

*1956 Caneel Bay Resort brochure illustration (Source: Electro's Spark 2009)*

# National Park Service **Draft** Community Involvement Plan

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Caneel Bay Resort, St. John  
Virgin Islands National Park

February 2021

## REVISION LOG

Revision #	Revision Date	Revision Description

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## LIST OF ABBREVIATIONS AND ACRONYMS

CBR	Caneel Bay Resort
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CIP	Community Involvement Plan
EE/CA	Engineering evaluation and cost analysis
EPA	U.S. Environmental Protection Agency
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NPS	National Park Service
PCB	Polychlorinated biphenyl
USDOL	United States Department of Labor
USVI	United States Virgin Islands
VIIS	U.S. Virgin Islands National Park

## 1.0 INTRODUCTION

The National Park Service (NPS) is issuing this *Community Involvement Plan* (CIP) as a resource to enable meaningful community involvement throughout its investigation, selection, and implementation of soil and groundwater cleanup activities at the portions of the Caneel Bay Resort (CBR) owned by the United States. NPS is conducting these cleanup activities at the CBR pursuant to the *Comprehensive Environmental Response, Compensation, and Liability Act* (CERCLA), 42 U.S.C. §§ 9601, *et seq.* and its implementing regulations under the *National Oil and Hazardous Substances Pollution Contingency Plan* (NCP), 40 C.F.R. Part 300. The NPS values and encourages public participation and will share opportunities about public comment periods throughout this process.

In 2017, NPS completed a Removal Site Evaluation (RSE) for the CBR and concluded there is evidence that soil and groundwater contamination is present in certain non-public areas of the CBR, collectively identified as the Site. NPS holds title to the land on which the CBR is located, but Caneel Bay Acquisitions, Inc. has operated and continues to operate the CBR pursuant to a Retained Use Estate (RUE), as discussed Section 2.2 below. The Site includes three areas, as shown on Figure 2: Area 1 - Wastewater Treatment Plant, where there was a used-equipment staging area and an alleged drum storage area; Area 2 - Maintenance Facilities in which petroleum and pesticides have been stored and used; and Area 3 - Debris Landfill. Prior investigations concluded that the contaminants and contaminated media do not pose an immediate threat to human health or the environment; however, additional testing and analysis is required to assess potentially unacceptable longer-term risks and risks that could be posed by changed conditions such as may be caused by extreme weather events. Therefore, NPS initiated a non-time-critical removal action to further investigate the nature and extent of identified contamination, to assess whether such contamination poses an unacceptable risk to human health or the environment, to evaluate alternatives that will remove unacceptable risks posed by the contamination and to select a preferred alternative that best meets the NCP evaluation criteria. The CBR has been closed since 2017 after sustaining damage from hurricanes Irma and Maria.

CERCLA-related terms are defined in Appendix A, [Glossary](#).

### 1.1 Purpose and Objectives of the CIP

The CIP has been prepared in accordance with CERCLA and the NCP. The CIP serves as a guide for NPS to engage and inform community members, environmental groups, government officials, the media, and other interested parties in the environmental investigation and cleanup activities at the Site. The CIP is a “living” document and will be updated or revised, as appropriate, as Site conditions change.

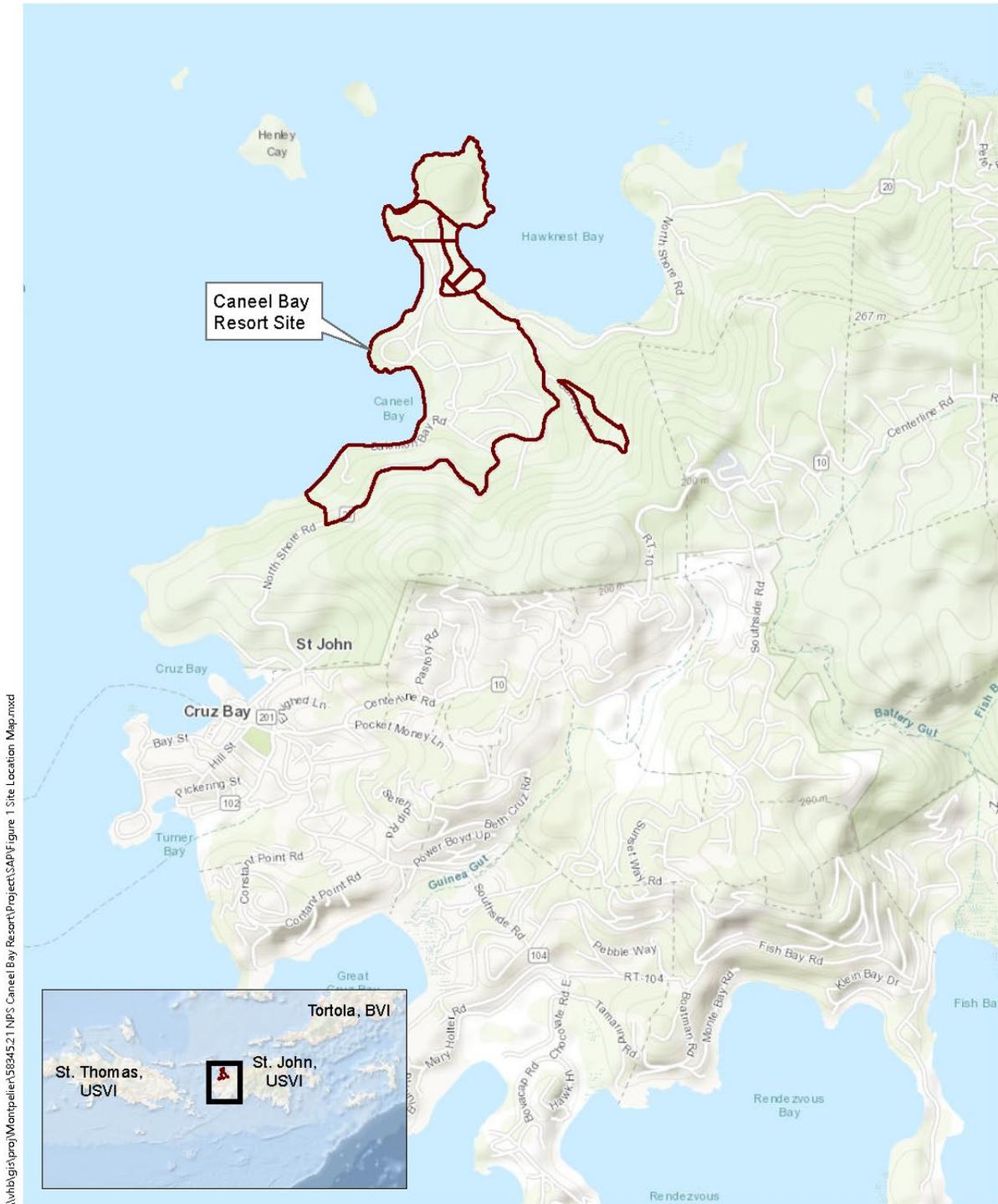
The CIP has two key objectives. The first key objective is to provide for the dissemination of information to the public in a timely, accurate, meaningful, and understandable manner. The second objective is to create opportunities- and ensure the community understands those

opportunities- for active public participation, enabling interested persons to provide valuable comments that can be used by the NPS project team for planning and decision making.

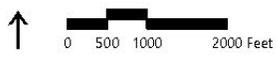
The strategies to accomplish these objectives take into consideration the location of the Site and surrounding community. The Site is located in the U.S. Virgin Islands National Park (VIIS), at the Caneel Bay Resort (CBR) on St. John, U.S. Virgin Islands (USVI) (Figure 1).

