GH-1 Record Stormwater Activities

Town of Acton
Highway Department
Catch Basin Cleaning Log

Date: ____________________ Operator: ________________________________

Street	Closest Building Number	Depth of Material	Condition

TOWN OF ACTON
14 Forest Road
Acton, Massachusetts 01720
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David J. Brown, Superintendent
Highway Department
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March 25, 2005

Doug Halley
Director Public Health

Doug,

I am forwarding a list of projects that have been completed from July 1,2004 to the present time relating to storm water control measures.

- **Clean all catch basins and document same.**
- **Sweep all town roads of winter sand and debris.**
- **Sweep all sidewalks of sand.**
- **Built up the edge of Brook Street, (Conant property) to prevent erosion.**
- **Detention basin on Davis Road upgraded. (Per agreement with contractor)**
- **Berm installed at # 2 Broadview Rd. to prevent erosion problem.**
- **Work done to intersection of Homestead St. at Arlington St. to prevent erosion.**

PROJECTS RELATING TO OUTFALLS

- **New box culvert installation on School St. at Laws Brook Rd. including drainage structures with vent hoods, granite retaining walls and velocity reduction ribs built within the box culvert to slow the current and reduce erosion downstream.**
- **Replaced steel culvert on Pope Rd. with concrete pipe and cleaned outfall area.**
- **Removed sand build up from road shoulder at the Pope Rd. culvert project.**
- **Removed brush and debris from easement at # 103 Nagog Hill Rd.**
- **Repaired headwall damage and cleaned outfall at # 20 Main St.**
- **Removed tree roots and cleaned outfall in front of retaing wall at Acorn Park Dr.**
- **Cleaned outfall behind # 4 Wachusett Drive.**

FIRST AVE.

1- SAND - LEAVES 4 SCOPES AT [illegible]
2- LEAVES - PINE NEEDLES 4 SCOPES AT # 30
3- PINE NEEDLES - SAND 6 SCOPES ACROSS FROM POLE # 8
4- " " " 5 SCOPES " " " # 12
5- SAND-LEAVES 10 SCOPES AT POLE # 16
6- SAND-LEAVES 5 SCOPES AT POLE # 43/19
7- " " " " POLE # 12
8- PINE NEEDLES 7 SCOPES AT POLE # 8 ?
9- CAN'T GET OPEN BERM OVER COVER WITH ROOT

HUSAKER ST.

1- SAND-LEAVES 10 SCOPES ACROSS FROM # 52
2- " " 12 SCOPES AT # 52
3- " " 10 SCOPES AT # 50
4- PINE NEEDLES 6 SCOPES AT POLE # 21 ?
5- SAND 6 SCOPES AT POLE # 11 ?
6- SAND 12 AT POLE # 10 ?
7- SAND-LEAVES 15 " AT # 22 ?
8- SAND LEAVES 20 " ACROSS FROM POLE # 27/8 ?
9- SAND LEAVES 4 " AT # 6 ?
10- SAND LEAVES 10 " ACROSS FROM POLE # 27/5
11- SAND LEAVES 30" AT POLE # 37/3
12- SAND LEAVES 10" AT POLE # 4 ?
13- SAND LEAVES 6 " ACROSS FROM POLE # 11 ?

FOREST ST

1- SAND LEAVES 10 SCOPES ACROSS FROM POLE # 18/5
2- SAND PINE NEEDLES 6" AT POLE # 13/3

WHITTIER DR.

1- SAND LEAVES 5 SCOPES ACROSS FROM POLE # 100/0
2- SAND LEAVES 4 " " " POLE # 29
3- SAND ROCK 6 " AT # 6

WHITTIER DR

4- SAND-LEAVES 6 SCOPES AT # 5
5- SAND-LEAVES-STICKS 8 " AT POLE # 2
6- SAND 5" AT POLE # 160/7
7- SAND 4" AT # 8 WHITTIER DR.
8- SAND 4" AT # 7 WHITTIER DR.
9- SAND 5" OPP. POLE # 160/7

BROMFIELD

1- SAND-LEAVES 4 SCOPES (out of DEAD END ON RIGHT) POLE # 32/6 ?
2- SAND-LEAVES 6 " (2 scopes #) " LEFT ?
3- SAND-LEAVES 5 " OPPOSITE POLE # 157/4
4- SAND LEAVES 6" AT POLE # 159/2
5- SAND-LEAVES 4" OPPOSITE POLE # 133/2
6- SAND-LEAVES 5" AT POLE # 159/2

TAYLOR RD

1- SAND-LEAVES 15 SCOPES AT POLE # 52 ?
2- SAND-LEAVES 8 " AT POLE # 2
3- SAND-LEAVES 6 " AT POLE # 22
4- SAND-LEAVES 10 " AT POLE # 34/1 ?
5- SAND-LEAVES 6 " AT POLE # 32 ?
6- SAND 18 " AT POLE # 18
7- SAND LEAVES 8 " OPP. POLE # 2
8-

HUCKEL BERRY

1- SAND 12 SCOPES AT # 3
2- SAND-LEAVES 10 " AT # 5
3- SAND 12 " AT # 8
4- SAND 14 " AT # 6

PARTRIDGE POND RD.

1- LEAVES 2 SCOPES AT # 5
2- LEAVES 4 SCOPES AT # 6
3- LEAVES 6 - " AT # 6
4- LEAVES 5 - " AT # 5
5- SAND-LEAVES 25 " AT Taylor + Partridge Pond

COUGHLIN ST

1- SAND 5 SCOPES AT # 14
2- SAND-LEAVES 6 " AT # 13
3- SAND-LEAVES 4 " AT # 12 ?

BARKER RD

1- LEAVES 5 SCOPES POLE # 74-3/1
2-

STACYS LN-WAY

1- SAND-LEAVES 8 SCOPES POLE # 7/1
2- SAND-LEAVES 4 "
3- SAND-LEAVES 6 " AT # 1
4- SAND-LEAVES 10 " AT # 3
5- SAND-LEAVES 2 " BETWEEN 7+9
6- STICKS-LEAVES 3 " AT ISLAND
7- SAND-LEAVES 12 " OPP. # 3
8- SAND-LEAVES 10 " OPP. # 3
9- SAND-LEAVES 5 " OPP. # 1
10- SAND-LEAVES 4 "
11- SAND-LEAVES 5 " POLE # 7/1

ALCOTT

1- SAND-LEAVES 3 SCOPES
2- SAND-LEAVES 3 " POLE # 139/21
3- SAND-LEAVES 4 " OPP. POLE # 57

ALCOTT

4- SAND-LEAVES 5 SCOPES AT # 46
5- SAND-LEAVES 10 " ACROSS FROM # 20
6- [illegible] AT ALCOTT + EMERSON ?
7- LEAVES 5 " OPP. POLE # 24
8- LEAVES 6 " OPP. POLE # 26
9- SAND-LEAVES 5" AT POLE # 123/20
10- SAND 5" OPP. POLE # 123/2
11- STICKS-LEAVES 7" OPP. POLE # 123/19
12- SAND-LEAVES 8" AT # 55
13- SAND-LEAVES 6" AT POLE # 13
14- SAND-PINE NEEDLES 10" AT POLE # 123/11
15- SAND-LEAVES 5" OPP. POLE # 123/7
16- SAND 2" OPP. POLE # 6
17- SAND 4 " AT # 77
18- SAND 3" AT POLE # 123/2
19- SAND 10 OPP. POLE # 123/1
20- SAND 6 AT POLE # 123/1
21- SAND 3 OPP. POLE # 123/2
22- SAND 4 AT # 78
23- SAND 3 AT POLE # 6
24- SAND 4 AT POLE # 123/9 ?
25- PINE NEEDLES 5 AT # 64
26- SAND 6 AT # 60
27- SAND 10 ACROSS FROM # 55
28- SAND 4 AT # 42
29- SAND 5 AT # 34
30- SAND 5 AT POLE # 28
31- SAND 3 ACROSS FROM EMERSON DR.

ALCOTT ST.

32-	SAND	5 SCOPES	AT # 20
33-	SAND	4 "	AT # 16
34-	SAND - LEAVES	7 "	AT POLE # 37
35-	SAND	3"	OPP POLE # 123/119
36-	SAND	2"	OPP. POLE # 41

EMERSON DR.

1-	SAND	4 SCOPES	OPP POLE # 127/3 ?
2-	SAND	4 "	AT # 6
3-	SAND	5 "	AT POLE # 3/32
4-	SAND	9"	AT # 3
5-	SAND	4"	AT # 5
6-	SAND - LEAVES	5"	AT POLE # 123/3 ?

