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**MEMO**

To:

Steven Scharf, P.E., NYSDEC  
Katy Murphy, NYSDEC  
Renata Ockerby, NYSDOH  
Julia Schneider, Cashin Spinelli & Ferretti, LLC  
Scott Krall, Bayer  
David Paule, Bayer  
John Brussel, P.E., ARCADIS  
David Kingsley, ARCADIS

Gregory McDermott, ARCADIS  
Michael Perciballi, Posillico  
Lee Kaplan, Posillico  
Chris Hurst, Posillico

From:

Andrew Enigk, ARCADIS

Date:

September 2, 2014

ARCADIS Project No.:

B0032305.2013

Subject:

Bayer MaterialScience LLC – 125 New South Road, Hicksville, New York  
Pre-Construction Meeting Summary – August 26, 2014

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This memorandum summarizes items discussed during the August 26, 2014 pre-construction meeting for the Phase 2 - Operable Unit 4 (OU4) remedial activities to be performed at the Bayer MaterialScience LLC (Bayer) site located at 125 New South Road in Hicksville, New York (the Site). The remedial activities will be implemented by Bayer's remedial contractor (Posillico) with onsite construction/engineering oversight provided by ARCADIS.

**ATTENDEES**

The following personnel attended the meeting:

- Steve Scharf – NYSDEC (call-in)
- Julia Schneider – Cashin Spinelli & Ferretti, LLC (CSF)(representing the Town of Oyster Bay)
- Scott Krall – Bayer
- David Paule – Bayer
- John Brussel – ARCADIS (call-in)
- Dave Kingsley – ARCADIS
- Andrew Enigk – ARCADIS
- Greg McDermott – ARCADIS
- Michael Perciballi – Posillico
- Lee Kaplan – Posillico
- Chris Hurst – Posillico



- Andrew Abraido – Posillico
- John Trotta – Posillico

The meeting sign-in sheet is included as Attachment A.

## **DISCUSSION TOPICS**

### **Safety Moment:**

After group introductions, Michael Perciballi of Posillico informed the group of the emergency exit locations at the Posillico office where the meeting was held.

### **Safety/Safe Work Practices/Site Control:**

- ARCADIS indicated that the existing perimeter fencing and gates at the Site will be used for site control. Posillico agreed that the perimeter fence will be inspected on a routine basis.
- Posillico will contact Dig Safely New York to mark out utilities outside of the site fence line. Posillico will also contract with a private contractor for marking out onsite utilities.
- Posillico will provide a sign-in sheet for all visitors to the Site.
- Posillico will provide ARCADIS with employee training records for all personnel performing remedial activities at the site.
- ARCADIS inquired if Preferred Environmental Services (PES) (third party air monitoring contractor that performed the CAMP air monitoring during Phase 1 OU4) will be performing the air monitoring for Posillico and Posillico indicated they anticipate using PES for community air monitoring for the Phase 2 activities.

### **Remedial Design (RD), Remedial Design Addendum (RDA), and Project Submittals:**

- Bayer requested that ARCADIS send a copy of the final RDA to Posillico. A copy of the final RDA (and red line version showing all changes made to the “draft” RDA) was e-mailed to Posillico after the meeting.
- ARCADIS will prepare a distribution list for project submittals from Posillico.
- ARCADIS discussed the Operations Plan, Health and Safety Plan, and Contingency Plan requirements. Posillico agreed to submit the plans to Bayer and ARCADIS for review prior to the start



of work. Posillico acknowledged that they have the submittal register provided with the contractor clarifications distributed by Bayer following the June 5, 2014 pre-bid meeting.

- Posillico will submit an in-situ waste characterization sampling plan to ARCADIS for review so they can perform sampling as one of their first Phase 2 OU4 work tasks.
- Posillico will provide examples of the non-hazardous and hazardous waste soil manifests for Bayer and ARCADIS review prior to use. ARCADIS indicated they would provide a copy of the hazardous waste manifest used for the Phase 1 OU4 remedial activities for use in developing the Phase 2 OU4 manifest. ARCADIS also noted that Posillico will be sending copies of the partially executed waste manifests to the NYSDEC postmarked within 5 calendar days of the shipment date as described in the RDA.
- ARCADIS suggested that Posillico prioritize submission of the proposed clean backfill source laboratory analytical results and the non-hazardous/hazardous waste profiles for review by Bayer and ARCADIS so Posillico can proceed with work tasks specified on their project schedule.
- ARCADIS will follow-up with Posillico after the meeting with who from ARCADIS will be the primary contact for project submittals and potential change orders. Posillico agreed to use the numbering system for submittals that is provided in the RD.
- Posillico described their in-house survey capabilities and indicated they will perform the necessary survey activities specified in the RD/RDA. ARCADIS requested that Posillico provide the Survey Control Plan to ARCADIS for review.
- ARCADIS described the RDA revisions to Posillico based on responses to NYSDEC comments on the RDA. The RDA revisions included the addition of four pre-excavation soil sampling locations and two excavation areas (approximately 121 cubic yards total) located in the southern corner of the site.