The CBR property is located on the northwestern shore of the island of St. John. The CBR property consists of approximately 150 acres and is located approximately 1 mile northeast of the town of Cruz Bay. CBR is a large vacation resort with approximately 100 buildings and structures used for lodging, food services, recreation, docks, marinas and maintenance services. The resort also maintains an approximately 1-acre debris landfill, which is reported to have previously accepted sludge from the CBR wastewater treatment plant and other wastes and is located in the southwestern portion of the property (Figure 2). The resort property is adjacent to Caneel Bay to the west, and also includes several beaches and large areas of lawns, surrounded by undeveloped forest.

Figure 1



\\nhb\gis\proj\Montpelier\5884521 NPS Caneel Bay Resort\Project\SAP\Figure 1 Site Location Map.mxd



Caneel\_Property

**Caneel Bay Resort Site** | St. John, USVI

Source Info:  
Base map from ESRI/World Topo Map

**Site Location Map**

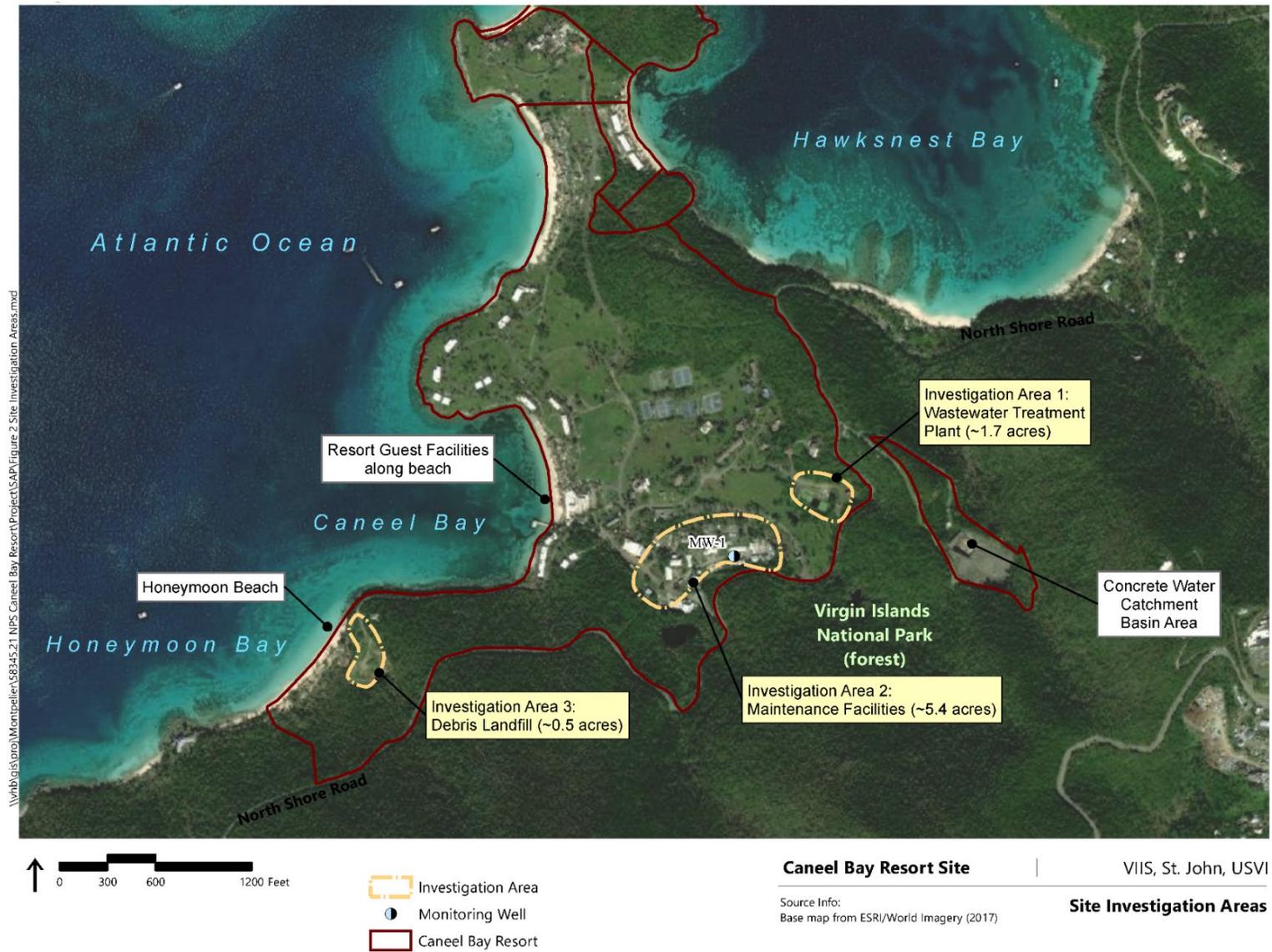


Figure 2

## 1.2 Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)

NPS is investigating and, if necessary, cleaning up the Site pursuant to CERCLA and the NCP. Congress enacted CERCLA in 1980 to address releases and threatened releases of hazardous substances into the environment. CERCLA gives the President broad powers to respond to hazardous substance releases and threatened releases as the President deems necessary to protect the public health or welfare or the environment, including enforcement authority with respect to parties responsible for the releases. The President has delegated this authority to a number of federal departments and agencies, including the Department of the Interior. NPS, an agency within the Department of the Interior, is the CERCLA lead agency for the Site.

To implement CERCLA, the U.S. Environmental Protection Agency (EPA) created the NCP, which is a set of regulations that detail how CERCLA cleanups are to be conducted, including requirements for community involvement activities. Different requirements apply to different types of response actions. The NPS has determined that a non-time-critical removal action is appropriate for the Site, as explained below.

A non-time-critical removal action is being conducted at the Site based on NPS's determination that a planning period of six months or more is available prior to the start of removal activities at the Site because no immediate threat to public health or welfare or the environment is present at the Site. As part of the non-time-critical removal action, NPS is conducting an engineering evaluation and cost analysis (EE/CA) to assess the nature and extent of possible Site contamination, evaluate associated potential risks to human health and safety and the environment, identify relevant cleanup requirements, develop a range of cleanup alternatives, and, if necessary, identify a recommended removal action alternative for the Site. As the lead agency for the Site, NPS must involve the community during the EE/CA process in the manner detailed in the NCP, and this CIP is part of that community involvement process.

## 1.3 Overview of the CIP

The CIP specifies the community involvement activities that NPS expects to undertake as investigation and cleanup of the Site proceeds. This CIP is organized as follows:

- Section 1.0: Introduction – A description of the purpose of the CIP.
- Section 2.0: Site Background – An overview of the Site description and history, previous Site investigations, and current and future Site activities.
- Section 3.0: Community Background – A community profile, history of community involvement at the Site, and summary of community concerns and questions.
- Section 4.0: Community Involvement Activities – A description of planned methods and activities for communicating with the public concerning Site activities, and a general schedule of anticipated community involvement activities.

- Section 5.0: References – A list of references used in developing this CIP.

The appendices include a glossary (Appendix A), administrative record file and information repository access details (Appendix B), community fact sheets and community updates (Appendix C), community interview questionnaire (Appendix D), contact information (Appendix E), and tables of minimum community involvement requirements (Appendix F).