HALEN ST

1-	SAND	4 "	AT POLE # 128/3
2-	LEAVES - SEWER?	5 "	AT POLE # 4
3-	SAND	7"	AT POLE # 2
4-	SAND	5"	OPP. POLE # 2
5-	LEAVES	5"	OPP POLE # 4
6-	SAND	4"	OPP. POLE # 128/5

THOREAU RD

1-	SAND - LEAVES	10 SCOPES	OPP # 4 THOREAU RD
2-	SAND - LEAVES	6 "	OPP # 10 THOREAU RD
3-	SAND	4 "	OPP POLE # 124/3
4-	SAND - LEAVES	3 "	OPP # 20 THOREAU RD ?
5-	PINE NEEDLES - LEAVES	4"	AT # 20 THOREAU RD
6-	SAND	3"	AT # 14 THOREAU RD
7-	SAND	7"	AT # 10 THOREAU RD
8-	SAND - LEAVES	10"	AT # 4 THOREAU RD

HAWTHORNE ST

1-	SAND - LEAVES	4 SCOPES	OPP. # 4 HAWTHORNE ST.
2-	SAND - PINE NEEDLES	6 "	OPP. POLE # 124/4
3-	SAND - PINE NEEDLES	10 "	AT POLE # 124/4
4-	SAND - LEAVES	3	AT # 4 HAWTHORNE ST

BERRY LN

1-	SAND - ROOTS	10 SCOPES	AT POLE
2-	SAND - LEAVES	6 "	OPP. # 8 BERRY LN
3-	SAND	3 "	AT # 8 BERRY LN
4-	SAND	4 "	OPP. THE POOL
5-	SAND - LEAVES	10 "	RIGHT HAND CR. ALCOT-BERR

OLD VILLAGE RD

1-	SAND - LEAVES	8 SCOPES	AT # 5 OLD VILLAGE RD
2-	SAND - LEAVES	6 "	AT # 9 OLD VILLAGE
3-	SAND	4 "	AT # 15 OLD VILLAGE
4-	SAND	3 "	AT # 19 OLD VILLAGE
5-	SAND	5 "	AT # 23 OLD VILLAGE
6-	SAND	4 "	AT # 29 OLD VILLAGE
7-	SAND - LEAVES	25 "	AT # 39 OLD VILLAGE
8-	SAND	15 "	AT # 32 OLD VILLAGE
9-	SAND	12 "	OPP # 12 OLD VILLAGE
10-	SAND	5"	AT # 28 OLD VILLAGE
11-	SAND	6"	AT # 20 OLD VILLAGE
12-	SAND	8"	AT # 18 OLD VILLAGE
13-	SAND	4"	OPP # 17 OLD VILLAGE
14-	SAND	5"	AT # 14 OLD VILLAGE
16-	SAND	4"	OPP. # 13 OLD VILLAGE
16-	SAND	6"	AT # 4 OLD VILLAGE

CRICKET WAY

1-	PINE NEEDLES - LEAVES	12 SCOPES	OPP # 4 CRICKET
2-	SAND - LEAVES	15 "	AT # 3 CRICKET
3-	SAND - PINE NEEDLES	8 "	AT # 4 CRICKET

GRASS HOPPER LN

1-	SAND - LEAVES	14 SCOPES	AT # 17 GRASSHOPPER
2-	PINE NEEDLES	5 "	AT # 19 GRASSHOPPER
3-	PINE NEEDLES	15 "	AT # 20 GRASSHOPPER
4-	SAND - PINE NEEDLES	8 "	OPP. # 15 CRICKET

HEMLOCK LN.

1-	SAND	3 SCOPES	AT POLE # 9 ?
2-	SAND	4 "	AT # 7 HEMLOCK
3-	SAND	10"	AT POLE # 4
4-	SAND	8"	AT POLE # 3 ?
5-	SAND	5"	AT # 20 HEMLOCK
6-	SAND	4"	AT # 8 HEMLOCK
7-	SAND	3"	OPP. POLE # 9 ?

GREEN WOOD LN.

1-	SAND	6 SCOPES	OPP. POLE # 144
2-	SAND	10 "	AT # 11 GREENWOOD
3-	SAND - ROOTS	12 "	AT POLE # 144

LONG RIDGE RD

1-	SAND	6 SCOPES	OPP. POLE 255/1
2-	SAND - LEAVES	15"	AT # 7 LONG RIDGE
3-	SAND - LEAVES	6"	AT POLE # 6
4-	SAND - LEAVES	10	AT POLE # 255

NAGOG HILL RD

1-	SAND LEAVES	5 SCOPES	OPP. POLE # 83?
2-	SAND LEAVES	6 "	OPP POLE # 3456

MAIN ST

1-	SAND - LEAVES	5 SCOPES	OPP. POLE # 31/115 ?
2-	SAND - LEAVES	10 "	" " # 284
3-	SAND - ROCK	8 "	LEDGE ROCK + MAIN
4-	SAND - ROCK	6 "	AT POLE # 31/268
5-	SAND	8 "	QUARRY RD RIGHT SIDE
6-	SAND - LEAVES	12 "	" " LEFT SIDE
7-	SAND LEAVES	6 "	HARRIS ST RIGHT SIDE
8-	SAND LEAVES	10 "	" " LEFT SIDE
9-	SAND	12 "	WYNDCREST DR R SIDE
10-	SAND	15 "	" " LEFT SIDE
11-	SAND - LEAVES	12 "	AT NAGOG HILL RD
12-	SAND - LEAVES	6 "	FRONT OF TOWN HALL
13-	SAND	4 "	AT POLE # 31/168
14-	SAND - LEAVES	25 "	AT POLE # 161
15-	LEAVES	10 "	AT POLE # 31/159
16-	SAND - LEAVES	18"	AT POLE # 31/156
17-	SAND	20"	AT # 420
18-	MUD	25"	AT POLE # 31/131AX
19-	PINE NEEDLES	4"	AT RT 2 WEST BND. ENT.
20-	SAND - LEAVES	20 "	AT RT. 2 BRIDGE ?
21-	SAND LEAVES	10 "	AT POLE # 31/99A
22-	SAND LEAVES	6 "	AT POLE # 96
23-	SAND	15 "	AT POLE # 34/54 ?
24-	SAND	8"	AT # 236
25-	SAND	3"	OPP. POLE # 81
26-	SAND	5"	OPP POLE # 31/70
27-	SAND LEAVES	10"	AT ACE HDW.
28-	SAND LEAVES	5"	AT ACE HDW.

MAIN ST

29 – SAND LEAVES 8 SCOPES OPP. POLE # 66
30 – SAND LEAVES 5 " OPP. POLE # 64
31 – SAND LEAVES 12 " OPP. SCIENCE MUSEUM
32 – SAND LEAVES 8 " AT # 158
33 – SAND LEAVES 25 " OPP. POLE # 31/59
34 – SAND LEAVES 18 " OPP. POLE # 31/35
35 – SAND LEAVES 8 " AT POLE # 51
36 – SAND 6 " AT RAILROAD + MAIN ST
37 – LEAVES 7 " AT POLE # 31/46
38 – SAND LEAVES 5 " AT POLE # 31/42 ?
39 – SAND LEAVES 7 " AT POLE # 31/41 ?
40 – SAND LEAVES 8 " AT POLE # 31/40 106 MAIN ST
41 – SAND 4" AT POLE # 31-41 ?
42 – SAND LEAVES 7 " OPP. POLE # 31/35
43 – SAND LEAVES 10 " AT ~~POLE~~ # 52 MAIN
44 – SAND LEAVES 12 " OPP POLE # 31/20 ?
45 – SAND 3 " AT # 30 MAIN ST. ?
46 – SAND 4 " AT # 30 MAIN ST. ?
47 – SAND LEAVES 6" AT # 30 MAIN ST. ?
49 – SAND LEAVES 5 " OPP. # 30 MAIN ST ?
50 – SAND LEAVES 4" OPP # 30 MAIN ST ?
51 – SAND LEAVES 12" AT POLE # 31/15 ?
52 – SAND LEAVES 5" AT POLE # 31/16 ?
53 – SAND LEAVES 8" AT POLE # 31/20 ?
54 – SAND LEAVES 10" OPP. # 52 MAIN ST
55 – SAND LEAVES 8" HARLEY LN – MAIN ST
56 – SAND LEAVES 3" AT POLE # 31/25
57 – SAND LEAVES 4" AT POLE # 38 ?

