

ACTON BOARD OF HEALTH

MINUTES FEBRUARY 25, 1991

MEMBERS PRESENT: George Emmons (Chairman)

Gerhard Heinrich

Marilyn Hotch

Jonathan Bosworth

STAFF PRESENT: Doug Halley (Health Director)

Alan Perry

Sheryl Howe

OTHERS PRESENT: Cindy Ware

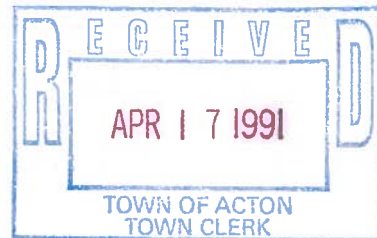
Lucy Saia

Keith Derby

Robert Derby

Norm Levesque

The meeting opened at 7:37 P.M.



CINDY WARE - PRESENTATION OF PROPOSITION 2 1/2 OVERRIDE:

Ms. Ware came before the Board of Health to present statistics and an informational letter regarding the proposition 2 1/2 override. Ms. Ware stated that the Town faces a 11.7% decrease in staff if the override question does not pass. The coordinating committee has been working on the proposition 2 1/2 override for approximately 30 months.

Mr. Heinrich stated that the Health Department should seek a person to present the other side of proposition 2 1/2 override question to the Board. Mr. Halley stated that the Health Department would schedule anyone willing to present this information.

NURSING SERVICE POLICIES - LUCY SAIA:

Mr. Halley stated to the Board that the Nursing Service is presently ahead in revenues as of January 1, 1991. Mr. Halley also stated that the Nursing Service's budget for next year is proposed to be increased. The secretarial position will be increased from part time to full-time and there will be more on-call hours for the nurses.

Ms. Saia presented the Board with five proposed policies. The Professional Advisory Committee previously reviewed and accepted these policies on September 27, 1990. These policies are Home Health Aid, Supervisory Visit, Retention of Records, Death in the Home, Management of Anaphylaxis and Immunization Policy for Children/Adults who are Behind Schedule. The Board discussed each policy thoroughly and made minor amendments to the Retention of Records Policy and Management of Anaphylaxis Policy.

On a motion made by Mr. Heinrich, seconded by Ms. Hotch, the Board unanimously voted to adopt the following policies as recommended by the Acton Public Health Nursing Service:

1. Home Health Aide Supervisory Visit
2. Retention of Records
3. Death in the Home
4. Management of Anaphylaxis
5. Immunization Policy for Children/Adults Who Are Behind Schedule.

R.H. PRODUCTS - HAZARDOUS MATERIAL STORAGE APPLICATION:

Mr. Derby, plant manager for R.H. Products, was present to answer any questions that the Board may have. R.H. Products produces a "speciality adhesive" which is non-flammable and used mainly by the lumber industry. R.H. Products is considered a small quantity generator by D.E.P. and E.P.A. standards. The hazardous materials stored on site are acetone, methyl ethyl ketone (MEK), hexane, toluene and 111-trichlorethane. The 111-trichlorethane is stored in a one thousand gallon steel tank and is surrounded with sufficient containment area. All other hazardous materials are stored underground per order of the Fire Department, These chemicals are considered to be flammable. Mr. Derby informed the Health Department that these underground tanks will have high fill alarms installed by 1993 and by 1998 they shall be removed completely and replaced. The area in which these chemicals are stored has sufficient containment if a spill were to occur. The end result product is shipped out almost as fast as it is made.

The Health Departments recommends that more clean up equipment be provided including absorbent material and protective clothing (rubber gloves, boots, and face masks). Overall the Health Department feels this establishment is very well run.

On a motion made by Ms. Hotch, seconded by Mr. Bosworth, the Board unanimously voted to grant a Hazardous Materials Control Permit to R.H. Products, 308 Old High Street with the following conditions:

1. All underground tanks shall be equipped with spill alert alarms by January 1, 1992 and be removed by December 31, 1998 as R.H. Products has stated its intent.
2. Speedy Dry or its equivalent shall be made available at all times and stored in the "mixing room".
3. Protective clothing (rubber gloves, aprons, boots as well as respiratory protection) must be made available to all employees and placed on site for easy access if and when needed.
4. A drip pan shall be placed in any area where the final adhesive created on site is poured into containers.
5. Secondary containment shall be provided for all hazardous materials stored on site, with the containment being a minimum of 110% greater than the largest amount of material stored.
6. Visual monitoring of all spill containment areas shall be made every six months with a log of the inspections kept on site and a report given to the Board of Health if any spill of hazardous materials occurred since the last inspection.

