

MEMORANDUM

TO: Caroline Kwan

FROM: Cecilia Masson

SUBJECT: TuTu Wells site Information Repositories

DATE: December 4, 1992

I received your fax concerning the information repositories and have checked my records against what you found in St. Thomas. Attached are copies of the letters and index that were sent to each repository on May 1 and 26. After our telephone call, just before you went on vacation in October I called Ms. McCauley at DPNR and she reported that she never received the information in May. We were unable to trace the package and the October 9 letter was prepared and sent. However, I do not understand the missing documents. Every time we sent documents, all the documents were sent in one box so it doesn't appear that it could be the case of a missing box. I am unable to understand how each of them can have some but not all of the documents I have sent each of them. And I sent all the documents you sent me, thus, I do not have copies of some of the documents as noted on the list you sent. I did have an extra copy of the Fifth Sampling Report and I enclosed that in the package to Irma Hodge at the VIHA.

Also attached are copies of the letters sent today and a copy of the current index of the documents CDM has sent. As you can see I am sending to each repository copies of the Community Relations Plan, the two fact sheets prepared for the TuTu Wells site, additional fact sheets prepared by EPA Headquarters, and the Sixth Sampling Report. I will follow up with a phone call to each repository to see that they have indeed received the documents. Please call me should you have additional questions about this.