AGENDA

Rolling Knolls Landfill Superfund Site
Community Advisory Group Meeting

Monday, May 13, 2019

6:00 pm – 7:30 pm

Chatham Township Municipal Building
58 Meyersville Road, Chatham, NJ

6:00 pm **Overview**

- Welcome and meeting purpose.

6:00 – 6:45 pm **Overview of Potentially Responsible Parties at the Rolling Knolls Site**
(EPA and PRP Group representatives)

- EPA can give a brief update on the feasibility study schedule.
- EPA will provide a general overview of the different types of PRPS and their role in the process.
- The performing potentially responsible parties (PRP Group) will introduce to the PRP Group and describe their role in the Superfund process to date

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6:45 – 7:15 pm **Revisit CAG Operating Principles** (facilitated by Matt Robbie, Skeo)

- Review and refine as needed from operating principles table on reverse side.
- CAG discussion regarding further documentation of operating principles.
- Discuss options and considerations for ongoing facilitation of CAG meetings.

7:15 – 7:30 pm **Wrap up Next Steps**

- Schedule for next meeting and revised Feasibility Study release.
- Adjourn

Rolling Knolls Landfill CAG Formation Steps and Operating Principles

CAG Mission Statement: *The mission of the Rolling Knolls Community Advisory Group is to facilitate community stakeholder participation in the Superfund cleanup process and planning for the site's future use, and to ensure all cleanup is adequately protective of human health and the environment and provides ecological revitalization.*

Steps	Status / Timing	
1. **Determine need for a CAG**	Completed 9/17/18	Participants indicated clear consensus in support of establishing a CAG at this time.
2. **Establish initial membership**	Partially completed 9/17/18	Initial membership self-selected during 9/17 meeting and by prior/subsequent expression of interest.
3. **Select leadership**	Completed 9/17/18	Participants recommended that Sally Rubin, Executive Director of the Great Swamp Watershed Association serve as the CAG Chair.
4. **Establish member and resource** stakeholder roles	Completed 10/29 and 12/3	Agreed on member/technical resource roles on 9/17. *Members currently include:* Property owners living near the site, Residents of local jurisdictions, Representatives of organizations, Other regional stakeholders *Technical Resources/Involved Agencies:* USEPA, NJDEP, U.S. Department of Interior, PRP group representatives, U.S. Fish & Wildlife Service, municipal elected officials, TASC technical advisor, and CAG facilitator.
5. **Establish guiding principles/bylaws** See October 29 CAG meeting summary (pages 4-6) https://www.greatswamp.org/wp-content/uploads/2019/02/CAG-minutes-10-29-18.pdf	To be reviewed 5/13	*Items discussed 10/29 and 12/3* Mission statement Member expectations Internal/external communications Discussion ground rules Meeting space and structure
6. **Organize, manage and run meetings**	Ongoing	Meetings are held every other month, or as needed, on Mondays at 6:00pm at the Chatham Township Offices (58 Meyersville Road, Chatham, NJ)