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& MILLER, INC.

Environmental Services

**CITIZEN PARTICIPATION PLAN
D.C. ROLLFORMS/INGERSOLL-RAND SITE
JAMESTOWN, NEW YORK**

August 1996

Prepared for

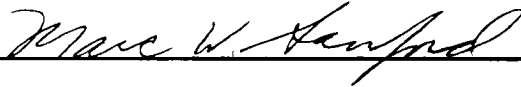
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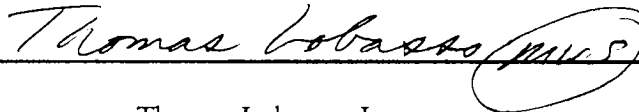
**CITIZEN PARTICIPATION PLAN
D.C. ROLLFORMS/INGERSOLL-RAND SITE
JAMESTOWN, NEW YORK**

August 19, 1996

Prepared by GERAGHTY & MILLER, INC.



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TABLE

1. Schedule of Citizen Participation Activities During the Focused Remedial Investigation/Feasibility Study at the D.C. Rollforms/Ingersoll-Rand Site, Jamestown, New York.

FIGURE

1. Site Location, D.C. Rollforms/Ingersoll-Rand Site, Jamestown, New York.
2. Site Map, D.C. Rollforms/Ingersoll-Rand Site, Jamestown, New York.



**CITIZEN PARTICIPATION PLAN
D.C. ROLLFORMS/INGERSOLL-RAND SITE
JAMESTOWN, NEW YORK**

INTRODUCTION

This site-specific citizen participation plan (CPP) describes a program for community participation during the focused Remedial Investigation/Feasibility Study (RI/FS) of the D.C. Rollforms/Ingersoll-Rand Site (site) located on property owned by Dowcraft Corporation in Jamestown, New York. The purpose of this program is to provide a mechanism for the community, government officials, and other interested or affected citizens to become involved in the decision-making process. The program also serves to keep these groups informed of on-site activities.

BASIC SITE INFORMATION

The site is located at 583 Allen Street in Jamestown, Chautauqua County, New York (Figure 1). Based on Chautauqua County tax maps, the site consists of two parcels encompassing approximately 3.2 acres. Figure 2 is a site map developed from existing mapped information and shows the current physical layout of the site. One existing building located on the northern portion of the site is currently occupied by the D.C. Rollforms Corporation. The site is bordered along the north and northwestern perimeter by the Chadakoin River, which flows in a generally easterly direction. Allen Street is directly east of the site, with property owned by the Jamestown Urban Renewal Agency and Weber Knapp Corporation abutting the site to the south.

The site is also the former location of the Proto Tool Company, formerly a unit of Ingersoll-Rand Company. The Proto Tool plant was a permitted hazardous waste treatment, storage and disposal facility (TSDF) which was closed in 1985 and subsequently demolished in 1986 as part of a closure plan for the facility. In 1990 and 1991, the results of Phase I and Phase II Environmental Site Assessments (ESAs) performed at the site indicated the presence of elevated metals concentrations in soils and volatile organic compounds (VOCs) including trichloroethene and vinyl chloride in



groundwater at the site. As a result, the New York State Department of Environmental Conservation (NYSDEC) listed the site in the *Registry of Inactive Hazardous Waste Disposal Sites in New York State*. The site is currently listed as a Class 2 inactive hazardous waste site (Site Code 90719). A Class 2 site is one which presents a significant threat to the public health or the environment and action is required.

PROJECT DESCRIPTION

A focused RI/FS will be performed at the site. The purpose of the focused RI/FS is to determine the nature and extent of groundwater and soil impacts at the site, to explore remedial (clean up) alternatives, and to select a proposed remedial action that is protective of human health and the environment.

The focused remedial investigation (RI) will consist of on-site groundwater, surface-water, and soil investigations. The study will also include groundwater investigations to determine groundwater flow direction and quality.

The field investigations will focus on providing data to characterize the subsurface soils at the site, identify potential on-site contaminants, characterize the nature and extent of site contamination, and provide sufficient data to properly develop and evaluate remedial alternatives. Once the data is collected and analyzed, an initial screening of remedial alternatives will be performed, followed by a detailed evaluation of remaining alternatives in a focused feasibility study (FS). A conceptual design of the recommended remedial action will then be developed and presented in the final FS report.

Following review and approval of the focused FS by the NYSDEC, the NYSDEC will prepare a proposed remedial action plan (PRAP). The PRAP will be issued with a 30-day public comment period which includes a public meeting and responsiveness summary which provides answers to questions received during the comment period.