## 2.0 PROJECT BACKGROUND

### 2.1 Site Description and History

In the mid-1950s, Laurance Rockefeller established Caneel Bay Resort as an early model of ecotourist luxury accommodations to highlight the natural beauty of St. John with low-impact facilities. Within the boundaries of the resort are culturally significant ruins and archaeological sites that span time from the archaic period through European colonialism and post-colonial emancipation. Several buildings and landscapes within the resort reference or build up these eras. The Resort was operated continuously from the 1950s through 2017, when it closed due to damage from hurricanes Irma and Maria. It is possible that building materials, cleaning supplies, and pesticides popular in the 1950s through 1970s, which contained ingredients that can be hazardous to human health and the environment, may have been used during the Resort's operation. To address this possibility, NPS plans to investigate the Site to characterize the nature and extent of potential contamination and determine the potential for unacceptable long-term human health and ecological exposure risks. As noted above, the Site includes three areas, as shown on Figure 2: Area 1 - Wastewater Treatment Plant; Area 2 - Maintenance Facilities; and Area 3 - Debris Landfill. The Site covers approximately 8 acres within CBR. The Site does not include the marina and fuel facility on Tracts 04-104 and 04-115, which are not NPS property.

CBR used petroleum products in vehicles, and other chemicals for cleaning and maintenance as part of general operations of the resort. In addition, CBR has a wastewater treatment plant, and for a period of time, the treatment sludge was reportedly disposed in an on-site debris landfill southwest of the resort buildings (one of the three Site areas to be investigated). In 2016, a representative for CBR's operator stated that it had been the resort's practice since 2014 to dispose of wastewater treatment plant sludge at the commercial landfill on St. Thomas. There is no evidence of contamination in areas of public or guest facilities and those areas have not been identified as part of the Site.

The following terms are used in the EE/CA to define specific locations:

- Resort or "CBR property": A 150-acre area on which the Caneel Bay Resort is operated including lands covered by the Retained Use Estate (RUE), described in Section 2.2 below, that are owned by the federal government and operated by the RUE-holder, and adjacent areas owned by Caneel Bay Acquisitions, Inc.
- Site: An approximately eight-acre portion of the Resort, which includes all three Areas shown on Figure 2 where potential environmental issues have been identified.
- Area: One of the three individual locations shown on Figure 2 where potential environmental issues have been identified.

### 2.2 Previous Environmental Studies and Response Actions

The CBR property has been subject to an RUE, which was part of the donation of the land to the NPS. Pursuant to the RUE, NPS has held title to the land, but the RUE holder (which has changed

over the years), has held title to the "Improvements," as that term is defined in the RUE, and has controlled all operations on the property. The RUE expires on September 30, 2023, at which time the RUE holder's right to operate the CBR terminates and all the "Improvements" become the property and responsibility of the NPS. Upon the termination of the RUE the CBR property is expected to be governed by a lease or concession contract with NPS.

In 2012, when NPS was preparing for the end of the RUE and entering into lease negotiations, as authorized by Public Law 111-261, a Level I Environmental Site Assessment was completed as required by the Department of the Interior (DOI) policy. The Level 1 report identified "Recognized Environmental Conditions" (i.e., conditions indicating the release or potential release of hazardous substances or petroleum to the environment) that required further investigation. A follow-up investigation, the Level 2 Environmental Site Assessment, was performed in 2014, and involved collecting soil and groundwater samples at the Site. Concentrations of certain contaminants (metals, petroleum compounds, and polychlorinated biphenyls (PCBs)) were detected in soil and/or groundwater samples from the Site. No immediate risks to humans, animals, or vegetation were identified, and no response actions were performed as a result of the investigation. These reports are a part of the administrative record, which will be available for public review (see Appendix E, [Contact Information](#)).

In 2016 and 2017 NPS completed a Removal Site Evaluation, which included a review of previous environmental studies. As noted above, NPS concluded that additional assessment was necessary to determine the nature and extent of contamination at the Site and the potential for unacceptable long-term human health and ecological exposure risks.

## 2.3 Current and Future Site Activities

NPS is currently following the CERCLA EE/CA process, which was initiated after completing a Removal Site Evaluation. The Removal Site Evaluation report summarized existing and historical environmental conditions at the Site. The EE/CA will evaluate soil and groundwater within the Site's three areas (Figure 1) using shallow and deep soil sampling techniques and groundwater monitoring wells. The field work portion of the investigation will be completed in about two weeks, with drilling required for about one week of that time. Samples will be sent to a laboratory for analysis of metals, petroleum compounds, pesticides, PCBs, and asbestos. A risk assessor will use the results to evaluate whether there are unacceptable risks to human health or the environment. If no unacceptable risks are identified, no removal actions will be required. If potential risks are identified, the EE/CA report will compare several potential removal action alternatives using criteria required by the NCP, and recommend actions for cleanup. When the EE/CA is complete, the report and supporting documents will be made available for public comment. NPS will hold a public meeting during the comment period to help convey the findings and proposed actions. After considering public comments, NPS will select an alternative and will inform the public and stakeholders of its decision, and will provide a response to significant public comments in an Action Memorandum.

## 3.0 COMMUNITY BACKGROUND

This section includes information about the local community at and around CBR that may be affected by or interested in investigation activities at the Site.

### 3.1 Community Profile

Approximately 4,170 people live on the island of St. John, and the 2010 Census counted a population of 91 within the Census Bureau's geographical designation of Caneel Bay Estate, which includes CBR and surrounding properties from Hawksnest to Cruz Bay (U.S. Census Bureau 2010). The 2010 census reported that approximately 51% of the adult population on the island has attended some college or holds a college degree and another 25% of the population has a high school diploma. The island's population is predominately African-American (76%), followed by white (15.7%), Asian (1.4%), "other" (4.9%), and mixed (2.1%). English is the most commonly spoken language, with a high percentage of the population that speak only English (90%) or speak English very well or well (9%). Internet access in 2010 was reportedly available in 85% of households. There are no federally-recognized Native American Tribes or tribal lands on St. John.

Access to CBR was limited to resort staff and guests, although day-visitors could arrive by boat or pay a car parking charge and access the restaurants and some of the beaches. The resort has been closed since the hurricanes in 2017. Honeymoon Beach, located on the south side of the property nearest the debris landfill, is a free public beach that can be accessed via a hiking trail from Cruz Bay or by boat. This beach remains busy throughout the year, especially when cruise ship passengers docking in St. Thomas take boat excursions to Honeymoon Beach, although cruises have been curtailed by COVID-19 restrictions.

With approximately 250 staff, CBR was the largest employer on St. John, and the sixth largest employer in the USVI (USDOL 2015). It is unlikely that any St. John residents use CBR for subsistence hunting or gathering of wild foods.

### 3.2 Environmental Justice

Executive Order 12898, issued in February 1994, directed federal agencies to "make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations" (Council on Environmental Quality 1997). The order particularly emphasizes the importance of the public participation process, and agencies were directed to "identify potential effects and mitigation measures in consultation with affected communities, and improve the accessibility of meetings, crucial documents, and notices." On January 27, 2021, President Biden issued Executive Order 14008, which reaffirmed the importance of environmental justice and instructed agencies to "make achieving environmental justice part of their missions by developing programs, policies, and activities to address the disproportionately high and adverse human health, environmental,

climate-related and other cumulative impacts on disadvantaged communities, as well as the accompanying economic challenges of such impacts.”