MAIN ST

53 – SAND 5" AT POLE # 31/41. ?
54 – SAND - Rocks 3" AT # 103 MAIN ST
55 – SAND 3" AT # 105 MAIN ST
56 – SAND LEAVES 5" AT POLE # 41
57 – SAND LEAVES 8" MAIN – HIGH ST
58 – SAND 6" AT POLE # 53
59 – SAND 8" AT POLE # 31/55
60 – SAND LEAVES 10" AT POLE # 31/57
61 – SAND 15" AT # 161 MAIN ST.
62 – SAND - LEAVES 4" AT POLE # 31/60
63 – SAND 5" AT DISC. MUSEUM
64 – SAND LEAVES 10" AT POLE # 64
65 – SAND LEAVES 6" AT POLE # 66
66 – SAND 4" AT MILE MARKER 62/8 ?
67 – SAND 10 " AT POLE # 81
68 – SAND LEAVES 12" AT 235 MAIN ST.
69 – SAND LEAVES 14" AT 243 MAIN ST.
70 – SAND LEAVES 16" AT 247 MAIN ST. ?
71 – SAND LEAVES 8" AT 249 MAIN ST.
72 – SAND 4" AT BOWLING ALLEY ?
73 – SAND 6" AT BOWLING ALLEY ?
74 – SAND 4" ACROSS FROM POLE # 31/108 ?
75 – SAND 5" AT 387 MAIN ST. ?
76 – SAND LEAVES 8" AT 423 MAIN ST.
77 – SAND LEAVES 12" AT 437 MAIN ST.
79 – LEAVES 6" AT CONCORD RD – MAIN ST
80 – SAND LEAVES 10" OPP. POLE # 131/108
81 – SAND Rocks 10 OPP. POLE # 177

MAIN ST SCOPES

82 – SAND LEAVES 8" AT POST OFFICE SQ.
83 – SAND LEAVES 10" AT POST OFFICE SQ.
84 – SAND LEAVES 8 AT POST OFFICE SQ.
85 – SAND 5 AT RT. 29 + 2A ?
86 – SAND 3 AT POLE # ?
87 – SAND 5 AT 767 MAIN ST.
88 – SAND Rocks 6 AT 773 MAIN ST.
89 – SAND Rocks 8 AT 789 MAIN ST.
90 – SAND LEAVES 7 AT POLE # 31/115 ?
91 – PINE NEEDLES 10 AT 960 MAIN ST. ?

CENTRAL ST.

1 – SAND 25 SCOPES AT POLE # 6/2
2 – SAND-LEAVES 18 " AT POLE # 6/2
3 – SAND 6 " OPP. POLE # 6/6 ?
4 – LEAVES 5 " OPP. POLE # 5 ?
5 – SAND 3 " OPP. POLE # 6/6
6 – SAND-LEAVES 8" AT PROSPECT + CENTRAL ST
7 – SAND-LEAVES 6" AT POLE # 14X ?
8 – LEAVES 3" AT # 57 CENTRAL ST. ?
9 – SAND-LEAVES 8" AT # 85 CENTRAL ST. ?
10 – SAND 4" AT # 107 CENTRAL ST
11 – SAND 5" OPP. POLE # 45 ?
12 – SAND 4" AT POLE 6/48 ?
13 – SAND 5" AT CREST WOOD LN.
14 – Rocks, Bricks 6" AT POLE # 6/50
15 – SAND 5" AT POLE # 75 ?
16 – SAND 4" AT POLE # 6/79 ?
17 – LEAVES 5" AT PEARL + CENTRAL ST

CENTRAL ST.

18 – LEAVES 8 SCOPES AT POLE # 84
19 – SAND 7 " OPP. POLE # 6/90
20 – LEAVES 8" OPP. POLE # 92 ?
21 – LEAVES 6" AT 305 CENTRAL ST
22 – SAND-LEAVES 4" AT 309 CENTRAL ST ?
23 – SAND-LEAVES 5" OPP. POLE # 100 ?
24 – LEAVES 4" AT POLE # 111
25 – SAND 4" AT POLE # 6/114
26 – SAND 5" OPP. POLE # 116
27 – SAND-LEAVES 3" AT 379 CENTRAL ST
28 – SAND LEAVES 4" AT POLE
29 – SAND-LEAVES 8" OPP POLE # 6/125 ?
30 – SAND-LEAVES 7" AT ORCHARD DR. ?
31 – SAND-LEAVES 5" OPP POLE # 128
32 – SAND-LEAVES 6" OPP. POLE # 131
33 – LEAVES 7" OPP POLE # 134
34 – SAND-LEAVES 12" AT POLE # 137
35 – SAND-LEAVES 16" AT CHURCH
36 – SAND-LEAVES 10" AT POLE # 144
37 – SAND-LEAVES 5" AT POLE # 145
38 – SAND LEAVES 4" OPP. POLE # 145
39 – SAND LEAVES 5" OPP. POLE # 144
40 – SAND LEAVES 10" AT POLE # 131 N
41 – SAND LEAVES 12" OPP # 429 CENTRAL
42 – SAND LEAVES 6" OPP POLE # 6/135
43 – SAND LEAVES 7" AT POLE # 131
44 – SAND LEAVES 4 AT POLE # 128
45 – SAND LEAVES 5" AT # 370 CENTRAL ST
46 – SAND LEAVES 4" AT # 378 CENTRAL ST

47- SAND LEAVES 4 scopes OPP. POLE 4/14
48- SAND LEVES 3" AT POLE # 10 ?
49- SAND LEAVES 6" AT # 296 CENTRAL ST
50- SAND LEAVES 5" AT ALE # 4/10
51- SAND LEAVES 7" AT POLE # 4/10 EDGE OF PARKING LOT
52- LEAVES 2" AT # 282 CENTRAL ST
53- LEAVES 12" AT CHURCH - ANNEX
54- SAND LEAVES 8" AT #264 CENTRAL ST ?
55- OK AT # 250 CENTRAL ST "
56- OK OPP. POLE # 75 ?
57- SAND LEAVES 6" OPP # 229 CENTRAL ST
58- LEAVES 10" AT # 194 CENTRAL ST
59- LEAVES 8" OPP # 169 CENTRAL ST
60- LEAVES 4" AT # 156 CENTRAL ST
61- OK LEFT SIDE OF NASH RD ?
62- OK RIGHT SIDE OF NASH RD ?
63- OK AT POLE # 4/45
64- LEAVES RIGHT SIDE DOLONEY ?
65- LEAVES RIGHT SIDE DOLONEY ?
66- LEAVES 4" LEFT SIDE DOWNEY ?
67- LEAVES 5" AT POLE # 4/43 ?
68- SAND 4" AT # 106-108 CENTRAL ST
69- SAND 4" AT POLE # 35
70- SAND-LEAVES 5" OPP POLE # 32 ?
71- SAND 4" OPP # 85 CENTRAL ST
72- LEAVES 4" AT # 70 CENTRAL ST
73- LEAVES 5" AT CONCORD GAS POLE # 20 ?
74- LEAVES 5" AT # 54 CENTRAL ST
75- LEAVES 6" AT POLE # 4/6

FAULKNER HILL

1- LEAVES 5 scopes OPP ALE # 179/1
2- LEAVES 6 " AT #7 FAULKNER HILL
3- LEAVES 3 " AT POLE # 7
4- SAND-LEAVES 12" AT POLE # 179/8
5- SAND-CLAY 15" AT #21 FAULKNER HILL
6- SAND-ROCKS 5" AT POLE # 15
7- SAND ROCKS 6" AT POLE # 22
8- SAND ROCKS 5" OPP. POLE # 179/24
9- SAND STONE 3/4" 8" AT POLE # 179/24
10- SAND ROCKS 6" AT #32 FAULKNER HILL
11- SAND STONE CLAY 8" OPP #21 FAULKNER HILL
12- LEAVES 5" OPP POLE # 179/8
13- LEAVES 3" OPP. POLE # 7
14- SAND 4" OPP. POLE # 179/4
15- SAND ROCKS 6" AT # 4 FAULKNER HILL

ALLDO BON HILL DR.

1- LEAVES 3 scopes AT POLE N 24/14 ?
2- SAND 15" AT ~~LEFT~~ OF STOP SIGN ?
3- SAND 7" AT END OF LOT ON RIGHT ?
4- SAND 4" RIGHT SIDE PARKING LOT ?
5- LEAVES 2" ~~RIGHT~~ LEFT SIDE AT STOP SIGN ?

COMMUTER PARKING LOT

1- SAND 4 scopes AT METER # 31/32 ?
2- SAND-LEAVES 3 " AT METER # 3/43 ?
3- SAND 3 " AT METER # 83 ?
4- SAND 5" AT LIGHT POLE ?
5- SAND 4" AHEAD OF LIGHT POLE ?
6- SAND 3" AT POLE # 4X ?
7- SAND 4" AT METER # 109/108 ?
8- SAND 5" AT METER # 4/12 ?

QUARRY RD

1- LEAVES 2 scopes OPP. POLE # 91/3
2- LEAVES 6 " OPP POLE # 91/3
3- MUD-LEAVES 10" AT POLE # 5 ?
4- LEAVES 3" OPP POLE # 91/10
5- LEAVES 3" OPP POLE # 91/14 ?
6- LEAVES 6" OPP POLE # 16
7- MUD 4" OPP # 64
8- LEAVES 5" AT # 64
9- LEAVES 7" AT POLE # 16
10- LEAVES 6" AT POLE # 91/14 ?
11- SAND 6" AT POLE # 91/10
12- ROCKS MUD 5" OPP POLE # 5
13- SAND + STONE 10" AT POLE # 91/4 ?
14 SAND 6" AT POLE # 91/3

GRANITE RD

1- SAND 12 scopes OPP. POLE # 31/6
2- SAND-LEAVES 10" AT POLE # 265-2
3- SAND LEAVES 3" AT 5 GRANITE RD ?
4-

GRANITE RD

5- SAND-LEAVES 8 scopes OPP. POLE # 265-2
6- SAND-LEAVES 3 " R. COR. GRANITE-QUARRY

HARRIS ST

1- SAND-LEAVES 12 scopes OPP. POLE # 22/15
2- SAND 3 " OPP POLE # 22/12
3- SAND-LEAVES 10 " AT # 38 HARRIS ST
4- SAND-LEAVES 8 " OPP POLE # 22/7 ?
5- SAND-HOT TOP 3 " OPP POLE # 22/6 ?
6- SAND-LEAVES 6 " AT POLE # 22/1
7- SAND-LEAVES 8" AT # 25 HARRIS ST ? ?
8- SAND 4" AT POLE # 22/29 ? ?

