

Introduction

This TPP Memorandum details the events of the Seal Island, Maine Site Inspection (SI) TPP meeting held at the Maine Department of Environmental Protection office in Portland, Maine on 9 February 2006. Participants of the meeting included representatives from the USACE (New England and Baltimore Districts), U.S. Fish and Wildlife Service (FWS), the Maine Department of Environmental Protection (MEDEP), the Maine Department of Marine Resources (ME DMR) and the Alion Team (see attendance list). This TPP Memorandum describes the purpose and objectives of the TPP, the meeting attendees, the materials and documentation discussed/reviewed during the TPP, the list of handouts, other TPP documentation, changes/deletions/modifications to the TPP material, and discussion items.

TPP Purpose and Objectives

The purpose of the TPP meeting was to provide the property owner(s), state regulators, and other interested parties/stakeholders with an understanding of the Formerly Used Defense Site (FUDS) program, an overview of the TPP process, and the necessary steps to complete the SI at the Seal Island site.

Objectives include the following:

- Present the proposed sampling plan to the property owner, state regulators, and other interested parties/stakeholders.
- Obtain feedback on the proposed plan and other site specific information from the property owner, state regulators, and other interested parties/stakeholders.
- Determine action items for the path forward.

Attendance List

<u>Name</u>	<u>Organization</u>	<u>Project Role</u>	<u>Phone Number</u>	<u>Email Address</u>
Robert Williams	USACE-Baltimore	Program Manager	410-962-4006	Robert.j.williams@nab02.usace.army.mil
Sheila Holt	USACE- NAE	Project Manager	978-318-8174	Sheila.d.holt@nae02.usace.army.mil
Bill Holtham	USACE-NAE	FUDS Program Manager	978-318-8670	William.j.holtham@usace.army.mil
Bob Davis	USACE-NAE	Environmental Resource Specialist	978-318-8236	Robert.w.davis@usace.army.mil
Carol Ann Charette	USACE- NAE	Chief Env Eng Section	978-318-8605	Carol.a.charette@usace.army.mil

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TPP Memorandum #1 – Seal Island Gunnery Range
April 2006*

<u>Name</u>	<u>Organization</u>	<u>Project Role</u>	<u>Phone Number</u>	<u>Email Address</u>
Charles Blair	US FWS	Refuge Manager	207-236-6970 x 12	Charles_blair@FWS.gov
Brian Benedict	US FWS	Deputy Manager	207-236-6970	brian_benedict@fws.gov
Ted Wolfe	ME DEP	Program Manager	207-287-8552	Theodore.e.wolfe@maine.gov
Iver McLeod	ME DEP	Project Manager	207-287-8010	iver.j.mcleod@maine.gov
Brian Swan	Maine DMR	Environmental Coordinator	207-236-6970	Brian_swan@maine.gov
Roger Azar	Alion Team	Program Manager	301-399-7304	razar@alionscience.com
Ivy Able	Alion Team	Task Manager	410-771-4950	iable@eaest.com
Jane Connet	Alion Team	Assistant Project Manager	508-485-2982 x206	JC3@eaest.com
Timothy Reese	Alion Team	Project Manager	410-538-8202 ext. 101	TReese@eaest.com
Corinne Shia	Alion Team	Project Manager	703-217-3810	cshia@alionscience.com

Materials and Documentation Discussed/Reviewed During TPP

The following documents were discussed during the TPP in order to provide the attendees with a familiarity of the site, an understanding for the basis of the TPP, and the source of background information:

- 1988 Inventory Project Report (INPR)
- 2003 Archive Search Report (ASR)
- 2004 Supplemental ASR
- 2005 programmatic work plan entitled “Final Programmatic Work Plan for Formerly Used Defense Sites (FUDS) Military Munitions Response Program (MMRP) Site Inspections at Multiple Sites in the Northeast Region”
- 2005 Aerial Photographs of Seal Island presented by the US Fish and Wildlife

Handouts

The following handouts were distributed to the attendees of the TPP meeting for discussion and are included as attachments to this TPP Memorandum:

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- Agenda for TPP (Attachment 1)
- Acronyms and Abbreviations (Attachment 2)
- Overview of TPP guidance from EM 200-1-2 (Attachment 3)
- Slide presentation (Attachment 4)
- Data Quality Objective (DQO) tables (Attachment 5)
- TPP Phase I Memorandum for Record (MFR) Worksheet (Attachment 6)
- Draft Conceptual Site Model (CSM) (Attachment 7)
- Draft Map (11 x 17") of Proposed Sampling Locations (Attachment 8)
- Evaluation of the TPP Facilitated Session (Attachment 9)
- Revised Schedule (Attachment 10)

The Agenda set the stage for the meeting and was followed as provided. The List of Acronyms and Abbreviations was provided to attendees as well as a general TPP overview handout taken from EM 200-1-2 for reference purposes. A copy of the slide presentation prepared and presented by the Alion Team was provided to the attendees to allow them to follow along and take notes. Charts of DQOs, the draft site-specific CSM, and a draft map of the proposed sampling locations were also distributed. The TPP Phase I MFR Worksheet was filled out with participation and input from the stakeholders. At the conclusion of the TPP meeting the SI schedule was reviewed, and an evaluation sheet was distributed for attendees to provide feedback on the TPP process and meeting.

Changes/Deletions/Modifications

The most significant change was an agreement among all parties to accelerate the schedule to potentially enable the Alion Team to conduct sampling in early April 2006. The site must be closed between May and August (due to breeding seasons for migratory birds and marine mammals). If the work plan and permit activities can be accelerated, the other major potential constraint will be weather. Seal Island is only accessible by boat and rough seas can severely affect the transport to and from the island. Team members visiting the island to perform field work must be prepared to stay over for the night if inclement weather does not allow for a boat return to main land.

Some sampling locations were modified as a result of discussion with the stakeholders at this TPP. A more detailed description of the modifications to the sampling locations is provided below in the discussion items.

Discussion Items

Mr. Roger Azar, the Program Manager for the Alion Team gave the presentation (TPP Memorandum Attachment 4) and led the discussions that arose throughout.

The following is a breakdown of the major discussion topics associated with Seal Island: