

December 8, 2006 (Submission Date)

Mr. Don West  
Environmental Management Support, Inc  
8601 Georgia Avenue, Suite 500  
Silver Spring, MD 20910  
301-589-5318

Re: Southern New Hampshire Region Brownfields Community-wide Assessment Grant Application  
for Petroleum Waste Substances

Dear Mr. West:

On behalf of the Southern New Hampshire Planning Commission which will serve as the accountable agency to the EPA, I am pleased to submit the enclosed Brownfields Community-wide Assessment Grant Application for Petroleum Waste Substances.

The purpose of this grant application is to support the development and implementation of the Southern New Hampshire Region Brownfields Community Wide Assessment Program. SNHPC seeks \$200,000 from the US EPA Brownfields Assessment Grant Program to support a process to inventory and assess potential brownfields sites within the Southern New Hampshire region. These funds will be used for the purpose of planning the reuse of those sites. This initiative will 1) increase communication and awareness of brownfields issues and opportunities among Southern New Hampshire Planning Commission (SNHPC) 13 member municipalities; 2) inventory known and potential brownfields sites within the region; 3) conduct Phase I and Phase II site assessments of selected sites; and 4) promote implementation and investment in the continuing inventory, assessment and redevelopment of brownfields as valued commercial, housing, public, recreational or community green space. The grant program will focus on abandoned and under-used brownfields sites in downtown areas and village centers and near important public and community drinking water supplies. The principles of "smart growth" will be used in the process of selecting sites for further investigation and prioritizing sites for assessment activities.

An Advisory Committee will be organized with representation from the region's municipalities and from business, economic development, and environmental public health organizations, and various community groups who have a broad range of interest and involvement in the planning and re-use of brownfields. SNHPC will provide staff support to the Advisory Committee, organize the Committee's work program, develop work plans and schedules, and assist the Committee in establishing criteria to rank and prioritize the brownfields sites.

The SNHPC region includes the City of Manchester and the surrounding towns of Auburn, Bedford, Candia, Chester, Deerfield, Derry, Goffstown, Hooksett, Londonderry, New Boston, Raymond, and Weare. The region also encompasses portions of Hillsborough, Merrimack and Rockingham counties.

Serving as the lead regional planning and coordinating agency in the Southern New Hampshire region, SNHPC provides support to local government through regional cooperation and works with local, State,

and Federal agencies to address a wide range of land use, environmental, economic development, and transportation needs within the region. SNHPC operates under the laws of New Hampshire as a political subdivision of the state (RSA 36:49-a). Southern New Hampshire is the most populated and the most rapidly growing region in New Hampshire. In the 2000 census, the planning region population was reported as 248,838. According to the most recent 2005 estimate prepared by the New Hampshire Office of Energy and Planning, the Southern New Hampshire regions population is 263,713.

As the Chief Executive Officer, I will be serving as the project contact and the following is where you can reach me if you have questions or need additional information: David J. Preece, AICP, Executive Director, Southern New Hampshire Planning Commission, 438 Dubuque Street, Manchester, NH 03102-3456. Our phone and fax numbers are (603)669-4664 and (603)669-4350 respectively. My E-mail address is [dpreece@nhpc.org](mailto:dpreece@nhpc.org).

The project period is three (3) years, starting July 1, 2007 through June 30, 2010 for assessment grant.

The name and phone number of our cooperative partners are provided below. See appendix for additional letters of support from various public offices, agencies, and US senators.

Town of Auburn – William Herman  
(603)483-5052

Town of Bedford – Keith Hickey  
(603)472-5242

Town of Candia – Clark Thung  
(603) 483-8101

Town of Chester – Geoffrey Bernett  
(603)887-4979

Town of Deerfield – Cindy Heon  
(603)463-8811

Town of Derry – Russell R. Marcoux  
(603)432.6100

Town of Goffstown – Susan Desruisseaux  
(603) 497-8993

Town of Hooksett – David M. Jodoin  
(603) 485-8472

Town of Londonderry – David R. Caron  
(603) 432-1100 ext. 120

City of Manchester – Frank C. Guinta  
(603) 624-6500

Town of New Boston – Burton Reynolds  
(603) 487-5504 ext. 103

Town of Raymond – Richard C. Bates  
(603) 895-4735

Town of Weare – Gregory C. Begin  
(603) 529-7575

New Hampshire Small Business Development  
Center – Andrea O’Brien  
(603) 897-8484

Greater Manchester Chamber of Commerce –  
Michael J. Skelton (603) 666-6600

Business and Industry – Mike Giaimo  
(603) 224-5388 ext. 112

NeighborWorks Greater Manchester – Robert  
Tourigny (603) 626-4664

New Hampshire Land Surveyors Association –  
Richard Ladd, (603)895-4822

Greater Manchester, Chamber of Commerce –  
Robin A. Comstock (603)666-6600

US Senator -- Judd Gregg  
(603)622-7979

US Senator -- John Sununu  
(202)224-2841

Thank you in advance for considering our grant application. If you have any questions or need clarification on any aspect of this proposal, please call me at (603)669-4664.

Very truly yours,  
Southern New Hampshire Planning Commission

David J. Preece, AICP

Executive Director

## ***Threshold Criteria***

### **A. Applicant Eligibility**

The Southern New Hampshire Planning Commission (SNHPC) is a governmental entity and a political subdivision of the State of New Hampshire and is eligible to apply for EPA’s Brownfields Assessment Grant as a “Government Entity Created by State Legislature.” The SNHPC is one of nine New Hampshire regional planning commissions. It was created by the State Legislature in 1969 under RSA 36:45-53. Executive Order Number Fifteen, issued by former Governor Walter Peterson, delineated the SNHPC region. The main functions of the SNHPC are to increase communication; promote intergovernmental cooperation and coordination between planning boards and local officials; promote coordinated development of the region; prepare and adopt regional plans, including policies and strategies for the region; and perform other acts or functions as deemed appropriate to fulfill its duties.