CAPT. HANDLEY RD

1- LEAVES 4 scopes OPP POLE # 4
2- SAND 5 " AT TOWN FOREST
3- SAND 6" AT # 5 CAPT. HANDLEY
4- SAND-LEAVES 12" DOUBLE BARN IN CIRCLE
5- SAND 5" AT # 8 CAPT. HANDLEY
6- SAND 4" OPP. TOWN FOREST

NONSET PATH

1- SAND 5 scopes AT # 134 NONSET PATH
2- SAND LEAVES 8 " OPP # 119 NONSET PATH
3- LEAVES 4 " AT # 110 NONSET PATH
4- LEAVES 5" OPP # 107 NONSET PATH
5- LEAVES 7" AT CLUB HOUSE ROAD
6- LEAVES 4" OPP CLUB HOUSE ROAD
7- LEAVES 6" AT # 107 NONSET PATH
8- LEAVES 7" OPP # 110 NONSET PATH
9- SAND LEAVES 6" (OVER) AT # 119 NONSET PATH

NONSET PATH

10 – SAND	6 SCOPES	AT 125 NONSET PATH

HENLEY RD

1 – SAND	3 SCOPES	OPP. # 10 HENLEY RD
2 – SAND	2 "	AT POLE # 6
3 – SAND	4 "	OPP POLE # 7
4 – SAND	4 "	AT # 24 HENLEY RD.
5 – SAND	3 "	OPP #24 HENLEY RD
6 – SAND	4 "	AT POLE # 7
7 – SAND	4 "	OPP POLE # 6
8 – SAND	3 "	AT # 10 HENLEY RD

POWDER MILL RD (RT. 62)

1 – SAND	15 SCOPES	OPP POLE # 10
2 – SAND-LEAVES	18 "	OPP. POLE # 44/1 ?
3 – SAND-LEAVES	15 "	OPP. POLE # 44/13
4 – SAND-LEAVES – 12 "		OPP POLE # 44/21 ?
5 – SAND-LEAVES – 15"		AT POLE # 44/31 ?
6 – SAND-LEAVES – 20 "		AT POLE # 44/19
7 – SAND	10"	AT POLE # 10

SUDBURY RD.

1 – SAND	25"	ACROSS FROM SWIMMING
2 – SAND	8 "	AT STOP SIGN ?

KNOX TRAIL

1 – SAND-MUD	10 SCOPES	OPP POLE # 89/4 ACROSS FROM ASSABET
2 – SAND LEAVES	5 "	OPP POLE # 87G
3 – SAND LEAVES	7 "	AT POLE # 89
4 – SAND-MUD	8 "	OPP. POLE # 89/13
5 – SAND-LEAVES	6 "	AT POLE # 89/5
6 – SAND	6"	AT POLE # 18
7 – SAND	7"	OPP. POLE # 18
8 – SAND-LEAVES	9 "	OPP. POLE # 89/5
9 – SAND-MUD	15"	AT POLE # 89/13
10 – MUD-LEAVES	8 "	OPP POLE # 9
11 – LEAVES	5 "	AT POLE # 6
12 –		AT POLE # 89/4

ACORN PARK DR.

1 – SAND LEAVES	8 SCOPES	AT 1ST WALL
2 – LEAVES	4 "	1ST AT # 491 ACORN PK.
3 – SAND LEAVES	7 "	2ND AT # 491 ACORN PK.
4 – LEAVES	6 "	AT 2ND WALL

ACORN PARK DR.

5 – LEAVES	6 SCOPES	AT # 515 ACORN PK.
6 – LEAVES	5 "	OPP # 516 ACORN PK.
7 – LEAVES	4 "	AT # 535 ACORN PK.
8 – LEAVES	4 "	OPP # 544 ACORN PK
9 – LEAVES	5 "	AT 3RD WALL
10 – LEAVES	8"	OPP # 491 ACORN PK LEFT SIDE
11 – LEAVES	12"	OPP # 491 ACORN PK RIGHT SIDE
12 – SAND LEAVES	8"	AT # 544 ACORN PARK
13 – SAND	16"	OPP # 531 ACORN PK
14 – LEAVES	5"	AT # 516 ACORN PK
15 – LEAVES	6 "	OPP # 515 ACORN PK ?
16 – LEAVES	7"	OPP POND ON ACORN PK
17 – SAND	9"	AT 2ND WALL RIGHT SIDE

WALNUT ST

1 – LEAVES	3 SCOPES	AT # 1 WALNUT ST
2 – SAND-LEAVES	5 "	AT # 9 WALNUT ST
3 – SAND LEAVES	6 "	OPP # 9 WALNUT ST
4 – SAND LEAVES	12"	OPP # 1 WALNUT ST

CHESTNUT ST

1 – SAND LEAVES	6 SCOPES	RT. HAND CORNER
2 – SAND LEAVES	10 "	AT # 1 CHESTNUT ST
3 – SAND LEAVES	12"	AT # 4 CHESTNUT ST
4 – SAND LEAVES	7 "	OPP # 4 CHESTNUT ST
5 – SAND LEAVES	5"	AT # 2 CHESTNUT ST.

HAZELNUT ST.

1 – LEAVES	4 SCOPES	AT # 1 HAZELNUT ST
2 – LEAVES	5 "	AT # 1 HAZELNUT ST
3 – SAND LEAVES	10 "	OPP # 1 HAZELNUT ST

HAZEL NUT ST

4 – SAND LEAVES	6 SCOPES	AT # 4 HAZELNUT ST
5 – SAND LEAVES	5 "	AT # 2 HAZELNUT ST

PALMER LN.

1 – SAND LEAVES	8 SCOPES	AT # 8 PALMER LN.
2 – SAND LEAVES	6 "	OPP # 4 PALMER LN
3 – SAND LEAVES	5 "	AT # 4 PALMER LN
4 –		

SCHOOL ST

29	SAND LEAVES	8 SCOPES	AT POLE # 49/30
30	SAND LEAVES	10 "	OPP. # 95 SCHOOL ST
31	SAND LEAVES	6 "	AT POLE # 49/15
32	LEAVES	3"	AT POLE # 49/13
33	LEAVES	7"	AT POLE # 8
34	LEAVES	8"	AT # 30 SCHOOL ST
35	LEAVES	2"	AT # 26 SCHOOL ST
36			AT # 12 SCHOOL ST
37	SAND	6"	AT GRANGE HALL
38	SAND	5"	AT GRANGE HALL ?

NYLANDER WAY

1	SAND LEAVES	4 SCOPES	RT. SIDE OF STREET
2	SAND LEAVES	8 "	AT # 15 NYLANDER
3	SAND	15"	AT # 17 NYLANDER
4	SAND	12"	AT # 27 NYLANDER
5	SAND	5"	AT # 43 NYLANDER RIGHT SIDE
6	SAND	6"	AT # 43 NYLANDER LEFT SIDE
7	SAND	5"	AT # 45 NYLANDER
8	SAND	6"	AT # 40 NYLANDER
9	SAND	10"	OPP # 27 NYLANDER
10	SAND	8"	OPP # 17 NYLANDER
11	SAND	10"	OPP. BUS TURN AROUND
12	SAND LEAVES	4"	LEFT SIDE OF STREET

RAIL ROAD ST

1	SAND	15 SCOPES	POLE # 42/2 OPP. SEWER JUNCK
2	SAND	20 "	OPP. POLE # 46/3
3	SAND-CLAY	12 "	AT POLE # 46/2

SCHOOL ST 49/1

1	SAND	4 SCOPES	AT POLE # 46H5
2	SAND LEAVES	5 "	AT POLE # 49/2
3	SAND LEAVES	4 "	OPP. POLE # 49/3
4	LEAVES	6 "	AT # 27 SCHOOL ST
5	SAND	6"	AT CHURCH
6	LEAVES	8 "	OPP. POLE # 8
7	LEAVES	4"	OPP. POLE # 49/13
8	LEAVES	5"	OPP. POLE # 49/15
9	LEAVES	2"	AT # 95 SCHOOL ST.
10	SAND	15"	OPP. POLE # 25
11	SAND	18"	AT # 167 SCHOOL ST
12	SAND	6"	AT # 171 SCHOOL ST
13	SAND LEAVES	10 "	AT POLE # 48
14	LEAVES	3"	AT POLE # 49/52
15	LEAVES	4"	AT POLE # 49/66
16	LEAVES	2"	AT POLE # 57
17	SAND LEAVES	8"	AT # 209 SCHOOL ST
18	SAND LEAVES	4"	AT POLE # 77
19	SAND ROCKS	2"	AT POLE # 88
20	SAND ROCKS	4"	OPP. POLE # 88
21	SAND LEAVES	3"	OPP. POLE # 77
22	SAND LEAVES	6"	OPP. POLE # 66
23	SAND LEAVES	7"	OPP. POLE # 62
24	SAND LEAVES	6"	OPP. POLE # 61
25	SAND LEAVES	8"	AT # 204 SCHOOL ST.
26	MUD LEAVES	18"	AT # 200 SCHOOL ST
27	SAND LEAVES	10	AT # 194 SCHOOL ST
28			OPP. # 183 SCHOOL ST

