

DRAFT Telephone Conversation/Meeting Summary

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

There was some discussion on how to communicate with communities.

The FAA will do a memo on letterhead citing technical sources.

S. Smith volunteered to write up a PR protocol. He requested that PMT members send him e-mail with the kinds of questions they think will be asked. R. Dormitzer asked about the IC noise results narrative and whether it can be expanded upon. It was explained that it is too long and it cannot be split apart by community.

The PR protocol will follow these steps:

1. Technical questions will go to the CAC.
2. Questions from the media and towns will go to the FAA. They will refer questions to the appropriate party.
3. CAC member inquiries and requests will be sent to the CAC co-chairs.
4. Elected officials will be directed to G. Lattrell at the FAA.

F. Leo said he will provide general information if asked but will forward the more technical questions. S. Smith requested that the FAA keep both the PC and the IC informed of inquiries

Phase 1 Wrap Up Process:

F. Leo explained the process for formal recommendation of the alternatives by Massport as he understands it. The CAC will need to send Massport an official recommendation of approval of the alternatives. At this point, the Catex documents would be completed and Massport would recommend implementation to the FAA. T. Gatewood agreed with this process, indicating that a final decision would not be able to be made until the cumulative noise effects analysis was completed. R. Dormitzer asked whether Massport wants the CAC to refrain from communicating their recommendations until the cumulative noise effects analysis has been completed. F. Leo responded that he thinks this will be better strategically but that it is up to the CAC. R. Dormitzer explained what some of the issues may be with this process. Unless the alternatives are determined not to not qualify for categorical exclusion, the CAC needs to communicate their recommendations to Massport. F. Leo pointed out that the CAC meeting and vote had to happen to determine what alternatives would be included in the cumulative noise effects analysis. S. Smith clarified the wording of CAC's motions, which specifically states that CAC recommend the said alternative to Massport for implementation.

Tina Gatewood suggested the following steps:

1. The CAC will write a letter to Massport with recommendations.
2. Massport will hold off on communicating with the FAA until the cumulative noise effects analysis is complete.
3. The FAA will transmit the results of the cumulative noise effects analysis and Massport will request that the FAA implement the CAC's recommendations.

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R. Dormitzer pointed out that parliamentary procedure does not allow reconsideration of prior motions and F. Leo asked what the FAA can do to revisit the alternatives during Phase 2. T. Gatewood stated that if revisited during Phase 2, it will be a new alternative and the baseline will have to change.

Bi-weekly Teleconference Protocol:

S. Smith asked for approval for the Bi-weekly PMT meeting protocol. There was general acceptance of the protocol. A small change was made to item 1.2.2; the language was changed to “and/or”.

Topic/Discussion	Action Item/Responsibility
As noted above.	<ul style="list-style-type: none">• S. Smith will complete a PR/Q&A Protocol• PMT members will forward questions for a FAQ to S. Smith by 02/09• The FAA will do a memo on letterhead citing technical sources.