

**Brownfields Assessment
Advisory Committee**

Richard Berry, Chair
City of Keene

Rodney Bartlett, Vice Chair
Town of Peterborough

Sara Carbonneau
Town of Swanzey

Jack Dugan
*Monadnock Economic
Development Corporation*

Sandra Gillis
Town of Richmond

Robert Harcke
*Hinsdale Commercial &
Industrial Development
Corporation*

John Gomarlo
Town of Winchester

Al Merrifield
Town of Sullivan

Larry Robinson
Town of Marlborough

with

Chris Lombard
U.S. EPA New England

Mike McCluskey
*NH Department of Environmental
Services*

Jennifer Marts
*NH Department of Environmental
Services*

Southwest Region Brownfields Assessment Program

Advisory Committee Agenda

**August 25, 2015
11:45 a.m.**

**Conference Room, SWRPC Offices
37 Ashuelot Street, Keene**

- I. Welcome and Introductions**
- II. Minutes of April 22, 2015 Meeting**
- III. Program Updates**
- IV. Presentations on Environmental Assessment Work**
 - a. 797 Marlborough Road, Keene**
 - b. 42-46 Grove Street, Peterborough**
- V. Proposed Brownfields Program Work Change Order Policy**
- VI. Other Matters**
- VII. Adjourn**

SOUTHWEST REGION PLANNING COMMISSION

BROWNFIELDS ADVISORY COMMITTEE

MINUTES

April 22, 2015

Present: Rodney Bartlett, Vice-Chairman, *Town of Peterborough*; Larry Robinson, *Town of Marlborough*; Sara Carbonneau, *Town of Swanzey*; Jack Dugan, *Monadnock Economic Development Corporation*; Sandra Gillis, *Town of Richmond*; Robert Harcke, *Hinsdale Commercial and Industrial Development Corporation*; Mike McCluskey, *NH Department of Environmental Services*; Christine Lombard, *US Environmental Protection Agency New England*.

Staff: Tim Murphy, *Executive Director*; J.B. Mack, *Principal Planner*; Becky Baldwin, *Office Manager*; Mari Brunner, *Planning Technician*.

Guests: Steve Rickerich, *Ransom Environmental*; Robert Kimball, *Town of Walpole*.

I. Welcome & Introductions

Vice-Chairman Bartlett called the meeting to order at 12:00 p.m. and introductions were made.

II. Minutes of December 18, 2014 Meeting

The minutes of December 18, 2014 were approved as submitted by unanimous vote.

III. Program Updates

J.B. Mack provided a status report on the following items:

Program Fund Balances:

J.B. Mack reported on the remaining funds in our current Brownfields grant noting there is approximately \$134,000 available for mixed hazards and \$136,000 available for petroleum.

Contract Review and Forms Updates:

J.B. Mack noted that since the December 2014 meeting staff has continued to work with the firm of Devine Millimet to finalize the contract with our environmental consultant and update the forms used in our program.

797 Marlborough Road, Keene:

J.B. Mack reported that work has begun on the Phase I Environmental Site Assessment for this property.

Four Corners Store, Richmond:

Sandra Gillis reported that the Town of Richmond raised funds at their Town Meeting to meet the match requirement to continue work on the Four Corners Store property. Funding from the NH Department of Environmental Services MtBE Remediation Program will help with clean-up work on the site that will make it marketable for redevelopment. Steve Rickerich of Ransom Environmental noted that as a result of the QAPP done on the property and several community outreach events it has been determined that the existing store will be demolished. Tim Murphy asked what the timeline was for this property and Steve Rickerich replied that Ransom continues to assist the Town with various grant applications and once they are approved there will be a meeting to discuss next steps which is tentatively scheduled for mid-May. It is anticipated that excavation on the site will take place in September.

560 Main Street, Keene:

Mike McCluskey reported that additional borings have been conducted on this site and a Remedial Action Plan is being formulated. Jack Dugan noted that several parties have shown interest in this property.

Brownfields Video:

J.B. Mack reported that staff continues to work with Cheshire TV to create a Brownfields video that can be placed on our website and also be used for the upcoming Brownfields forum. He noted that Mari Brunner has interviewed several members of the Committee and showed a brief clip of the interview done with Caroline Hollister from the Park Theater in Jaffrey. He added that Mari Brunner went out with a crew from Ransom Environmental yesterday and filmed the site inspection at the Marlborough Street property. Tim Murphy noted that the film will feature both large and small scale projects that we have worked on. Chris Lombard suggested we send her a copy of the film when it is finished so she can put it on the EPA website. Tim Murphy noted the Mari Brunner has been doing an excellent job with this project and J.B. Mack added that Cheshire TV is not charging for the assistance they are providing.