The Commission consists of an appointed, voluntary Board of Commissioners and a professional planning staff. Each member community appoints at least two citizens to serve as commissioners who meet monthly to adopt and oversee a variety of planning programs provided to the SNHPC members. The SNHPC also serves as the designated Metropolitan Planning Organization (MPO) for the region

### **B. Letter From State Environmental Authority**

See attached letter from Mr. Mike Wimsatt, Brownfields Coordinator, NH Department of Environmental Services which is located in the appendix.

### **C. Site Eligibility and Property Ownership Eligibility**

Not Applicable. The requested funding only supports a community-wide site inventory and assessment process for petroleum contaminated sites. Hazardous waste sites are not included in this proposal.

## ***Ranking Criteria***

### **A. Assessment Grant Proposal Budget**

<b>Budget Categories</b>	<b>Project Tasks</b>					<b>Total</b>
	<b>Task 1 Support and Development</b>	<b>Task 2 Community Outreach</b>	<b>Task 3 Selection and Evaluation</b>	<b>Task 4 Ph. I/II Assessments</b>	<b>Task 5 Final Report</b>	
Personnel	\$5,500	\$8,000	\$5,000	\$7,000	\$500	\$26,000
Travel <sup>1</sup>	\$500	\$500	\$1,500	\$1,500	-	\$4,000
Equipment <sup>2</sup>	-	-	-	-	-	-
Supplies	\$500	\$750	\$250	\$500	-	\$2,000
Contractual <sup>3</sup>	-	-	\$5,000	\$163,000	-	\$168,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$6,500</b>	<b>\$9,250</b>	<b>\$11,750</b>	<b>\$172,000</b>	<b>\$500</b>	<b>\$200,000</b>

<sup>1</sup>Travel to brownfield-related training conferences is an acceptable use of these grant funds.

<sup>2</sup>EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Items costing less than \$5,000 are considered supplies. Generally, equipment is not required for assessment grants.

<sup>3</sup>Applicants must comply with the procurement procedures contained in 40 CFR 31.36, or for non-profits, with 40 CFR 30.40 through 30.48.

**Task 1: Program and Advisory Committee Support and Development**

The first task to support this initiative is to organize and appoint membership to an Advisory Committee. The Advisory Committee will include representatives from each of the 13 municipalities of the region, the NH Department of Environmental Services, EPA Project Officer, public health officials, the SNHPC's consultant(s), the Greater Manchester Chamber of Commerce, Manchester Water Works, New Hampshire Land Surveyors Association, NeighborWorks of Greater Manchester. In addition, the Advisory Committee will include local elected officials and community stakeholders including individuals and representatives from business, real estate, banking, legal, economic development, environmental and public health organizations, and various community groups who have a broad range of interest and involvement in the planning and re-use of brownfields. In this task, the SNHPC will provide staff support to the Advisory Committee, organize the Committee's program of work, develop work plans and schedules, and assist the Committee in establishing criteria to rank and prioritize the brownfields sites. The SNHPC will also work with the Advisory Committee, local government, and general public in increasing awareness and communication of Brownfields issues and opportunities. This will be accomplished by preparing regular press releases and developing educational materials and pamphlets about the brownfields initiative. The SNHPC staff will also attend pertinent brownfields workshops and conferences.

The Advisory Committee will serve in an advisory capacity and will be responsible for overseeing the inventory process and establishing criteria to rank sites for Phase I and Phase II site assessments. The Committee will also be involved in promoting and planning the re-use of the sites selected for assessment. The Advisory Committee and the SNHPC will also work with the land owner(s), the municipalities, and other interested parties and stakeholders to pursue site clean-up, remediation, redevelopment, or re-use of the selected sites as valued commercial, industrial, municipal use, housing, recreational or green space.

**Task 2: Community Outreach**

Through the Advisory Committee and the public workshops and other public outreach efforts that will be pursued under this grant, both municipal officials and the public will become actively involved in efforts to identify, inventory, investigate, and ultimately restore the brownfields sites in their neighborhoods and communities. The Advisory Committee will consist of members from each of the 13 municipalities within the region.

The SNHPC will be responsible for all public outreach efforts and will organize and post all meetings of the Advisory Committee on the SNHPC's website and prepare regular updates to be included in the Commission's quarterly newsletter and to be provided at the Commission's regular monthly meetings. In addition, press releases will be circulated to the local media describing the work of the Advisory Committee.

Prior to conducting any Phase I assessments, a total of three public workshops and public forums will be held throughout the region; one region-wide brownfields workshop will be held in the City of Manchester and the other workshops will be held in the eastern and western parts of the region so that the public can easily attend the workshop closest to their community. At each workshop a Program Brochure summarizing the grant program and selection process will be provided to the public and members of the Advisory Committee as well as the consultant(s) selected to work on the project will be introduced. In addition, a schedule of events will be outlined, the criteria for selecting sites will be reviewed, and site nomination forms will be circulated seeking site nominations for consideration. A public notice will also be posted in all

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major and local newspapers within the region to invite and inform the general public about the meetings and to seek participation and attendance at the meetings of the Advisory Committee. In addition, monthly mailers and educational materials will be forwarded to towns and stakeholders informing them of the work and activities of the Advisory Committee. Directly after each workshop, interested parties and stakeholders will be invited to attend a follow-up meeting with the Advisory Committee to discuss and identify sites and redevelopment opportunities.

