

DRAFT Telephone Conversation/Meeting Summary

Boston Overflight Noise Study Logan International Airport

DATE: 8/8/06
TIME: 9:00 AM

Telephone Conversation
 Meeting
 Other

SUBJECT: Project Management Cal

SUMMARY PREPARED BY: Cheri Massaro

DATE PREPARED:

PARTICIPANTS (include affiliation):

Name	Affiliation
Stephen Smith	PC
John Williams	PC
Jon Woodward	IC
Steve Kelley	FAA
Gail Lattrell	FAA
Sandra Kunz	CAC
Flavio Leo	Massport

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_____ Individuals _____ Files

SUMMARY OF CONTINUING ACTION ITEMS

Scope of Work - The Project Management Team (PMT) confirmed that they are ready to move forward with the Scope of Work. The PC has submitted a summary of the changes to the Scope along with an updated budget. PC and IC reported their current budget estimates with cuts made in the SOW as discussed August 3rd. Further cuts will need to be made to reach the budget amount specified by Massport. PC indicated that they are waiting for Wyle's final input and will be concentrating on TAAM estimates and scope as well. Massport requested PC to discuss what was done by LFA for the centerfield taxiway project, and identify elements that can be used for Phase 2. FAA supported such discussion. PC committed to discussing existing data with LFA.

TAAM – The PMT held a small discussion on whether or not there is some other form other than TAAM that they can use for analysis. The FAA agreed that they could use some other form in order to save costs, but there is a chance that the results will not be as detailed and adequately support decision making on certain measures. PC also mentioned the need for TAAM to support ground movement analysis.

Grant Application – Further reductions will be needed to meet the budget set aside for Phase 2. PC and IC committed to identifying further areas where efforts may be reduced, and share results Thursday morning. The IC explained that they need more details about the changes being made in terms of PC's approach to noise and air traffic modeling. PC indicated that they will collaborate with IC during the next day and a half. Overall, a final scope and budget is needed to meet the August 21st grant submittal deadline.

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Number of Alternatives - The PMT reported that they had started out with forty alternatives and had reduced it down to 12 through the Phase 2 screening process. PMT discussed the need to reduce Level 3 alternatives. Massport suggested increase funds for Level 2 screening to conduct a more rigorous evaluation to reduce efforts in Level 3 screening. PMT discussed the number of possible alternatives, but could not clearly identify what types and how many alternatives may end up in Level 3. Of the 12 alternatives assumed, some will involve ground noise, air traffic, Phase 1 alternatives, and potentially others introduced in Phase 2.

The CAC expressed some concern that some things that are actually helpful might be cut. The PMT agreed that an appropriate balance would be to give an opportunity to look at everything and conduct a scope re-assessment prior to conducting Level 3 analysis. If the number of alternative exceed what is scoped, decisions will be made to identify where funds can be allocated from other tasks to fund the analysis of meaningful measures.

The PMT agreed to have a teleconference next Tuesday at 10:00 AM for a discussion in terms of the budget. CAC indicated they will not be able to attend the call. The intention is for PC and IC to update FAA and Massport on their progress. PC will email an updated budget spreadsheet and summary of further changes made to the scope to Sandra and Ralph Thursday. The PMT also agreed to have another teleconference on Thursday at 10:00 AM.

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Topic/Discussion	Action Item/Responsibility
Grant Application.	Ricondo & Associates and Landrum & Brown will look further to cut something within ten days. After a decision is made, the PC/IC will give the management team options of what will happen with the Alternatives. The PMT agreed to have a teleconference next Tuesday at 10:00 AM for a discussion in terms of the budget. The PC explained that they will keep Ricondo & Associates and Landrum & Brown in contact over changes in order to report them in the future. Jon Woodward and Stephen Smith agreed to have a discussion on whether or not there is another way to provide the CAC with more information that might save money. Jon is to get the IC responses to everyone on the PMT. Steve will inform everyone about what occurs during this discussion.