CONTACT LIST**POTENTIALLY AFFECTED AND/OR INTERESTED PUBLIC****A. Federal Elected Officials**

Honorable Alfonse M. D'Amato (202) 224-6542
U. S. Senator
520 Hart Senate Office Building
Washington, DC 20510

State Office:

1259 Federal Building (315) 423-5471
P.O. Box 7216
Syracuse, NY 13261

Honorable Daniel Patrick Moynihan (202) 224-4451
U.S. Senator
464 Russell Senate Office Building
Washington, DC 20510

Congressman Amory Houghton, Jr.
31st Congressional District
P.O. 908 Federal Building
Jamestown, NY 14702-0908

B. State Elected Officials

Senator Jess Present (716) 664-4603
56th Senatorial District
910 Hotel Jamestown
Jamestown, NY 14701

Assemblyman William Parment
150th Assembly District
809 Hotel Jamestown
Jamestown, NY 14701



C. County and City Officials

Mr. Steve Anderson
Planning Coordinator
City of Jamestown
Municipal Building, 3rd Floor
Jamestown, NY 14701

Honorable Andrew Goodell
Chautauqua County Executive
Grace Office Building
Mayville, NY 14757

Ms. Jackie Jackson
Chautauqua County Board of Health
1765 Peck Settlement Road
Jamestown, NY 14701

Mr. Steve Johnson, P.E.
Chautauqua County Health Department
Health and Social Services Bldg.
Mayville, NY 14757

Mr. David Narducci
Chautauqua County Environmental
Management Council
156 Sea Lion Drive
Mayville, NY 14757

D. Newspapers

Jamestown Post Journal
P.O. Box 190
Jamestown, NY 14702



E. **Citizens and Other Interested Parties**

Mayor Richard Kimball
 Jamestown City Mayor's Office
 Municipal Building
 Jamestown, NY 14701

Weber Knapp Company
 P.O. Box 518
 Jamestown, New York 14702

Ms. Diane Heminway
 Citizen Environmental Coalition
 339 N. Main Street, Suite A
 Medina, NY 14103

D.C. Rollforms Corporation
 583 Allen Street
 Jamestown, New York 14702

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION CONTACTS

Mr. Michael Podd
 N.Y.S.D.E.C., Region 9
 270 Michigan Avenue
 Buffalo, NY 14203

(716) 851-7220

Mr. Jaspal S. Walia
 N.Y.S.D.E.C., Region 9
 270 Michigan Avenue
 Buffalo, NY 14203

NEW YORK STATE DEPARTMENT OF HEALTH CONTACTS

Ms. Anita Gabalski
 Health Liaison Program
 NYSDOH
 2 University Place, Rm. 240
 Albany, NY 12203

1-800-458-1158
 x 402

Mr. Daniel R. Geraghty
 NYSDOH - BEEI
 2 University Place, Rm. 205
 Albany, NY 12203

The New York State Department of Health (NYSDOH) maintains an Environmental Health Information Line which is a toll-free number for citizens with environmental health questions. The number is 1-800-458-1158. Callers with site-related health questions or concerns should ask for extension 402. The line is staffed from 8 am to 4:30 pm on weekdays. On weekends



and holidays, callers can leave a message for the next business day.

SUGGESTED DOCUMENT REPOSITORY LOCATION

James Prendergast Library
509 Cherry Street
Jamestown, NY 14701
(716) 484-7135
Hours: M-F, 9am - 9pm
S, 9am - 5pm



DESCRIPTION OF CITIZEN PARTICIPATION
ACTIVITIES FOR EACH MAJOR ELEMENT
OF THE REMEDIAL PROGRAM

The following activities are recommended for the D.C. Rollforms/Ingersoll-Rand Site citizen participation program. The activities are in accordance with NYSDEC requirements. Table 1 illustrates the timing of each activity during the RI/FS schedule for the site.

Ingersoll-Rand will be responsible for implementing this CPP. A designated citizen participation coordinator (CPC) will oversee implementation of the CPP and be available to respond to questions from the community. The name and telephone number of the chosen CPC will be attached to this CPP and included in the local document repository. All public mailings will contain the name and telephone number of the CPC, NYSDOH and NYSDEC contacts.

