

MERRILL HOHMAN 3/27/84

COPY

58571

March 13, 1984

M E M O

From the desk of

TO: Merrill Hohman:

RE: PCB Meeting

The attached notes are offered and are intended to be constructive suggestions to make the PCB meetins more effective and meaningful. You were too patient (and I'm sure bored also!).

Best personal regards,

Philip T. Gidley
GIDLEY LABORATORIES, INC.
Chemical and Environmental Sciences
Fairhaven, Massachusetts, U.S.A.

P.S. Sotolongo and Anderson were effective and informative.

PTG/plp

C O P Y

CONDUCT OF MEETINGS:
SUGGESTIONS FOR IMPROVEMENT

1. Strictly limit each comment to three minutes.
2. In meeting notices, urge participants to submit written comments* in advance if possible, so E.P.A., D.E.Q.E. and D.P.H. can adequately respond.
3. Whether written comments are submitted in advance or at the meeting, all participants should be limited to a 3-minute oral summary thereof.
4. Most speakers from the floor (whether or not using microphone) could not be heard or understood, hence, over 50% of the audience learned little.
5. The poor (quality) representation of Mass. D.P.H. was unacceptable and not helpful—Where were Cutler, Telles, Krueger or equals?
6. Comments should be solicited from SRPEDD, SMU, fishermen, shellfish wardens, etc., in audience.
7. Consultants (RAMP) should be present.

* Comments of Chapman, Tonnessen and Davis, for example, could have been summarized—as were available in written form.

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Philip T. Gidley
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plp