



CAF B 02

Glenn

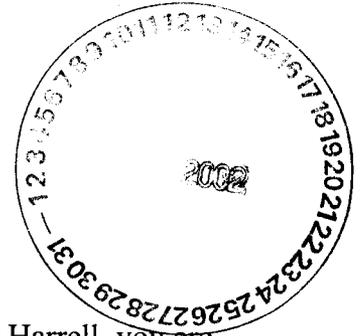
DEPARTMENT OF THE AIR FORCE
27TH CIVIL ENGINEER SQUADRON (ACC)
CANNON AIR FORCE BASE NEW MEXICO

08 MAY 2002

MEMORANDUM FOR DISTRIBUTION LIST

FROM: 27 CES/CEVP
506 N DL Ingram Blvd
Cannon AFB NM 88103-5003

SUBJECT: Cannon Air Force Base Restoration Advisory Board Meeting



1. On behalf of my Restoration Advisory Board (RAB) Co-Chair, Mr. Chris Harrell, you are cordially invited to attend a meeting of the Installation Restoration Program RAB. The meeting will take place on 13 Jun 02 in the Meeting Room of the Portales Memorial Building, 200 East 7th Street, and will begin at 7:00 PM and last approximately 1 hour.
2. The location of the RAB meeting and a copy of the proposed agenda are attached for your convenience. All RAB members are strongly encouraged to attend. The RAB meeting is open to the general public and we welcome all interested parties.
3. A draft copy of the proposed Cannon RAB Charter is attached for your review and comment. Discussion of the charter will be an agenda item for this meeting.
4. If you have any questions regarding this meeting, please contact Denny Timmons at (505) 784-4639.

D. H. SHOWERS, Colonel, USAF
RAB Co-Chair

Attachments:

1. Portales City Map
2. RAB Meeting Agenda
3. Draft of proposed RAB Charter

cc:

HQ ACC/CEVRE (C. Stark)

Distribution List
Restoration Advisory Board (RAB)

Ms Mona Lee Norman-Armstrong
104 Sandzen Dr.
Clovis NM 88101

The Honorable Orlando Ortega
Mayor of Portales
500 W 1st Street
Portales NM 88130

Mr. Charles R. Ferguson
2101 Jonquil Pk. Dr.
Clovis NM 88101

The Honorable Ray Hester
Mayor of Melrose
P.O. Box 235
Melrose NM 88124

Mr. Christopher Harrell
187 New Mexico 88
Portales NM 88130

Ms. Julie Jacobs
NMED Hazardous Waste Bureau
2905 Rodeo Park Drive East, Building 1
Santa Fe, New Mexico 87505

Mr. David Grunig
255 Floyd Golden Circle
Portales NM 88130

✓ Mr. Glenn von Gonten
NMED Hazardous Waste Bureau
2905 Rodeo Park Drive East, Building 1
Santa Fe, New Mexico 87505

Ms. Millie Boyle
137 Texas Drive
Portales NM 88130

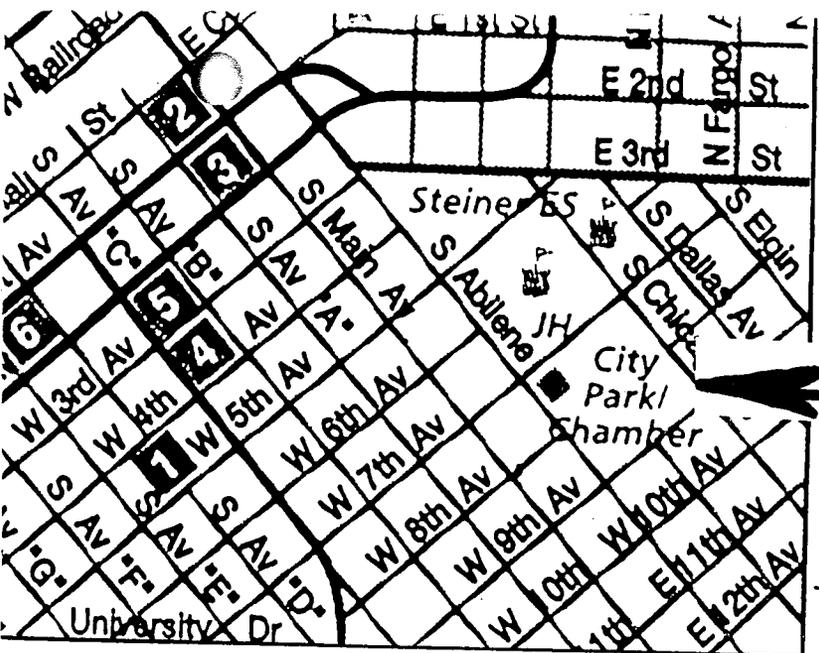
Mr. Mike Tessmer
City of Clovis
P. O. Box 760
Clovis, NM 88101