All of the workshops will be videotaped and the tapes circulated to the public access channels in each community for broadcasting. In addition, the SNHPC will organize a regular and ongoing talk show with the Advisory Committee to identify and discuss important brownfields issues. The talk shows will be taped at the Cable Access Station in Manchester either in VHS or DV tape and circulated for replaying at each community's public access channel.

**Task 3: Brownfields Site Selection and Evaluation**

This task will begin with a review of the New Hampshire Department of Environmental Services (NH DES) list of known petroleum contaminated waste sites located within the region. The Advisory Committee will summarize their roles and responsibilities and provide a description of the site selection criteria that have been established to select and rank sites for further investigation and assessment. They will also seek information about additional sites that can be added to the inventory.

As part of this task, the SNHPC will prepare and distribute the program description and site nomination forms to local officials, property owners, and other Brownfields stakeholders seeking their assistance and participation in developing the inventory of sites to be considered for assessment. Upon receipt of this information, known or potential hazards identified at each site will be summarized by updating existing GIS coverages and databases to reflect these findings. GIS maps will be prepared locating the contaminated sites in relation to a number of key features such as property parcel boundaries, surface and groundwater resources, roads, zoning districts, and adjacent land uses. Consultant services will be retained to assist the SNHPC staff in updating these GIS data coverages and identifying and documenting the petroleum contaminated sites during this phase of the project.

A consultant specializing in brownfields remediation will be retained by the SNHPC to assist the Advisory Committee and the SNHPC staff in developing a process and criteria for site selection for Phase I and Phase II Assessments in Task 4. This will also include evaluating the identified sites and offering recommendations to the Advisory Committee. It is anticipated that sites will be selected based on a number of key criteria that will help improve the potential use and productivity of the land. Some examples of key criteria are the properties' proximity to town centers or other designated growth areas, potential for redevelopment and the availability of existing infrastructure, railroad corridors and municipal services to support redevelopment, the potential for job creation or workforce housing through redevelopment, the level of community support and consistency with local plans for clean-up and re-use, the presence of a willing owner or buyer or other stakeholder to invest in the property, extent of known contamination and health risks, proximity to water resources and drinking water sources, financial feasibility for clean-up, and the ability to leverage other financial resources.

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**Task 4: Phase I/II Assessments**

Based upon the Advisory Committee’s selection of sites identified and prioritized in Task 2, Phase I Assessments of up to 12 sites will be conducted. The SNHPC will retain a consultant(s) specializing in petroleum waste substance site assessment to perform this work.

These assessments will determine the presence or likely presence related to storage, release, treatment, and/or disposal of petroleum substances at the site. The assessments will include documentation of the historical use of the site, review site plans and other site-specific information to assess waste handling, storage, and/or disposal on the site, evaluate maps and aerial photographs, permits and insurance records to identify the probable location of underground storage tanks and other hazardous substances, and conduct site visits to examine buildings, land, and soil conditions to directly identify observable indicators of the presence of on-site contamination.

The Phase I Assessments shall conform to ASTM E1527-00 “Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process”. If potential contamination is found or strongly suspected, a Phase II assessment may be conducted. The purpose of the Phase II investigations will be to delineate the areas of contamination and environmental concern at the site, confirm whether further investigation and/or remediation will be necessary, and provide a basis for estimating the clean-up and potential remediation costs.

Phase II investigations shall also include additional interviews and site visits, the development of a Quality Assurance Project Plan (QAPP), collection of samples of soil, groundwater, surface water, and further identification of other contaminated buildings and materials, and any necessary geophysical testing.

Prior to undertaking any sampling, the consultant(s) will prepare a QAPP which meets the approval of NH DES and US EPA. The QAPP will describe the assessment, sampling, and analysis strategies, methods, and procedures approved by the US EPA that will be used in all assessments.

Phase II Assessments shall conform with ASTM Phase 201: ASTM Standards Related to the Phase II Environmental Site Assessment Process, Second Edition; including ASTM E 1903-97 “Standard Guide for Environmental Site Assessments: Phase II Environmental Site Assessment Process”.

The findings and results of all Phase I Assessments will be shared with the property owner(s), municipalities, interested parties, stakeholders, and the public. Based upon Phase I Assessment findings as well as the recommendations of the consultant and NH DES, the consultant will perform up to three Phase II Assessments.

Following completion of the Phase II Environmental Assessments, the consultant(s) will prepare a written report that will document the results of the research and analysis, provide specific recommendations for mitigating the contamination (including a Remedial Action Plan), and outline reasonable and feasible re-use or redevelopment strategies and approaches.

**Task 5: Final Report**

The SNHPC and the Advisory Committee will be responsible for the preparation and submittal of a final report which will document all activities associated with the Brownfields assessment program.

**B. Community Need**

**B1. Provide a detailed description of the target community that the project(s) will benefit.**

The target communities within our region subject to this assessment grant include the City of Manchester and the towns of Auburn, Bedford, Candia, Chester, Deerfield, Derry, Goffstown, Hooksett, Londonderry, New Boston, Raymond and Weare. The total population of the region is 248,838, according to the 2000 US Census. The City of Manchester is the largest municipality within the region and in the State of New Hampshire with 108,078 persons (2000 US Census). All of the surrounding municipalities are much smaller with populations ranging from 4,000 to 35,000 in size (see Table 1).

