

# Approved Telephone Conversation/Meeting Summary

## Boston Logan Airport Noise Study Logan International Airport

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DATE: 03/27/07  
TIME: 12:00 p.m. EDT

Telephone Conversation  
 Meeting  
 Other

SUBJECT: Phase 2 Bi-Weekly Project Management Call

SUMMARY PREPARED BY: Chris Jones

DATE PREPARED: 03/27/07

INVITEES (include affiliation):

Name	Affiliation
Steve Smith	PC
Jon Woodward	IC
Gail Lattrell	FAA
Steve Kelly	FAA
Tina Gatewood	FAA
Flavio Leo	Massport
Sandra Kunz	CAC (Braintree)
Jerry Falbo	CAC (Winthrop)

PARTICIPANTS (include affiliation):

Name	Affiliation
Pat Reilly	FAA
Pete Nelson	FAA
Joe Davies	FAA
Richard Doucette	FAA
Blossom Hoag	CAC (East Boston)
Marianne McCabe	CAC (Marshfield)
Steve Lathrop	CAC (Hull)
Ralph Dormitzer	CAC (Cohasset)
Declan Boland	CAC (Hingham)
Bernice Mader	CAC (Quincy)

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Individuals	Files
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### Attendance:

Steve Smith called attendance. He then tested the mute capability, limiting participant ability to speak during the call. The call was handed over to Steve Kelly. S. Kelly addressed some of the concerns that have been raised regarding the PMT call. He explained that the silent mode was to ensure that the agenda items would be addressed and that there would be an opportunity for wider discussion towards the end of the call.

### Action Item Status:

Gail Lattrell was to follow up with Jerry Falbo on the Phase 2 scope of work. G. Lattrell reported that FAA will attend the next CAC meeting to address any concerns. Sandra Kunz

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mentioned that May 2<sup>nd</sup> was the date discussed and G. Lattrell stated that the Volpe Center will be available as a meeting venue on that date. J. Falbo suggested that the cumulative noise results may dominate the entire meeting precluding discussion of Phase 2. G. Lattrell said that as long as people come prepared, she anticipates no problem. There was further discussion on meeting logistics. S. Kunz said she would send out an e-mail with the meeting date and time.

### **Noise Modeling/Measurement Protocol Status:**

Jon Woodward stated that he has completed the noise monitoring protocol and he is going to call a CAC web-based meeting for April 12<sup>th</sup> at 7:00 PM to discuss this document. The meeting will address locations, need, and the system for taking noise measurements. He anticipates the meeting will take an hour.

S. Smith reported that Wyle is continuing to work on noise modeling protocol and that a preliminary draft will be provided to J. Woodward soon. J. Woodward reported that noise measurements will take a month to complete and another month will be needed to process data, but not required to draft the noise modeling protocol.

### **BOS/TAC Communication Protocol Status:**

The PC is scoped to draft this protocol and The Planners Collaborative is also participating by assisting in preparation of a preliminary draft from which the CAC and BOS/TAC can work. Some items that need further clarification include what information to provide on the website and through what kind of venue the CAC and BOS/TAC can voice their concerns. Determining who will be responsible for decision making is also an issue. There was some discussion on the protocol. S. Smith said he believes the first step in approving the protocol will be for the PMT to review it. It will then be submitted to the CAC and BOS/TAC for their comments. He also suggested that it would be helpful if the co-chairs solicited feedback from the CAC membership. S. Kunz stated that it needs to be made very clear to public and the CAC that it is not cost effective to make private phone calls to the FAA, Massport or the consultants. J. Falbo asked if a member has a question that only the PC or IC can answer, should they go through the co-chairs to obtain an answer. S. Kunz said yes and G. Lattrell suggested it should temporarily be via e-mail until a communication protocol is finalized, and S. Kunz agreed. S. Kunz also stated that she believes that any questions asked should be made available to the entire CAC. S. Smith suggested use of an online discussion forum. There was some discussion on the use of a forum. Flavio Leo suggested that a rolling question and answer paper, regularly updated would be helpful as it would provide a black and white record. There was some discussion on F. Leo's suggestion. S. Kunz will send out a request for suggestions and will send the responses to the PMT

### **BOS/TAC Meeting Schedule:**

There are meetings scheduled for the first week of May: two legislative briefings and one CAC meeting. There was some discussion on the meeting schedule. Jim Peters stated that S. Kelly is unavailable through the first week of May. One item to be discussed is the noise modeling protocol. J. Woodward stated that he does not want to go into a meeting without noise monitoring results. S. Smith responded that the meeting is geared toward discussion of the scope of work. There was further discussion on the purpose of the meeting and reasons for calling

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future meetings. S. Smith and J. Woodward will discuss the meeting agenda, key items, and current progress.

