

**PETROLEUM BROWNFIELDS ASSESSMENT  
COOPERATIVE AGREEMENT  
FINAL CLOSE-OUT REPORT**

**Cooperative Agreement Number:** 2B-96112301 (Petroleum)

**Reporting Period:** August 3, 2009-August 2, 2012

**Date Submitted:** December 28, 2012

**Prepared for:**

Town of Framingham  
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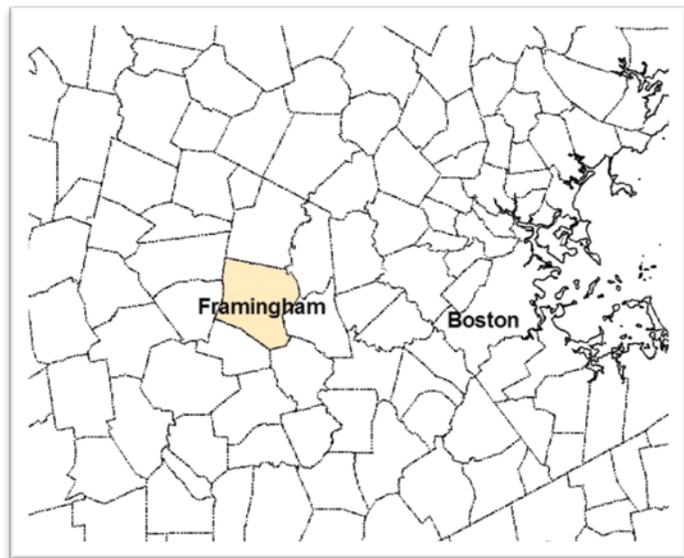


## 1. PROJECT PROGRESS -Cumulative

### Description of the Community

The Town of Framingham lies twenty miles due west of Boston in the MetroWest region of Massachusetts. MetroWest, which consists of ten communities located in the arc between I-95 and I-495, is predominantly comprised of small suburban cities and towns that have historically served as bedroom communities for Boston's professional workforce. As employers have been increasingly drawn to its relative affordability and excellent highway access, MetroWest has become a node for high-end office park development thus driving up land values and housing costs.

Framingham, with a population of 68,318 is the largest Town in Massachusetts and the geographic center of MetroWest. Framingham has benefited to some degree from the region's growth. The property values in the northern, historically agricultural part of town have grown substantially. However, Framingham's south side, the heart of the Town's industrial legacy, has not kept pace. Two adjacent neighborhoods on the south side, Downtown and Southeast Framingham, have been identified as our target area for this grant; both have largely been left out of the region's economic growth and because they are home to Framingham's most vulnerable populations.



Low-income families and individuals, including the majority of Framingham's immigrant and minority populations, which have been growing rapidly over the last ten years, are concentrated in Downtown and Southeast Framingham. These neighborhoods are designated as Environmental Justice areas by the Massachusetts Executive Office of Environmental Affairs—only 4.78% of the land area in the state is so classified so those living in these neighborhoods live with an inequitable distribution of the environmental contamination in Framingham.

### Description of Petroleum Sites

#### Phase 1 & Phase 2 Sites

- 48 Pratt Street/Community Garden
- Siltan Glass (610-612 Waverly St.)
- Fabric Place
- 110 Mt. Wayte Avenue
- 43 Morton Street

