

# AGENDA

## Lower Neponset River Superfund Site Community Advisory Group Meeting

July 17, 2024

7:00 pm – 8:30 pm

Virtual via Microsoft (MS) Teams

[Join the meeting now](#)

**Purpose:** Work on overall CAG structure. Tackle prior agenda action items in an open meeting forum.

- 7:00 – 7:15 pm**    **Welcome and Introduction**
- Welcome and Meeting Purpose
  - Introductions

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**7:15 – 8:00 pm**    **CAG Structure Action Items – Open Discussion Working Session**

CAG Leadership Roles

- Gauge CAG member interest to serve any type of leadership role
- Discuss what leadership/functional roles the CAG should have.
  - Review EPA's suggestions and finalize list of roles.
  - CAG point-of-contact? EPA roles.
- Define role responsibilities (EPA to take lead on draft for CAG members?)
- Review draft questionnaire for those interested in serving a role (submit comments and suggestions ahead of next meeting).
- Decide procedure for role nominations (volunteer committee of 4-5? review by all? Other ideas?)

CAG Name

- Group activity - What ideas do you have for the CAG name?

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**8:05 – 8:25 pm**    **EPA Site Updates**

- Phase 2 Field Sampling Progress
  - What community members can expect to see in the field

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**8:25 – 8:30 pm**    **Wrap up and Next Steps**

- Confirm timing and format for next meeting.
- Create an 'idea box' for desired future meeting agenda topics, potential CAG training needs, outreach mechanism, periodic group site visits etc.,
- Facilitator to prepare meeting summary and distribute to CAG members for review.

## CAG Formation Steps Tracking Table

Steps	Status / Timing	
<b>1. Determine need for a CAG</b>	Complete	Held CAG info session on 2/27/24 and determined interest and need for a CAG.
<b>2. Establish initial membership</b>	Complete	Solicited requests for interested members and held initial CAG meeting with initial #-person membership.
<b>3. Select leadership</b>		In progress
<b>4. Establish member and resource stakeholder roles</b>		TBD
<b>5. Establish guiding principles/bylaws</b>		TBD
<b>6. Organize, manage and run meetings</b>		

# Community Involvement Activities Throughout the Superfund Remedial Process

*Community Involvement Tools are bolded and in italics.*

Discovery	PA/SI	Listing Process	RI/FS	ROD	RD/RA	O&M	NPL Deletion
<p><b>Required Activities</b></p> <p><i>Preliminary Assessment/Site Inspection (PA/SI)</i></p> <ul style="list-style-type: none"> <li>Meet with local officials &amp; opinion leaders</li> <li><b>Fact sheet</b></li> <li><b>Risk communication</b></li> <li>Designate a Community Involvement Coordinator (CIC)</li> </ul>	<p><u>National Priorities List (NPL) Listing</u></p> <ul style="list-style-type: none"> <li><b>Public notice</b></li> <li><b>Public comments</b></li> <li>Responsiveness summary</li> <li><b>Technical Assistance Grant (TAG) notification</b></li> </ul>	<p><u>Remedial Investigation/Feasibility Study (RI/FS)</u></p> <ul style="list-style-type: none"> <li>Conduct <b>community interviews</b></li> <li>Prepare <b>Community Involvement Plan (CIP)</b></li> <li>Establish <b>information repository (IR) and administrative record (AR)</b> - <b>Public notice</b></li> <li>TAG notification</li> </ul> <p><u>RI/FS Completion &amp; Proposed Plan</u></p> <ul style="list-style-type: none"> <li><b>Public notice</b></li> <li><b>Public meeting</b></li> <li><b>Public comments</b></li> <li>Responsiveness summary</li> </ul>	<p><u>Pre-Record of Decision (ROD) Significant Changes</u></p> <ul style="list-style-type: none"> <li><b>Public notice</b></li> <li><b>Public comment</b></li> <li><b>Public meeting</b></li> <li>Responsiveness summary</li> </ul> <p><u>ROD Issuance</u></p> <ul style="list-style-type: none"> <li><b>Public notice</b></li> <li><b>Public comment</b></li> <li>Review <b>CIP</b> &amp; revise if necessary</li> </ul> <p><u>Post-ROD Significant Changes/ROD Amendment</u></p> <ul style="list-style-type: none"> <li>Issuance of an explanation of significant differences</li> <li><b>Public notice</b></li> <li><b>Public comment</b></li> <li><b>Public meeting</b></li> <li>Responsiveness summary</li> </ul>	<p><u>Remedial Design/Remedial Action (RD/RA)</u></p> <ul style="list-style-type: none"> <li><b>Fact sheet</b> on RD</li> <li><b>Public meeting</b> at RD completion prior to RA, if appropriate</li> </ul> <p><u>Consent Decree</u></p> <ul style="list-style-type: none"> <li><b>Federal Register notice</b></li> <li><b>Public comment</b></li> <li>Responsiveness summary</li> </ul>	<p><u>Operations and Maintenance (O&amp;M)</u></p> <ul style="list-style-type: none"> <li><b>Five-year review</b></li> <li><b>Five-year review</b> results summary available in <b>IR</b></li> </ul>	<p><u>National Priorities List Deletion</u></p> <ul style="list-style-type: none"> <li><b>Federal Register notice</b> announcing intent to delete</li> <li><b>Public notice</b></li> <li><b>Public comment period</b></li> <li>Responsiveness summary</li> <li>Add deletion docket to <b>IR</b></li> </ul>	<p><b>Recommended Activities</b></p> <ul style="list-style-type: none"> <li>Create website or <b>social media</b> page</li> <li>Offer public meeting and webinar on Superfund process</li> <li>Press release</li> </ul> <p>Presentations to community</p> <ul style="list-style-type: none"> <li>Informational <b>public meetings</b> before RI begins</li> <li>Regular community visits</li> <li><b>Community advisory groups</b></li> <li><b>Media</b> visits</li> <li><b>Public availability/poster sessions</b></li> <li>Speak to schools and civic groups</li> <li>Offer workshop on Superfund process</li> <li>Regular briefings for local officials</li> <li><b>TANA</b></li> <li>Offer community visioning for site reuse</li> <li>Contact the Conflict Prevention and Resolution Center (CPRC) for alternative dispute resolution (ADR) services</li> </ul> <p>Presentations to community</p> <ul style="list-style-type: none"> <li>Offer site tour or virtual site tour</li> <li><b>Public meetings</b>, or conference calls to explain ROD</li> <li>Workshops or webinars on cleanup technology</li> <li><b>Fact sheet</b> to explain process</li> </ul> <p>Public briefing prior to RA</p> <ul style="list-style-type: none"> <li>Presentations to community</li> <li>Post on website or <b>social media</b> page</li> <li>Contact CPRC for ADR</li> <li><b>Focus groups</b></li> </ul> <p>Review <b>CIP</b></p> <ul style="list-style-type: none"> <li>Issue press release</li> <li>Post on website or <b>social media</b> page</li> <li><b>Communication strategy</b></li> <li><b>Public meeting</b></li> <li><b>Public availability/poster session</b></li> </ul> <p>Ceremony or special event to commemorate completion and recognize community members</p>
<p>Community involvement and planning for a site's reuse and redevelopment are integral to the entire process</p>							