Table 1

2000 US Census Population of Towns	
Municipality	2000
Town of Auburn	4,682
Town of Bedford	18,274
Town of Candia	3,911
Town of Chester	3,792
Town of Deerfield	3,678
Town of Derry	34,021
Town of Goffstown	16,929
Town of Hooksett	11,721
Town of Londonderry	23,236
City of Manchester	107,006
Town of New Boston	4,138
Town of Raymond	9,674
Town of Weare	7,776
<b>SNHPC Region</b>	<b>248,838</b>

Source: US Census 2000

Since 2000, the SNHPC region has experienced considerable economic challenges. Fueled by declining manufacturing jobs between 2000 and 2003, unemployment has climbed in all parts of the region. According to the September 2005 New Hampshire Economic and Labor Market Information Bureau, the region lost 2,300 manufacturing jobs between 2000 and 2003. The region's unemployment rate in 2003 was 5.7 percent, significantly higher than the State's overall unemployment rate of 4.5 percent.

The SNHPC region is also experiencing significant job dislocations. Over the past several years the newer jobs replacing the lost manufacturing jobs have been largely in the service sector. These jobs provide significantly lower compensation and benefits overall than manufacturing jobs. Since 1995, the average weekly wage in the Goods Producing (manufacturing) sector has consistently exceeded that of the Service Producing sector by \$100 or more, meaning that the more lucrative jobs are being replaced by less financially sustainable ones (New Hampshire

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Housing and Finance Authority, 2003). This has mirrored the declines experienced in the high technology sector nationwide.

The 2000 US Census indicates that 5.0 percent of the population of the SNHPC region is also living below the poverty level. Within the region, the City of Manchester contains some of the highest poverty levels (10.6 percent) within the State of New Hampshire. The Town of Raymond is also high at 6.0 percent. A report published by the Manchester Health Department in October 2006 indicates a 72 percent rise in homeless health care patients in the city of Manchester between the years 2000 and 2005.

These economic indicators demonstrate that there is a clear need for a sustainable economic development strategy within the SNHPC region. Such a strategy can be effectively tied to this Brownfields grant initiative.

**B2. Explain how the targeted community will benefit from this grant.**

All the municipalities within the region will directly benefit from the inventory and site assessments facilitated by this grant initiative. As our brownfields program evolves it will promote eventual clean-up activities and stimulate both public and private investment in redevelopment efforts and community economic development.

The brownfields inventory and assessment activities will also help to address issues of environmental contamination which affects every community within the region. The Southern New Hampshire region has a long history of known contamination from a variety of hazardous substances resulting from former mill and tannery sites to more recent petroleum and oil spills. One of the key issues facing the region is that many brownfields are located within or near downtown areas and village centers ripe for redevelopment opportunities. However, many of these sites lie dormant and unused due to associated liability and clean-up costs. In addition, there are several former railroad lines which are currently being planned for a future commuter rail. These abandoned rail lines are contaminated by oil grease and other hazardous substances. Brownfields located in or near many public and community drinking water supplies have also been rendered unsuitable for use due to contamination. There are four major river systems located within the SNHPC region, the Merrimack, Piscataquog, Exeter and Lamprey Rivers. Portions of the Piscataquog River and the Merrimack River are designated as protected rivers under the NH Rivers Management and Protection Act. Also Lake Massabesic, which lies within the town of Auburn, is the primary water supply for City of Manchester and six surrounding towns. In addition, the Merrimack River represents the most important future drinking water supply for the region and must be protected and kept clean and useable in order to foster and encourage the region's future economic, ecological, and social potential.

**B3. Characterize the impact of brownfields on your community.**

The NH DES maintains a rough database of petroleum waste sites within the region. Based upon this database, a generalized summary of the extent and location of potential brownfields sites by community within the SNHPC can be prepared (Table 2). The inventory and assessment activities to be preformed under this grant will refine this data and it is likely that additional sites will be added to this list.

Table 2

<b>Municipality</b>	<b>Total Potential Petroleum Sites by Community</b>
Auburn	25
Bedford	62
Candia	19
Chester	13
Deerfield	15
Derry	121
Goffstown	65
Hooksett	102
Londonderry	140
Manchester	476
New Boston	16
Raymond	65
Weare	47
<b>Total in SNHPC Region</b>	<b>1166</b>

Source: GIS table/data by NH DES

This information demonstrates the extent to which the issue of environmental contamination is a significant problem in the SNHPC region. Many of the communities in the region have struggled with these issues. Initial review of this data shows a significant number of sites located within the axis of the urban corridor which follows the routes of Interstates I-93, I-293 and NH Route 3 through the region. In addition, many of the sites are located near the Merrimack River which flows north to south through the towns of Hooksett and Londonderry and the City of Manchester and along the New Boston and Maine Railroad.

The existence of these sites poses a substantial obstacle to revitalization efforts particularly when the sites are located in or near downtowns. The extent and type of contamination typically is not known and possess a risk to public health and safety and the environment. The liabilities and risks associated with the existence of such sites effectively limits the potential re-use and redevelopment of these infill areas without the brownfields program.

## **C. Site Selection Process**

### **C1. Describe site selection and development criteria.**

The SNHPC has recently prepared a comprehensive plan for the region which identifies new strategies and recommendations in the areas of transportation improvements, economic development, conservation and open space protection.

The SNHPC staff and consultant(s) will develop and recommend the specific brownfields site selection criteria to be utilized in this assessment process to select and rank sites. The Advisory Committee will review, refine and apply the site selection criteria during the inventory and site selection process. To rank sites based upon a number of key criteria and selection goals, will include:

- Sites located within town centers and designated growth areas;
- Sites located near or impacting source drinking water supplies;

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- Sites located along the New Boston and Maine Railroad which runs along the Merrimack River; and,
- Sites with significant capacity for re-use and redevelopment, including creation and preservation of greenspace.

It is anticipated that the selection criteria will also address, but will not be limited to: availability of infrastructure, potential for job creation, level of community support, consistency with local plans for future development and re-use, presence of a willing owner or buyer, extent of known contamination and health risks, availability of local financial resources, and ability to leverage private investment.