#### Preliminary Environmental Surveys

- Mt. Wayte Plaza
- 655 Waverly Street
- 192 Irving Street

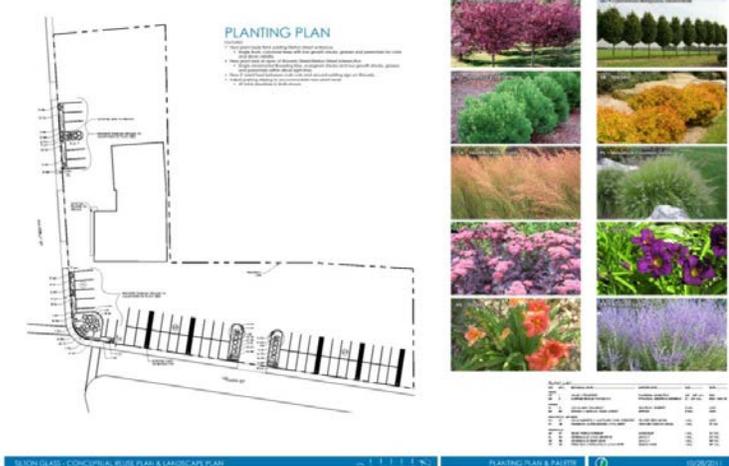
### 48 Pratt Street/Community Garden

The site of the Town’s urban community garden, 48 Pratt Street, is located on the southeast side of Pratt Street in a General Residence zone of Framingham. According to Town records, the site is a 1.24-acre irregular-shaped parcel owned by the Town of Framingham Parks and Recreation Department. The site was vacant with no structures located on the property. The site was mostly overgrown with vegetation except for a small landscaped area and a small patch of land that was cleared of vegetation located on the eastern portion of the site. Former uses of the property included a truck storage facility in a large garage that was located on the site. The property was purchased in 1973 by the Framingham Parks and Recreation Department. The property had sat vacant since that time, occasionally being used to store Parks and Recreation equipment and materials. After being approached by the Town’s Agricultural Committee, the Parks and Recreation Department indicated its receptiveness to establishing a community garden. After conducting the necessary environmental studies, the community garden opened in June 2011. Thanks to a dedicated group of volunteers and continuing support from the Agricultural Committee and Parks and Recreation Department, the garden is again up and running in 2012.



### Silton Glass

The Silton Glass Property site is located on the south side of Waverly Street in a Business (B) and General Residence (G) zone. According to Town records, the site consists of two parcels with a total area of 1.19 acres, owned by Frank Teschner. A two-story, 7,723 - square foot commercial building is the only structure located on the site. The site is occupied by the Silton Glass Company which is a glass installation company. Brownfields funding was used to conduct phase I and phase II services to characterize the property which has a history of automotive



uses. A Response Action Outcome statement (RAO) and AUL were the final documentation for the property. The Brownfield Program’s support has enabled the property owner to refinance his property and physically update and improve the appearance of the premises. A site landscaping plan was prepared to support the project.

### **Fabric Place**

The Fabric Place site is approximately 1.94 acres comprised of five parcels located on the corner of Concord and Howard Streets – a high-visibility corner in downtown Framingham. The site has been continuously occupied since the late 1800s by a variety of uses including a school, a blacksmith shop, a



movie theater, a car dealership, and most recently, a retail store selling fabric and upholstery. Structures located on the subject site include one approximately 31,000-square foot, two-story building and an approximately 2,800-square foot, single-story building. This critical downtown property is up for sale and the Town is working with the owner to encourage appropriate redevelopment. The petroleum grant funded a Phase 1 investigation to identify any potential contamination issues and help the owner market the property for redevelopment that is compatible with the Town’s goals for downtown revitalization.

### **43 Morton Street**

This site is a 1.55-acre parcel owned by R. M. Tavolieri Equipment Company, Inc. on the east side of Framingham just south of Route 135/Waverly Street. There are no buildings on the site which is currently unpaved and is occupied by a salvage company and a landscaping company. The owner needed the Phase 1 Assessment as the first step in his process of redeveloping or selling the parcel.



### **110 Mount Wayte Avenue**

This 28,340 sf office building on a 3.9 acres site is located north of the downtown in an area known as Mt. Wayte. This area is a mix of uses including some former industrial uses and is near an active rail line and



a large pond. The building currently houses the local juvenile court and some medical offices, but is underutilized. The property owner was evaluating his options for using the property and the phase I assessment assisted him in that evaluation.

### **1.1 Status of Activities During the Reporting Period**

As this grant was funded with American Recovery and Reinvestment Act (ARRA) funds there were additional expenditure and reporting requirements. In particular, the Town was required to spend at least 35% of the grant funding within the first year of the grant period (by September 30<sup>th</sup> 2010). Per ARRA requirements, project status on the grant was also submitted quarterly to [www.federalreporting.gov](http://www.federalreporting.gov) including tracking hours spent to determine full-time jobs retained or created. Over the course of this project, the Town reported 3.97 Full Time Equivalent (FTE) jobs created or retained, including in-house staff time, environmental consultant time, and environmental subcontractor (drillers and lab testing) time.

#### **Procure Qualified Environmental Professional:**

On September 16, 2009, the Town issued an RFP to secure environmental consulting services. Responses were due on October 9, 2009. The RFP was posted on the state's Central Register for Goods and Services and advertised in the MetroWest Daily News. Notice of its availability was also e-mailed to consultants who requested to be placed on the bidders list both in 2008 and in 2009.

