

# DRAFT Telephone Conversation/Meeting Summary

Boston **Logan Airport Noise Study**  
**Logan International Airport**

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DATE: 09/12/06  
TIME: 10:00 a.m. EDT

Telephone Conversation  
 Meeting  
 Other

SUBJECT: Project Management Call

SUMMARY PREPARED BY: Chris Jones

DATE PREPARED: 09/13/06

PARTICIPANTS (include affiliation):

<u>Name</u>	<u>Affiliation</u>
Stephen Smith	PC
Jon Woodward	IC
Gail Lattrell	FAA
Sandra Kunz	CAC
Flavio Leo	Massport

COPIES OF SUMMARY SENT TO:

<u>Individuals</u>	<u>Files</u>
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- **Phase 2 Contract:**

Initial discussion was had on the budget Flavio Leo indicated that he wants to apply a per diem for food. Steve Smith stated that this was fine. Jon Woodward stated that he wanted more information before agreeing to a per diem.

F. Leo inquired about IC's documents. Jon reported that all documents were sent to CAC. Sandra requested that Jon forward the documents to Flavio for processing. Steve indicated that all documents are in Massport's hands except for a signed memorandum stating Phase 2 rate schedule, which is in process. Massport will amend the agreement with Ricondo and the CAC. The CAC will amend the contract with Landrum & Brown.

Massport will go before the approval board to seek authorization for the contracts in October. The contracts can be acted upon in parallel as approval is awaited.

F. Leo was asked if notice to proceed can be received once board approval has been obtained. F. Leo said yes. The board meets October 20.

Unlike Phase 1, Phase 2 funds should be directly forthcoming. F. Leo said there should be no hold up in distribution of funds; therefore, work should commence. PC and IC agreed that some efforts can be done.

- **Website:**

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S. Smith stated that it is hoped that the website will go live on Wednesday, September 20 if authorization is received the Tuesday before. He also stated that a Flash presentation that depicts all the Alternatives is being developed for inclusion in the website. Another change mentioned is that the FAQ's page on the website has been replaced by a Documents page containing meeting notes and presentations.

Gail Lattrell asked whether Sandra Kunz and Ralph Dormitzer's contact information should be up on the website. S. Kunz said it should be, but that she will have to check with R. Dormitzer that he is available to continue serving in his current capacity.

- **Phase 1 Noise Analysis Update:**

S. Smith stated that Landrum & Brown should be getting information on Alternatives 11, 12, and 13 this week. Information on Alternatives 1, 3, and 5 should be coming next week. Noise calculations are expected to be completed by September 22 pending IC review.

G. Lattrell asked if the third week of October will be a good time for sharing information with BOS/TAC. S. Kunz asked whether this will be an actual meeting. S. Smith stated that it would be. S. Smith said that unless Landrum & Brown encounters any problems with the noise analysis, PC expects that an October meeting is viable.

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Topic/Discussion	Action Item/Responsibility
As noted above.	<ul style="list-style-type: none"><li>• Provide a general timeline of the final Phase 1 activities based on this mornings call (PC) - completed</li><li>• Prepare a dummy website with the proposed changes. (PC) - completed</li></ul>
IC Phase 2 contract documents	<ul style="list-style-type: none"><li>• IC to forward to Massport</li><li>•</li></ul>