MAPLE ST

1	LEAVES	4 SCOPES	OPP. # 16 MAPLE ST
2	SAND LEAVES	4 "	OPP # 16 MAPLE ST
3	SAND LEAVES	5 "	OPP. POLE # 13
4	SAND LEAVES	4"	AT POLE # 13
5	SAND	6"	AT # 16 MAPLE ST
6	SAND	10"	AT # 10 MAPLE ST

LIBERTY ST

1	LEAVES	4 SCOPES	AT POLE # 19/1L
2	LEAVES	2 "	OPP. POLE # 19/1X

PARKER ST

1	LEAVES	5 SCOPES	AT # 258 PARKER ST
2	LEAVES	4 "	OPP. # 257 PARKER ST
3	SAND-CLAY	15"	AT # 218 PARKER ST.
4	LEAVES	5"	AT POLE # 14
5	SAND LEAVES	14"	AT POLE # 19/25
6	LEAVES	5"	AT POLE # 26
7	SAND LEAVES	4"	AT POLE # 19/38
8	SAND LEAVES	5"	AT POLE # 21/41
9	SAND LEAVES	15"	AT POLE # 55
10	SAND LEAVES	5"	OPP. POLE # 19/58
11	SAND LEAVES	4"	AT # 12 PARKER ST.
12	SAND LEAVES	8"	AT # 11 PARKER ST
13	SAND LEAVES	4"	AT # 43 PARKER ST
14	SAND	3"	AT POLE # 60
15	SAND LEAVES	8"	AT POLE # 19/58
16	SAND	6"	OPP POLE # 19/52
17	SAND LEAVES	8"	OPP POLE # 19/39
18	SAND LEAVES	6"	OPP POLE # 19/38

HIGH ST.

1	SAND	8 SCOPES	OPP. POLE # 24
2	SAND	6 "	AT # 189 HIGH ST
3	SAND	7 "	AT # 191 HIGH ST
4	SAND	2 "	AT # 201 HIGH ST
5	SAND	12"	OPP. POLE # 24/68
6	SAND LEAVES	4"	AT # 267 HIGH ST
7	SAND LEAVES	8"	AT POLE # 24/80
8	SAND	10"	OPP POLE # 82X
9	SAND	8"	OPP POLE # 83X
10	SAND	12"	AT POLE # 83X
11	SAND	6"	AT POLE # 82X
12	SAND	10"	AT POLE # 4/80
13	SAND	8"	AT POLE # 79
14	SAND	6"	AT POLE # 24/77X
15	SAND	8"	AT # 272 HIGH ST.
16	SAND	16"	AT # 246 HIGH ST.
17	SAND LEAVES	6"	AT # 248 HIGH ST
18	SAND	10"	AT # 185 HIGH ST
19	SAND	8"	AT POLE # 24/58
20	SAND LEAVES	12"	AT # 128 HIGH ST
21	SAND	10"	OPP. POLE # 27
22	SAND	12"	OPP PARMELY DR.
23	SAND LEAVES	10"	OPP. POLE # 21/8
24	SAND LEAVES	8"	OPP. # 71+77 HIGH ST
25	SAND	8	AT POLE # 41GH2
26	SAND	10"	AT STOP SIGN

Central Mass. Mosquito Control Project
111 Otis St.
Northborough, MA 01532
(508) 393-3055

STANDARD WORK REPORT

DATE OF REPORT: 12/22/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4704 JOB #:

EMPLOYEE NAME(S): RICH GREITE

JOB CODES

AC = Administrative Contact	PR = Public Relations	LC = Landing Count
BC = Brush Cutting	SC = Stream Clearing	CC = Culvert Cleaning
DD = Ditch Digging	SS = Stream Survey	

JOB CODE	AMOUNT	LOCATION
CC, SC	15'	Central St. - opp. house #93
CC		- rt. of pole #30
CC		- rt. of pole #20
CC		Martin St. - rt. of pole #11
CC		Stow St. - rt. of pole #52/3
CC		- rt. of pole #52/22
CC		Robbins St. - near corner Heron View
CC, SC	25'	Prescott Rd. - left of house #7
CC		Stow St. - rt. of pole #52/24
CC		- rt. of pole #52/26
CC, SC	10'	Robbins St. - rt. of pole #48/4
CC		Liberty St. - left of pole #13
CC		- along drive to house #12
CC		- rt. of pole #8
CC		Martin St. - rt. of pole #34/20
CC		Stow St. - left of pole #7
CC		- rt. of pole #8
CC		- left of pole #52/2
CC, SC	25'	Maple St. - left of pole #4
CC, SC	45'	- rt. of house #53
CC		Prospect St. - rt. of house #44
CC		- rt. of pole #45/22
CC		Tuttle Dr. - left of house #8
CC, SC	65'	Lothrop Rd. - rt. pole #10
CC, SC	10'	- left of house #18
CC		- rt. of pole #3
CC, SC	65'	Spruce Rd. - rt. of house #1
CC		Flint Rd. - rt. end of rd.

Central Mass. Mosquito Control Project
111 Otis St.
Northborough, MA 01532
(508) 393-3055

STANDARD WORK REPORT

DATE OF REPORT: 12/22/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4704 JOB #:

EMPLOYEE NAME(S): RICH GREITE

JOB CODES

AC = Administrative Contact	PR = Public Relations	LC = Landing Count
BC = Brush Cutting	SC = Stream Clearing	CC = Culvert Cleaning
DD = Ditch Digging	SS = Stream Survey	

JOB CODE	AMOUNT	LOCATION
CC		Flint Rd. - along drive to house #57
CC		- near corner Mass Ave
CC		Prospect St. - along drive to #133

Central Mass. Mosquito Control Project

STANDARD WORK REPORT

Northborough, MA 01532
(508) 393-3055

DATE OF REPORT: 12/21/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4904 JOB #

EMPLOYEE NAME(S): RICH GREITE

JOB CODES

AC = Administrative Contact | PR = Public Relations | LC = Landing Count
BC = Brush Cutting | SC = Stream Cleaning | CC = Culvert Cleaning
DD = Ditch Digging | SS = Stream Survey

JOB CODE	AMOUNT	LOCATION
CC, SC	75'	Willow St. - rt. of pole # 57/64
CC		Dwyer Rd. - behind house # 26 to #
CC, SC	20'	- at pole # 6
CC, SC	5'	Smart Rd. - rt. of house # 3
CC		Spruce Hill Rd. - left of house # 21
CC		Arlington St. - left of drive to house #
CC		- left of pole # 121
CC		Kingman Dr. - near corner Castle Dr.
CC		- along drive to house # 8
CC		Willow St. - rt. of house # 196
CC, SC	45'	- rt. of pole # 6
CC, SC	50'	Homestead St. - near corner Willow St.
CC		- left of house # 4
CC		Arlington St. - left of drive to house # 311
CC		- along drive to house # 301
CC		Juniper Ridge Rd. - left of house # 4
CC		Simmons St. - near corner Arlington St.
CC		Ethan Allen Dr. - rt. of pole # 8
CC, SC	15'	Ticonderoga Ln. - left of house # 15
CC		Black Horse Dr. - rt. of pole # 4
CC		Patrick Henry Cir. - at pole # 3
CC		Paul Revere Rd. - rt. of house #
CC, SC	10'	Woodland Rd. - rt. of house # 7
CC, SC	100'	Central St. - behind house # 176 To 14
SC		Windsor Ave. - left of drive to house #
CC		Central St. - rt. of pole # 55
CC		- rt. of pole # 44
CC, SC	15'	- 50' up drive to house # 77 on rt.