The goals identified above, as well as New Hampshire’s eight principles of smart growth will also be utilized as a means to prioritize the selected sites. The eight smart growth principles were developed by the New Hampshire Office of State Planning, now the Office of Energy and Planning, in a document entitled, “Achieving Smart Growth in New Hampshire”. The document was developed based upon a statewide educational campaign which the SNHPC and many of its member communities participated in. The eight principles of “smart growth” are identified below:

1. Maintain traditional compact settlement patterns to efficiently use land resources, and investments in infrastructure;
2. Foster the traditional character of New Hampshire downtowns, villages, and neighborhoods by encouraging a human scale of development that is comfortable for pedestrians and conducive to community life;
3. Incorporate a mix of uses to provide a variety of housing, employment, shopping, services, and social opportunities for all members of the community;
4. Preserve NH’s working landscape by sustaining farm and forest land and other rural resource lands to maintain contiguous tracts of open land and to minimize land use conflicts;
5. Provide choices and safety in transportation to create livable, walkable communities that increase accessibility for people of all ages, whether on foot, bicycle, or in motor vehicles;
6. Protect environmental quality by minimizing impacts from human activities and planning for and maintaining natural areas that contribute to the health and quality of life of communities and people in New Hampshire;
7. Involve the community in planning and implementation to ensure that development retains and enhances the sense of place, traditions, goals, and values of the local community; and
8. Manage growth locally in the New Hampshire tradition, but work with neighboring towns to achieve common goals and address common problems more effectively.

**C2. Describe possible or previous inventory activities, prioritization efforts, or other activities.**

This grant initiative will be the first time that a comprehensive brownfields inventory and assessment process will take place within the SNHPC region. The NH DES database provides a starting point for this region-wide inventory and assessment process. While nominations of candidate sites will be accepted from the 13 municipalities within the region, several of these communities have received or are seeking assessment grants and clean-up funds.

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The City of Manchester's Department of Parks and Cemeteries recently applied for and received a Brownfields Technical Assistance Grant from the NH Department of Environmental Services. The Department's contractor is currently completing Phase I and II Environmental Site Assessments (ESAs) of two abutting properties located at 310 and 344 Second Street, to meet the Federal All Appropriate Inquiry Requirements.

The property located at 310 Second Street is currently vacant land measuring approximately two acres in area. The site has a commercial/industrial usage history that dates back to the early 1920s. Previous site usage included petroleum bulk storage and distribution facility, a gasoline service station, and several automotive repair and auto body repair business. The petroleum bulk storage facility was dismantled and removed from the site during the 1980's. The remaining site building that housed the automobile service and repair businesses was destroyed by fire during the 1990's. The site is currently occupied by a tree service company which stores logs, split firewood, and bark mulch at the site. The site is located within a mapped floodplain and is not suitable for redevelopment for commercial, industrial, or residential usage. Hence, the property has remained undeveloped since the fire. Subsurface explorations, geophysical surveys, and sampling and analysis of soil and groundwater have been completed. The results of this work have identified: (a) one existing underground storage tank; (b) contaminated soils containing polynuclear aromatic hydrocarbons and various metals; and (c) contaminated groundwater containing petroleum constituents and arsenic.

The property located at 344 Second Street is currently occupied by a vacant wood-framed building and two inactive above ground fuel oil storage tanks. The property measures less than one quarter acre in area and was occupied by a blacksmith shop from the early 1900's through approximately 1998. The site building has been vacant since approximately 1998. The site is located within a mapped floodplain and is not suitable for redevelopment of commercial, industrial, or residential use. Hence, the property has remained vacant since the blacksmith shop closed. In its present condition, the site building is an attractive nuisance for vandalism and arson. Site investigations completed to date have identified contaminated soils containing petroleum hydrocarbons, polynuclear aromatic hydrocarbons, and various metals.

These two sites occupy the eastern portion of Bass Island. The City currently owns the western portion of the Island and constructed the Bass Island Park on that property during the 1990's. The City wishes to purchase the two sites to obtain ownership and control of the entire island to facilitate development of a community park that will provide recreational access to the Piscataquog and Merrimack River. Bass Island is located within a heavily developed residential area of the city that is devoid of suitable recreational and green space for the area residents.

In working with Manchester and the other towns within the region, the SNHPC will identify new sites by considering public input and local priorities to develop additional information on these possible sites and to add this information to the existing database. In addition, all meetings of the Advisory Committee will be noticed and the public will be encouraged to attend. Written notices will be produced describing the program and encouraging participation. Program schedules and dates, including meeting announcements will be reported in the SNHPC newsletters (which is widely distributed to all local officials in the region) and a ***Rebuilding Southern New Hampshire Through Brownfields Investment*** section will be created within the SNHPC website. The Advisory Committee meetings will be videotaped and made available to the public for viewing.

**C3. Discuss possible access issues and how you would resolve them on private sites.**

Landowner participation and involvement is critical to the success of brownfields assessment, clean-up and redevelopment efforts. Given the positive reception received to this grant by both public officials and private landowners, it is expected that there will be more than enough willing owners to participate in this program. While assessment activity on privately owned sites is dependent on cooperation from the owner, the SNHPC and the Advisory Committee will not conduct assessment activities where owner approval and access cannot be obtained. In these cases, priority will be placed on other sites for assessment. Ideally this grant program will seek the development of cooperative public/private agreements to bring about successful clean-up and re-use. However, municipal-owned sites or properties taken for tax foreclosure will not be excluded from the assessment process under this grant if the site meets the site selection criteria and the goals of the program. In all cases, access agreements will be obtained from the municipality, the State of New Hampshire as applicable, and/or the property owner, before any assessment work begins. The NH DES assistance will be sought in formalizing all access arrangements.

