location: Teterboro Airport Conference Room
Address: 90 Moonachie Avenue, Teterboro, NJ 07608

To add a specific item to the December agenda, please contact Terri Lee at 201-807-4020 or tlee@panynj.gov

December 8, 2010

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

October 13, 2010

Welcome

Mr. Richard Heslin welcomed attendees and reported on the following:

- Total operations were 13,395, which was a 2% increase over September of last year. Jet operations were 10,442, an increase of 5%. Fuel sales last month were up 13% compared to last September. Year-to-date operations through September are 108,736, up 10.5% over last year.
- Mr. Heslin reminded attendees that the presentation on the Runway 1-19 rehabilitation project will take place at the November Managers Meeting.
- The PA Board of Commissioners has approved a new 5- year Operating and Maintenance Contract between the Port Authority of NY & NJ and AvPORTS. It is currently in the two-week veto period required by both state governors. Mr. Heslin added that the Port Authority is very pleased with the work done by Mr. John Panarello and his staff at TEB.

Construction Projects at the Airport

Ms. Cathy Nigro covered some of the current projects.

- **Runway 6-24**
 - This project is complete.
 - There is a current work order to change the height of the edge lights from 18" to 24".
- **Redneck Avenue Relocation Project and Rwy 1-19 EMAS**
 - The new Redneck Avenue roadway is built to Moonachie Avenue and paving will take place this week.
 - Old Redneck Avenue is closed to one lane with a temporary traffic light for alternating traffic flow.
 - In conjunction with EMAS installation, construction staff is in the process of removing the berm, and a "green wall" will be built in its place.
 - A culvert is being installed to replace the open drainage ditch.
- **Maintenance Yard**
 - The construction of the new snow equipment storage building is ongoing.
 - New electric receptacles have been installed for charging the snow removal equipment.

- **Tenant Projects**
 - Projects are ongoing at some of the FBOs and the Air Traffic Control Tower.
- Ms. Nigro showed pictures of the new airfield lighting control panel that has been installed and some highlights of the Redneck Avenue project. Of particular interest was the new drainage system that is part of the Redneck Avenue project, which is designed to help with flooding in the area.

FAA Operational Update

The ATCT Manager, Gary Palm, reported that FAA statistics concur that the airport is experiencing an increase in traffic.

- Mr. Palm again stressed that pilots must request the Dalton Departure and they must have a hard copy of it onboard the aircraft and be familiar with the procedure. Controllers will no longer offer it to pilots. He urged continued education for operators regarding the importance of this procedure.
- Mr. Palm noted that Jeff Clark is the new FAA District Manager for TEB.
- There are meetings every two weeks at the District office regarding delays. They are pursuing some changes to help reduce delays at TEB, which include the expansion of automatic releases.
- There is an environmental meeting on October 20th for the new ATCT in the Meadowlands area. This meeting will address the environmental impacts and mitigation costs of the final three sites chosen for the new tower.
- There are new land-and-hold-short operations in place, but these do not affect many operations at TEB.

Teterboro Airport Industry Working Group Meeting

Mr. Heslin reported that the Working Group met on October 7th and noted that anyone who would like a copy of the handout from that meeting may see Terri Lee.

- The focus of the group has been Stage 2 operations during the voluntary curfew times. There have been 71 of these operations this year to date, which is a 13% decrease from last year.
- He also reviewed some other statistics that were discussed at that meeting. Comparing operations in 2010 to 2006 when the group started, total operations are down 20.7%, nighttime operations are down 36.2%, and Stage 2 operations are down 72.9%.
- Construction projects at the airport and noise abatement issues were also discussed.
- Mr. Jim Coyne discussed the political situation.
- Mr. Dean Saucier discussed transient altitude deviations.

- It was also suggested that a human-interest story could be written regarding Pam Phillips and her involvement with the development of the EMAS. Pam has been directly involved with EMAS since the installation of the first EMAS at JFK.
- The next meeting of the Teterboro Airport Industry Working Group is January 27, 2011, at 10 a.m.

Teterboro Airport Noise Abatement and Environmental Compliance Office

As part of his report, Mr. Gabriel Andino noted that TANAAC will meet on October 27th at 7 p.m. at 90 Moonachie Avenue.

- There were 150 less noise complaints this year compared to last year.
- Noise violations are slightly higher than last year's. The Noise office is currently working to identify trends that could be addressed to help reduce the number of noise events.
- The Teterboro Airport Good Neighbor Awards will be presented in a ceremony at the NBAA Annual Convention on October 19th.
 - The ceremony will take place at noon in Press Conference Room 1 at the Convention Hall.
 - This year there were 24 winners. Most of which have reported that they will attend the ceremony.
 - This program is a good public relations tool as it has successfully encouraged quieter flying at TEB.
 - Mr. Andino thanked the airport tenants and users for their effort in making this happen.
- The equipment for the new noise monitors is on site and should be installed beginning of first week of November. The new monitors have digital communications capabilities.

Canada Goose Control

Ms. Phillips reported that seven new towns have been contacted to be part of the program.

