

## **Acton Board of Health**

**February 11, 2008**

Members Present: William Taylor, Chairman, William McInnis, Member, Mark Conoby, Member, Pam Harting-Barrat, Member, Phil Alvarez, Associate voting for Joanne Bissetta and Joseph Ianelli, Associate.

Staff Present: Doug Halley, Health Director and Sheryl Ball.

Others Present: Peggy Mikkola, representative for league of women voters.

The meeting was called to order at 7:32 p.m.

### **Minutes**

On a motion made by Mr. McInnis, seconded by Mr. Alvarez, the Board unanimously voted to approve the Board of Health minutes dated December 10, 2007 as written.

### **Board of Health Emergency Response Policy**

The Health Department has drafted a policy regarding the Board of Health's role during Public Health Emergencies. Mr. Snair, Health Agent, drafted the policy in the hopes that it will help define the Board's role. Dr. Harting-Barrat stated that there is Incident Command System (ICS) training in March 25, 2008 at the public safety building and stated that she would like everyone to attend as the training is helpful for all volunteers. Mr. Halley stated that the Town is working on getting everyone trained. Dr. Harting-Barrat also stated that she would like Acton to hold an exercise to make sure the town is prepared in the case of an emergency. Mr. Halley stated that Acton did have a major sewer line break on Main Street last year and he felt that the overall process of the emergency worked very well as we needed to assess how much time we had to accept the waste to see if the Acton Water District would have to shut off water or whether we would need trucks to pump the waste in the pump stations. Dr. Harting-Barrat stated that

depending on what kind of emergency will determine which agency is in charge and the Town responders would be a component that fits into the larger plan. Mr. Halley also stated that the town has a reverse 911 in place and the Board expressed interest in placing that in our draft policy. Mr. Halley also suggested that a public information mailing would be helpful in getting information to the residents in case of an emergency. Dr. Harting-Barrat also suggested that we have a table at town meeting to pass out information. It was stated that we should build up a strong planning committee to address the town's needs. Mr. McInnis stated that the Board should look at this policy and send their individual comments to Mr. Snair for implementation into the policy for Board review in 60 days. Mr. McInnis also recommended that the Board approve this policy until such a time that a new one is drafted. On a motion made by Mr. McInnis, seconded by Dr. Harting-Barrat, the Board unanimously approved the Board of Health Emergency Response Policy.

#### **Hazardous Materials Control Permit Application – Avalon Bay**

The Health Department has reviewed the hazardous materials control permit application submitted by Avalon Bay located at 24 Durkee Road, Acton. It was pointed out that this site is mainly in Westford with access through Acton so an agreement has been worked out that they will follow all of Acton's regulations. The Health Department finds that the site has one 1000 gallon diesel storage tank located in Acton; another site has another 1000 gallon diesel storage tank and 500 gallons of propane, 20 gallons of sodium hypochlorite, 55 gallons of MicroC, 300 lbs of sodium bicarbonate and 55 gallons of aluminum chloride. The Health Department has inspected the site and finds that the diesel storage tank is double walled and provides for 110% containment and is equipped with site glass and an alarm. The propane tank is used for heating the plant and the other chemicals are used in the operation of the treatment plant. On a motion made by Mr. McInnis, seconded by Dr. Harting-Barrat, the Board unanimously voted to grant a hazardous materials control permit to Avalon Bay, 24 Durkee Road with the following conditions:

1. All hazardous materials and waste shall be stored in a containment area capable of storing 110% of the largest unit volume stored in the containment area.

2. All material safety data sheets (MSDS's) for the Hazardous Materials shall be stored on site, and shall be made available to all employees upon request and reviewed with all employees on a regular basis.
3. A Contingency Plan, including emergency contact numbers (telephone number of the owner, operator, etc.) and a sketch showing clearly all Hazardous Material and Waste locations, shall be submitted and updated annually, to the Board of Health, Fire Department, Police Department and Civil Defense.
4. Emergency procedures and local emergency response telephone numbers (Health, Fire, Police, D.E.P., Civil Defense, etc.) should a spill occur, shall be posted in clear view of all employees wherever Hazardous Materials or Wastes are used or stored.
6. Copies of either all invoices or manifests for any Hazardous Materials or Wastes, received or disposed of, shall be submitted to the Board of Health annually.
8. Speedy Dry, or its equivalent, shall be kept in the storage area, in case of a Hazardous Materials or Waste spill.
11. Protective equipment, including chemical resistant gloves, eye goggles and (rubber) boots, in addition to soap and water, shall be made available to all employees, at all times, in any Hazardous Materials or waste storage or use area. \
13. A safety eye wash station shall be installed where any Hazardous Materials or Wastes are handled or used.
14. A fire extinguisher, containing and appropriate fire extinguishing agent, shall be placed in the Hazardous Materials Storage area.
15. No food or drink shall be stored or consumed in any area where Hazardous Materials are stored or used.
18. D.E.P. Generator Registration shall be provided annually upon renewal of the Hazardous Materials Storage Permit
25. Prior to any new chemical or processes being used, the Board of Health shall be notified.
26. The operations of this facility shall be in compliance with all present and future regulations of E.P.A. and D.E.P. at all times. Nothing in this permit allows or requires non-compliance with all present and future applicable laws or regulations of the Federal or State Governments.

**Adjournment**

On a motion made by Mr. McInnis, seconded by Mr. Conoby, the Board unanimously voted to adjourn at 8:30 PM.

Respectfully Submitted,

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Sheryl Ball, Health Secretary  
Acton Board of Health

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William Taylor, Chairman  
Acton Board of Health