In keeping with Executive Orders 12989 and 14008, an Environmental Justice Analysis (“Analysis”) was conducted to determine if a disproportionate number of minority and low-income persons reside near the Site.<sup>1</sup> However, the USEPA’s Environmental Justice Screening and Mapping Tool (Version 2016) does not have any data for the U.S. Virgin Islands; using a 10-mile radius from CBR, the Explore Reports feature on the mapping tool states, “The area is too small or sparsely populated to generate an EJScreen chart” (USEPA 2016). Based on currently available census data, which indicates that more than 80% of people who live near CBR are non-white, NPS has not identified any environmental justice issues. However, in view of the recent increases in unemployment in the area, NPS will continue to be alert to environmental justice concerns and, during the interview process, will seek input from community members on additional outreach efforts that may be required to address the needs of those that may be affected by environmental justice concerns.

### 3.3 Community Involvement History

NPS has not previously conducted any community involvement activities for the Site related to the EE/CA investigation. The environmental conditions that will be investigated in the EE/CA are not currently suspected to result in unacceptable risks to CBR workers or guests or Honeymoon Beach visitors.

The current Community Update is available in Appendix C, [Community Fact Sheets and Community Updates](#).

### 3.4 Community Concerns and Needs

Identifying community concerns and issues is a required step in the National Oil and Hazardous Substances Pollution Contingency Plan 40 CFR section 300.415(n)(3)(i) and vital to the CIP’s development. It is important that the public be asked for recommendations on how NPS can most effectively involve and communicate with the community. To identify community concerns and needs and to identify how and when citizens would like to be involved in the process of identifying appropriate actions and alternatives, NPS will conduct community interviews with local officials, community residents, and various environmental and special interest groups who represent a range of opinions and backgrounds. NPS will ask interviewees for suggestions of additional groups or individuals the NPS should interview, and NPS will contact appropriate additional groups and individuals and will update this CIP to reflect information gathered. The list of interview questions is provided in Appendix D, [Community Interview Questionnaire](#). A CIP update based on those interviews will include summaries of:

- Groups interviewed

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<sup>1</sup> Because there are no federally-recognized tribes or tribal lands on St. John, Environmental Justice impacts to tribes were not included in this Analysis.

- The community's awareness of and interest in the Site and the community's level of concern about environmental and health impacts
- The community's concerns and needs
- The community's preferences for receiving Site-related information and involvement in the cleanup process
- The community's preference for meeting times and locations

## 4.0 PLANNED COMMUNITY INVOLVEMENT ACTIVITIES

As noted earlier, the key objectives of the community involvement program are to establish and encourage communication between NPS and the community and provide opportunities for the public to provide input throughout the course of CERCLA response activities at the Site. The following methods and techniques, which will be refined based in part on community interview responses, will be used to promote public participation and establish steps to provide timely information to interested citizens, agency staff, government officials, the media, and the community at large. The first part of this section describes each community involvement activity and the second part provides a schedule for when those activities will occur.

*Important: Upon request, NPS will endeavor to meet identified needs for translation, access to electronic communications, disability access, or other accommodations for people with special needs.*

### 4.1 Communication Methods and Community Involvement Activities

Planned community involvement activities and procedures are described in this section.

- **Site Spokesperson**

Nigel Fields, VIIS Superintendent, is the designated NPS spokesperson who will inform the community of actions taken, respond to inquiries about the environmental assessment, provide information concerning the Site, and act as liaison between NPS and community members, environmental groups, government officials, the media, and other interested parties. See Appendix E for contact information. Dave Worthington, VIIS Resources Management Division Chief is the designated backup Site Spokesperson.

- **Administrative Record File and Information Repository**

NPS has established two site information repositories and a paper copy of the administrative record will be made available in each. An information repository is a location open to members of the general public where they may review and make copies of documents in the administrative record, which contains all information used by the lead agency to make its decision on the selection of a response action. For the convenience of the interested local community and the general public, one of the site information repositories is located in the VIIS Visitor Center, which is near the Site, and the other is the Tunick Building, downtown Charlotte Amalie on St. Thomas. All information is also in digital format and can be mailed on a USB drive upon request; therefore, in-person access is not required. An electronic version of the administrative record will also be available at <https://parkplanning.nps.gov/CaneelBayAssessment>. The addresses, contact information, and operating hours for the information repositories are provided in Appendix B. NPS will update the administrative record file at key points during the response action process, such as when important investigations and reports are completed.

- **Interested Parties Mailing List**

NPS maintains an interested-parties mailing list that includes federal, state, and local elected officials; local school district officials; selected agency staff; community groups; media contacts; and interested community members, as appropriate. NPS notifies the parties on the list, as appropriate, when key documents are published or the status of the Site changes. In accordance with NPS's sustainability efforts, whenever possible notifications will be sent electronically by email. However, interested parties can request conventional mail delivery of notices if access to electronic communication is not available. In such cases, the NPS will send a letter informing interested parties of the availability of documents at the information repositories or changes in Site status.

Efforts are ongoing to expand the mailing list. Individuals can be added to the mailing list by contacting the Site spokesperson (See Appendix E for contact information). NPS also offers sign-up opportunities at public meetings. NPS updates the mailing list as appropriate to reflect changes in government representatives and other contacts. Note that contact information for private individuals on the list will be kept confidential to protect the personal information of those individuals.

- **Public Comment Periods**

While NPS accepts public feedback on ongoing response activities at any time, at certain times a formal public comment period will be provided. A public comment period is a formal time period during which the NPS accepts comments from the public on specific proposed actions or decisions. Generally, public comment periods last for 30 days, although they may be longer. Upon timely request (preferably to the Site spokesperson and in writing) during any public comment period, the NPS will extend the public comment period by a minimum of 15 days. In addition, upon request, the NPS will meet identified needs for translation, access to electronic communications, or other accommodations for persons with special needs. (See [Public Notices](#), below).

The NPS will formally notify the community of public comment periods through several means, including:

- The NPS will publish notice of public comment periods in the Virgin Islands Daily News (print) and/ or St. John Source (online).
- The NPS will notify individuals listed on the Interested Parties Mailing List.
- The NPS will distribute a news release to local reporters and publish the news release on the park website the day public comment periods open.

A public comment period of at least 30 days will be held upon completion of the EE/CA Report, prior to the selection of the removal action. During this period, interested parties may provide NPS with written comments on the EE/CA Report, including the proposed removal action. The comment period will be extended by a minimum of 15 days if a timely request is submitted to NPS during the comment period. A responsiveness summary that summarizes responses to significant public comments received during the

comment period will be prepared and placed in the administrative record file, most likely as part of the EE/CA Action Memorandum.

- **Public Notices**

NPS will issue public notices to inform the community and the general public of public events, publication of key documents, and major Site milestones.

Based on identified community preferences and the subject of the announcement, NPS will select from the following methods to distribute public notices about the Site:

- News release.
- Virgin Islands Daily News, which is circulated in print widely on St. John and St. Thomas. To reach as many people as possible, the NPS publishes public notices in main sections of newspapers, not in legal notices sections.
- Notice sent to the Interested Parties Mailing List.
- Park postings as described below in the Park Visitor Communication section.

Following completion of the EE/CA Report, a public Notice of Availability of the EE/CA Report will be published in the newspaper listed above. The Notice will provide a brief description of the EE/CA Report, announce its availability for review, list the dates for the 30-day public comment period, identify a contact person, list the locations where the EE/CA Report can be reviewed, and identify where written comments should be sent.

Other notices that will be distributed include announcements of road closures or Park access restrictions during additional investigation and cleanup activities, if any. Depending on the locations involved and timing of the activity, NPS may limit notice of these types of activities to the local community and visitors to Honeymoon Beach rather than distributing the information more broadly.

- **Public Meetings**

One public meeting will be held during the EE/CA Report public comment period. Public meetings are scheduled to communicate directly with the public about key Site milestones. Public meetings are usually fairly structured forums that are open to the general public, including both affected and unaffected parties. Public meetings typically include an NPS staff presentation followed by a question, answer, and comment session. Based on identified community preferences and the availability of appropriate meeting space, public meetings will be held at the VIIS Visitor Center in Cruz Bay, St. John or virtually if circumstances require. Other venues may be considered based on identified community preferences during the interviews discussed above and will be announced as described in the Public Notices section above.

Any public meetings held during the formal public comment period will be recorded and transcribed, and the transcript will be made available in the administrative record file. As noted above in the Public Comment Period section, NPS responses to significant oral or

written comments made during a public meeting (“responsiveness summary”) will be compiled and placed in the administrative record file.

To date, no requests have been made to provide a translator; however, NPS will take steps to accommodate such requests as well as those for individuals with special needs, as appropriate.

- **Newspaper Contacts/News Releases**

NPS maintains a media list of local outlets and will share updates with those outlets. News releases will be produced at key milestones in the EE/CA process, which may include:

- (1) Initiation of EE/CA field investigation activities;
- (2) EE/CA Report availability and public comment period announcement;
- (3) Commencement of on-Site cleanup, if warranted; and
- (4) Project completion.

- **Community Organization Presentations**

If requested, the NPS will meet with interested community organizations or provide information for community organizations to include in their newsletters. Interested community organizations can discuss community organization presentations by calling or emailing the Site spokesperson at the contact information provided in Appendix E, Contact Information.

- **Park Visitor Communication**

The NPS will use a variety of channels to keep the public informed, including:

- Posted notices: An informational sign will be located at the entrance to the landfill east of Honeymoon Beach during drilling activities.
- Informal contacts with informed park staff (with sufficient information to address visitor questions)
- Community Updates, as described in more detail below
- Press releases shared on NPS.gov and with local media
- Website and social media updates

Posted items will briefly explain the purpose of the project, what visitors may see or hear in the area, safety concerns, and sources for additional information. The NPS will also post the following information:

- Site spokesperson and contact information
- Site access restrictions

- **Community Updates**

Community Updates are brief documents to inform the community about the Site and the environmental investigation and cleanup process. Community Updates present information about Site history; the nature and extent of Site environmental issues; public health and safety issues; investigation and/or cleanup plans, processes, and schedules; and local impacts during cleanup activities. Community Updates also provide contact information for public inquiries.

The NPS will prepare Community Updates at key milestones in the cleanup process. For example, NPS prepared a Community Update to announce the start of the EE/CA investigation; this update is available for review in Appendix C, Community Fact Sheets and Community Updates.

NPS will distribute Community Updates to the public using the following means:

- Sending a notice to persons on the Interested Parties Mailing List with either a digital (for email notices) or print copy (for regular mail notices) of the Community Update
  - Posting Community Updates at or near the Site as described in the [Park Visitor Communication](#) section above
  - Making Community Updates available at various Park locations
  - Posting to the project website at:  
<https://www.nps.gov/viis/learn/management/environmental-contamination-assessment-at-caneel-bay-resort.htm>
- **Contact Information**  
NPS contact information will be included in Community Updates, public notices, and news releases. Contact information for NPS representatives as well as for other key individuals is provided in Appendix E, [Contact Information](#).
  - **Community Involvement Plan Revision**  
To remain flexible and able to respond to the evolving needs of the community and changes to the Site, the CIP will be reviewed and revised as needed. As the response action progresses, NPS staff may identify and use additional means or activities to inform and engage the community.

## 4.2 Community Involvement Activity Schedule

The NPS selected the above methods and activities to engage and inform the community regarding the Site and Site activities. This section provides a schedule for when those activities will occur. This section will be updated, if necessary, after community interviews are conducted. Citations for some of the following actions are provided in Appendix F: [NCP Involvement Requirements](#).

- **Ongoing Activities**
  - Respond to citizen inquiries and requests
  - Maintain the administrative record file and information repositories
  - Maintain the Interested Parties Mailing List
  - Maintain park visitor communications
- **Activities to be completed during the EE/CA:**
  - Establish agency spokesperson - Completed October 12, 2016
  - Establish Administrative Record file and information repository – Completed
  - Publish notice of availability of Administrative Record file in major local newspapers – February 11, 2021
  - Conduct community interviews prior to completion of CIP – No later than April 9, 2021
  - Prepare CIP prior to completion of EE/CA – No later than April 30, 2021
- **Activities to be completed when the EE/CA is ready for public review:**
  - Update Administrative Record file up to and including the EE/CA Report.
  - Publish notice of availability and brief description of the EE/CA in at least one major local newspaper of general circulation; note that the Administrative Record file has been updated in the notice of availability. Send notice to persons on interested parties mailing list.
  - Public comment period for EE/CA - 30-day minimum
  - Hold a public meeting during the public comment period to present the findings and recommendations of the EE/CA Report.
  - For comments submitted before the public comment period, consider and respond to significant comments, as appropriate; for comments submitted during the public comment period, prepare a written response to significant comments (“responsiveness summary”); place all comments and such responses into the administrative record file.

## 5.0 REFERENCES

Council on Environmental Quality. 1997. Environmental Justice Guidance Under the National Environmental Policy Act. *Available at* [https://www.epa.gov/sites/production/files/2015-02/documents/ej\\_guidance\\_nepa\\_ceq1297.pdf](https://www.epa.gov/sites/production/files/2015-02/documents/ej_guidance_nepa_ceq1297.pdf).

National Park Service (NPS). 2014. *Community Involvement Requirements and Best Practices*. *Available at* <https://connect.doi.gov/nps/csportal>.

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USEPA. 2005. *Superfund Community Involvement Handbook*. April. *Available at* [http://www.epa.gov/superfund/community/cag/pdfs/ci\\_handbook.pdf](http://www.epa.gov/superfund/community/cag/pdfs/ci_handbook.pdf).

USEPA. *Community Involvement Toolkit*. *Available at* <http://www.epa.gov/superfund/community/toolkit.htm>.

## APPENDIX A: GLOSSARY

**Definitions for CERCLA-related words found throughout the CIP are provided below.**

**Administrative Record File:** A file that contains all information considered or relied upon by the lead agency to make its decision on the selection of a response action under CERCLA. See Appendix B, [Administrative Record File and Information Repository Access Details](#), for further information on the Site administrative record file.

**Area:** One of the three individual locations shown on Figure 2 where potential environmental issues have been identified.

**CERCLA (Comprehensive Environmental Response, Compensation, and Liability Act):** A federal law, commonly known as "Superfund," which Congress enacted in 1980 and amended in 1986 and 2002. The law provides broad federal authority to respond directly to releases or threatened releases of hazardous substances that may endanger public health or welfare or the environment; establishes the categories of persons who are liable for such releases; and outlines a framework for investigating and responding to releases and threatened releases of hazardous substances where the lead agency determines it is necessary. CERCLA generally authorizes three types of cleanup actions: emergency response actions, removal actions, and remedial actions.

**Cleanup:** Used in this document to describe actions taken to address a release or threat of a release of hazardous substances, pursuant to CERCLA, that could affect public health or welfare or the environment. The word "cleanup" is sometimes used interchangeably with the terms remedial action, removal action, response action, remedy, remediation, or corrective action.