One copy of the final draft work plan for the RI/FS will be placed in the project's local document repository, the James Prendergast Library. A public notice of the availability of the final draft work plan will be mailed utilizing the contact list. The notice will include a brief description of the site, provide an overview of the RI/FS and discuss its objectives, identify the project's local document repository and NYSDEC/NYSDOH contacts, information regarding the Environmental Health Information Line, and request information and comments from the public. Once the final RI/FS Work Plan is prepared, a copy of the plan will be placed in the local document repository.

Before the start of the field investigation a fact sheet will be developed and mailed to the contact list. Upon completion of the site field investigations, a copy of the final draft RI report will be placed in the local repository, and the contact list will again be utilized to mail an announcement of its availability. A fact sheet, containing background information and briefly summarizing the report will also be distributed to those on the contact list. Upon completion of the final RI report, a copy will be placed in the local repository and the contact list will be utilized to mail an announcement of its availability.



Upon completion, one copy of the final draft FS report will be placed in the project's local document repository. A mailing utilizing the contact list will announce the placement and a fact sheet will be distributed summarizing the report. Upon completion of the final FS report, a copy will be placed in the local document repository and the contact list will be used to mail an announcement of its availability. A notice published in a local newspaper of general circulation also will announce the report's availability. Following approval of the focused FS by the NYSDEC, the NYSDEC will prepare a PRAP. The PRAP will be issued with a 30-day public comment period which includes a public meeting and releasing a responsiveness summary which provides answers to questions received during the comment period.

GLOSSARY OF KEY TERMS AND MAJOR PROGRAM ELEMENTS

KEY TERMS

Citizen Participation - A process to inform and involve the interested/affected public in the decision-making process during the investigation and remediation of sites. This process helps to assure that the best decisions are made from an environmental, human health, economic, social and political perspective.

Citizen Participation Plan - A document that describes the site-specific citizen participation activities that will occur in order to complement remedial activities. It also provides site back-ground and rationale for the selected citizen participation program for the site.

Citizen Participation Specialist - A NYSDEC staff member within the Division of Hazardous Waste who provides guidance, evaluation, and assistance to the project manager in carrying out the site-specific Citizen Participation Plan.



Contact List - Names, addresses and/or telephone numbers of individuals, groups, organization, and media interested and/or affected by a particular site in the remedial program. It is used to inform and involve the interested/affected public.

Document Repository - Typically a regional NYSDEC office and/or public building, such as a library, at which documents related to site remedial and citizen participation activities are available for public review. It is usually located near the site.

Fact Sheet - A written discussion of a site's remedial process, or some part of it, prepared for the public and written in easily understandable language. A sheet may be prepared for the general public or a particular sector. Its uses may include the discussion of an element of the remedial program, opportunities for public involvement, availability of a report or other information, or announcement of a public meeting. It may be mailed to all or part of the interested public, distributed at meetings or during sampling efforts, or sent when requested.

NYSDEC Project Manager - A NYSDEC staff member, usually an engineer, geologist, or hydrogeologist, within the Division of Hazardous Waste Remediation that is responsible for the day-to-day administration and ultimate disposition of one or more hazardous waste sites. The project manager works with the Office of Public Affairs as well as fiscal and legal staff to accomplish site-related goals and objectives.

NYSDOH - The New York State Department of Health.

Public Meeting - A scheduled gathering of the NYSDEC staff and the public to give and receive information, ask questions, and discuss concerns. A public meeting may take many forms and could be a large group meeting or a workshop.



Public Notice - A written informational technique used to inform the public of an important upcoming activity or phase in a site's remedial program. Some public notices are formal and meet legal requirements, such as those published in a local newspaper of general circulation. Others are informal notices, which may be made through telephone calls to key citizen leaders or through targeted mailings.

Responsiveness Summary - A formal or informal written or verbal summary and response to public questions and comments. It is usually prepared during or after important elements in a site's remedial program. The responsiveness summary may list and respond to each question or summarize and respond to questions in categories.

MAJOR PROGRAM ELEMENTS

Site Placed on Registry of Inactive Hazardous Waste Sites - Each inactive site known or suspected of containing hazardous waste must be included in the Registry. Therefore, all sites which state or county environmental or public health agencies identify as known or suspected to have received hazardous waste should be listed in the Registry as they are identified. Whenever possible, the NYSDEC carries out an initial evaluation of the site before listing.

Phase I Site Investigation - An investigation that includes preliminary characterizations of hazardous substances present at a site, identifies pathways by which contaminants may be migrating away from the original area of disposal, identifies resources or populations that may be affected by site contamination, and researches waste disposal practices and potentially responsible parties. The investigation therefore involves research of records from all agencies known to be involved with a site and interviews with site owners, employees, and local residents to gather pertinent information about a site. Information gathered is summarized in a Phase I report.

After a Phase I investigation, the NYSDEC may choose to initiate an emergency response to



nominate the site for the National Priorities List (NPL), or, where additional information is needed to determine site significance, to conduct a Phase II Site Investigation.

Phase II Site Investigation - Ordered by the NYSDEC when the results from a Phase I Site Investigation are insufficient for properly classifying a site. Information gathered is summarized in a Phase II report and is used to arrive at a final hazard ranking score and to classify the site. A Phase II investigation is not sufficiently detailed, however, to determine the full extent of the contamination, evaluate remedial alternatives, or prepare a conceptual design for construction.

Proposed Remedial Action Plan (PRAP) - Plan released by the NYSDEC outlining the proposed measures for the remediation of the site. The release of the PRAP is announced via public notice.

Remedial Investigation (RI) - A process to determine the existence, nature, and extent of contamination through data collection and analysis. The process may include sampling, monitoring, and other information-gathering techniques that are used to determine the necessity for, and proposed extent of, a remedial program for the site.

Feasibility Study (FS) - A process for developing, evaluating, and selecting remedial actions. Data gathered during the remedial investigation are used to define the objectives of the site remedial program and broadly develop remedial action alternatives; perform an initial screening of alternatives; and perform a detailed analysis of a limited number of alternatives that remain after the initial screening stage.

Remedial Design - Once a remedial action has been selected, technical drawings and specifications for remedial construction at a site are developed in accordance with the final RI/FS report. Design documents are used to bid and construct the chosen remedial actions. A remedial design is prepared by engineers with experience in active hazardous waste site remediation.



Construction - The selection and supervision of contractors who work to carry out the designed remedial alternative. Construction may be as straightforward as excavation of contaminated soil with disposal at a permitted hazardous waste facility. On the other hand, it may involve drum sampling and identification, complete encapsulation, leachate collection, storage and treatment, groundwater management, or other technologies. Construction costs may vary from several thousand dollars to many millions of dollars, depending on the size of the site, the nature of the contamination, and other conditions.

Monitoring/Maintenance - Denotes post-closure activities to ensure continued effectiveness of remedial actions. Typical monitoring/maintenance activities include quarterly inspection by an engineering technician, collection of groundwater and/or surface-water samples, water-quality analysis, and other indicators of possible site contamination.

Consent Order - A legal, enforceable, negotiated agreement between the NYSDEC and responsible parties where the latter agrees to undertake or pay for the costs of an investigation and/or clean-up at a site. The order includes a description of the remedial actions to be undertaken at the site and a schedule for implementation.

Delisting - Removal of a site from the State Registry based on data that show the site does not contain hazardous wastes.

Potentially Responsible Party Lead Site - A site at which those legally liable have accepted responsibility for the investigation and/or the development and implementation of its remedial program. Potentially Responsible Parties (PRPs) may be current owners, past and present site operators, or those who generated wastes placed at the site. Remedial programs developed and implemented by PRPs generally result from an enforcement action taken by the state. PRPs usually incur the costs associated with a remedial program.



Ranking System - The U.S. Environmental Protection Agency uses a hazard ranking system (HRS) to assign numerical scores to each inactive hazardous waste site. The scores express the relative risk or danger from the site.

Responsible Parties - Those individuals or groups responsible for, or contributing to, the contamination at a hazardous waste site.

State Lead Site - An inactive hazardous waste site at which the NYSDEC has responsibility for investigating problems and developing and implementing the site's remedial program. The NYSDEC generally uses funds available from the State Superfund and the Environmental Quality Bond Act of 1986 to pay for these activities. The NYSDEC has direct control and responsibility for the remedial program.



TABLES



Table 1. Schedule of Citizen Participation Activities During the Focused Remedial Investigation/Feasibility Study at the D.C. Rollforms/Ingersoll-Rand Site, Jamestown, New York.

	Final Draft Work Plan	Final Work Plan	Final Draft RI Report	Final RI Report	Final Draft FS Report	Final FS Report
Copy Placed in Document Repository	X	X	X	X	X	X
Mailing to Contact List and/or Public Notice	X	X	X	X	X	X
Fact Sheet Distribution			X		X	
Legal Notice						X
30-Day Public Comment Period						X
Public Meeting						X
Meeting Summary and Responsiveness Summary						X





