



MASSACHUSETTS PORT AUTHORITY COMMUNITY ADVISORY COMMITTEE

EXECUTIVE COMMITTEE

OCTOBER 6TH, 2020 AT 10:30PM

Virtual Meeting Hosted – Zoom by RingCentral

Meeting Minutes

Present: Dave Carlon, Jerry Falbo, Thomas Dougherty, Maura Zlody, Wig Zamore, Roseanne Bongiovanni
In Attendance: Jennifer Dopazo Gilbert, Counsel; Matthew Romero, Executive Director; Stephanie Ackley, Administrative Assistant; Anthony Gallagher, Massport; Bernard Lynch and Sharon Flaherty, Community Paradigm Associates, LLC
MCAC Committee Members: Alice Stein/Swampscott
Absent: Pete Navarra

Welcome to the Virtual Meeting

The meeting commenced at 10:38 AM, and attendance was taken by roll call. The Chair welcomed all guests to the meeting.

Approval of Minutes of September 8th, 2020

A motion was made by Mr. Carlon to approve the minutes from the September 8th, 2020 Executive Committee Meeting. It was seconded by Mr. Dougherty and approved unanimously by roll call vote.

Executive Director's Report

October Annual Meeting Date and Agenda

Mr. Romero provided an update regarding the October Annual Meeting Date, and that staff is currently polling members for its availability. The FAA had committed to attend a round table meeting in Maine and were unable to participate on October 29th, as previously mentioned. He asked that all members be sure to participate in the survey, and that all answers are due for Friday, October 9th. The FAA will be providing updates on the Wake Recategorization and North-East Corridor Project. They will also have general updates on the 4L Environmental Assessment.

4L Environmental Assessment

The FAA has now scheduled their 2 public workshops for the Boston area, and this information has been provided to the CAC membership and can be found here (<https://www.faa.gov/news/updates/?newsId=95858>). Also, the FAA has updated their Logan Airport Community Involvement Page, which provides updates and news regarding Logan Airport, and can be found here (https://www.faa.gov/air_traffic/community_involvement/bos/). Members of the public will also be able to use part of this site to file noise complaints directly to the FAA. Mr. Zamore asked about the Noise Complaints being filed to the FAA, and if they are analyzed regarding the percent of population complaining in each given geographic area. Mr. Romero explained that he does not have an answer, but that they will be presenting information on this subject at the next CAC meeting. Mr. Carlon added that communities that become more active in their advocacy look to voice their concerns, and the noise complaint path is the easiest. It is not necessarily reflective of what is happening, but more reflective of how communities mobilize.

Treasurer's Update

FY21 Year-to-date Spending and Projections

Mr. Dougherty provided an update to the fiscal year 2021, and that the spending and projections are in line. The committee has received its funding from Massport in the amount of \$75,000. Legal services were over budget due to the additional hours needed for work associated with Community Paradigm Associates. The Administrative Assistant salary was over-budget due to need for coverage on Performance Reviews, RNAV Study Meeting, and preparation of the Executive Directors impending exit. Mr. Dougherty presented a motion to transfer funds to Accounting, Payroll & Admin, by explaining that he Executive Director Search and FY21 Goals and Objectives work being conducted by Paradigm Associates was not included in the approved budget. Paradigm is operating as a subcontractor under our legal firm, Bob Allen, so the transfer is into the Legal Services line item. We are transferring from the Executive Director's Salary line item because there will be underspending due to the vacancy period between Matt's departure and a new Executive Director coming on Board. The costs include:

1. \$4,623 for additional hours for counsel related to the Performance Evaluation and FY21 Goals work conducted by Paradigm Associates
2. \$3,300 for Paradigm Associates work on FY21 Goals
3. \$12,000 for Paradigm Associates contract for Executive Director search, approved by Executive Committee last month

The motion was seconded by Ms. Bongiovanni, and the motion passed unanimously by roll call vote.



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MCAC FY20 Year-End Compilation Report

AAFPCA has completed and we have approved their FY-20 year-end compilation report. Once the final version is received with principal's signature, we will be submitting to Massport per the terms of our MOU. Mr. Carlon thanked Mr. Dougherty and added that the committee review the MOU to seek alternatives to manage the overhead on a small budget.

Community Paradigm Associates Update wit Bernie Lynch

Executive Director Search

Mr. Lynch thanked the Committee for having him and began to discuss the Executive Director Search. He has prepared a draft position statement to use in recruitment. He asked for feedback from the Executive Committee and the Search Committee. This document is used to explain the roll and responsibilities for the Executive Director position, what the CAC is, and what is expected of them. Mr. Lynch understands that a Search Committee is being assembled, and that they will meet toward the end of October. Interviews could take place in December, and candidates could be brought in January. He added there is a strong pool of candidates and is hopeful of the process. Mr. Zamore added that there should be a Health Impacts included in the write-up Mr. Lynch included. Also, he suggested we offer the role to the previous finalists, as they were all great candidates. Mr. Lynch appreciated the suggestions and will reach out to the strong candidates that came forward in the last search. Ms. Bongiovanni agreed that the previous candidates should be contacted. Ms. Stein added that MIT could also be a great resource for referral since we are already tapped into them for research. Mr. Carlon is hopeful that we will have a large pool of candidates, and we will fill this position with a fitting applicant. He suggested the Executive Committee to provide feedback directly to Mr. Lynch so that he can revise move forward.