IV. Site Nominations

a. Former Central Plating Site, Walpole

J.B. Mack referred to the write-up in the packet for the Former Central Plating site in Walpole and introduced Robert Kimball who is here today because he has an interest in the property. Mr. Kimball noted that he is aware of the site history and that due to operations on the site there may be nickel and chromium in the groundwater that warrants investigation and possible remediation. He explained that his current office is located in a building owned by Mascoma Bank and they have plans to expand that would displace his office. He noted that he has been doing business at his current location for 28 years and sees this property as an opportunity to keep his office located downtown. J.B. Mack noted that both he and Mr. Kimball have discussed the property with town officials and the Walpole Selectmen have provided a letter of support for further investigating the site. Mr. Kimball noted that the owner of the property has passed away within the last 30 days. Chris Lombard asked if there is a purchase and sales agreement in place and Mr. Kimball responded there was and the owner's wife, who is executor of the estate, is in favor of cleaning up the property. Tim Murphy asked what sort of business Mr. Kimball is in and he replied that he is a CPA and if possible he would like to construct a building on the site that would house his business as well as a tenant. J.B. Mack noted that zoning permissions would be required to use the property as Mr. Kimball described and the town zoning board chairperson is aware of what is being proposed. Tim Murphy pointed out that some of the issues regarding this property are beyond what our program can assist with. Vice-Chairman Bartlett asked if there is any help available through the MtBE or other State programs since the property is located near a gas station. Mike McCluskey noted that a monitoring well has been placed close to the gas station and there are plans to have another monitoring well installed closer to the building. J.B. Mack noted he has spoken with Gary Lynn who runs the MtBE

remediation program and he confirmed there might be minimal things that could be done at the site through this program.

J.B. Mack suggested that the Committee hear about the next nominated site prior to making a decision on either of them and members agreed.

b. 42-46 Grove Street, Peterborough

J.B. Mack noted that this site has been nominated by the Town of Peterborough to help alleviate their downtown parking issue. He called on Rodney Bartlett to provide more information about the site. Rodney Bartlett explained that a 1997 study of the downtown parking situation identified that the town would need 300 additional parking spaces if they were at full capacity. He noted that last spring the town looked at options that included a parking garage and shuttling people into town from locations removed from the downtown. The Town is looking into purchasing part of the 42-46 Grove Street properties to provide 60 additional parking spaces that would be connected to the downtown by a footbridge that would follow the old railroad corridor. J.B. Mack noted that the Board of Selectmen look at this as not only additional parking but as a park that would be built to preserve the greenspace along the river and continue Peterborough's common pathway. Rodney Bartlett noted that this would be a good addition to the downtown area and would be 100% ADA accessible. Rodney Bartlett noted that both the Selectmen and the Budget Committee are in favor of the purchase. He added that there is an article on the warrant for town meeting to enter into a bond to purchase the property and another article to expand the current TIF district that ends at 42 Grove Street to include 46 Grove Street. The property will then be rezoned to accommodate the changes.

J.B. Mack explained that the Committee is being asked to vote only on the acceptance of nominations for both the former Central Plating site in Walpole and the 42-46 Grove Street site in Peterborough at this time.

Motion: To approve the site nomination for the former Central Plating site in Walpole.

Motion by Larry Robinson, seconded by Sara Carbonneau. Approved by unanimous vote.

Motion: To approve the site nomination for 42-46 Grove Street in Peterborough.

Motion by Sara Carbonneau, seconded by Larry Robinson. Approved by unanimous vote with Rodney Bartlett abstaining.

V. Scopes of Work

J.B. Mack explained that since the Committee meets so infrequently it was decided to present scopes of work now on the two projects that were just nominated rather than wait for the next meeting. Tim Murphy noted that Ransom Environmental had agreed to prepare the scopes at their own risk, pending acceptance of the nominations.

a. Supplemental Phase II Environmental Site Assessment for Former Central Plating Site, Walpole

Steve Rickerich of Ransom Environmental reviewed the operations that took place at the former Central Plating site noting that inspections at the site resulted in numerous citations over the years. He referred to materials contained in the packet showing where chemicals and hazardous waste had been stored. Steve Rickerich noted that soil borings and monitoring wells on the property conducted previously by Sanborn Head showed above standard levels of nickel, arsenic and petroleum on the property. He explained that the contaminants other than the nickel could have come from the nearby gas station. Moderate levels of

chromium were also found at the site. Mike McCluskey observed that if high levels of chromium are found there could be restrictions placed on the future use of the property and it would be best to remove it. Sara Carbonneau mentioned that a part of the report refers to valves that allowed discharge directly onto the ground. Steve Rickerich noted that the original report has several gaps regarding both monitoring and testing and explained that their proposed scope of work will address both the concerns mentioned by DES and other missing information on the property. He referred to a diagram that showed the location of proposed borings and wells which also includes sampling of the area where an underground storage tank was removed. He added that he does not recommend doing any off-site monitoring at this time. Bob Harcke questioned if a groundwater management permit were required who would be the responsible party. Steve Rickerich responded that if petroleum is linked back to the gas station they would be responsible and if metals are found off-site the current owner of the property would be responsible. Mr. Kimball noted the original building was built in 1940 and it was taken over by Central Plating in 1963. It was advised that there should be an updated Phase I Site Assessment conducted at the site prior to Mr. Kimball purchasing it. Mike McCluskey explained that there could be use restrictions placed on the property resulting from the testing to protect users from contamination that falls below standard requirements and is not required to be removed. He added it might be best to remove any contamination rather than leave it on the property with use restrictions. Tim Murphy pointed out that the scope of work doesn't call for any contamination removal and review by DES of the Phase II findings might change how we proceed with this project. Steve Rickerich noted that if removal were required there would be an additional cost and we would be notified prior to their proceeding.