A total of 11 consultants submitted proposals. All were rated and ranked by a review team consisting of the following individuals:

- Alison Steinfeld, Framingham Div. of Community and Economic Development, Director
- Eugene Kennedy, Framingham Div. of Community and Economic Development, Assistant Dir.
- Erika Oliver Jerram, Framingham Div. of Community and Economic Development, Senior Planner
- Katherine Weeks, Framingham Department of Public Works, Environmental Engineer
- Jerry Minor-Gordon, Environmental Scientist with the U.S. Environmental Protection

The top four firms were interviewed by the review team on October 27 and 28, 2009. After checking three references for each finalist, staff selected Fuss and O'Neill Associates, Providence Rhode Island as their partner for the Framingham Brownfields Assessment Program. The Brownfields program is directed by Eugene Kennedy, Framingham's Assistant Director, Dept. of Community and Economic Development and this grant was managed by Erika Oliver Jerram, Senior Planner. David Foss served as the Town's Project Manager from Fuss and O'Neill.

#### **Task 1: Program Development/Cooperative Agreement Oversight**

The Town maintained quality assurance throughout the performance period through periodic phone calls and regular meetings with Fuss and O'Neill. In addition, the Town hosted regular conference calls and seven monitoring site visits with EPA staff:

- September 15, 2010 – project status meeting with Jerry Minor-Gordon EPA Project Officer
- November 3, 2010 – Project status meeting with Jerry Minor-Gordon, EPA Project Officer
- March 29, 2011 – Project status meeting with Jerry Minor-Gordon EPA Project Officer and Carol Tucker, EPA Region 1 Brownfields Manager
- July 28, 2011 – Project status meeting with Jerry Minor-Gordon EPA Project Officer
- November 8, 2011 – Meet with Jerry Minor-Gordon to review status of the Brownfields program
- May 9, 2012 – Meeting with Jerry Minor-Gordon, EPA Project Officer
- September 6, 2012 – Meeting with Jerry Minor-Gordon, EPA Project Officer

**Auditing:**

- The Town’s EPA Project Officer, Jerry Minor-Gordon, conducted a desk audit via telephone conference call on December 2, 2010. There were no findings.

**Reporting:**

Progress reports were filed with EPA on a quarterly basis. MBE/WBE forms were filed semiannually. Property profiles in the ACRES database were updated on a continuous basis. In addition, quarterly reports were filed at [www.federalreporting.gov](http://www.federalreporting.gov) in accordance with the ARRA 1512 reporting requirements.

**Records:**

Separate charge codes, invoices, and reporting forms were developed to differentiate work funded under the hazardous substances grant awarded in 2008 and the petroleum grant that Framingham received in 2009. Where both pools of funds supported activity on one parcel, the cost to develop the Phase II reports was divided according to the type of conditions identified in the Phase I assessment. In the case of other activities such as outreach or presentations, the cost was divided evenly between the two parcels.

**Training:**

During the period of performance, Eugene Kennedy, the Town of Framingham’s Brownfields program manager, and Erika Oliver Jerram, the program’s Project Manager, participated either together or individually in the following state and national training events (some were funded with the Town’s 2008 Hazardous Materials Assessment Grant):

- New Grantee Training, May 29, 2009
- ARRA Grantee Training, September 29, 2009
- National Brownfields Conference in New Orleans on November 16-18, 2009
- American Planning Association National Conference, Boston, MA on April 10-12, 2011
- National Brownfields Conference in Philadelphia on April 3-5, 2011
- Brownfields Conference in Haverhill, MA on October 11, 2011

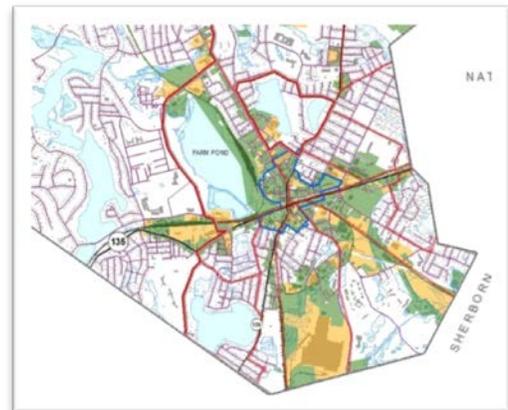
**Task 2: Conduct Site Inventory and Phase I Assessments**

