

SOUTHWEST REGION PLANNING COMMISSION
BROWNFIELDS ADVISORY COMMITTEE
MINUTES
October 22, 2008

Present: Bill Prokop, Chairman, Town of Antrim; Dorianne Almann, Town of Hinsdale; Rodney Bartlett, Town of Peterborough; Richard Berry, City of Keene; Jack Dugan, Monadnock Economic Development Corp.; Beth Fox, Town of Swanzey; John Gomarlo, Town of Winchester; Bob Harcke, Town of Westmoreland; Al Merrifield, City of Keene; Ralph Wentworth, Town of Troy.

Staff: Tim Murphy, Executive Director; Becky Baldwin, Office Manager; J. B. Mack, Senior Planner; Lisa Murphy, Senior Planner.

Guests: Mike McCluskey, NH Department of Environmental Services; Chris Lombard, U.S. Environmental Protection Agency; Carol Ogilvie, Town of Peterborough; Michael Hartman and JoAnne Carr, Town of Jaffrey; Matt Robbins and Tom Biolsi of TRC; and Mike Asselin of GZA.

I. Welcome & Introductions

Chairman Prokop called the meeting to order at 12:10 p.m. and introductions were made.

II. Minutes of August 27, 2008

The minutes of August 27, 2008 were approved as submitted by unanimous vote.

III. Program Updates

Staff member J. B. Mack provided program updates as follows:

Antrim Garage: J. B. Mack reported that the current owner is reluctant to allow access to the property. Staff is attempting to arrange an on site meeting with the property owner, town officials and representatives from DES to discuss the program.

American Tissue Site, Winchester: Mike McCluskey noted that DES has nothing new to report on gaining access to this property at this time.

Outreach Program: J. B. Mack reported that as a result of the outreach program that was conducted throughout the summer months, there is a potential that site nominations may be forthcoming from the communities of Keene, New Ipswich, Sullivan and Fitzwilliam. Tim Murphy noted that all thirty-five towns in our Region were contacted through the program and individual presentations were provided to thirteen of them. It was further noted that a presentation is planned for today's meeting regarding a site nomination from the Town of Jaffrey. Bob Harcke asked that staff notify committee members if any of their communities request individual presentations so they might attend.

IV. Cleanup Planning Policy

J. B. Mack noted that at the August 27th meeting a request was made to use assessment funds for clean-up and re-use planning. At the Committee's request staff developed a draft Cleanup Planning Policy which was included in the agenda packet for their review. Mike McCluskey suggested that the draft policy needs to elaborate more on what cleanup planning entails and should include samples of what activities would be accepted such as evaluating land use or creating a remediation plan. Chris Lombard noted that what would be allowed by EPA is somewhat site specific. Tim Murphy asked the representatives from TRC attending the meeting if they have any experience with this type of policy. They noted that they did and agreed to forward samples to staff for their review.

V. Scope of Service Proposals

J.B. Mack explained that the Committee would be receiving proposals from two of our Environmental Consultant firms regarding scopes of work and that motions would be entertained at the conclusion of the presentations.

A. Four Phase I Environmental & Three Hazardous Building Assessments for the Former Elite Laundry Site, Jaffrey

J. B. Mack reported that staff, representatives from TRC and Jaffrey town officials met to discuss four Phase I Environmental and three Hazardous Building Assessments for the former Elite Laundry site located on Route 202 in Jaffrey. He introduced Matt Robbins from TRC who reviewed the proposed scope of work for the property. Mr. Robbins noted that his firm has many years experience with this type of project and explained that the short term goal for the Town of Jaffrey is to be able to remove the buildings currently on the site. The Town's longer term goal is to mitigate or clean-up any dry cleaning contamination on the property and be able to re-develop the site. Michael Hartman, Jaffrey Town Manager, noted that the Town would like to be able to demolish the building prior to the onset of winter. Mr. Robbins noted that it would take approximately four weeks to complete the work once they are given the go ahead and are able to gain access to the property. He explained that there are several things that the Town would need to do prior to their entering the building such as removing boards from the doors and windows and removing any animals that might be living there. Mr. Robbins added that there will also be certain items such as paint and fluorescent lamps that will need to be removed prior to demolishing the building. He stated that TRC will provide the Town with a list of items and their quantity prior to their final report so they can begin getting removal estimates. J.B. Mack noted that the Town has discussed the possibility of reselling some of the building materials as well as using part of the demolition itself as a training exercise for their Fire Department.