**D. Sustainable Reuse of Brownfields**

**D1. Prevent pollution and reduce resource consumption**

Our grant program will also help to educate local officials and landowners of the importance of utilizing such effective techniques as green building design, low impact development, and native landscaping in the re-use and redevelopment of brownfields. The SNHPC will utilize workshop opportunities to distribute information, brochures and guidebooks to encourage the use and integration of these techniques into the re-use and redevelopment of eligible brownfields sites. The SNHPC will also promote and employ the State's eight smart growth principles and develop an innovative handbook for municipalities on sustainable development which will address energy-efficient development, the US Green Building Council's LEED Green Building Rating System, and effective site design techniques to take advantage of sun exposure, microclimate and landscaping. These efforts will help to prevent pollution and reduce resource consumption throughout the region.

**D2. Promote economic benefits**

The SNHPC will work with landowners, municipal and community leaders, local businesses and other stakeholders both during and after the site assessments to promote and forge successful brownfields redevelopment. This will be accomplished by identifying common goals and matching public and private stakeholders to projects that will both protect the environment and enhance economic growth and development. In addition this program will disseminate literature about existing success stories within the region and organize field trips to these sites so that stakeholders can see first hand the positive impacts brownfields projects can have.

Public officials and private investors both want to be assured that brownfields redevelopment is fiscally responsible and economically viable. This grant initiative is only a first step in the comprehensive and long-term process of building the partnerships necessary to attract remediation funds and new public and private investment to the region. While this represents a challenge, it is a stated goal of this grant program. As these partnerships are built and investment decisions are made, redevelopment of these sites will provide new infill possibilities, reduce sprawl, and invite new business growth and development. This will help to improve the regional

economy, broaden the local tax base, expand existing and future investment opportunities, foster new job creation and enhance property values.

### **D3. Promote a vibrant community**

SNHPC's primary function is to provide technical assistance to its member communities in a variety of ways including transportation planning, natural resources and land use planning, geographic information systems, and economic development (see SNHPC's website at [www.snhpc.org](http://www.snhpc.org)). SNHPC is directly involved in an ongoing regional environmental planning program with NH DES to identify and protect sensitive natural and cultural community resources taking into account principles of smart growth and sustainability. SNHPC also assists our member communities in preparing master plans and updating zoning and subdivision regulations to promote compatible mixed use, village and community center redevelopment. Many brownfields sites are located in or adjacent to downtowns. SNHPC encourages municipal leaders to take into account all the impacts of a project on the overall character and well-being of the community and to attract a mix of uses and a diversity of people to their community including workforce housing of various types and affordability, services, recreation, open space, cultural and historical activities, and tourism.

### **E. Creation/Preservation of Greenspace/Open Space or Nonprofit Purpose**

The SNHPC is actively involved in open space planning for the region and working with our member communities to identify and protect key parcels and open space areas, and developing and implementing open space plans. One example includes what is locally referred to as the Bass Island site in Manchester which is a former blacksmith and fuel depot site which will be a protected historic/cultural site and green space. In addition, SNHPC is assisting several local land trusts within the region in establishing local trust funds for long term maintenance of protected open space and community parks. These non-profit organizations such as the Bear Paw Regional Greenways are working to establish greenways throughout the region for both active and passive recreational pursuits. SNHPC is also working with the Town of Raymond to help convert its brownfield site for future municipal offices and open space.

This work also involves participation in the Community Technical Assistance Program (CTAP) which was established to help the region's communities deal with future growth as a result of the I-93 widening project. These two efforts combined with local plans and open space priorities will be factored into this grant program.

### **F. Pre-Award Community Notification**

#### **F1. Describe how the targeted communities will be notified of proposed plans.**

The Southern New Hampshire Planning Commission is accustomed to working on projects with its 13 member communities. Because of this, communication channels are already well established. In addition to posting the proposal on the SNHPC website, a copy will be provided to each municipality for publishing on their web site. In addition, SNHPC's December 2006 quarterly newsletter will contain an article discussing this grant, and if funds are awarded, the next newsletter will discuss the award and known plans. Also, press releases and news articles will be submitted to the local papers. The proposals as well as a notice of grant award will be posted prominently at each town hall since the town hall is an active community meeting place.

**F2. Explain why the notification method proposed above is the most appropriate way to reach your target community.**

As an agency that serves our member towns, the SNHPC has worked closely with the public and local officials and organizations in each of the towns where brownfield sites have been targeted for assessment. The member communities are familiar with the processes used by the SNHPC to provide public notice and outreach and this form of communication has proven to work with great success in the past.

**F3. How long of a comment period do you propose? What forms of outreach will you employ to encourage community comment over this period?**

The comment period will be at least four weeks. SNHPC is currently working with the Manchester School District and other local school districts in other member towns on a variety of safe routes to school programs which require a variety of projects to be translated into Spanish and other languages to reach out the region's minority populations. This effort will continue with this project and all press releases will include both English and Spanish versions. Additionally, the SNHPC website contains a calendar that provides a schedule for meetings. In this technological age, the use of online services such as "SurveyMonkey" that allow for public comment are also available and will be deployed through the SNHPC website. We will also establish web links with our member communities to the SNHPC website where the public will have an additional opportunity to provide comment and feedback. The recorded videos will also be provided to the local public access television stations for playback.

**F4. What are your plans for addressing comments received?**

Upon receipt of comments, the SNHPC will process and post the responses on their website for all to view. At the Advisory Committee meetings, additional feedback will be solicited and will be published as part of the meeting minutes which becomes part of the public domain. Reminders of where the information is posted will be provided at each and every meeting where public involvement is requested. Copies of the meeting minutes will also be forwarded to the municipalities and other cooperative partners.

