

**ACTON BOARD OF HEALTH
ANNUAL INSPECTION HAZARDOUS MATERIALS PERMIT HOLDER**

Facility Name: Municipal Properties
 Type of Business: Municipal
 Address: 14 Forest Rd
 Telephone: 204-9029
 Contact Person: Dean Charter

D.H.
4/25/05

Housekeeping:

Is area clean:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are spills present:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Is there appropriate storage of materials:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are materials and wastes kept separate:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are spill cleanup materials available:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Materials have secondary containment:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are materials and wastes labeled:	<input checked="" type="radio"/> yes	<input type="radio"/> no

Safety:

Are MSDSs available on site:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Is employee personal protective equipment available on site:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are employees trained in hazardous materials handling:	<input checked="" type="radio"/> yes	<input type="radio"/> no
Are emergency procedures posted:	<input checked="" type="radio"/> yes	<input type="radio"/> no

Site Management:

Are wastes removed by a licensed hauler:	yes	no
Are floor drains present in any area with hazardous materials or waste:	yes	no
Are sinks present in any area with hazardous materials or waste:	no	yes
Is testing of septic system necessary:	yes	no
Does site plan on file reflect current arrangement:	yes	no
Any UST (underground storage tank) present:	yes	no
If UST present is it alarmed:	yes	no

NA

Action Items

Reinspection required? Yes No Date: _____

Representative Signature

Inspector Signature

**TOWN OF ACTON
HAZARDOUS MATERIALS CONTROL BYLAW**

April 1, 2005

Due - \$165- Waived
Category 4, 9

Municipal Properties
472 Main Street
Acton, MA 01720

**HAZARDOUS MATERIALS CONTROL PERMIT RENEWAL APPLICATION
Categories**

- | | |
|---|---|
| 1. Hazardous Waste Generator (\$55) | 2. Small Hazardous Waste Generator (\$35) |
| 3. Hazardous Materials Generator (\$55) | 4. Hazardous Materials User (\$35) |
| 5. Discharge Permit (\$115) | 6. Remediation Permit (\$115) |
| 7. Hazardous Waste User (\$55) | 8. Haz. Mat. Storer Large Industry (\$195) |
| 9. Haz. Mat. Storer Small Industry(\$130) | 10. Haz. Mat. Storer Large Retail (\$140) |
| 11. Haz. Mat. Storer Small Retail (\$115) | 12. Haz. Waste Storer Small Industry (\$35) |
| 13. Haz. Waste Storer Retail (\$35) | 14. Haz Waste Storer Large Industry (\$55) |

Provide the following information under the authority of the General Laws of the Commonwealth of Massachusetts, Chapter 94, Section 305A, and Chapter 3, Section 5.

ESTABLISHMENT NAME: MUNICIPAL PROPERTIES DEPARTMENT

ESTABLISHMENT ADDRESS: 4 14 FORUIT ROAD

ESTABLISHMENT TELEPHONE: 978-264-9602

OWNERS/CORPORATE OFFICERS: DEAN CHARITA, PIACROZ

ADDRESS: 472 MAIN ST. ACTON

TELEPHONE: 978-264-9629

ON-SITE MANAGER: MALCOLM MACGREGOR

OPERATING SCHEDULE: 7:00 AM - 3:30 PM

Pursuant to the General Laws of Massachusetts, Chapter 62C, Section 49A, I certify under the pains and penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Ken C. Olson
Signature of Owner/Applicant

S.S.I or F.I.N. Number

5/3/05
Date

Please remit to Acton Board of Health, 472 Main Street, Acton, MA 01720
No Later Than April 29, 2005.

Issued 4-13-05

\$165- Waived
Expires 5/1/06

**TOWN OF ACTON
PERMIT
HAZARDOUS MATERIALS CONTROL BYLAW**

Municipal Properties of 472 Main Street, Acton, MA 01720

Is hereby granted a permit to store and use Hazardous Materials at **14 Forest Road** Acton, MA 01720. This permit is granted with the conditions as noted on the attached list of conditions assigned to your facility.

Permit Categories: 4, 9

*See below explanation of permit categories

HAZARDOUS MATERIALS CONTROL PERMIT CATEGORIES AND FEES

<u>Category</u>	<u>Initial</u>	<u>Renewal</u>
1. Large Hazardous Waste Generator	\$130	\$55
2. Small Hazardous Waste Generator	\$50	\$35
3. Hazardous Materials Generator	\$130	\$55
4. Hazardous Materials User	\$50	\$35
5. Remediation Discharge Permit	\$505	\$115
6. Remediation Permit	\$505	\$115
7. Hazardous Waste User	\$130	\$55
8. Hazardous Materials Storer Large Industry	\$430	\$195
9. Hazardous Materials Storer Small Industry	\$315	\$130
10. Hazardous Materials Storer Large Retail	\$375	\$140
11. Hazardous Materials Storer Small Retail	\$270	\$115
12. Hazardous Waste Storer Large Industry	\$130	\$55
13. Hazardous Waste Storer Small Industry	\$50	\$35
14. Hazardous Waste Storer Retail	\$50	\$35

HAZARDOUS MATERIALS CONTROL PERMIT

List of Conditions:
Municipal Properties
14 Forest Road
Acton, MA 01720

Pursuant to the authority of Chapter I - Hazardous Materials Control Bylaw - of the Town of Acton's General Bylaws, the Board of Health has considered your application and plans submitted therewith, and has determined that the materials to be stored, used or generated, are within the scope of said bylaw. The Board of Health hereby orders that the following conditions are necessary and all storage, use or generation must be performed in strict conformance herewith:

1. All liquid Hazardous Materials and Wastes shall be stored in a containment area capable of containing 110% of the largest volume stored in the containment area.
2. All Materials Safety Data Sheets (MSDSs) for the Hazardous Materials shall be maintained on site. MSDSs shall be reviewed with employees at the time of their employment and on an annual basis thereafter. MSDS must be made available to all employees upon request.
3. A Contingency Plan, including emergency contact numbers (Telephone numbers of 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 where Hazardous Materials or Wastes are used or stored.
5. All Hazardous Wastes must be disposed of by a Licensed, D.E.P. approved, hauler or be recycled on site.
6. Copies of either all invoices or manifests for any Hazardous Materials or Wastes, received or disposed, 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 Wastes 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.
12. No Hazardous Materials or Wastes shall be discharged into a sink or toilet.
13. A safety eye wash station shall be installed where any Hazardous Materials or Wastes are handled or used.
14. A fire extinguisher, containing an 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.
25. Prior to any new chemical or processes being used, the Board of Health shall be notified.

26. The operation 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.
32. Copies of all Pesticide Applicator's current licenses shall be posted in an area that is visible to all employees.