FY21 Goals and Objectives

Mr. Lynch discussed the Goals and Initiatives project. The committee is still evolving and becoming more formalized, and this will assist in strengthening the goals and objectives moving forward. They look forward to the Committee's feedback. Mr. Carlon asked for feedback on how to best engage membership, and the discussed the challenges of being a public body in trying to discuss and establish goals. Mr. Lynch added that it is even more challenging to have workshops in the current pandemic environment. Mr. Carlon prefers to survey members to allow them to rank these goals, and then reorganize and reprioritized based on the feedback. Mr. Lynch added that if the Goals and Objectives were in in place soon, it would be a great resource to show the Executive Director Candidates their initiatives, but it could also be a great first project of the new Executive Director, to take this draft and work with members to hone in and finalize the list. Ms. Bongiovanni suggested that we wait to hire, then take the time to create a more robust document. Mr. Carlon explained that we need to have something in the interim so that the Committee can still move forward and pursuit goals.

Massport Budget Review (Collins Center) Update

Mr. Romero provided an update on the reengagement on the work that was started last year. They have provided an amended proposal due to the dates and delays that obstructed their previous contract. They will be able to bring on SpyPond Partners to conduct the surveys and research with other airports. Mr. Carlon explained that there is no change in their contract other than the timeframe for completion of work. Counsel advised that there be a vote to authorize the amendment. Counsel provided a motion to execute the first amendment to the contract with the Collins Center to extend the period to June 30, 2021 and to include the 3 additional items from October 6th, 2020, subject to final review and approval as to form site by counsel. Ms. Zlody presented the motion, which was seconded by Mr. Dougherty, and passed unanimously by roll call vote.

Environment and Health Subcommittee

Presentation, Agenda and Schedule

Mr. Romero explained that Kevin Lane will be presenting a 45-minute presentation relating to Ultra-Fine Particles in early November. The logistics are still being worked out, and more information will be provided as it comes. This will be the first of several presentations related to the subject matter. Mr. Zamore added that Kevin Lane is an expert in the subject matter as well as a great speaker. He added that he hopes to see membership step up to Environmental Health in Aviation. Mr. Romero explained that this will be helpful for the general membership in learning more about the science around Environmental Health in Aviation. Mr. Carlon added that we will create awareness, and he is hopeful that will bring more opportunities for the committee and its membership. Mr. Zamore is glad to see the committee evolve in this direction.

Update from Massport

COVID-19 Update

Mr. Gallagher provided an update on the COVID-19 protocols at Logan Airport. Massport will be looking for funding through the CARES Act. They will be updating their available aircraft operations data, and that travel numbers are still staggering low



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due to COVID-19. Massport provides updates on their website, which can be found here (<https://www.massport.com/massport/covid-19/>). Mr. Gallagher is happy to present on this subject at the Fall Annual meeting. Mr. Carlon suggested presenting information on the drop-off in aviation, the ramifications or economic impacts, lack of funding and revenue stream.

RNAV Study Update

Mr. Gallagher and Mr. Romero discussed the RNAV Study with the FAA on a call Monday, October 5th. The FAA needs to clear up the outstanding Block 1 issues. Mr. Romero added that the FAA has presented what they needed to, that we have asked for follow up analysis and have received it from Dr. Hansman. We have also received additional data from Massport so that we are able to conduct our own analysis. The next step is to vote on this at the next CAC meeting. Mr. Carlon explained that the South Shore is now aligned, Cohasset, Hull, and Hingham have a draft memorandum and signatures. The official document will come from their State Representative to Massport and the FAA, and it will be voted on at the Fall CAC Meeting. Mr. Gallagher can appreciate that this has been a long road, and that we are in a good spot moving forward. Mr. Carlon added that there are action items that need to get captured and that there is conclusion on the outstanding items. Dr. Hansman will be presenting new options on 33 Departures, 22 Departures, and 4 Arrivals. Mr. Dougherty added that the 4R meeting with the Select board of Milton would be held that night, and the momentum is continuing.

Review of Massport Community Programs and Funding

Mr. Gallagher explained that there was a lot of work that went into this to obtain the data, and this information will be shared with staff this week.

New Business

None

Correspondence

None

Public Comment

None

Adjournment

A motion to adjourn was made by Mr. Falbo, seconded by Mr. Zamore and approved unanimously by roll call vote. The meeting was adjourned.

Documents Associated with this Meeting:

Agenda

Draft Minutes from 9-8-2020 Executive Committee Meeting