Central Mass. Mosquito Control Project

STANDARD WORK REPORT

111 Otis St.
Northborough, MA 01532
(508) 393-3055

DATE OF REPORT: 12/14/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4904 JOB #

EMPLOYEE NAME(S): RICH GREITE CHARLIE SWINERTON

JOB CODES

AC = Administrative Contact | PR = Public Relations | LC = Landing Count
BC = Brush Cutting | SC = Stream Cleaning | CC = Culvert Cleaning
DD = Ditch Digging | SS = Stream Survey

JOB CODE	AMOUNT	LOCATION
CC, SC	10'	Newtown Rd. - left of pole # 3
CC, SC	50'	Nagog Hill Rd - rt. of pole # 24/30
CC		Hemlock Ln. - left of pole # 3
CC, SC	45'	Nagog Hill Rd - opp. pole # 29
CC, SC	125'	- along drive to house # 38
CC, SC	5'	- left of pole # 24/28
CC, SC	10'	- left of pole # 49
CC, SC	10	- along drive to house # 159
CC		Partridge Hollow - left of house # 199
CC, SC	70'	Nagog Hill Rd - rt. of pole # 58
CC, SC	5'	- rt. of pole # 67
CC, SC	35'	- rt. of pole # 24/26
SC, SC	5'	Sutton Place - left of pole # 1
CC, SC	65'	Hammond St - rt. of pole # 21/1
CC, SC	50'	- rt. of pole # 9
CC		- left of pole # 21/11
CC, SC	30'	Newtown Rd - left of pole # 35/50
CC, SC	5'	- rt. of pole # 61
CC, SC	25'	- left of pole # 63
CC, SC	25'	Charles Way - near corner Newtown Rd
CC, SC	10'	Teaberry Way - near corner Newtown Rd
CC		Newtown Rd - opp. house # 231
CC, SC	10'	- along drive to house # 230 - # 238
CC, SC	5	Brittle Rd - rt. of drive to house # 3
CC		- left of house # 16

Central Mass. Mosquito Control Project
111 Otis St.
Northborough, MA 01532
(508) 393-3055

STANDARD WORK REPORT

DATE OF REPORT: 12/10/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4304 JOB #:

EMPLOYEE NAME(S): RICH GREITE

JOB CODES

AC = Administrative Contact; BC = Brush Cutting; DD = Ditch Digging; PR = Public Relations; SC = Stream Cleaning; SS = Stream Survey; LC = Landing Count; CC = Culvert Cleaning

JOB CODE	AMOUNT	LOCATION
CC, SC	75'	Hebblethwaite Ln - left of house #6
CC, SC	55'	Coughlin St. - left of house #13
CC		Partridge Crest Rd. - along drive to house #5
CC, SC	25'	- rt. of drive to house #6
CC, SC	5'	Taylor Rd - along drive to Conant School
CC, SC	45'	- left of pole #36/21
CC, SC	5'	- rt. of pole #35
CC		Barker Rd - rt. of pole #29/3
CC, SC	15'	- left of pole #2
CC, SC	5'	Stacy's Way - left of house #1
CC, SC	10'	Taylor Rd. - opp. pole #2
CC, SC	50'	Minuteman Ave - left of pole #4
CC		- in front of house #16
CC, SC	50'	- along drive to house #14
CC		- along drive to house #6
CC, SC	10	- along drive to house #4
CC, SC	5'	- along drive to house #2
CC, SC	5'	- left of drive to house #2

Central Mass. Mosquito Control Project
111 Otis St.
Northborough, MA 01532
(508) 393-3055

STANDARD WORK REPORT

DATE OF REPORT: 12/3/04

CITY/TOWN: ACTON

TRUCK REG # STATE 4304 JOB #:

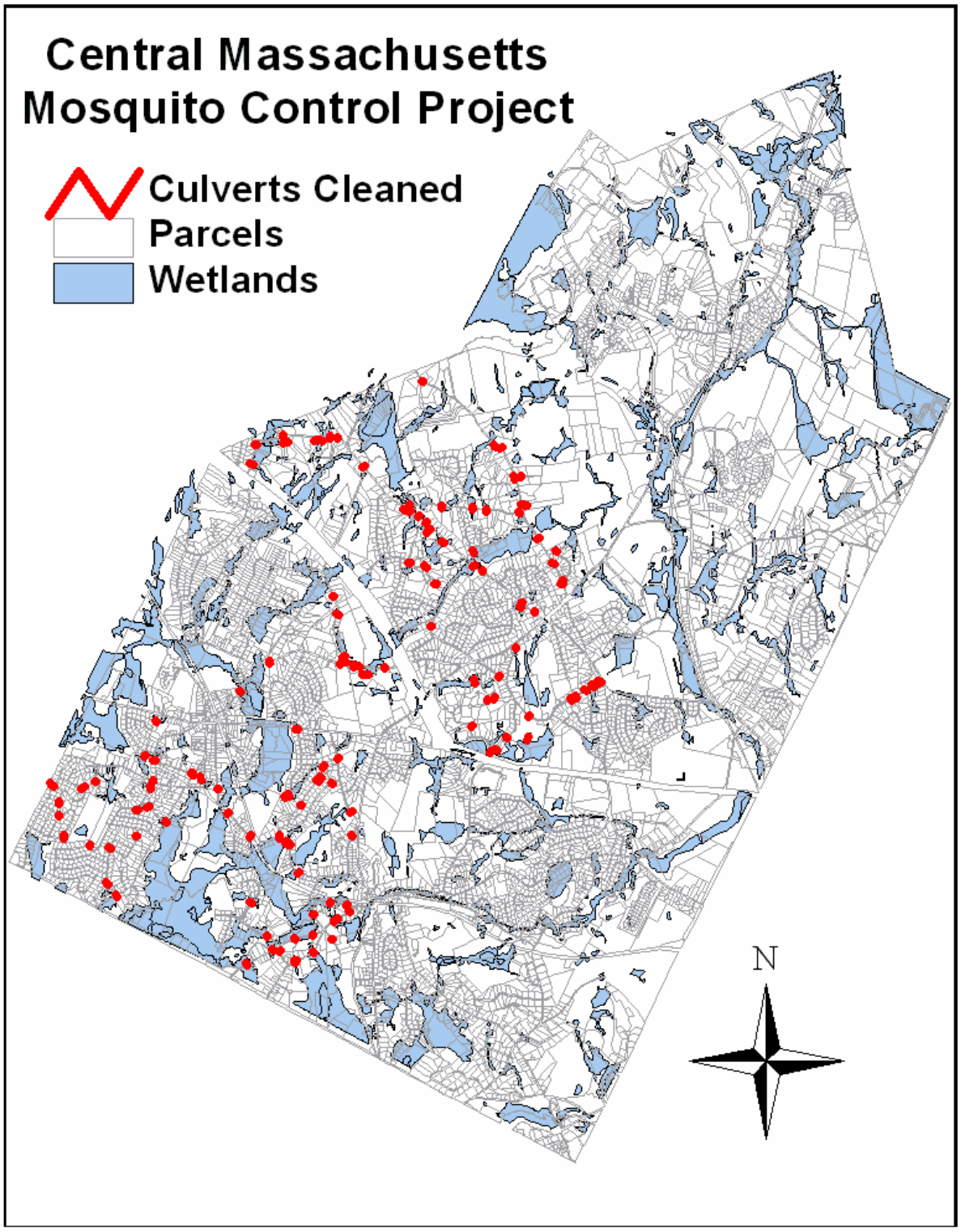
EMPLOYEE NAME(S): RICH GREITE, CHARLIE SWINERTON

