

## **Franklin Regional Council of Governments**

### **Work Plan for CERCLA Section 104(k) Assessment Cooperative Agreement** *(Environmental Site Assessment of Petroleum Impacted Properties)* **October 1, 2007 thru September 30, 2010**

#### **OBJECTIVE:**

The Franklin Regional Council of Governments (FRCOG) Regional Brownfields Program is a fundamental component of the region's strategy to sustain a healthy environment and support economic opportunity in the region. Franklin County is the most rural area of Massachusetts. Among the municipalities within the region, there are significant variances in population trends, and as well as in wealth and poverty. Many communities located within easy commuting distance to employment opportunities in the south are experiencing significant growth and higher incomes. In areas less accessible to growing employment centers and in some of the urbanized centers, the residents are experiencing higher rates of unemployment and a greater proportion are living below the poverty level. Given the rural nature of the region, many of the communities do not have the capacity to initiate and coordinate planning activities and major projects. The resources provided by the U.S. Environmental Protection Agency (EPA) facilitate the FRCOG's ability to support a regional program to address brownfields redevelopment, such as through the assessment of potentially petroleum impacted properties.

The EPA grant award to assess brownfield sites potentially impacted by petroleum products, will be an important part of the FRCOG Regional Brownfields Program. According to a preliminary inventory of potential sites in Franklin County, there are approximately one hundred and thirty four underground storage tanks (USTs) containing petroleum products and approximately thirty-eight gas stations. In addition, there are unidentified former gas stations scattered throughout the region which are vacant or underutilized because of liability concerns. Municipal officials, residents and others will be surveyed to identify locations of former gasoline stations or storage locations of petroleum products. Once sites are identified, priority for assessment funding will be given to low and moderate income neighborhoods and town or village centers where private drinking water wells are in use. The FRCOG Brownfield Steering Committee will review and select sites proposed by communities in the region according to the priorities outlined in selection criteria pre-established by the FRCOG Brownfield Steering Committee. Once sites have been approved by the Brownfield Steering Committee, "Property Approval" forms for each site will be completed and forwarded for review and approval by the EPA Manager.

Cooperative agreement funding will be used to cover the costs of activities at or in direct support of brownfields sites as defined under CERCLA 101(39). The overall coordination of the cooperative agreement will be carried out by the Director of Planning & Development, Economic Development Planner, Natural Resource Program Manager, and GIS Specialist with technical assistance to be provided by an environmental engineering consultant.

**BUDGET: \$200,0000**

## **WORK PLAN TASKS:**

### **Task 1: Oversight of Cooperative Agreement and Overall Project Coordination**

Activity 1: Oversight of Cooperative Agreement including preparation of Quarterly Financial and Progress Reports.

Activity 2: Provide support and coordination for the Brownfield Steering Committee and the Environmental Engineering consultant.

Activity 3: Coordination with Brownfield Revolving Loan Fund Program

### **Task 2: Update Inventory & Mapping of Potential Petroleum Product Brownfield Sites**

Activity 1: Update the inventory of Brownfield properties identified by communities and the MA DEP, which may be eligible under this program

Activity 2: Contact each community's Select Board, Planning Board, Board of Health, and Historic Commission to review the inventory map prepared and to add any other potential Brownfield sites for petroleum products which the community may be concerned about.

Activity 3: Update GIS mapping of known UST and gas station sites and potential petroleum contaminated Brownfield sites to be investigated based on information from the DEP and towns.

Activity 4: Update mapping of high poverty rate and low and moderate income neighborhoods adjacent to potential petroleum contaminated Brownfield sites based on available data from the U.S. Census and Assessor's records as needed.

Activity 5: Prepare Property Approval Forms for review and approval by EPA Project Manager

Activity 6: Prepare Property Profile Forms for each property approved by the Brownfield Steering Committee and EPA Project Manager for inclusion in the region-wide program.

### **Task 3: Develop Site Access Strategies**

Activity 1: Hire legal counsel to assist in identifying potential site access strategies to protect public health and safety for sites which communities would like to gain access to for testing without acquiring the site. Legal Counsel may also assist in negotiations with property owners and with preparing site access agreements.

### **Task 4: Conduct Phase I and Phase II Site Assessments and prepare Phase III Site Remediation Plan(s)**

Activity 1: Conduct procurement process according to MGL Ch. 30B to contract for environmental engineering services. This includes: preparation of a Request for Proposals, review of proposals submitted, selection of an engineering firm with Massachusetts Licensed Site Professionals in coordination with the Brownfield Steering Committee, and development of a contract.

Activity 2: Consultant conducts at Phase I Site Assessments, Phase II Site Assessments, and prepares Phase III Site Remediation Plans, and others to the extent permitted by funding and site access.

Activity 3: Consultant conducts public education and outreach program in coordination with FRCOG.

Activity 4: Review of Phase I and Phase II Site Assessments and Remediation Plans by FRCOG staff.

**Task 5: Community Involvement, Public Outreach and Education for the Brownfields Petroleum Products Site Assessment Program**

Activity 1: Continue work with Brownfield Steering Committee to oversee the Brownfields Petroleum Products Site Assessment Program.

Activity 2: Conduct meetings with municipalities, property owners and potential developers to explain the program, enlist support for site assessment and gain permission for site access.

Activity 3: Prepare and distribute brief fact sheet on the Brownfields Petroleum Product Site Assessment Program and also make it available on the FRCOG website.

Activity 4: Give presentations on the Brownfields Petroleum Products Site Assessment Program to regional boards

Activity 5: Oversee work of Environmental Engineering Consultant in coordination with Brownfield Steering Committee

Activity 6: Maintain contact with local Boards of Health for sites within their communities by inviting them to quarterly Brownfield Steering Committee meetings where regular updates on environmental assessments will be given by the environmental engineering firm selected to complete work for this grant.

Activity 7: Conduct public information sessions for municipal officials and residents of impacted neighborhoods. These information sessions will be held to provide information about the results of the environmental site assessments completed and to get public input from residents about health concerns or reuse opportunities