### Site Inventory:

As one of the grant's first tasks, the environmental consultant reviewed the previous inventory work and prepared and updated it as necessary with a special focus on potential petroleum brownfields sites. This provided the basis for identifying areas and parcels that would benefit from environmental investigations for petroleum. This inventory review was completed in February 2010 and included a review of highly ranked sites from the Hazardous Grant Inventory exercise and an expansion of eligible sites based on potential petroleum eligibility. Outreach to owners of highly ranked sites included a letter and follow up telephone calls. A GIS-based inventory mapping system was prepared by the consultant. This system included all the previously identified sites, including MassDEP recorded contamination sites, as well as pertinent environmental data that allowed our reviews to be conducted in a larger context. The GIS deliverable was submitted in November 2010 and has been useful to our brownfields program ever since.

The total contractual Phase I Environmental Site Assessment work completed during the performance period was \$21,299.56. A total of 9.94 acres were assessed. The following sites were subject to this work:

- Silton Glass (612 Waverly St): \$4,220.00/ 1.28 ac
- 48 Pratt Street: \$4,101.00/ 1.24 ac
- 43 Morton Street: \$4,121.00/ 1.55 ac
- 110 Mt. Wayte Avenue: \$4,551.00/ 3.93 ac
- Fabric Place (136 Howard St): \$4,305.00/ 1.94 ac



Phase I activities included the following tasks:

- Hosting meeting with consultant, property owner, and/or municipal officials to discuss program requirements and application
- Obtaining access agreement from property owner
- Preparing eligibility determination form
- Preparing "owner questionnaires" for sites.
- Performing Phase I investigation
- Preparing draft Phase I report
- Submitting draft Phase I report to project team for review and comments
- Revising draft Phase I report based on comments
- Preparing final Phase I report
- Distributing final Phase I report to EPA and other project stakeholders
- Meeting with property owner, developer, and/or municipal officials to review Phase I results

### Preliminary Environmental Summaries

There are several parcels in the Town that are highly visible and for which questions as to their status were being asked. Because they were known to be in the assessment/clean up process, only preliminary

research was needed report their status to Town officials and residents. Those studies funded with the Petroleum Grant totaled \$4,169.66 and include:

- 655 Waverly Street:           \$1,801.43 / 0.35 ac  
(this was a tax title property started as a proper Phase I but the owner paid the back taxes and redeemed the property before the consultant was able to perform a site visit, therefore they finalized the work they had done and submitted it as a preliminary report)
- Mt. Wayte Plaza:            \$1,106.00/ 6.09 ac
- 192 Irving:                    \$1,262,23/ 0.20 ac

### **Task 3: Conduct Phase II Assessments and Reuse Planning**

The total contractual Phase II Environmental Site Assessment work completed during the performance period was \$100,872.67. A total of 2.52 acres were assessed. The following sites were subject to this work:

- Silton Glass\* (612 Waverly St.):   \$65,789.00\* /1.28 ac
- 48 Pratt Street\*:                \$51,602.00\*/ 1.24 ac

\* See Hazardous Materials Close-out Report. While primary funding for these Phase II Assessments came from this grant, some funds were used from the 2008 Hazardous Materials Grant.

Phase II activities included the following tasks:

- Obtaining EPA approval to proceed with Phase II
- Meeting with property owner, developer, and/or town officials to discuss Phase II activities and potential reporting requirements
- Submitting EPA approved generic QAPP with updated organization chart
- Submitting draft site-specific QAPP addendum to project team for review and comments
- Obtaining EPA approval to proceed with Phase II Assessment
- Submitting final site-specific QAPP addendum to project team
- Monitoring site work and communicating concerns with EPA
- Preparing draft Phase II report
- Submitting draft Phase II report to project team for review and comments
- Revising draft Phase II report based on comments
- Preparing final Phase II report
- Distributing final Phase II report to EPA and other project stakeholders
- Meeting with property owner, developer, and/or municipal officials to evaluate Phase II findings
- Implement additional investigations as appropriate to delineate extent of contamination
- Conduct site redevelopment planning tasks as needed

- Prepare regulatory documentation for sites where Phase II documentation resulted in reportable conditions under Mass DEP regulations.