The tentative meeting date is May 24<sup>th</sup> at 3:00 PM. G. Lattrell will check with the Volpe Center to determine if it is available as a venue.

J. Woodward asked about the CAC meeting and S. Kunz described what will be discussed. The CAC meeting will be held on May 2<sup>nd</sup> at 5:30 pm at the Volpe Center. The next legislative briefing is on May 3<sup>rd</sup>. S. Smith suggested that a discussion on the legislative briefing can be added to the next call.

### **Community Request Protocol:**

S. Smith sent out the protocol to the PMT. The PMT agreed that the protocol can be distributed.

### **Other Business:**

S. Kunz brought up the issue of recording the conference calls. She is opposed to recording as notes are produced from the call. J. Falbo and F. Leo added their position of not recording the calls to the discussion. It was agreed that the call will not be recorded. Notes will be posted on the public website after PMT review of the notes.

G. Lattrell asked that S. Kunz and F. Leo requested an updated list of individuals expected to attend the meeting so she can report who will be attending to the Volpe Center.

G. Lattrell reported that the FAA organization within BOS/TAC has changed, and is working on a revised organization chart.

### **Observer Comments/Suggestions:**

The call was opened to observer comment. Marianne McCabe asked how Phase 1 and Phase 2 intersect. Steve Kelly responded by saying that nothing that happens in Phase 1 is concrete, therefore unchangeable during Phase 2. However, this does not mean that results from Phase 1 should be re-analyzed during Phase 2. There was further discussion on M. McCabe's question.

M. McCabe stated that she also has concerns about the exclusion of the public from the PMT process. She stated that some of the decisions being made now limit the ability of the public to comment. S. Kelly stated that the fact that she is able to voice concerns during the project management call is an indication of her ability to participate. He said he thinks she is confusing participation with management and that nothing is being done to limit participation. There was further discussion on Ms. McCabe's concerns. There was also some discussion on the NEPA process and how it applies to Phase 2. Tina Gatewood explained that the NEPA process has not yet begun and that a separate comment process will be undertaken when it does during Phase 3. M. McCabe asked if this means that the public will not be allowed to comment on Phase 2 work and whether the NEPA process will not be undertaken during Phase 2. S. Kelly emphasized that the FAA is expanding the means in which information will be shared with the public for Phase 2 as scoped in the statement of work.

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Steve Lathrop stated that one of the easy things to do to affect ease in communication is to share any question asked by a CAC member with the entire group. He stated that it is not appropriate to share information only with the co-chairs and not the entire membership. S. Lathrop asked whether the co-chairs have the cumulative noise results. They both indicated that they do not. S. Kelly pointed out that Steve Lathrop has more information than they do, because he attended a legislative briefing at which the FAA presented draft cumulative noise results. There was further discussion on transparency and communications among the CAC membership. Both M. McCabe and S. Lathrop began issuing accusations at S. Kunz. S. Smith asked that participants keep their comments and questions brief and professional and avoid accusations. S. Smith explained that the PMT is here to help ensure quality assurance in reviewing material, and will at times receive draft material for review prior to other CAC members. He called for other comments.

Bernice Mader asked what the standard landing instructions are for Runways 14 and 32. G. Lattrell stated that she will send the procedure charts to Bernice.

R. Dormitzer stated that it would be very desirable for the cumulative noise analysis results to be released. S. Smith stated that the first thing is to update the flash presentation and that the IC will update the matrix and the narrative.

T. Gatewood also asked for the cumulative noise analysis information. S. Smith will send it to her.

Topic/Discussion	Action Item/Responsibility
As noted above.	<ul style="list-style-type: none"><li>• S. Kunz said she would send out an e-mail with the next CAC meeting date and time.</li><li>• G. Lattrell will send S. Smith the BOS/TAC organizational chart.</li><li>• S. Smith and J. Woodward will discuss the BOS/TAC meeting agenda, key items, and current progress.</li><li>• S. Kunz will send out a request for suggestions on a CAC and BOS/TAC communications venue and will send the responses to the PMT</li><li>• S. Smith will send T. Gatewood the cumulative noise analysis results.</li></ul>