

DRAFT Project Management Team Meeting Summary

Boston Overflight Noise Study Logan International Airport

DATE: July 19, 2005
TIME: 11:00 a.m. (EDT)

Telephone Conversation
 Meeting
 Other

SUBJECT: Management Team Project Status Call

SUMMARY PREPARED BY: Stephen Smith

DATE PREPARED: July 19, 2005

PARTICIPANTS (include affiliation):

| <u>Name</u> | <u>Affiliation</u> |
|-----------------|--------------------------------|
| Flavio Leo | Massport |
| Gail Lattrell | FAA Airports |
| Ralph Dormitzer | Cohasset – CAC Representative |
| Sandra Kunz | Braintree – CAC Representative |
| Greg Wellman | R&A - PC |
| Jon Woodward | L&B - IC |
| Berta Fernandez | L&B – IC |
| Stephen Smith | R&A - PC |

COPIES OF SUMMARY SENT TO:

| <u>Individuals</u> | <u>Files</u> |
|--------------------------------------|---|
| Greg Wellman Project Activity Log | Electronic copy via email Electronic copy file |

SUMMARY OF CONTINUING ACTION ITEMS

PC/IC Review of Administrative Draft of Alternative Screening Document

- Expect to receive IC comments by Friday July 22, 2005
- Incorporate comments and changes and send to PMT next week.
- Final document may become available first week of August-depends on level of comments received.

PC/IC Review of Administrative Draft of Updated Workplan

- Expect to receive IC comments by Friday July 22, 2005
- Incorporate comments and changes and send to PMT next week

PC will provide a "hit" report on the general website.

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SUMMARY OF CONVERSATION

| Topic/Discussion | Action Item/Responsibility/Resolution |
|--|---|
| <p>BOS/TAC June 21 meeting minutes can be placed on BOS/TAC site.</p> <p>G.Wellman reported progress on Alternative Screening document and Task 7 approach to the work. Both items have been sent to IC for review and expect to discuss over the week and make necessary changes. Plan is to get to project management team next week pending on the comments received by IC.</p> <p>G. Wellman inquired about ideas regarding the decision process within BOS/TAC and the need for consensus. Sandra stated the main problem with getting consensus is the continual participation of CAC members. What will help is a document that shows the history of what this project has reviewed so far. Such a document will assist the members to be on the same page. When new representatives start, the history of the alternatives document will help them get up to speed on the project. Gail inquired about the number of hits both websites get. Greg reported the bostac site hits, but will need to request hit counts from the vendor for the general public site.</p> <p>Greg also inquired about PMT's thoughts regarding airline participation. As Task 7 work commences, input from the users will become more important. Two levels of participation is user review of the alternatives that may be implemented and lead carrier support for those alternatives that will require flight simulation and testing. Flavio recommended that the PC use the RNAV survey information to recommend a lead carrier.</p> | <p>IC review document and send comments and suggested changes by Friday July 22, 2005.</p> <p>PC will incorporate comments. Delivery to PMT dependent upon level of IC comments.</p> <p>PC will request a hit report of the general website from the website vendor.</p> <p>When the RNAV survey is complete, PC will identify a lead carrier candidate for testing. User review process will be discussed at a later date.</p> |

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| <p>CAC Meeting Outcome: Management team recommends that CAC meeting notes be shared with management team. These notes will help keep the BOS/TAC updated on CAC concerns. Participation does vary for each meeting. About 14 members were present at the meeting. L&B will forward management team members the presentation made at the CAC meeting. J. Woodward summarized major issues addressed by CAC.</p> <ul style="list-style-type: none">a. Review of measures evaluated and findings to date: IC would like to get the presentation materials placed on the general project website for general CAC review.b. Several discussions related to the term "rejected." The term was not widely accepted by CAC. Measures that may be implemented may not be accepted by CAC. Flavio asked if CAC discussed some kind of strategy. No solution was discussed. Ralph emphasized that CAC support is hard to predict at this time.c. Alternative Screening Evaluation document: CAC wants to see strong technical justification for reasons why measures are rejected. Example: offset approach to Runway 04. FAA reason is frequency interference with localizer and ILS. There needs to be a strong technical discussion why this procedure was discarded. Needs an operational discussion as well. Greg mentioned that PC/IC will be able to speak more to this during the review of the Alternative Screening document. The document needs to be complete enough to stand alone and be used to support Phase II work and prevent the need to re-evaluate alternatives. <p>Alternative Definition and Preliminary Screening Working Paper: G. Wellman reviewed the outline submitted to the management team. No further comments were made regarding the outline.</p> | <p>PC draft to be completed by Monday for IC review. CD of document will be delivered to J. Woodward.</p> |

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| <p>Work Plan Revisions: G. Wellman informed the group that the general work plan approach will follow a similar structure outlined in the existing scope of work. S. Smith discussed the general approach to include further alternative definition; operational impact analysis and noise analysis. Regarding those alternatives that will be further defined; S. Smith asked the group what the mechanism will be for deciding to move these alternatives through Task 7. For now, these alternatives will be reviewed by the Project Management team and will provide further guidance based on the review.</p> <p>Phase I Decision Framework: G. Wellman asked the team to give this topic further thought and be prepared to discuss for the next management team.</p> | <p>PC draft to be completed by Friday for IC review.</p> |