**Community Interview:** Interviews conducted by the lead agency as part of the process of preparing a Community Involvement Plan. For most response actions, the NCP requires the lead agency to conduct community interviews to determine appropriate activities to ensure public involvement in Site-related decisions.

**Community Involvement Plan (CIP):** A plan that explains how NPS intends to enable meaningful community involvement throughout the cleanup process by specifying planned community involvement activities to address community needs, concerns, and expectations identified through community interviews and other means.

**Hazardous Substance:** Any one of the more than 800 substances defined under CERCLA and the NCP as potentially posing a threat to human health or the environment. Hazardous substances include materials defined as ignitable, corrosive, reactive, or toxic under the Resource Conservation and Recovery Act (RCRA), as well as additional substances listed under the Clean Water Act and hazardous air pollutants listed under the Clean Air Act.

**Information Repository:** A location open to members of the general public where a collection of documents (including the administrative record file) relevant to a particular CERCLA Site is made available for public review and copying. See Appendix B, [Administrative Record File and](#)

Information Repository Access Details, for the locations and addresses of the Site information repositories.

**Lead Agency:** The government agency with the primary authority to investigate, plan and implement a response action under CERCLA and the NCP at a particular site.

**National Oil and Hazardous Substances Pollution Contingency Plan (NCP):** More commonly called the National Contingency Plan or NCP, it is the federal government's regulatory blueprint for responding to both oil spills and releases and threatened releases of hazardous substances. The NCP is the result of our country's efforts to develop a national response capability and promote overall coordination among the hierarchy of responders and contingency plans. The regulations, published at 40 C.F.R. Part 300, detail how CERCLA is to be implemented.

**Non-Time-Critical Removal Action:** A removal action conducted when the lead agency determines that there is a planning period of at least six months before on-site activities must be initiated.

**Notice of Availability:** A formal notice announcing the issuance and public availability of a document (e.g., proposed plan) or documents (e.g., the administrative record file or updates thereto). A Notice of Availability is also issued when the information repositories are established. The notice may also announce commencement of a public comment period.

**Public Comment Period:** A period during which the public can formally review and comment on various documents and proposed response actions.

**Removal Action:** A type of CERCLA response action with a streamlined planning process. A removal action is conducted to address all or a part of a release or threatened release of hazardous substances when the release requires an expedited, time-critical response, or when the release is of limited size and complexity such that streamlined response planning is appropriate. There are two types of removal actions – time-critical and non-time-critical; sometimes emergency response actions (undertaken by the U.S. Environmental Protection Agency) are referred to as removal actions. The term refers both to the entire removal response action, as well as just the cleanup phase of such an action.

**Response Action:** The most general CERCLA term used to describe any action taken to respond to a release or threatened release of hazardous substances to protect the public health or welfare or the environment. The term includes all phases of the response, from investigation through monitoring and even enforcement activities. There are generally three types of CERCLA response actions that may be undertaken by NPS as the lead agency: time-critical removal actions, non-time-critical removal actions, and remedial actions. The response action at the Caneel Bay Resort Site is a non-time-critical removal action.

**Responsiveness Summary:** Document summarizing the significant comments received during a public comment period and documenting the lead agency's responses to the comments.

**Resort:** A 150-acre area on which the Caneel Bay Resort is operated including lands covered by the Retained Use Estate (RUE) that are owned by the federal government and operated by the RUE-holder, and adjacent areas owned by Caneel Bay Acquisitions, Inc.

**Site:** An approximately eight-acre portion of the Resort, which includes all three Areas shown on Figure 2 where potential environmental issues have been identified.

## APPENDIX B: ADMINISTRATIVE RECORD FILE AND INFORMATION REPOSITORY ACCESS DETAILS

The Site administrative record file will be maintained at two locations, which may be reviewed at the following information repositories during the hours indicated:

Location	
<b>Location Name:</b>	Virgin Islands National Park Visitor Center
<b>Address:</b>	1300 Cruz Bay Creek, St. John, VI 00830
<b>Days and Hours:</b>	Daily, 9:00 am – 3:00 pm
<b>For file review appointments, contact:</b>	
<b>Name:</b>	Nigel Fields
<b>Title:</b>	VIIS Superintendent
<b>Organization:</b>	National Park Service
<b>Phone:</b>	(340) 776-6201 ext 431
<b>Email:</b>	viis_superintendent@nps.gov
<b>Days and Hours:</b>	Monday-Friday, 9:00 am – 3:00 pm

Location	
<b>Location Name:</b>	Tunick Building
<b>Address:</b>	1336 Beltjen Road, Suite 101, St. Thomas, VI 00802
<b>Days and Hours:</b>	Monday-Friday, 9:00 am – 3:00 pm from Feb. 11-Mar.12 Beginning March 15, documents may be viewed by appointment only.
<b>For file review appointments, contact:</b>	
<b>Name:</b>	Nigel Fields
<b>Title:</b>	VIIS Superintendent
<b>Organization:</b>	National Park Service
<b>Phone:</b>	(340) 776-6201 ext. 431
<b>Email:</b>	viis_superintendent@nps.gov
<b>Days and Hours:</b>	Monday-Friday, 9:00 am – 3:00 pm

An electronic version of the administrative record will also be available at <https://parkplanning.nps.gov/CaneelBayAssessment>.

## APPENDIX C: COMMUNITY FACT SHEETS AND COMMUNITY UPDATES



### A Brief History

The Caneel Bay Resort was developed in 1956 on the site of a former plantation on St. John. In 1983, the resort's owners donated approximately 150 acres of land to the United States with a Retained Use Estate Indenture Agreement (RUE) that allowed private operation of the resort for 40 years, until 2023. With restaurants, lodging, water and wastewater treatment plants, fuel and maintenance facilities, and a small landfill, the resort was similar in many ways to a village. Some building materials, cleaning supplies, and pesticides, popular in the 1950s-70s, contained potentially hazardous ingredients and may have been used at the resort. Also, gasoline and diesel were stored and used on-site to fuel the emergency generator and vehicles. The resort has been closed since September of 2017, after sustaining damage from hurricanes Irma and Maria.

The National Park Service (NPS) is the lead agency at this site and has authority under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) to investigate and clean-up sites with contamination that may be harmful to human health and the environment. As the RUE comes to an end, the NPS is gathering information to evaluate if contaminants of potential concern (COPCs) are present, and, if so, where they are located and whether they need to be removed. A soil and groundwater investigation in 2014 found COPCs, including pesticides, metals, asbestos, and petroleum in three general areas. These areas are numbered on the map. Area 1 is near the wastewater treatment plant. Area 2 includes the maintenance, landscaping, and fuel storage facilities. Area 3 is the debris/compost landfill.



### Current Environmental Efforts

The NPS performed a Removal Site Evaluation (RSE) of the Caneel Bay Resort and based on its findings decided to perform an Engineering Evaluation/Cost Analysis (EE/CA). The Caneel Bay Resort operators are now working with NPS to provide access to the Site. The EE/CA investigation will include more soil and groundwater testing, surveys to find buried wastes, and checks of building materials around the resort for possible asbestos. The NPS will investigate all three areas on the map. A laboratory will analyze COPC concentrations in the soil and groundwater samples, and the results will be used in human health and ecological risk assessments. The investigation will require approximately two weeks of on-site work and should not affect visitors to Honeymoon Bay or the resort's neighbors. The NPS will present the results of the investigation, the calculated risks to human health and the environment, and response action alternatives (if required) in an EE/CA report. The draft EE/CA report is expected to be available for public review and comment in the late spring of 2021.

