

HALLIBURTON NUS ENVIRONMENTAL CORPORATION

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TO: Frank Klanchar DATE: 4.16.92

COMPANY: Navy LOCATION: _____

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FROM: C. Schefer

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SPECIAL INSTRUCTIONS/MESSAGE: Please distribute to
J. Dunleavy.

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DATE: _____ TIME: _____

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MEETING MINUTES

April 10, 1992
10:30 A.M.

Attendees

U.S. Navy

Frank Klanchar
Jack Dunleavy
Martin Simonson

Grumman Aerospace Corporation

Jack Carroll
Dean Cassell
Richard Dunne

NYSDEC

John Barnes

Joshua Epstein

HALLIBURTON NUS

David Brayack
Karen Martin
Cara Schefer

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Discussion Items

1. Grumman discussed the extent of their community relations program, including the two year relationship with the press, local officials, and NYSDEC and Grumman's commitment to community relations activities as demonstrated by the Grumman CPP. J. Carroll action item to forward copy of Grumman's contact list (which includes citizens immediately adjacent to NWIRP Bethpage) to K. Martin, HNUS.
2. The following items about the upcoming public meeting were discussed:
 - No date was set for the upcoming meeting, rather the date will be determined by establishing the timeframes and duration of pre-meeting activities, such as press release, Navy fact sheet (FS), NYSDEC announcement/FS, and meeting dry run. J. Epstein action item to develop draft timeline and distribute to participants.

- Per J. Barnes, there will be no responsiveness summary accompanying this meeting. This will be stated at the public meeting and Grumman's CPP will be revised to reflect this point.
 - The purpose of the meeting is to: 1) inform public of Grumman and Navy investigations, 2) give results of Grumman's investigations to date, 3) present schedules for each investigation in the future and, 4) allow for open questions from public.
 - Consultants will present findings for Navy and Grumman at the public meeting and will be available to answer questions from the floor.
 - NYSDEC will be lead agency for this meeting and will act as moderator for the public question/answer period.
 - There will be a dry run prior to the meeting. J. Barnes action item to develop meeting agenda and establish time estimates for agenda items/presentations. Discussing CR activities will be included as an agenda item.
3. It was determined that NYSDEC (J. Epstein) will be responsible for writing and submitting meeting announcement to local press. Announcement will consist of date, time, location, and purpose of meeting without detailing background of sites.
4. The pre-meeting fact sheet will be authored by NYSDEC and will be printed on NYSDEC letterhead. The logistics of this include:
- Grumman will submit information to NYSDEC to include in FS.
 - Navy will submit a fact sheet which has been approved through Navy chain of command to NYSDEC. NYSDEC will pull information from Navy FS to include in joint NYSDEC FS. Preliminary final FS will be forwarded to Navy and Grumman for approval before being finalized.
 - FS will be mailed to existing Grumman contact list and any additional Navy contacts.
 - Grumman will produce and mail FS on behalf of NYSDEC.
5. Navy will conduct pre-meeting interviews of approximately 10 local officials/community leaders in support of the development of the Navy CRP. Prior to conducting this round of interviews Navy will meet with J. Carroll to develop better understanding of site history, community dynamics, and Grumman's experiences with CR. As part of these interviews, the Navy's FS will be used to inform interviewees of the relationship and coordinated

effort between the Navy and Grumman sites. J. Epstein is welcome to attend these interviews.

6. Navy will conduct a second round of interviews with local citizens after the public meeting to determine other community issues/concerns and information needs, the response to the public meeting, and provide information about the Navy site.
7. It was decided that NYSDEC will present an overview of both sites to the public and will describe its oversight role in an effort to avoid confusion in the public and to coordinate with Grumman's previous CR activities. The sites are listed separately in the NYSDEC registry, however, and if NWIRP Bethpage is listed on the NPL the EPA will become its oversight agency.
8. Per J. Barnes, tentative schedule dates include: 1) Grumman ROD - Fall '93, 2) Navy Feasibility Study - early-Fall '92, 3) Navy ROD December '93.

Action Items

1. *John Barnes* - Develop meeting agenda, including time estimates for each item/presentation.
2. *Joshua Epstein* - Establish timeline for events leading up to the upcoming meeting.
3. *Jack Carroll* - Send copy of Grumman's contact list to Karen Martin, HNUS.