AGENDA

Rolling Knolls Landfill Superfund Site
Community Advisory Group Informational Meeting

**October 29, 2018**

**6:30 pm – 8:00 pm**

Helen Fenske Visitors Center
32 Pleasant Plains Road, New Vernon, NJ 07976

**Purpose:** Hear site status updates;
Discuss EPA technical assistance resources and role within Community Advisory Group (CAG) process;

Revisit CAG formation process and establish guiding principles.

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| **6:30 – 6:35 pm** | **Welcome and Introductions*** Welcome
* Meeting Purpose and Introductions (facilitated by Matt Robbie, Skeo)
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| **6:35 -- 6:50 pm** | **Site Status Updates (EPA)*** Update on the status of Feasibility Study
* Clarify potential for CAG to review Revised Draft Feasibility Study
* Next steps and timing
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| **6:50 – 7:20 pm** | **Technical Assistance**Overview of Technical Assistance Services to Communities (TASC) processConfirm technical assistance needs of the communityReview roles of TASC and other potential technical assistance activities  |
| **7:20 – 7:50 pm** | **CAG Operating principles** * Recap CAG formation agreements to date
* Revisit guiding principles (member expectations, mission statement, communications, and meeting ground rules)See link below to EPA’s CAG Toolkit (pages 5-12) as a discussion resource: <https://semspub.epa.gov/work/HQ/175055.pdf>
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| **7:50 – 8:00 pm** | **Next Steps** Confirm schedule for a site visit and the next CAG meeting |

Rolling Knolls Landfill CAG Formation Steps Tracking Table

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| Steps | Status / Timing |  |
| 1. Determine need for a CAG
 | Completed9/17/18 | Participants indicated clear consensus in support of establishing a CAG at this time.  |
| 1. Establish initial membership
 | Partially completed9/17/18 | Initial membership self-selected during 9/17 meeting and by prior/subsequent expression of interest. |
| 1. Select leadership
 | Completed9/17/18 | Participants recommended that Sally Rubin, Executive Director of the Great Swamp Watershed Association serve as the CAG Chair. |
| 1. Establish member and resource stakeholder roles
 | Partially completed9/17/18 | Agreed on member/technical resource roles on 9/17.*Members could include:*Property owners at and near the site, residents of local jurisdictions, representatives of organizations, non-elected local government advisory committee representatives, regional stakeholders*Examples of Technical Resources/Involved Agencies:*USEPA, NJDEP, U.S. Department of Interior, PRP group representatives, municipal elected officials, TASC technical advisor, and facilitator |
| 1. Establish guiding principles/bylaws
 | To be determined | *For discussion on 10/29:*Mission statementMember expectationsInternal/external communicationsMeeting ground rules |
| 1. Organize, manage and run meetings
 | Ongoing |  |