b. Phase I Environmental Site Assessment for 42-46 Grove Street, Peterborough

Steve Rickerich of Ransom Environmental reviewed the proposed scope of work for the 42-46 Grove Street property in Peterborough noting their area of concern is the railroad corridor and what might have been used for fill. He added that they will take a look at historic photos and topographical maps that will be provided. J.B. Mack asked if the approach will be done differently since most of the property will be used as a parking lot. Steve Rickerich responded that they will be looking for anything that might warrant a Phase II Site Assessment. Bob Harcke asked what the cost would be if a Phase II Site Assessment were required and Steve Rickerich noted it would be approximately \$25,000.

J.B. Mack reported that both sites will need to have owner participation forms signed and submitted (one for the Walpole site, and two for the Peterborough site). In addition any work on the Peterborough site will be contingent upon the outcome of the vote at the upcoming town meeting.

Motion: To approve a Supplemental Phase II Environmental Site Assessment for property located at the former Central Plating site in Walpole contingent upon the owner signing the Brownfields program's owner participation form and the scope of work not materially changing following review by the NH Department of Environmental Services.

Motion by Larry Robinson, seconded by Bob Harcke. Approved by unanimous vote.

Motion: To approve a Phase I Environmental Site Assessment for property located at 42-46 Grove Street in Peterborough contingent upon the owners signing the Brownfields program's owner participation form and voter approval at Town Meeting to expand the TIF district to include both properties and approve use of TIF funds to pay a bond to build a parking lot on the properties.

Motion by Larry Robinson, seconded by Jack Dugan. Approved by unanimous vote with Rodney Bartlett abstaining.

VI. Other Matters

No other matters were brought before the Committee at this time.

VII. Adjourn

The meeting was adjourned at 1:40 p.m.

Respectfully Submitted,

Rebecca I. Baldwin
Office Manager

Date: August 25, 2015
To: Brownfields Advisory Committee
From: Staff

RE: Presentations on Environmental Assessment Work

Background

Ransom Consulting, Inc. has completed environmental site assessment work for 797 Marlborough Road in Keene and 42-46 Grove Street in Peterborough, and the firm will provide presentations on the findings and recommendations for each site at the August 25th meeting. Please find attached the executive summaries for both Phase I Environmental Site Assessment reports. For those interested in reading the reports in full, they have been temporarily posted on the http://www.swrpc.org/brownfield_advisory page below the BrAC Committee list.

Recommendation

This is an informational item. No action by the BrAC is required.

Date: August 25, 2015
To: Brownfields Advisory Committee
From: Staff

RE: Proposed Brownfields Program Work Change Order Policy

Background

A reoccurring theme at previous Brownfields Advisory Committee (BrAC) meetings has been the question of whether staff has discretion to approve minor work change orders for brownfields assessment scopes of work without reconvening the BrAC. In some cases, the dollar value of the change of work may be very small and in other cases there may be a time sensitive issue associated with the work change orders requiring immediate or prompt action. In the past, environmental consultants and staff have either decided to stop work or environmental consultants have taken the risk of assuming the additional costs of a project with the hope that the BrAC would approve a work change order at the next scheduled meeting. Stopping work to wait for the next BrAC meeting often leads to additional costs, because consultants or sub-consultants and their equipment may need to be redeployed out to a brownfields site. In order to address this issue, staff has developed a draft work change order policy for the BrAC's review:

Staff may approve a work change order for a Brownfields Advisory Committee (BrAC) approved scope of work if staff determines that the work change order is reasonable and justified, continues to meet the primary goals of the original scope of work, and the work change order does not exceed the cost of the BrAC approved scope of work proposal according to the following schedule. Staff may, at its own discretion, withhold approval of a work change order if staff determines BrAC review is warranted.

Total Cost of Project Approved by BrAC	BrAC Action Required if Change in Cost from the Amount is...	Examples	
		Previous Cumulative Dollar Amount Approved by BrAC for Site Specific Scope of Work	Example of Work Change Order Request that Requires BrAC Action
>\$5,000	>30%	\$5,001	\$1,506
\$5,001-\$10,000	>20%	\$10,000	\$2,010
\$10,001-\$50,000	>10%	\$50,000	\$5,050
Over \$50,000	>5%	\$60,000	\$3,060

Recommendation

Staff recommends that the BrAC review and discuss the draft work change order policy and approve a work change order policy based on the review and discussion.