Mr. Forest Carper
1416 Wilshire Blvd
Clovis NM 88102

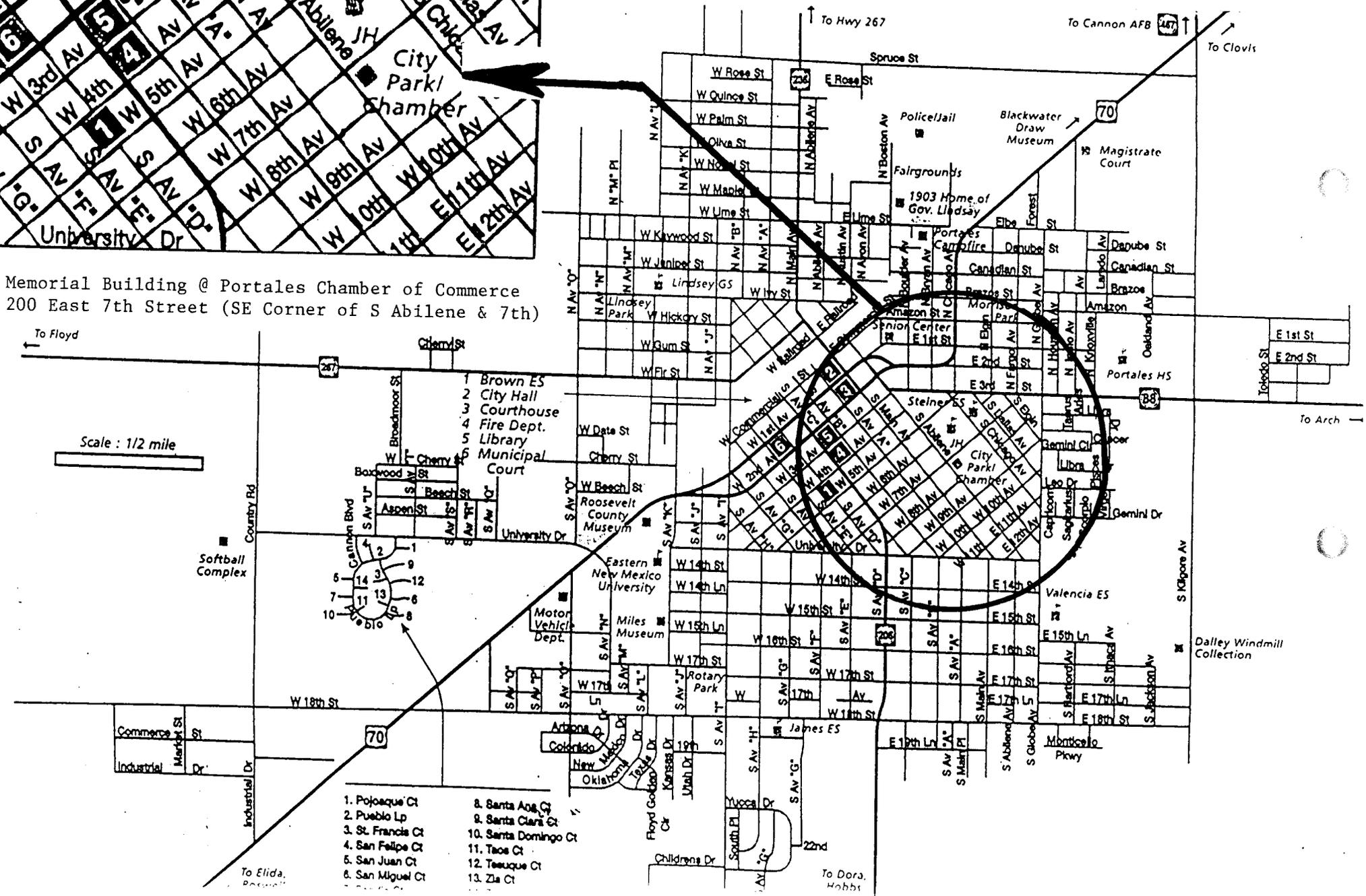
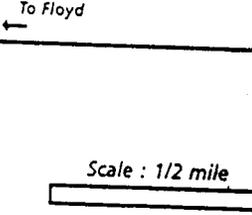
Mr. Jimmie Richards
1828 S. Roosevelt RD 7
Portales NM 88130