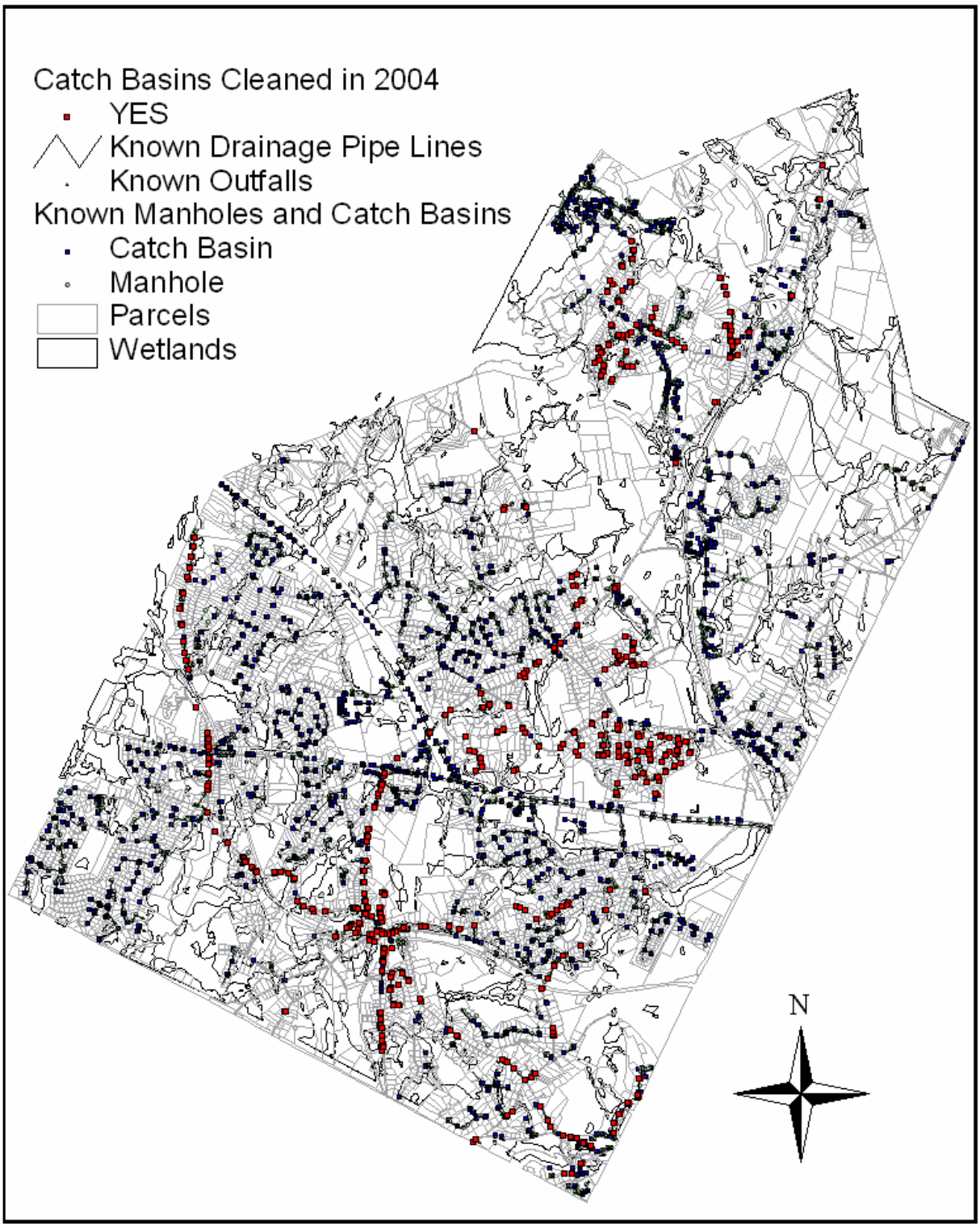
JOB CODES

AC = Administrative Contact; BC = Brush Cutting; DD = Ditch Digging; PR = Public Relations; SC = Stream Cleaning; SS = Stream Survey; LC = Landing Count; CC = Culvert Cleaning

JOB CODE	AMOUNT	LOCATION
CC		Arlington St. - left of pole #78
CC		Hayward Rd. - rt. of pole #44
CC, SC	20'	- left of pole #43/29
CC, SC	15'	Charter Rd - rt. of pole #21
CC		- at pole #22
CC, SC	75'	- rt. of pole #34
CC		- rt. of pole #5/32
CC, SC	5'	Hayward Rd - opp. pole #26
CC, SC	35'	- rt. of pole #25
CC, SC	15'	- along rear entrance to High School
CC, SC	10'	- left of pole #17
CC, SC	25'	Newtown Rd - opp. pole #7
CC, SC	30'	Minuteman Rd - left of pole #32/3
CC, SC	30'	Mercer Dr. - at pole #12
CC, SC	15'	Jenkins Dr. - opp. house #4
CC		- in front of house #15
CC, SC	35'	- left of drive to house #25
CC		Newtown Rd - along drive to house #126
CC, SC	5'	- rt. of pole #38
CC, SC	10'	- rt. of pole #36
CC, SC	10'	- rt. of pole #34
CC, SC	25'	- left of drive to house #103 &
CC, SC	5'	- along drive to house #96
CC, SC	15'	- rt. of pole #35/20
CC		- rt. of pole #35/18
CC, SC	5	Leach Rd - rt. of house #1
CC, SC	50'	Hammond St. - near corner Newtown Rd.
CC, SC	45'	- left of pole #19

GH-3 Track Stormwater Activities




Catch Basins Cleaned in 2004
YES
Known Drainage Pipe Lines
Known Outfalls
Known Manholes and Catch Basins
Catch Basin
Manhole
Parcels
Wetlands
N

GH-5 Recycling Program

'Pay As You Throw' for Acton

What is 'Pay As You Throw'?

It's any system where the less trash you throw away, the less you pay. Pay as You Throw (or 'PAYT") systems have 3 main goals:

1. Fairness: The costs of trash disposal are less for those who throw away less.
2. Cost Reduction: PAYT systems encourage folks to throw away less, which reduces the over-all cost of the system. Trash disposal is much more expensive than recycling for the town - some recycling even brings a profit to the town.
3. Stewardship: With less trash, more recycling, more composting, and more re-use, the environment benefits in a wide variety of ways.

There are two general sorts of cost structures:

1. Hybrid: There is a fixed annual fee per household, plus a charge for trash, by volume.
2. Pure: no annual fee: the only charge is for trash.

In either system, recycling and yard waste continue as before at no extra charge, and bulky objects continue to incur special charges.

Town staff recently estimated these costs for a Pay As You Throw system for the Acton Transfer station:

Hybrid:

Base sticker:	$50 (plus $15 if we have 5 day/week operation)
Senior sticker:	$10
30 gallon bag:	$1.50 per bag
15 gallon bag	$0.75 per bag

Pure Pay As You Throw:

Base Sticker:	Free - none needed
Senior Discount:	Some free bags for senior households
30 gallon bag:	$2.50 per bag
15 gallon bag:	$1.25 per bag

Bags would be available at area stores.

Pay As You Throw for Action: More Frequently Asked Questions

Life After NESWC - background information.

News Updates:

At the Monday May 9 Board of Selectmen meeting, the selectmen reviewed the :"Life After NESWC" committee recomendations listed below, and took citizens input (including some from Jim Snyder-Grant of the Acton Climate Action Team).

They decided to go ahead and bring a small number of warrants to a June 13 Special Town meeting, including

1. A trial of a Hybrid Pay-As-You Throw system for the Acton Transfer Station
2. An option of restoring 5-day per week service at the transfer station.

Poll results from the 2 vs. 5 day polling are here.

Older News:

At the Wednesday May 4 Life After NESWC meeting, the committee unanimously voted to approach the selectmen with these recommendations:

1. Sign up for 9 months of trash disposal in North Andover at $64/ton.
2. Try out a hybrid Pay As You Throw system at the transfer station starting in September 2005 to run for 9 months. Current estimated prices: $50 for a sticker, $1.50 for 30 gallon bag, $0.75 for a 15 gallon bag.
3. Cancel the June 2005 special town meeting.
4. Discuss next steps with trash at the April 2006 town meeting.
5. Stop negotiating for now with Waste Management on curbside. Consider future RFPs for curbside operations in 2006.
6. Keep the transfer station open 2 days a week starting July 2005, as already planned, but poll users in November '06 or so about the pros & cons of raising prices to support a 5-day a week operation. If the poll results were overwhelming, consider going to 5-days a week as as soon as possible.
7. Delay big changes to recycling for now until after the 9 month trail. And if, as expected, the town gets a written confirmation on not needing capping:
    - Possibly consider a new RFP for just operating the transfer station.
    - Possibly consider a new RFP for just trash disposal.

The reasons the committee were all moved in this direction were varied, but they included the following factors:

All thought that a PAYT system was either inevitable or a good idea (some thought both).

John Murray, assistant town manager and town staff assigned to the "Life After NESWC" committee, proposed delaying making a final decision now about what sort of PAYT system because the town does not have enough information:

1. For curbside pricing, negotiations with Waste Management to get PAYT pricing have been slow and challenging.
2. For pure Pay As You Throw pricing at the transfer station, John would want to know more precisely how much trash the residents throw out at the TS. That's hard to tell now because it's all mixed in with our trash brokerage business, which stops July 1.

Hybrid pricing at the transfer station for the next 9 months means pricing can be done so that the town can roughly break even no matter what the volume is, because the sticker price can be set to meet the fixed costs & the bag price can be set to meet the disposal per ton cost.

Once we have nine months of real data, then John feels the town can more confidently consider a pure pay-as-you-throw system, with only a per-bag charge for trash and no sticker fee. There were some advantages, financial and environmental, to a pure PAYT system over a hybrid system that committee members acknowledged, but because of the unknowns about volume it was considered too risky at this time.

The discussion about 2 days versus 5 was complex, with pros and cons for each. One factor in recommending 2 days was that town hall has heard no concerns from citizens about a 2-day a week system. It would cost a bit less than $15 per household in annual sticker fees to go from a 2-day system to a 5-day system.

Life After NESWC - some background

In 1984, Acton joined with 25 other communities to form the North East Solid Waste Cooperative (NESWC), and contracted with Wheelabrator, Inc. to build and operate a Waste-to-Energy trash incineration facility in North Andover to dispose of the town's trash. Acton had recently capped its landfill on Rte 2, and needed an alternative waste disposal strategy.

The contract turned out to be a very bad deal for the towns. Acton had to provide more trash to the incinerator than it generated itself, or face hefty fines (in addition to ever-rising trash fees). One way it dealt with this was to become licensed as a regional trash collection facility, in order to collect trash from private haulers to create the volume it needed to provide to the incinerator. This was a lot of work for the town, but it did eliminate the penalties, and in some years this brokerage system made money for the town that it used to offset trash costs.

This high-volume operation also meant that the transfer station was open 6 days a week, and the number of households using Acton's transfer station leveled out at about 3000 households (the rest used privately contracted trash services).

Acton has been planning for the happy day when it can leave the NESWC contract in September of 2005. It has been saving money from the trash brokerage business in a 'stabilization fund' to help in the transition. The Life After NESWC committee has been working since the summer of 2004 to research and evaluate options for the town, both for trash disposal, and for possible re-uses of the transfer station and landfill.

In this report, we focus on the trash disposal options - transfer station and landfill reuse is an entirely different complicated and controversial topic.