#### **Task 4: Public Outreach/Community Involvement**

The following summarizes the implementation of the town's outreach strategy for the Petroleum grant:

##### **Pre Grant –**

(Note: these activities were not paid for through EPA Brownfields Grant Funds)

- *2006* – Outreach letter to Owners about Transaction Forum opportunity
- *March 29, 2007* – 2007 NALGEP (National Association of Local Government Environmental Professionals) Conference hosted by the Town of Framingham brought people from all over the region into Framingham
- *2008* – brownfields program receives its first EPA Brownfields Hazardous Materials Grant and begins targeted inventory and outreach efforts.

##### **2009 EPA Petroleum Assessment Grant**

- Pre-Award: update the Town's Brownfields website – [www.framinghamma.gov/brownfields](http://www.framinghamma.gov/brownfields) - July 2009
- Updates to Brownfields Advisory Committee/Community Partners:
  - *September 17, 2009* – meeting with BAC
  - *October 2, 2009* – update letter to Community Partners
  - *September 29, 2010* – update letter to Community Partners
  - *November 2011* – update meetings with Community Partners
  - *July 9, 2012* – update letter sent to Community Partners
- Individual letters and follow up calls to owners of high-priority sites
  - *October 5, 2009* (initial calls)
  - *November 5, 2009* (follow-up calls)
  - *March 1, 2010* (letter)
  - *March 31, 2010* (letter)
  - *April 1, 2010* (follow up calls)
- Updates to Website:
  - *Pre-Award – July 29, 2009*
  - *May 22, 2010*
  - *September 29, 2010*
- Update at Town Meeting – *May 4, 2010*
- Update to 495/Metrowest Partnership – *May 11 & June 25, 2010*
- Update Meeting with Town Manager – *June 2010*
- Update to Board of Selectmen – *September 28, 2010* (also updated selectmen before each grant submittal, usually in the fall)
- Update to Framingham Economic Development & Industrial Corporation (EDIC)– *September 28, 2010* – (also – informal updates were given at regular EDIC meetings)

- Article about the Brownfields program appeared in the Metrowest Daily News - *October 19, 2010*
- Finalize Brownfield Program Brochure – *December 2010*

### **Ongoing**

- Regular updates at periodic EDIC meetings
- Regular updates at internal staff infrastructure meetings
- Annual program updates in the Annual report
- Regular updates to Brownfields Advisory Committee and Community Partners
- Regular Updates to the Website

### **Effectiveness:**

The most effective outreach has been direct outreach to property owners (letters and follow-up calls) as well as updates at EDIC and selectman’s meetings. Most of our projects have been either referrals as a direct result of updates to internal and external groups or Town properties where we have been able to educate involved Town staff about the benefits of the program in a very direct way.

### **Develop Marketing Materials:**

The website was established under the previous grant and updated regularly. It has a section with basic information in Portuguese and a web redirect that is memorable: [www.framinghamma.gov/brownfields](http://www.framinghamma.gov/brownfields). A color brochure was created for property owners, lenders, and developers. In addition, the Brownfields program was regularly highlighted in the annual town report.

## **1.2 Modifications to the Workplan**

While there were no major modifications to the workplan, there were two budget modifications:

- December 2009 – Funds set aside for “Fringe” (\$5,710.00) were moved into the “Personnel” budget. The Personnel budget was then \$20,000.
- February 2012 – Unexpended funds from the “Travel,” “Supplies,” and “Other” budget line items were transferred to “Consultants” in order to finish up several ongoing Assessment projects.

See “Section 3. Budget and Overall Project Status” below for detailed information about these modifications.

## **1.3 Site-Specific Products**

The following Site-Specific Products were developed:

- Five (5) Phase I Environmental Site Assessments:
  - Silton Glass (612 Waverly Street)
  - Community Garden (48 Pratt Street)
  - 43 Morton Street
  - 110 Mt. Wayte Avenue
  - Fabric Place (136 Howard St)

- Two (2) Phase II Environmental Site Assessments (2 partially funded with Hazardous Materials Grant funds):
  - Silton Glass (612 Waverly Street)
  - Community Garden (48 Pratt Street)
- Three (3) Preliminary Evaluations:
  - 655 Waverly Street
  - Mt. Wayte Plaza
  - 192 Irving Street
- Response Action Outcome (RAO) filing with Mass DEP and Activity and Use Limitation (AUL) Deed Restriction for Silton Glass site

These Site-Specific Products were provided to the EPA Project Officer immediately upon completion.