Mr. Bob Sturdivant
US EPA – Region VI
1445 Ross Avenue Suite 1200
Dallas TX 75202-2733

Portales



Memorial Building @ Portales Chamber of Commerce
 200 East 7th Street (SE Corner of S Abilene & 7th)



- | | |
|-------------------|----------------------|
| 1. Pojoaque Ct | 8. Santa Ana Ct |
| 2. Pueblo Ln | 9. Santa Clara Ct |
| 3. St. Francis Ct | 10. Santa Domingo Ct |
| 4. San Felipe Ct | 11. Taos Ct |
| 5. San Juan Ct | 12. Teague Ct |
| 6. San Miguel Ct | 13. Zia Ct |



CANNON AFB RAB MEETING AGENDA 13 JUNE 2002

7:00 PM	<u>RAB Meeting Convenes</u> Opening Remarks Approval of 28 Feb 02 Meeting Minutes	27 SPTG/CC
7:15 PM	<u>Discussion of Proposed RAB Charter</u>	CEV
7:30 PM	<u>General IRP Update</u> Corrective Measures Implementation @ Fire Training Area 4 Corrective Measures Implementation @ Sewage Lagoons CAFB Groundwater Monitoring Well Data Collection Status of No Further Action Proposals Submitted to NMED Status of Accelerated Pilot Project	CEV
7:50 PM	<u>Discuss Next RAB Meeting and Final Matters</u> Time and Date Location Topics of Discussion Questions and Comments from Public	27 SPTG/CC
8:00 PM	<u>Meeting Adjourns</u>	27 SPTG/CC

PROPOSED DRAFT

MISSION STATEMENT & OPERATING PROCEDURES FOR THE CANNON AIR FORCE BASE INSTALLATION RESTORATION PROGRAM RESTORATION ADVISORY BOARD

I. TITLE

This organization shall be known as the Cannon Air Force Base (CAFB) Installation Restoration Program (IRP) Restoration Advisory Board (RAB). The CAFB RAB fulfills all requirements of 10 USC Sec 2705 (c) for Technical Review Committees at Department of Defense (DOD) installations.

II. PURPOSE

- A. Facilitate the accurate and continuous flow of information between CAFB, the community, and environmental regulatory agencies in relation to restoration activities being conducted on CAFB and Melrose Air Force Range (MAFR) in conjunction with IRP and Resource Conservation and Recovery Act (RCRA) Corrective Action programs (RCAP).
- B. Provide a community forum with the opportunity to review, comment, and provide advice on proposed restoration activities being initiated at CAFB & MAFR under the previously named restoration programs.
- C. Facilitate effective regulatory and community participation consistent with applicable federal and state environmental laws.

III. AUTHORITY

The basis and authority for this charter is the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA, particularly Sections 120(a), 120(f), and 121 (f) and 10 USC 2705, enacted by Section 211 of CERCLA.

IV. MEMBERSHIP

- A. RAB membership shall reflect the diverse interests within the local community to the degree of public interest in the CAFB restoration program. Should a member of the RAB resign, or be dismissed by a majority vote of the RAB, the replacement shall be solicited from the community and be representative of the interests held by the departing member whenever possible to ensure continued representation of the community.
- B. RAB membership shall provide representation for the following agencies and organizations:

PROPOSED DRAFT

- United States Environmental Protection Agency, Region VI
- New Mexico Environment Department

C. RAB membership shall number from 15 to 20 members in order to remain workable and provide an adequate representation of the community.