**G. Ongoing Community Involvement**

**G1. Discuss plan for involving the affected community in cleanup decisions or reuse planning and describe what community involvement activities, if any have already occurred.**

The Advisory Committee will be actively engaged in both selecting the sites for assessment and developing partnerships between municipalities and developers to implement redevelopment projects. This will be accomplished on a project by project basis. SNHPC will conduct a public opinion survey within each community by surveying the knowledge and concerns of local residents and businesses that live and work near each brownfields site. These surveys will be conducted at all sites selected for Phase II assessments and the results will be shared at public meetings of the Advisory Committee. In addition to using the media, SNHPC will consult with a variety of region-wide and local groups and organizations that may directly benefit in brownfields redevelopment. These groups, such as the Merrimack River Watershed Council, the Piscataquog River Local Advisory Committee, the Southern New Hampshire Resource Conservation and Development Council, local health and housing agencies, historic districts, etc. will be consulted on appropriate potential reuses for the sites taking into account the historic, cultural and environmental constraints of the site. More importantly, SNHPC will also work with

community officials, interested real estate offices, developers and financing institutions to seek long term partnerships to pursue clean up and ensure appropriate and sustainable redevelopment.

**G2. Describe plans to develop partnerships with stakeholders to ensure appropriate and sustainable cleanup and redevelopment of brownfields in your targeted communities.**

SNHPC is, and will continue working with the NH Department of Environmental Services, Brownfields Program on this project. Other state agencies to seek partnerships with will include: NH Rivers Management and Protection Program and Source Water Protection Program at NH DES. Other important stakeholders include the New Hampshire Community Development Finance Authority, the State Historic Preservation Office and the NH Department of Health and Human Services.

**G3. Describe plans for communicating the progress of your project(s).**

In regions where the majority of all citizens do not speak English so there will be a need to generate literature in another language, otherwise they will be in English. Quarterly progress reports will be prepared and published on a special section of the SNHPC website designated for brownfields communications. The member communities will be encouraged to link their website to it. Additionally, regularly scheduled meetings will be held and the citizens will be invited and encouraged to attend. Also, the quarterly newsletter that is published through the SNHPC will have a section dedicated to “happenings” within the brownfields project. Whenever a major milestone is reached such as the development of a cleanup plan or the unveiling of redevelopment plans for an area, press releases are sent to the local and regional media including a video to the public access television stations.

**G4. List and describe the community-based organizations involved in this project.**

The New Hampshire Land Surveyors Association – Richard Ladd, LLS, Executive Administrator (603) 895-4822

The New Hampshire Land Surveyors Association exists to promote the profession of surveying, mapping, land information systems and related fields to support the advancement of technologies, and to help ensure that these professional activities provide for the safety and welfare of the general public.

NeighborWorks – Robert Tourigny, Executive Director, (603) 626-4663

NeighborWorks Greater Manchester enhances peoples' lives and the community environment by providing access to quality housing services, revitalizing neighborhoods and supporting opportunities for personal empowerment.

Southern New Hampshire Resource Conservation & Development Council – Bob Scheirer, Program Manager, (603) 223-0083

Mission is to promote and facilitate the development of the area's natural and human resources in a manner that benefits the economic well-being of its citizens while maintaining or improving the quality of the natural resource base of the counties of Cheshire, Hillsborough, Rockingham, Strafford, Merrimack, and Sullivan.

Greater Manchester Chamber of Commerce – Michael Skelton, (603) 660-6600

To be the leading force in the improvement of the business environment, the economic health and the general vitality of the region.

New Hampshire Business Industry Association – Jim Roche, President and CEO, (603)224-5388  
The Business and Industry Association is New Hampshire's state chamber of commerce and leading business advocate.

## **H. Reduction of Threats to Human Health and the Environment**

### **H1. How and to what extent will funds be used to identify and/or reduce threats to human health and environment within the target area.**

A key issue to be addressed by this grant program is the identification of sites that are located near water supply and source water protection areas such as the Merrimack River. This has been a major issue within the SNHPC region.

New England is known for its historic connection to the textile mill and tannery industries. Facilities such as these conduct operations such as tanning, dyeing, and finishing of leather and woven cloth products. One of the main reasons these operations were sourced in New England was in no small part due to the consistent and copious supply of running water that was required to operate and power the facilities. It is because of this, that many of the old factories were located along the banks of the rivers. Unfortunately, many of them also used the river and grounds to dispose of waste products and manufacturing effluents. The type of chemicals discharged by these facilities includes some that are very toxic to humans and habitat. These include substances such as arsenic, chromium, lead, zinc, total organic halides, and phenols. The outsourcing of these industries due to the cost of cheap foreign labor was a main catalyst in closing down these factories; however the sites and many of the contaminants released while in operation are still present in these often vacant sites.

From a historic perspective, it is unfortunate that many of the former mill and tannery sites have long since reverted to their pre-industrial conditions due to either seasonal flooding or neglect. This has allowed natural successional vegetation to envelop these sites. To the unknowing, these places appear to be attractive locations for people and their pets to enjoy the outdoors and waterways and wildlife to have access to water. Unfortunately, they can still contain many of the toxic chemicals that have been in place since the facility was in operation and have high probability of exposure to them. The mechanisms of contact are numerous and include dermal contact, ingestion, and inhalation. The effects are varied and include skin irritation, infections, cancer, or even death depending on the compound type and level of contact.

Another situation at a former dry cleaners site in Derry is a potential public health threat. This site is located in downtown Derry, and the release of PCE (dry cleaning solvent) has impacted indoor air in at least two neighboring buildings as a result of vapor intrusion can directly impact citizens in their homes or places of business.