### NPS Community Involvement

An information repository containing the administrative record file, which contains the documents considered in the selection of a cleanup action, has been established and is available for public review from the Virgin Islands National Park. The website at [www.nps.gov/vilis](http://www.nps.gov/vilis) will be updated as the investigation progresses.

Virgin Islands National Park  
Cruz Bay Visitor Center, Cruz Bay, St. John  
(340) 776-6201 x238  
Monday - Friday, 8:30am - 4:30pm



## APPENDIX D: COMMUNITY INTERVIEW QUESTIONNAIRE

## Caneel Bay Resort Site Community Interview Questionnaire

### Caneel Bay Resort Site Community Involvement Plan

1. How long have you lived in the community? How long have you been involved with your organization?
2. What is your understanding of the history of (i.e., past use and activities at) the property known as the Caneel Bay Resort?
3. Have you or your organization participated in activities at or concerning the Caneel Bay Resort? If so, what kind of activities?
4. Are you familiar with any potential environmental issues or environmental investigation activities that have occurred at or near the Caneel Bay Resort?

If yes, ask the following questions. If no, skip to question 4.

- a. When and how did you or your organization first become aware of these issues?
  - b. Do you feel you, members of your organization, or your community, have been affected by any environmental issues at or near the Caneel Bay Resort?
  - c. Are you aware of local, state, or federal government interest or involvement in environmental issues at the Caneel Bay Resort?
  - d. Do you have any concerns about environmental issues at or near the Caneel Bay Resort? If so, what are they? What about other members of your organization?
  - e. Do you know of any parties who may have been involved with or responsible for environmental issues, if present at or near the Caneel Bay Resort?
5. Would you and your organization like to be involved in future activities related to environmental issues, if present, at or near the Caneel Bay Resort? If so, how would you like to be involved (i.e., in what manner)?
  6. How can we best provide you, your organization, or the community information concerning investigation and any needed cleanup activities?
  7. What kinds of information do you or members of your organization need concerning environmental issues at or near the Caneel Bay Resort?
  8. Can you suggest other individuals or groups that should be contacted for additional information?
  9. Do you or your group members have a preference for meeting locations and times?
  10. What are the most popular newspaper, TV stations, and radio stations in the community?
  11. Please identify any local elected representatives who should be notified of our activities and findings.

## APPENDIX E: CONTACT INFORMATION

The NPS will update contact information as necessary.

### Site-Specific Contacts

For information about Site cleanup activities, please contact:

	Site Spokesperson/ Park Contact	Site Spokesperson/ Park Contact	NPS Region Contact
<b>Name:</b>	Nigel Fields	Dave Worthington	Kelly Kachurak
<b>Title:</b>	Superintendent	Chief of Resource Management	Sustainability, Environmental, and Accessibility Program Branch Manager
<b>Organization:</b>	National Park Service, Virgin Islands National Park	National Park Service, Virgin Islands National Park	National Park Service, South Atlantic Gulf Region 2
<b>Address:</b>	1300 Cruz Bay Creek St. John, VI 00830	1300 Cruz Bay Creek St. John, VI 00830	100 Alabama Street, SW Building 1924, 6th Floor
<b>Phone:</b>	(340) 776-6201 ext. 431	(340) 776-6201 ext. 424	(404) 883-0738
<b>Email:</b>	<a href="mailto:viis_superintendent@nps.gov">viis_superintendent@nps.gov</a>	dave_worthington@nps.gov	kelly_kachurak@nps.gov

### Elected Official Contacts

#### Federal Elected Officials

	Delegate to House of Representatives
<b>Name:</b>	Stacey Plaskett
<b>Title:</b>	Virgin Islands Delegate
<b>Address:</b>	2404 Rayburn House Office Building Washington, DC 20515
<b>Phone:</b>	(202) 225-1790
<b>Email or Webform:</b>	<a href="http://plaskett.house.gov/contact">plaskett.house.gov/contact</a>

### Virgin Islands Elected Officials

	Governor	Territory Congressional Representative
<b>Name:</b>	Albert Bryan Jr.	Stacy E. Plaskett
<b>Title:</b>	Governor	Congresswoman
<b>Address:</b>	St. John Battery St. John, VI 00830	9100 Havensight Port of Sale Mall, Suite 22 St. Thomas, VI 00802
<b>Phone:</b>	(340) 776-6484	(340) 774-4408
<b>Email or Webform:</b>	<a href="https://www.vi.gov/governor-bryan/">https://www.vi.gov/governor-bryan/</a>	<a href="mailto:cletis.clendinen@mail.house.gov">cletis.clendinen@mail.house.gov</a>

	Territory Senate Representative	Territory Senate Representative
<b>Name:</b>	Donna Frett-Gregory	Stephen Payne, Sr.
<b>Title:</b>	Senate President	Senator at Large
<b>Address:</b>	Capitol Building, Charlotte Amalie P.O. Box 1690 St. Thomas Virgin Islands 00804	Capitol Building, Charlotte Amalie P.O. Box 1690 St. Thomas Virgin Islands 00804
<b>Phone:</b>	(340) 693-3686	(340) 693-8061 (St. John) (340) 774-0880 (St. Thomas)
<b>Email or Webform:</b>	<a href="mailto:senatorfrett-gregory@legvi.org">senatorfrett-gregory@legvi.org</a>	<a href="mailto:spayne@legvi.org">spayne@legvi.org</a>

### St. John Appointed or Elected Officials

	St. John Island Administrator
<b>Name:</b>	Shikima Jones Sprauve
<b>Title:</b>	St. John Island Administrator
<b>Address:</b>	St. John Battery P.O. Box 485 St. John, VI 00830
<b>Phone:</b>	(340) 776-6484
<b>Email or Webform:</b>	<a href="mailto:shakima.jones@go.vi.gov">shakima.jones@go.vi.gov</a>

## Federal Agencies

	EPA Region 2	U.S. Fish and Wildlife Service Region 4
<b>Name:</b>	Carmen Guerrero	Leopoldo "Leo" Miranda
<b>Title:</b>	Director	Regional Director
<b>Organization:</b>	Caribbean Environmental Protection Division	U.S. Fish and Wildlife Service Southeast Region
<b>Address:</b>	City View Plaza II – Suite 7000 #48 Rd. 165 km 1.2 Guaynabo, PR 00968-8069	1875 Century Boulevard, Suite 400, Atlanta, Georgia 30345-3319
<b>Phone:</b>	(787) 977-5875	(404) 679-4000
<b>Email:</b>	guerrero.carmen@epa.gov	leopoldo_miranda@fws.gov

	U.S. Army Corps of Engineers	National Oceanic and Atmospheric Administration
<b>Name:</b>	Colonel Andrew Kelly	Dr. Jeffrey L. Payne
<b>Title:</b>	District Commander	Director
<b>Organization:</b>	U.S. Army Corps of Engineers Jacksonville District	NOAA Office for Coastal Management
<b>Address:</b>	701 San Marco Blvd. Jacksonville, FL 32207	2234 South Hobson Avenue Charleston, South Carolina 29405-2413
<b>Phone:</b>	(904) 232-2568	(843) 740-1207
<b>Email:</b>	PublicMail.CESAJ- CC@usace.army.mil	jeff.payne@noaa.gov

