

AGENDA

Lower Neponset River Superfund Site Community Advisory Group Meeting

April 2, 2024

7:00 pm – 8:30 pm

BCYF Hyde Park Municipal Building, 1179 River Street, Boston, MA

Purpose: Kickoff the Community Advisory Group (CAG).
Share potential interests and concerns.
Discuss basic structures, ground rules, meeting frequency.

7:00 – 7:30 pm Welcome and Introductions

- Welcome and Meeting Purpose
- Introductions, interests and concerns

7:30 – 7:45 pm Ground Rules

Discuss basic ground rules to guide initial CAG discussions.

7:45 – 8:15 pm Overview of CAG Meeting Structures

- Things to think about when structuring a CAG. (Matt Robbie, Facilitator)
- Meeting Format (Zanetta Purnell, EPA)
- Reflect on meeting formats observed in CAG meeting video clips

8:15 – 8:25 pm Reach Agreement on Meeting Frequency

- How often will the CAG meet?
- How will you coordinate and communicate in between meetings?
- Confirm dates and times for upcoming meetings.

8:25 – 8:30 pm Next Steps

- Facilitator to prepare meeting summary and distribute to CAG members for review.
- CAG members to come prepared with ideas for CAG name, leadership roles and mission statement.

CAG Formation Steps Tracking Table

| Steps | Status / Timing |
|--|-----------------|
| 1. Determine need for a CAG | |
| 2. Establish initial membership | |
| 3. Select leadership | |
| 4. Establish member and resource stakeholder roles | |
| 5. Establish guiding principles/bylaws | |
| 6. Organize, manage and run meetings | |