Of the 134 DES identified brownfields sites in the SNHPC region, all of them are located either within a wellhead protection area or within 100 feet of a stream, river. Within the public water supplies, 7.3 percent have documented MTBE contamination according to the NH DES. All water supply areas require protection because many private wells exist in these areas. The streams and rivers are a primary conveyance mechanism for much of the regions drinking water. Therefore brownfield sites within these areas need to be identified and assessed for the threat level of their contamination of the drinking water supplies. Through this grant program, many of these sites will be assessed for redevelopment and/or permanent open space protection. With 92 percent of the requested funds allocated directly to site selection and assessment activities,

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excellent first steps can be made in remediation of the region’s brownfield sites. Once they have been identified for redevelopment or open space, the state has additional funding sources that can be leveraged. Brownfield grant funds will be used as “seed” money to allow for other non-federal, state, or local funds to be made available.

It is absolutely critical that the risks associated with these sites be adequately assessed and the environmental and health risks remediated. As part of the assessment process, SNHPC’s consultants will investigate soils and groundwater quality and will cooperate with the New Hampshire Department of Health and Human Resources, NH DES, municipal health departments and other healthcare professionals to identify and share all information on the existence of threats to human health and the environment associated with known or suspected brownfields sites. Public health professionals will also be recruited to serve on the Advisory Committee and to assess the potential health risks associated with the levels of contamination identified. NH DES staff serving on the Advisory Committee will also contribute similar information.

**H2. How are you working to ensure protection of public health and the environment?**

Protection of the public health and the environment is of utmost importance throughout the process of site assessment, cleanup, and redevelopment. Proper communication and a clearly defined process are the keys that unlock the door to success. The SNHPC will develop necessary and appropriate communication channels for any assessment, cleanup and redevelopment work that is required. This will include methods such as noticing on town and SNHPC websites as well as the physical sites themselves. Also announcements will be made at meetings where interested parties will be in attendance.

The process will be closely shepherded through the NH DES Voluntary Cleanup Program (VCP) which is essentially our overall contaminated site cleanup program. In a nutshell, the VCP exists to assist site owners and prospective purchasers to properly investigate and characterize contaminated sites; and to develop and implement remedial action (cleanup) plans. The state has site investigation and cleanup rules, used in concert with their Risk Characterization and Management Policy govern the site investigation and cleanup planning process. The program is staffed with licensed engineers and geologists who serve as project managers for each project. The project managers provide guidance to the public, review and comment on technical submittals (work plans, site investigation reports, and remedial action plans), and generally “shepherd” sites through the process. To the extent that a site is participating in one or more brownfields initiatives, the project managers also handle those issues. It is likely that any sites that would be investigated as part of the EPA Brownfield grant would definitely be “participating” in the VCP.

**I. Leveraging of Additional Resources**

**I1. Identify the funds committed or will commit to meet additional assessment needs.**

SNHPC will contribute \$10,000 of staff time and in-kind contribution of services toward this grant program for additional stages of assessment and follow up coordination. It is anticipated that there will be adequate funding available through this grant to carry out the necessary assessment needed within our region. This will also include provide assistance to municipalities, stakeholders and other parties to develop the necessary financing for clean up, remediation and redevelopment activities. This will include the 20 percent cost share for revolving loan fund (RFL) and cleanup grants. The funding sources most likely to be considered will include a

combination of general property tax revenues, bonds, tax increment financing, and private investment. In addition, SNHPC will work with the Advisory Committee to identify all the potential State and Federal programs which sites inventoried and assessed under this grant program can be transferred to such as the Petroleum Reimbursement Grant Fund, Leaking Tank Fund, State Hazardous Waste Program, Community Technical Assistance Program, etc.

**I2. Demonstrate your ability to leverage funds.**

SNHPC has been receiving block grant funding through the Federal Highway Administration for its role as an MPO (Metropolitan Planning Organization) for the past 20 years. An annual audit of all financial records is performed by an independent certified public accountant to evaluate and certify contract activities. All such audits have found SNHPC's financial management procedures to be in full compliance with guiding terms and conditions. There have been no adverse audit findings from OMB Circular A-133, or from audits conducted by federal, state or local government or similar organizations, nor audits conducted by the US General Accounting Office. The audit report for the fiscal year ending June 30, 2004 is complete. It shows no adverse finding, comments or exceptions.

Furthermore, the NH DES has adopted the official federal definition of a brownfields site. This definition is very inclusive, which allows the DES to provide assistance on a large variety of sites.

**J. Programmatic Capability**

**J1. Demonstrate your ability to manage this grant and successfully perform all phases of work**

SNHPC has not been a recipient of a brownfields cooperative agreement. This is our first grant, but the SNHPC has had experience with the reporting requirements of other Federal grants.

SNHPC currently manages over \$1 million annually in local, state and federal funds, including grants from the NH Department of Transportation, the Federal Transit Administration, the NH Office of Energy and Planning, the NH Department of Environmental Services, and the NH Office of Emergency Management. This also includes EPA federal funds administrated through such non-profit entities as the Great Bay Estuaries Project. SNHPC has an experienced project and financial management team which oversees and compiles regular financial status reports, including an independent annual audit.

**J2. Describe your history of managing federal funds.**

SNHPC has not been a recipient of a brownfields cooperative agreement.

**J3. Provide information regarding your compliance with quarterly reporting progress**

SNHPC has not been a recipient of a brownfields cooperative agreement.

**J4. Describe your plans for tracking and measuring progress towards achieving the expected outputs and outcomes, including those identified in Section I.**

Performance benchmarks will be established based on the project tasks and the outputs and outcomes described in this application. Additional project tracking will be conducted as requested and required by the SNHPC, Advisory Committee, consultants, or the public in order to ensure the project meets its stated outputs and outcomes.

## ***Appendix***