#### **Construction Approach and Schedule:**

- Bayer discussed the schedule and noted that the goal of Phase 2 OU4 was to complete construction in 2014. Posillico indicated they plan on completing construction in 2014.
- Bayer, NYSDEC, NYSDOH, CSF, and Posillico anticipate participating in weekly meetings throughout the project. The group agreed on a meeting day of Wednesdays at 11:00 a.m. The first meeting is tentatively scheduled for September 10, 2014. ARCADIS will prepare the weekly meeting minutes and submit them to the project team. CSF requested being added to the weekly meeting minutes.



- ARCADIS will complete the weekly progress reports and submit them to the project team. Bayer requested that the reports include a progress tracking table.
- Posillico will start working on acquiring the building demolition and tree removal permits as soon as possible. Posillico is familiar with the permitting process for the Town of Oyster Bay.
- The group discussed the posting of project signs. Bayer inquired if the project sign from Phase 1 OU4 could be used with corrections made as needed. Posillico will provide Bayer and ARCADIS with photos of the existing project sign to determine whether the sign is still useable and what revisions would need to be made. ARCADIS will provide a PDF file containing the proposed layout/content of the project sign if a new sign is needed. Posillico also indicated it will post construction signs as a visual reminder to the public that construction activities are in progress at the site.
- ARCADIS noted that prior to demolition of the Administration Building, Bayer's asbestos abatement contractor (Synatech) will need to perform a couple hours of additional asbestos-containing material (ACM) roofing abatement under the heating, ventilation, and air conditioning (HVAC) unit currently mounted on top of the Administration Building roof. Once Posillico removes the HVAC unit, Synatech will remove the ACM roofing, and Posillico can proceed with the demolition activities.
- Bayer indicated that ARCADIS and the NYSDEC would be willing to share a trailer with Posillico if Posillico wished to mobilize only one project trailer. Posillico responded that they prefer to provide a second project trailer so they have room for their construction personnel.
- CSF inquired if any waste soil was being hauled via rail car. Bayer responded that none of the waste will be hauled via rail due to the onsite spur being disconnected from the main rail line. Bayer anticipates all of the waste being transported offsite via truck for disposal.
- Posillico indicated the project work hours will be typical union contract work hours of 7:00 a.m. to 3:30 p.m. Posillico agreed to provide notice to ARCADIS in the event longer hours or Saturday work is needed.
- Posillico will use the existing soil staging area and decontamination pad at the Site for the Phase 2 OU4 remedial activities.
- The NYSDEC will determine whether a new Fact Sheet needs to be distributed to announce the second phase of OU4.
- ARCADIS informed Posillico that power had been restored to the utility pole used for the Phase 1 OU4 remedial activities and that ARCADIS can provide access to the panel when needed by Posillico's electrician.



- Bayer discussed the monthly invoicing with Posillico. Posillico agreed to provide a “draft” invoice for review with the necessary back-up information and detail requested by Bayer. After review and approval by Bayer, Posillico would revise the invoice appropriately and submit the final invoice for Bayer’s approval.

### **ACTION ITEMS**

- ARCADIS will send Posillico coordinates for the four new soil test pit/boring locations added to the RDA in response to comments provided by the NYSDEC.
- Bayer will provide the group with a project contact list. [This is provided in Bayer’s August 29, 2014 invitation for weekly construction coordination meetings]
- Bayer will send an e-mail correspondence including a recurring weekly progress meeting invitation to the project team. [Completed on August 29, 2014]
- Posillico will send Bayer and ARCADIS an updated critical path schedule with more specific milestone information as requested by ARCADIS during the meeting. [Completed on August 28, 2014]
- ARCADIS will send Posillico a copy of the weekly erosion and sedimentation control inspection form currently being completed for the site. [Completed on August 28, 2014]
- Bayer will determine whether the lead-based paint removal will be included in the Administration Building Demolition portion of the contract. [Completed on August 28, 2014, lead abatement is added to the contract]
- ARCADIS will provide computer-aided design (CAD) files of the RDA figures and drawings to Posillico. [Completed on August 28, 2014]
- ARCADIS will work with Bayer on how to handle the large concrete blocks onsite that were placed over broken leachate pit manhole openings during previous remedial activities at the site. ARCADIS and Bayer will also determine how to handle the leachate pit following removal of the concrete blocks.
- ARCADIS will work with Posillico to determine appropriate grades for backfilling and installation of the soil cover system.

Upon receipt of this memorandum, please notify Mr. Andrew Enigk of ARCADIS at 315.671.9548 within 5 days if you believe that any portion of this summary does not accurately reflect issues discussed/resolved during the meeting, or if additional items should be recorded in this summary. If modifications are made, a follow-up memorandum will be distributed.

**Attachment A**

Sign-In Sheet

**SIGN-IN SHEET  
PRE-CONSTRUCTION MEETING – AUGUST 26, 2014**

**PHASE 2 OU4 REMEDIAL ACTION  
BAYER MATERIALSCIENCE LLC  
125 NEW SOUTH ROAD  
HICKSVILLE, NEW YORK**

	Name (Printed)	Signature	Affiliation	Phone No.	E-Mail Address
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3	Christopher Hurst		Posillico, Inc.	516-523-0295	christopher@posillico.com
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5	Lee Kaplan		Posillico inc.	917-868-5472	LKaplan@posillico.com
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