#### 1.4 Other Deliverables/Work Products

Additional Outputs included:

- Brownfields Website
- GIS Inventory
- Brownfields Program Marketing Brochure
- Outreach Letters to Owners
- Update letters to Community Partners

A CD-Rom with deliverables and work products will be mailed to the EPA Project Officer.

## 2. PROJECT FUNDS EXPENDED

Table 1 summarizes the overall expenses for the project.

Object Class	Current Approved Budget	Cumulative Costs Incurred to Date	Total Remaining Funds
Personnel	\$20,000.00	\$19,779.83.00	\$220.17
Fringe Benefits	\$0	\$0	\$0
Travel	\$1,666	\$1,165.67	\$500.33
Supplies	\$492	\$491.90	\$0.10
Contractual	\$176,842	\$176,837.62	\$4.38
Other: Specify	\$1,000	\$0	\$1,000.00
<b>Total</b>	<b>\$200,000</b>	<b>\$198,275.02</b>	<b>\$1,724.98</b>

### 3. BUDGET AND OVERALL PROJECT STATUS

- December 3, 2009: Budget modification processed and approved by EPA. Funds shifted from “Fringe Benefits’ to ‘Personnel’ in order to more accurately track staff salary reimbursements in support of the Town’s Brownfields Program.
- February 2, 2012: Budget modification to re-assign unexpended funds to the Consultant category to allow additional assessment work to be completed.

#### Budget Modifications

	Original Budget	Budget Modification #1	Budget Modification #2
Total Personnel	\$14,290.00	\$20,000.00	\$20,000.00
Fringe (xx%)	\$5,710.00	\$0.00	\$0.00
Travel */Registration Fees	\$3,580.00	\$3,580.00	\$1,666.00
Supplies**	\$1,520.00	\$1,520.00	\$492.00
Contractual	\$171,500.00	\$171,500.00	\$176,842.00
Other	\$3,400.00	\$3,400.00	\$1,000.00
<b>Total Direct</b>	<b>\$200,000.00</b>	<b>\$200,000.00</b>	<b>\$200,000.00</b>

### 4. SCHEDULE

- As this was an ARRA 1512 (Economic Stimulus) funded grant, the Grant term was August 3, 2009 to August 2, 2012. There were no extensions allowed.
- ARRA requirements also stipulated that 35% of the total amount was to be spent by September 30, 2010. The Town actually expended 46.5% of the total grant amount by that date.
- Receive final budget modification approval form EPA for Budget Modification 1 on December 3, 2009.
- Receive final budget modification approval from EPA for Budget Modification 2 on February 2, 2012.

## 5. KEY MILESTONES

			Outputs			
Property Name /Address	Haz/Petro	Eligibility Approval Date	Phase I - Draft & Final Date	QAPP Addenda Approval Date	Phase II Report - Draft & Final Date	Cleanup Planning - Draft & Final Date
<b>612-620 Waverly Street (Silton Glass)</b> - 1.28 acres	Haz/Petro	12/09/2009	D: 1/29/2010 F: 2/01/2010	7/27/10, 11/1/10, 4/18/11, 6/2/11	9/28/2012	AUL drafted – June 2012  Landscape Plan – Oct. 2011 (Haz Materials)
<b>48 Pratt Street (Community Garden)</b> – 1.24 acres	Haz/Petro	6/07/2010	D:7/23/2010 F: 7/27/2010	8/03/10, 11/1/10,	9/1/2010	Opening Day: June 2011  Planting plan & brochure – 11/1/2011 (Haz. Materials)
<b>43 Morton Street</b> - 1.55 acres	Petroleum	6/29/2010	D: 7/23/2010 F: 9/03/2010	n/a	n/a	n/a
<b>655 Waverly Street – (tax title property)</b> - 0.35 acres	Petroleum	7/28/2010	Not completed – owner paid taxes			
<b>Mt. Wayte Plaza (480 Franklin Street)</b> - 6.09 acres	Petroleum	n/a	Preliminary Environmental Survey only			
<b>110 Mt. Wayte Avenue</b> – 3.9 acres	Petroleum	5/29/2012	D: 7/27/2012 F: 7/30/2012	n/a	n/a	n/a
<b>Fabric Place (136 Howard St.)</b> - 1.94 acres	Petroleum	6/29/2012	D: 7/30/2012 F: 7/31/2012	n/a	n/a	n/a
<b>192 Irving Street</b> - 0.20 acres	Petroleum	n/a	Preliminary Environmental Survey only			