## Virgin Islands Agencies

	Virgin Islands Department of Planning & Natural Resources	Virgin Islands Department of Public Works
<b>Name:</b>	Jean-Pierre L. Oriol	Dennis Brow
<b>Title:</b>	Commissioner	Commissioner (Acting)
<b>Organization:</b>	Virgin Islands Department of Planning & Natural Resources	Virgin Islands Department of Public Works, St. John
<b>Address:</b>	4607 TuTu Park Mall St. Thomas, VI 00802	6 Susannaberg, Cruz Bay St. John, VI 00830
<b>Phone:</b>	(340) 773-1082 (Media Relations Coordinator)	Phone: (340) 776-4844 Fax: (340) 693-8001
<b>Email:</b>	jamal.nielsen@dpr.vi.gov (Media Relations Coordinator)	dpwcommissionerofficestt@dpw. vi.gov

Virgin Islands Department of Health	
<b>Name:</b>	Justa E. Encarnacion
<b>Title:</b>	Health Commissioner and Chief Public Health Officer
<b>Organization:</b>	Virgin Islands Department of Health
<b>Address:</b>	St. Thomas / St. John Office 1303 Hospital Ground Suite 10, Charlotte Amalie, St. Thomas, VI 00802
<b>Phone:</b>	(340) 774-9000
<b>Email or webform:</b>	<a href="https://doh.vi.gov/about-us/office-commissioner">https://doh.vi.gov/about-us/office-commissioner</a>

## Indian Nations or Tribes

There are no Federally-Recognized Indian Nations or Tribes on St. John. Many recognize a kinship or cultural heritage with ancestral Taino Peoples within the Virgin Islands and across the Caribbean. Two representing organizations include:

[Opi'a Taino International | Humanitarian Non-Profit Organization in the US Virgin Islands \(opiataino.com\)](http://opiataino.com)

[Taino Self-determination | United Confederation of Taino People \(uctp.org\)](http://uctp.org)

## Neighborhood Representatives

Caneel Bay Resort	
<b>Name:</b>	[To be determined]
<b>Title:</b>	[To be determined]
<b>Organization:</b>	Caneel Bay Resort
<b>Address:</b>	P.O. Box 720 St. John, USVI 00831-0720
<b>Phone:</b>	[To be determined]
<b>Email:</b>	[To be determined]

## Local School District and Schools

	Julius E. Sprauve School	Gifft Hill School
<b>Name:</b>	Michelle A. Rogers-Bully	Ken Mills
<b>Title:</b>	Principal	Head of School
<b>Organization:</b>	Julius E. Sprauve School	Gifft Hill School
<b>Address:</b>	14-18 Estate Enighed Saint John, VI 00831	Rte 104, Cruz Bay, St John 00830, U.S. Virgin Islands
<b>Phone:</b>	(340) 776-6336	(340) 776-1730
<b>Email or webform:</b>	N/A	Kenmills@giffthillschool.org

## Community Organizations and Environmental Groups

	Friends Group	NAME
<b>Name:</b>	Todd Sampsell	
<b>Title:</b>	President	
<b>Organization:</b>	Friends of Virgin Islands National Park	
<b>Address:</b>		
<b>Phone:</b>	(340) 779-4940	
<b>Email:</b>	tsampsell@friendsvinp.org	

## Neighboring Properties *[TO BE DETERMINED]*

	[Add]	[Add]
<b>Name:</b>		
<b>Title:</b>		
<b>Organization:</b>		
<b>Address:</b>		
<b>Phone:</b>		
<b>Email:</b>	[Hyperlink email address]	[Hyperlink email address]

	[Add]	[Add]
<b>Name:</b>		
<b>Title:</b>		
<b>Organization:</b>		
<b>Address:</b>		
<b>Phone:</b>		
<b>Email:</b>	[Hyperlink email address]	[Hyperlink email address]

## Media

### Online News

	Virgin Islands Consortium	VI SOURCE
<b>Link:</b>	viconsortium.com	
<b>Contact Name:</b>		Kelsey Nowakowski
<b>Contact Address:</b>		kelsey.visource@gmail.com
<b>Contact Phone:</b>	(340) 514-3268	419-356-6222
<b>Contact Email or Webform:</b>	contact@viconsortium.com	visource@gmail.com

	Caribbean BBC	AP News San Juan
<b>Link:</b>	bbc.com	apnews.com/hub/san-juan
<b>Contact Name:</b>		
<b>Contact Address:</b>	www.bbcom/news/10725415	
<b>Contact Phone:</b>		
<b>Contact Email or Webform:</b>	Caribbean@bbc.co.uk	apsanjuan@ap.org

### Newspapers

	Virgin Islands Daily News	STJ Tradewinds
<b>Link:</b>	notices@dailynews.vi	Stjohntradewinds.com
<b>Contact Name:</b>	Archie Nahigian	
<b>Contact Address:</b>	archie@dailynews.vi	stjohntradewinds@gmail.com
<b>Contact Phone:</b>	(340) 714-9130	(340) 228-8784
<b>Contact Email or Webform:</b>	notices@dailynews.vi	stjohntradewinds@gmail.com

### Radio Stations

	WSTA Radio	Isle 95
<b>Title:</b>	WSTA Radio	Isle 95
<b>Link:</b>	1340wsta.com/live/	Viradio.com
<b>Contact Name:</b>	Addie Ottley	Ryan Nugent
<b>Contact Address:</b>		
<b>Contact Phone:</b>	(340) 777-4500	(340) 773-3636
<b>Contact Email or Webform:</b>	customerservice@wsta1340.com	ryannugenstx@gmail.com

### Television Stations

	WTJX TV	News2
<b>Title:</b>	WTJX TV	News2
<b>Link:</b>	www.wtjx.org	www.facebook.com/News2vi/
<b>Contact Name:</b>	Tonya Singh	Cynthia Thomas
<b>Contact Address:</b>	<a href="mailto:tsingh@wtjx.org">tsingh@wtjx.org</a>	<a href="mailto:cthomas@tv2.vi">cthomas@tv2.vi</a>
<b>Contact Phone:</b>	(340) 718-3339	(340) 774-2200
<b>Contact Email or Webform:</b>	mherrara@wtjx.org	newsdirector@tv2.vi

## APPENDIX F: NCP COMMUNITY INVOLVEMENT REQUIREMENTS

The NCP specifies the following community involvement requirements for the EE/CA at this Site.

### Removal Actions

#### Non-Time-Critical Removal Action

Required When	Requirement	Citation– 40 C.F.R.
As soon as reasonably possible	Designate a Site spokesperson.	§ 300.415(n)(1)
No later than when the Engineering Evaluation and Cost Analysis Approval Memorandum is signed	Establish two information repositories (one at a central location and one at or near the Site) and establish an administrative record file and place in the information repositories.	§ 300.415(n)(4)(i); § 300.800(a); § 300.805(a)
Prior to completion of the Engineering Evaluation and Cost Analysis	Conduct community interviews.	§ 300.415(n)(4)(i)
	Prepare and issue a Community Involvement Plan.	§ 300.415(n)(4)(i)
Upon completion of Engineering Evaluation and Cost Analysis and publication of the Engineering Evaluation and Cost Analysis Report	Publish notice of availability and brief description of the Engineering Evaluation and Cost Analysis Report in a major local newspaper of general circulation.	§ 300.415(n)(4)(ii); § 300.820(a)(1)
	Provide a public comment period of at least 30 days for submission of written and oral comments. Upon timely request during the public comment period, extend the public comment period by a minimum of 15 additional days.	§ 300.415(n)(4)(iii); § 300.820(a)(2)
	After the close of the public comment period, prepare a written response to significant comments received during the public comment period; consider and respond to significant comments submitted before the public comment period, as appropriate; place any such responses into the administrative record file.	§ 300.415(n)(4)(iv); § 300.820(a)(2)