7. Prior to any new chemicals or processes being used the Board of Health must be notified and compliance with the Hazardous Materials Control Bylaw must be obtained.
8. Two (2) down gradient and one (1) upgradient monitoring wells shall be installed in consultation with the Health Department and chemical analysis of the water quality of these wells shall be submitted to the Health Department every six (6) months.
9. The operation of the facility shall be in compliance with all present and future regulations of E.P.A. and D.E.P. at all times.
10. Floor cleaning procedures and bathroom sanitation products shall use only nontoxic and biodegradable cleaning compounds.
11. All floor drains shall enter a closed system and all wastes that enter the closed system shall be removed by a licensed hazardous waste company.

**W.R. GRACE - HAZARDOUS MATERIALS CONTROL PERMIT:**

Norm Levesque, Plant Manager for the construction division of W.R. Grace, seeks a hazardous materials permit. The processing plant's primary business is a product call "Recover". The hazardous materials stored are formic acid, formaldehyde and caustic soda. All tanks in which these products are stored are properly labelled and also explain health, flammability, reactivity and personal protection data that would be needed if a spill were to occur. A few of the exteriors of the tanks were found to have a build up of filth. The Health Department recommends the cleaning of the exterior of these tanks.

Storage areas are kept in sanitary condition and are encased with berm dikes which provide containment of 110% of the materials stored.

Clean up equipment is provided, however, the Health Department feels a larger quantity should be made available to employees should a spill occur.

Mr. Levesque maintains accurate records of all hazardous materials. Mr. Levesque stated that there is a constant turnaround because this product is made as ordered and shipped immediately. Therefore, the storage of hazardous materials on site is never stored at maximum capacity.

The loading area where trucks load or unload is also equipped with a containment system.

On a motion made by Mr. Heinrich, seconded by Ms. Hotch, the Board unanimously voted to grant a hazardous materials control permit to the Construction Products Division of W.R. Grace, 50 Independence Road, Acton with the following conditions:

1. Speedy Dry or its equivalent shall be placed at a station on each level of the facility and no more than 50 feet from any stored hazardous material.
2. A berm shall be placed around the sump hole that contains the controls for the exterior spill pad.
3. Invoices for all hazardous materials received or disposed of shall be annually submitted to the Board of Health.
4. All storage tanks shall be plainly labeled and shall remain clean at all times.
5. The monthly monitoring data for Groundwater Discharge Permit #0-66 shall be submitted to the Board of health within thirty days after grab samples are taken.

6. The progress reports on the aquifer restoration system operation shall be submitted to the Board of Health in a timely fashion.
7. Visual monitoring of all spill containment areas shall be made every six months with a log of the inspections kept on site and a report given to the Board of Health if any spills have occurred since the last inspection.
8. Prior to any new chemicals or processes being used the Board of Health must be notified and compliance with the Hazardous Materials Storage Bylaw must be achieved.
9. The operation of the facility shall be in compliance with all present and future regulations of E.P.A. & D.E.P. at all times.
10. Floor cleaning procedures and bathroom sanitation products for all buildings shall use only nontoxic and biodegradable cleaning compounds.
11. All floor drains within the building shall enter closed systems and the wastes within the closed system shall be removed only by a licensed hazardous waste hauler.
12. A contingency plan shall be submitted to the Board of Health for approval within thirty (30) days after approval of this permit.

**PROPOSED AMENDMENT CHANGES TO REGULATION 11:**

The Board discussed the proposed changes made by the Health Department and made a few corrections. The Board would like this to be scheduled again at the next meeting in order for a more in-depth discussion.

On a motion made by Ms. Hotch, seconded by Mr. Bosworth, the Board unanimously voted to adjourn at 9:50 P.M..

**NEXT MEETING:**

The next regularly scheduled meeting will be held on March 11, 1991 at 7:30 P.M. in Room 126 of the Town Hall. The following meeting will be held on March 25, 1991.

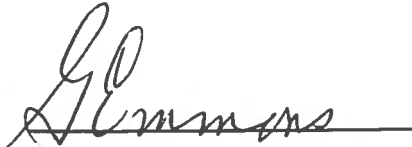


Respectfully Submitted,

Handwritten signature of Sheryl Howe in cursive script.

Sheryl Howe, Secretary

Signed and Approved,

Handwritten signature of George Emmons in cursive script.

George Emmons, Chairman