B. One Phase II Environmental & Two Hazardous Building Assessments for Former Armory Site, Peterborough

J.B. Mack reported that there has been some difficulty in gaining access to the former National Guard Armory site in Peterborough but the Town now has keys to gain access to all the buildings. Rodney Bartlett explained the current status of the site noting that if the property is abandoned by the National Guard it is scheduled to revert to the NH Charitable Foundation. The NH Charitable Foundation does not want the property and has an option to disclaim it in which case ownership would revert to the State of New Hampshire. He stated that should this happen, the Town of Peterborough who is interested in obtaining the property, would require a majority of votes to transfer the property by the legislature. Mr. Bartlett noted that the National Guard has agreed to keep water and heat in the building for the winter months. If this is done the NH Charitable Foundation has agreed not to consider the property abandoned. Rodney Bartlett noted that there

has been some concern expressed about heating a building that is not being used. Chairman Prokop expressed concern that we approve the Phase II work on the property only to have the Charitable Foundation revert it back to the State. Mike McCluskey asked if a Phase I has been conducted on the property and Rodney Bartlett responded that it was completed in January 2008.

J.B. Mack introduced Mike Asselin of GZA who distributed and reviewed his firms scope of work for the National Guard Armory site including a project timeline. He noted that the pricing assumes that EPA will not require any data validation of prior work done on the site. Mr. Asselin pointed out that there are also two additional options listed on the scope of work for doing a second round of sampling and preparing a Remedial Action Plan. These two options would add an approximate \$12,000 to the price. Rodney Bartlett noted that the completion date is beyond the timeframe that the Town has to work with. Mr. Asselin proposed sending a letter to both the Town and Brownfields Committee by February 16th that would indicate the level of contamination on the property prior to filing the final report. J.B. Mack asked if there is any way to ask EPA to expedite processing the QAPP. Chris Lombard responded that it can be requested but there is no guarantee it will happen because of the volume of reports EPA is processing. Tim Murphy asked if we should change our timeline to accommodate this and Chris Lombard responded that our schedule should be fine because EPA does guarantee a thirty day turnaround. Tim Murphy asked if adding the two extra options to the scope of work would be left up to the committee. Mr. Asselin agreed that it would be and that he only provided them to give advance information for a worst case scenario. Mike McCluskey asked what was found in the Phase I that might cause concern and Mr. Asselin noted that maintenance was performed on vehicles in both buildings and there might have been waste oil in the storage area as well. Chris Lombard asked if any potential contamination might be petroleum only and was told it is possible that is the only contaminant on the whole site. J.B. Mack asked if that would affect the timeline and Chris Lombard responded it would only affect how we request reimbursement. J.B. Mack asked Carol Ogilvie how all of this affects the work of the Peterborough Steering Committee. Carol Ogilvie reported that they are meeting every two weeks through March and need to present a plan at Town Meeting. She added that preliminary discussions are looking into using the property for a community building. Ralph Wentworth asked if we approve the Phase II request will the NH Charitable Foundation be in agreement with the timeline proposed. Rodney Bartlett responded that the Charitable Foundations only requirement is that the National Guard maintains the facility by keeping water and heat on in the building. He added that if we don't find any surprises in conducting the Phase II Assessment the Town plans to proceed with acquiring the property. He thanked J.B. Mack for the assistance he's given the Town on this project.

Chairman Prokop asked Mr. Asselin to take a look at our draft Cleanup Planning Policy and provide staff with any comments.

Motion: To approve the proposed scope of work and have TRC conduct four Phase I Environmental and three Hazardous Building Assessments for the former Elite Laundry site in Jaffrey.

Motion by Beth Fox, seconded by Bob Harcke. Approved by unanimous vote.

Beth Fox asked if the committee should only consider the base scope of work for the National Guard Armory site at this point and take up the additional options once results are received on the first part. Tim Murphy suggested approving steps 1-4 and granting conceptual approval of options 5 & 6 if warranted. Chris Lombard suggested approving only steps 1-4 and renegotiating options 5 & 6 if they are needed. Tim Murphy expressed concern that if the Committee does not conditionally approve funding for options 5 & 6 at this time program resources may not be available if needed in the future due to granting other Assessment requests. Mike McCluskey suggested that staff reserve a portion of funds now in case they are needed later on.

Motion: To approve steps 1-4 of the proposed scope of work presented by GZA and conduct one Phase II Environmental and two Hazardous Building Assessments for the former National Guard Armory site in Peterborough and to revisit proposed options 5 & 6 at a later date.

Motion by Beth Fox, seconded by Bob Harcke. Approved by majority vote with Rodney Bartlett recusing himself.

VII. Next Meeting

The next meeting of the Brownfields Advisory Committee will be at the call of the Chair.

VIII. Adjourn

Meeting adjourned at 1:15 p.m.

Respectfully Submitted,

Rebecca I. Baldwin
Office Manager