D. New members may be added to the RAB to represent sectors of the community not currently represented on the board. Nominations will be reviewed by the RAB and a decision on appointment reached by vote. To constitute a valid vote, a quorum greater than fifty percent of the RAB membership must approve the appointment. Members elected to the RAB membership must approve the appointment. Members elected to the RAB are expected to serve a two year term with opportunities for reelection available to all interested members.

E. Members shall serve without compensation. All expenses incident to travel and review inputs shall be borne by the individual RAB member. All administrative support for the RAB will be provided by CAFB subject to review by the Installation Co-Chair.

F. RAB members shall submit, in writing, to the Co-Chairs, their names, mailing address, phone number, and the name of an alternate representative who shall attend RAB meetings in their absence. RAB members are expected to attend all meetings or have their appointed alternate attend when they are unable to meet the obligation. Members are expected to be publicly accessible to the community in order to provide information to community members illustrating interest in Cannon AFB restoration activities.

V. STRUCTURE AND OPERATING PROCEDURE

A. Meetings of the RAB shall be held on a semi-annual basis, or at the request of individual members as necessary. Meetings shall be held at a time and location as agreed upon by the RAB.

B. The position of Installation Co-Chair shall be occupied by the 27th Fighter Wing Support Group Commanding Officer, or by a member of the Cannon AFB Command Staff appointed by the 27th FW Commander. The position of Community Co-Chair shall be occupied by a member of the community elected to the position by the RAB.

C. The term of office for the RAB Community Co-Chair shall be two (2) years with the initial Co-chair beginning term on the effective date of this Mission Statement. Subsequent Co-Chairs shall be elect every other annual anniversary of acceptance of the Mission Statement.

D. The community Co-Chair may be removed by a decision of the RAB.

PROPOSED DRAFT

E. RAB members absent without representation for two consecutive meeting will be subject to review and potential dismissal by a vote of the RAB.

F. Decisions made by the RAB regarding membership and other administrative matters will be resolved by a simple majority vote of a quorum of the members unless other procedures are requested by the RAB. A quorum shall be any number of members greater than fifty percent of RAB membership. Only official RAB members shall possess voting privileges.

G. CAFB will be responsible for recording and disseminating the meeting minutes. Comments on the minutes may be addressed in writing to the Installation Co-Chair.

H. The Installation Co-Chair shall be responsible for coordinating and disseminating meeting agendas. Members should submit agenda items to the Installation Co-Chair no later than thirty (30) days prior to the next scheduled quarterly RAB meeting. Approval of prior meeting minutes will be an agenda item for each RAB meeting. The meeting agenda shall include at a minimum:

- Old Business. This will entail approval of prior meeting minutes and details of progress on action items established at previous meetings.
- Updates for on-going CAFB IRP projects.
- New business as determined in the meeting agenda
- Questions/Answers/Input/Discussion Period on restoration issues.
- Discussion on next meeting time, location, agenda, and action items

I. Cannon AFB will make available restoration program documents to the RAB for review and comment during the regular examination period established for regulatory critique. RAB members shall submit any comments on subject documents in writing to the Installation Co-Chair within a time frame specified by CAFB (30 - 60 days). The Installation Co-Chair will ensure that written responses to comments are provided to the RAB members in a timely manner. All comments offered by RAB members will become part of the Administrative Record and Information Repository and will be available for public review.

J. Comments or questions offered by the non-RAB attendance to the meetings and relevant to the CAFB IRP process shall be addressed during the current meeting whenever possible or recorded and addressed in the follow-up meeting.

VI. TERMINATION

The provisions of this Charter shall be satisfied and considered complete when all members agree in writing to terminate the RAB.

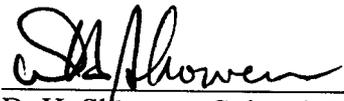
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VII. EFFECTIVE DATE AND MODIFICATION

The effective date of this document is the date of the last approving signature.

This document may be amended through mutual consent of all RAB members. Such amendments must be in writing and signed by all RAB members.

The acceptance of this document is so agreed by:



D. H. Showers, Colonel, Installation Co-Chair

Date: 8th May 02

Mr. Christopher Harrell, Community Co-Chair

Date: _____

Mr. Bob Sturdivant, U.S. EPA Region VI

Date: _____

Ms. Julie Jacobs, NMED,
Hazardous and Radioactive Waste Bureau

Date: _____