- We will likely do another training program for nest identification and egg addling in the early part of 2011.
- Progress is being made for a turf sweeper to be used by Moonachie, Hasbrouck Heights, Wood-Ridge, Little Ferry and South Hackensack to clean their ball fields. We anticipate purchasing it in about a week and the contract for its use will be circulated. The towns are anxious to utilize the sweeper.
- The next meeting of the group is November 9th at 10 a.m. at 90 Moonachie Avenue.

EMAS incident

Ms. Phillips reported on the October 1st incident in which a Gulfstream 4 ran into the Engineered Material Arresting System (EMAS) at the end of Runway 6.

- The FAA recognizes JFK as having the first arrestor bed and states that 51 beds are currently installed around the country. Including this incident, seven arrestments have been made.
- The aircraft at TEB ran about 112 feet into the bed entering at about 40 knots.
- The EMAS successfully stopped the aircraft with very minimal damage and no injuries.
- The aircraft was removed from the bed and towed without incident to Meridian Teterboro.
- The runway was only closed for about 5 ½ hours.
- The EMAS has been repaired. The estimated cost of repairs is about \$500K.
- A question was raised about why the aircraft went into the bed. Ms. Phillips responded that the incident is currently being investigated by the FAA and no determination has been made.
- The incident did receive some positive press about the successful performance of the EMAS.

ASDO Annual Networking Event

On behalf of Ms. Helene Gibbs, Mr. Heslin reported that the annual EWR / TEB networking event is Friday, October 22nd from 9 a.m. to noon at the Newark Hilton. This is a very positive community event in which the airports can give back to the communities by supporting local businesses. Mr. Heslin encouraged attendance. Flyers with more information were distributed.

Open Discussion

Ms. Phillips noted that there is a new Notice of Proposed Rule Making regarding Safety Management System (SMS) for certificated airports. This may affect TEB. She will look into this and may call a meeting to discuss.

Mr. Steve Riethof reported that Wings and Wheels was a very successful event this year. Mr. Riethof thanked tenants for all their help and support. He noted that the crews of the show planes commented on the efficiency of all the staff at TEB.

Mr. John Panarello noted that the Scholarship Golf Outing was very successful. It was, however, the first rain shortened outing. He thanked everyone for their sponsorship, donations and support.

Mr. Panarello also announced the Mid-Bergen Rotary is holding its annual Charity Fundraiser on November 11th at the Hasbrouck Heights Holiday Inn. Flyers were made available.

Mr. Heslin reviewed the upcoming meetings:

- TEB Career Day – October 14, 2010
- NBAA Annual Meeting and Convention – October 19-21, 2010
- ASDO Networking Event – October 22, 2010
- TANAAC – October 27, 2010
- Salute to Veterans - November 7, 2010
- Community Goose Meeting – November 9, 2010
- Mid Bergen Rotary Fundraiser Auction – November 11, 2010
- TUG – November 17, 2010
- RSAT – November 30, 2010

With no other business to come before the group, the meeting was adjourned.

The next meeting will be November 10, 2010, **at 10:30 a.m.** The following is the tentative schedule for the remainder of 2010.

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Location: Teterboro Airport Conference Room
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To add a specific item to the November agenda, please contact Terri Lee at 201-807-4020 or tlee@panynj.gov

November 10, 2010
December 8, 2010

Summary of the Teterboro Airport Manager's Meeting
Port Authority Conference Room
90 Moonachie Avenue

June 9, 2010

Welcome

Mr. Heslin welcomed attendees and reviewed the May 2010 operations statistics.

- Total aircraft movements were 13,517, which was an increase of 11% compared to May of last year. Jet traffic was 10,468, an increase of 13% over last year's number, and fuel sales were up 17% over May 2009. Traffic continues to trend upward. Year to date -- January was up 12%, February, with all the snow, only 1%, March up 17%, and April was 12%. We continue to experience a double digit increase in traffic over last year's numbers.
- Mr. Heslin reported that staff is still working with the FAA regarding the annual 5K run at TEB. We have been told by the FAA that approval is eminent, but without the actual letter in our possession, we can't be certain, but we remain optimistic.

Construction Projects at the Airport

Ms. Cathy Nigro covered some of the current projects.

- **Runway 6-24**
 - This project is complete.
- **Taxiway Projects**
 - Work is complete on Taxiways K, A, C and Q.
- **Airfield Hydrant Project**
 - The installation of the pipe for a hydrant system on the north end of the airfield is finished and has passed the hydrostatic test.
 - It now needs to be tied into the system and the work completed in Hangar 1, then it will be operational.
- **Maintenance Yard**
 - The Maintenance yard paving project is complete.
 - The snow equipment storage building contract is awarded and work is expected to begin within the next 2 weeks.
- **Redneck Avenue Relocation Project and Rwy 1-19 EMAS**
 - The majority of the base of the roadway itself is completed.
 - 95% of the 36 inch gas line is in.
 - We are now working on installing the 138 KV duct bank with PSE&G.
 - Today we are tying the 12 inch gas line to the 36 inch gas line.