

Telephone Conversation/Meeting Summary

Boston Logan Airport Noise Study Logan International Airport

DATE: 3/11/08
TIME: 4:30 p.m. EST

Telephone Conversation
 Meeting
 Other

SUBJECT: Phase 2 Bi-Weekly Project Management Call

SUMMARY PREPARED BY: Rick Peloquin

DATE PREPARED: 3/11/08

ATTENDEES (include affiliation):

Name	Affiliation
Steve Smith	PC
Jon Woodward	IC
Terry English	FAA
Sandra Kunz	CAC (Braintree)
Jerry Falbo	CAC (Winthrop)

OBSERVERS (include affiliation):

Name	Affiliation
Ron Hardaway	CAC (East Boston)
Marianne McCabe	CAC (Marshfield)
Maura Zlody	City of Boston

COPIES OF SUMMARY SENT TO:

Individuals	Files
Project File BLANS Forum	

I. Attendance:

Steve Smith took attendance.

II. Approval of 2/12/08 Meeting Notes:

There were a couple minor typos which were pointed out on the 2/12/08 notes. The typos have been corrected and the notes have been finalized.

III. Status Update

a. Action Item Status:

S. Smith provided updates on the action items from the prior meeting. All action items were addressed as follows:

i. FAA Level 1 Review of CAC Proposed Concepts

On 3/13/08, the FAA will hold a meeting to conduct Level 1 review of the proposed concepts from CAC. Most of the FAA evaluation team will be present.

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ii. Massport Level 1 Review of CAC Proposed Concepts

Massport will hold a meeting at the end of March with the FAA to share their Level 1 screening findings for those concepts that are under Massport review with the FAA. There are some concepts that don't fall under the authority of FAA and therefore must be reviewed by Massport. Level 1 screening is used to determine if a concept should be eliminated due to a safety reason or if it is technically infeasible (large operational hurdles, etc). If any concepts are eliminated during this screening, the reasoning will be adequately documented and shared with BOS/TAC and CAC.

iii. IC Update of 2/28 Presentation to Reflect Clarifications

IC is currently working on replacing some exhibits to better clarify certain concepts.

Action Item: (1) J. Woodward to send these to T. English by the end of day 3/12/08.

iv. Outreach Letter

T. English advised PMT that FAA has mailed the outreach letters to the communities and has also sent a copy to S. Kunz (CAC). The letter will soon be posted on the BLANS website, since a file location has been identified. It was suggested that a sub page will be created under Phase 2 and will be labeled Public and Media Outreach.

IV. BOS/TAC Meeting Feedback:

The overall consensus about the meeting was that it went well. The three main issues noted were as follows:

1. The meeting was temporarily disrupted by one individual.
2. The internet access for participants who couldn't attend in person did not work well
3. Someone who attended the meeting smoked in the bathroom. VOLPE advised that if this happens again, it could affect future meetings at their venue.

It was also stated that finding a way to improve the process in which callers follow along during the meeting would be beneficial.

During this topic, it was noted that most people are following the existing communication protocol and using the proper channels to ask questions.

V. BLANS Forum Agreement Update:

S. Smith briefly discussed the new forum user agreement. He also stated that this service is provided by PC to allow another format in which people can ask questions. The other purpose of the forum is for document sharing. S. Smith confirmed that this forum is not accessible to the public. T. English advised that she has reviewed the updated agreement, but FAA legal department still needs to review it.

VI. Elected Officials Update Meeting:

In section 2.4 of the Scope of Work, it states that there are to be two elected official meetings. The first was to cover Phase 1 results, Phase 2 scope and some measures that will be reviewed in Phase 2. The congressional liaison to FAA doesn't feel that the project has met all the criteria related to the first meeting and feels that another meeting is required to share the proposed concepts to elected officials. PMT discussed the last elected officials meeting and agreed to the following:

1. Present the findings of Phase 1 (this has been satisfied)
2. Describe the intention of Phase 2 (this has been satisfied)
3. Present concepts to be examined to elected officials (this has not been satisfied)

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There was discussion about involving the elected officials. The overall consensus was that it would be beneficial to involve the officials. However, a meeting date and location will need to be determined. The meeting date with the elected officials should not take place prior to the next BOS/TAC meeting on 5/29/08 if all believe that the proposed concepts should go through Level 1 first. After the results are shared with BOS/TAC and CAC, the FAA could hold an elected officials meeting to share the concepts along with Level 1 findings related to each. Additionally, this will allow both the accepted and rejected concepts to be presented to the officials to provide an overall picture. Another idea is to hold the elected officials meeting prior to BOS/TAC, but only share with them the proposed concepts.

Action Items: (1) T. English will discuss the timing of the elected officials meeting with the congressional liaison to determine if pushing this back until after the BOS/TAC meeting is okay.
(2) CAC to discuss meeting date and location

VII. Media Outreach:

It is stated in the Scope of Work that when Phase 2 reaches three key milestones the media can be used to disseminate information and help bring awareness. T. English identified three key milestones as listed below and said that FAA is prepared to launch a press release within the next few weeks. PMT is okay with this decision.

1. Identification of proposed Phased 2 concepts
2. Alternatives selected for Level 3 analysis
3. CAC recommendations for implementation for Phase 2

VIII. Purpose and Need Game Plan Overview:

It has been agreed that PC & FAA will create a topical paper. The goal of this paper is to clarify the objectives of the BLANS as best as possible. The Purpose and Need of NEPA can be very confusing, so a web meeting may be planned in the future to explain procedures and to ensure everyone is on the same page.

IX. Miscellaneous:

S. Smith proposed the idea of changing the bi-weekly call to a more flexible schedule. If there is a need to have the call based on project activity/status, then the call will still take place on a bi-weekly basis. However, if it is determined that a call in two weeks may not be productive because of the progress of the project, the call can be skipped and the next call will happen one month from the current call date. This determination will be made at the end of each PMT call. All PMT members agreed to this idea. The next meeting is scheduled on April 8, 2008 at 4:30 pm EDT.