



Full-Day MCAC Executive Committee Draft Meeting Minutes September 12, 2023

1. Roll Call, approval of prior meeting minutes approval of the Aviation Operations subcommittee slate of officers, and review of full day agenda. *The following people were in attendance:*

Roseann Bongiovani	Wig Zamore
Stephen Fox	Maura Zlody
Alan Wright	Jennifer Dopazo Gilbert (MCAC general counsel)
Aaron Toffler (MCAC Executive Director)	Cindy Baxter (Executive Assistant)
Tommy Butler (Massport Liaison)	

Absent: Jerry Falbo

Minutes were approved by all in attendance, with Roseann abstaining.

General comments before starting the meeting:

- Roseann indicated that she would not seek reelection as MCAC Chair.
 - Aaron indicated that he and Cindy would recruit for Treasurer and a replacement for Sandra Kunz between now and the September 21st. annual meeting. MCAC EC members indicated that they would also assist in recruiting and getting candidates for vacant seats.
2. Public Comment: There were no public comments made.
 3. Wrap-up discussion on Bylaws. Vote to move forward for annual meeting review and approval. A motion was made to approve the bylaws for a vote at the general MCAC meeting on September 21st by Roseann, which was seconded by Stephen. All in attendance approved moving the bylaws forward for a general MCAC vote.
 4. Goals & Objectives discussion. See notes section on the PowerPoint from the meeting.
 5. Tour of Terminal E and runway procedures. A tour was conducted by Massport personnel on the runways and in Terminal E.
 6. Goals & Objectives discussion and metrics for tracking attainment. See notes section on th PowerPoint from the meeting.
 7. Massport Budget process overview – PowerPoint copy provided by Massport budget director, Celeste Heinonen

8. Summary and Action Items:

General comments:

- ✓ Subcommittee definition:
 - What can/should be a shared effort?
 - What objectives and projects should each subcommittee “own”?
 - Who is signing up for each?
 - How do we build trust in order to collaborate?
- ✓ East Boston MCAC rep: How to handle membership on the Massport Board and have a strong MCAC presence in the represented community?

Goals and Objectives: Comments and Action Items

- ✓ Goal #1: Visibility and Media:
 - Can the EC be “rapid response” for significant events where quick notification to member communities and others is needed?
 - Should the MCAC seek a better communications consultant, i.e. someone with the right contacts, (e.g. Jennifer’s suggestion of Peter Brown)?
 - How to track: how many communications/media/legislative etc. contacts in what period of time is the right amount?
 - Media types to consider:
 - Informative posts
 - Interactive blogs
 - Attention-getters
 - What other metrics should be considered for communications, presence/visibility, and media engagement?
- ✓ Goal #2: Aviation Operations
 - Objective to consider: Support noise initiative to mitigate impacts on the ground
 - Need to define “how” this objective will be met
 - Build community awareness?
 - Initiate the 4-city study?
 - Respond to policy and public requests?
 - Coalition with research, (medical, environmental)?
 - Advocate for change in DNL and other metrics? If so, how in order to be most effective and keep the pressure on?
 - With whom do we align with or pay for expert information/consultation regarding sound?
 - Fill subcommittee with participants
 - Tracking runway allocation. Use that with data RFP?
 - Fly Quiet: how to get data delivered on a regular basis, (need to define what “regular” expectation is)
- ✓ Goal #3: Study, Build Awareness and potential mitigation for environment and health impacts
 - Define the objective, in concert with other subcommittees’ work for collaboration not conflict.
 - Fill subcommittee with participants
 - Identify and decide on research experts that will be engaged (paid or unpaid must be determined) for projects.
 - Confirm key projects:
 - Ultra-fine research: what to do with it as short and long term goals?

- Noise: how to dovetail into work underway with Aviation Operations?
- What role, if any regarding public policy and/or legislative funding support?
- How will awareness within the communities be achieved for this subcommittee?
- ✓ **Goal #4: Finance Subcommittee**
 - Stand up the Finance Committee
 - Complete membership
 - Finalize charge
 - Review goals:
 - Review Massport budget
 - Evaluate how to comment, what to publish, how to manage awareness
 - Do we pick an “ask”? For example, reconsideration of HOV
 - Oversee the MCAC budget
 - Understand goals and objectives from a funding perspective
 - Build support case to move forward as needed with funds that will allow the MCAC to meet goals and objectives at the Committee level and Subcommittees level.
- ✓ **Goal #5: MCAC Communications and Engagement**
 - MCAC general membership to get invites to all Executive Committee meetings, all Subcommittee meetings
 - Create a forum for members to present at the Executive Committee and general meetings
 - Volunteer to have staff attend community meetings as support for members
 - Create collateral for members to keep the appointing authority informed, in order to build each member’s presence.