The town prepared two 'request for proposals' for trash disposal - one for operating the transfer station, another for providing curbside pickup. Bidders were invited to respond to one or both of the proposals. No one bid on operating the transfer station - it is apparently the opinion of potential operators that it is very difficult to make money operating a transfer station

The only valid bid received on curbside pick-up was from Waste Management Inc. This large and growing international firm is the largest provider of trash services in Massachusetts. Through a series of mergers, it indirectly owns and operates the incinerator in North Andover. In its bid response, it added a requirement that the transfer station be closed - it did not want to compete with a transfer station.

So, unless some additional option emerges - and none is expected in the short run- the town faces a choice of continuing to operate the transfer station itself, or offering curbside pickup service to its residents via a contract with Waste Management.

For more information:

- The Life-After-NESWC committee information is here.

GH-6 Household Hazardous Waste

Aerosol Products

Hazards

- Aerosol cans containing propellant are explosive if crushed or incinerated.
- Aerosol propellant can be flammable. Use away from heat or sparks.
- Breathing the propellant may be hazardous to human health.
- Some aerosol cans contain hazardous chemicals, e.g. pesticides, oven cleaner, etc.

Handling

- New can with defective nozzle should be returned to the point of purchase.
- Use up the contents or donate to someone who can use it. (The product and propellant are finely measured so that both are exhausted at the same time during usage.)
- Look for warning label on the product. Art materials are non-toxic if the label reads AP (approved product), CP (certified product), or HL (health label).
- Do not put full or partially full cans in the trash; they may explode in a trash truck.

Management Options

Empty aerosol containers: Aerosol can is empty when you no longer hear any air released when the nozzle is depressed and the can feels empty when shaken.

- Place in the trash.

Partially full containers that you know do not contain hazardous chemicals:

- To empty the can of its non-hazardous contents, discharge outdoors into a deep cardboard box or paper bag, and allow the box or bag to dry before placing in the trash. The empty aerosol container can then be recycled or disposed.

All other aerosol containers:

- Save for Acton Household Hazardous Waste Day. For the next date, please call (978) 264-9634.

Antifreeze

Hazards

- Toxic to small children and may be deadly to animals attracted by its sweet taste.

- Spent antifreeze may contain metals from the engine (lead, zinc, copper).
- Can disturb the biological action of sewage treatment and septic systems.

Handling

- Collect and store spent antifreeze in sealed, ***labeled,*** plastic or metal container, away from heat sources, children and pets.
- Never store in a beverage container; original container is best.
- Clean up spills with absorbent (kitty litter, shredded newspaper, vermiculite, rags, etc.); bag waste materials and discard in the trash. Flush soiled area with water.
- Do not mix with oil.
- Do not dispose down the drain.
- Do not dispose of in the trash: liquid wastes can leak in a trash truck.

Management Options

Unused Antifreeze

- Antifreeze does not go bad. Donate to a friend who can use it, a mechanic or school auto shop.

Spent Antifreeze

- Take to service station or repair garage that accepts spent antifreeze.
- If recycling option is not available, bring it to the next Household Hazardous Waste Collection Day. Call (978) 264-9634 for the next date.
- Note: More environmentally-friendly propylene glycol may contain the same pollutants after use and should be disposed as suggested above.

Empty Containers

- Dispose of these in the trash.

Some businesses that accept spent antifreeze at no charge:

- Valvoline Instant Oil Change (check phone directory for nearest location)

Appliances with CFCs

Hazards

- Appliances such as refrigerators, freezers, air conditioners and dehumidifiers contain chlorofluorocarbons (CFCs), a substance that when released, reacts with ozone in the upper atmosphere, reducing this layer's protective properties against ultraviolet radiation.

Handling

- Handle in a way that does not damage coils containing refrigerants.
- Under federal law, CFCs must be removed before the appliance can be discarded.

Management Options

- White goods, large appliances including ovens, washing machines and refrigerators, are banned from disposal in Massachusetts. All appliances using CFCs are included in this ban.
- These appliances are accepted for a fee at the Town of Acton Transfer Station. Call (978) 264-9624 for more information.
- If the appliance is still functioning, call your electric company to see if they have a take-back program for high demand appliances.
- Check Recycling Services Directory (download from the web at www.state.ma.us/dep/recycle under Business and Industry or call 617-236-7715 for copy) or Yellow Pages for scrap metal dealers who take white goods. Ask for certification that CFCs are removed according to EPA protocol.
- CFCs must also be removed from car air conditioners before they can be scrapped.

For more information, call EPA's Stratospheric Ozone Protection Hotline at (800) 296-1996 or (301) 614-3396.

Art & Crafts Supplies

Hazards

- Certain art and crafts supplies may contain toxic materials; inhalation, ingestion and dermal exposure to which may present a health risk.
- Certain solvent-based products may be flammable.
- Certain products contain heavy metals that cause hazardous emissions from waste-to-energy facilities.

Handling

- Know the contents of the materials you use; ask your supplier for a Material Safety Data Sheet or hotline for the product.
- Look for warning label on the product. Art materials should be non-toxic if the manufacturer has appropriately labeled the product AP (approved product), CP (certified product), or HL (health label).
- Use with caution, wear goggles and/or rubber gloves if needed.
- Provide fresh air to your work area and wear appropriate mask, if needed.

- Avoid procedures that create dust. Use wet sanding or dust heads to minimize dust levels.
- Clean up wet spills with absorbent (kitty litter, vermiculite or rags). Keep cleanup materials in closed metal containers and away from heat sources to prevent spontaneous combustion.
- Reduce hazards during mixing of clay, sanding, and glazing by using exhaust ventilation, such as a spray booth.
- Use brushing or dipping methods when possible rather than spraying or airbrushing.
- Use up products such as glues, adhesives, and solvents according to directions.

Management options

- If you have no further use for the product and it is in usable condition, try to give it away to someone who has a use for it.
- Do not dispose of toxic art and craft supplies down the drain.

Empty Non-Aerosol Containers and Hardened or Solid Non-Toxic Products:

- Dispose of these in the trash.

Liquid Non-Toxic Products:

- Evaporate or absorb liquid with cat litter or other absorbent and dispose in trash.

Toxic Products

- Leftover paints containing toxics, such as cadmium and chromium, should not go in the trash; Overpack in tight container if danger of leaking. Save these materials for a Household Hazardous Waste Collection Day. Call (978) 264-9634 for more information.
- Dried up toxic paints and adhesives can be put in the trash.

For more information about handling and disposal of arts and craft supplies, call Arts, Crafts and Theater Safety (ACTS) at 212-777-0062 or check their web page at www.caseweb.com/acts/

Asbestos

Hazards

- Microscopic asbestos fibers from friable (loose or crumbling) asbestos can be suspended in air and inhaled. Once inhaled, fibers remain in lungs, causing lung cancer.
- Asbestos may be found in pipe insulation and insulating boards, textured wall surfaces, electrical equipment, floor and roofing tiles and certain adhesives.

Handling

- If asbestos is in good condition, and fibers are not exposed, it does not need to be removed.
- Slightly damaged or loose asbestos can be re-wrapped rather than removed.
- Asbestos should be handled by a certified asbestos abatement contractor (call Massachusetts Department of Labor and Workforce Development at 800-425-0004 for list of licensed abatement contractors).
- DEP requires notification at least 10 business days prior to any asbestos removal activities. Call 617-292-5983 for more information.
- All asbestos containing materials must be containerized, labeled and removed in accordance with DEP regulations (see 310 CMR 7.15). Asbestos must be adequately wetted so that fibers will not be released, and sealed in leak-tight, properly labeled containers. If bags are used, they should be thick plastic (6 mil) and double bagged. The same handling procedures are required for contaminated clothes and equipment. Container must then be labeled with an OSHA approved asbestos warning label.
- Do not dust, sweep or vacuum particles suspected of containing asbestos.

Management Options

- All asbestos materials must be disposed of in landfills permitted to receive asbestos. Currently there is only one such permitted landfill in Massachusetts: Chicopee Landfill (formerly Partyka) 413-594-4172.
- Asbestos-containing asphalt roofing materials and vinyl asbestos floor tiles that are not broken and are removed in accordance with DEP regulations can be disposed of in designated solid waste landfills.
- For more information, call the Massachusetts Department of Labor at 1-800-425-0004.

Batteries, Automotive

Hazards

- Automotive batteries contain sulfuric acid that can burn skin.

Handling

- Handle batteries with acid resistant or leather gloves.
- Keep sparks and flames away from batteries and don't smoke nearby.
- Never place metal objects on top of the battery because it can cause sparks. Remove rings, chains, and other metallic items before handling.
- Keep batteries right side up.
- Carry in a non-metallic, leak proof container.

- If battery leaks, neutralize any spilled acid with baking soda or calcium carbonate (lime). Flush area with water.
- If acid comes in contact with skin, flush area with water immediately and seek medical attention, if burning continues.

Management Options

- Do not throw in the trash. Automotive batteries are banned from landfills and combustion facilities in Massachusetts.
- Most automotive battery retailers will accept used batteries when purchasing a new one.
- Take to service station or repair garage that accepts automotive batteries. Many garages, auto salvage operations, and scrap metal yards will take automotive batteries, provided they are not broken or leaking. Some will pay approximately $1 each. Consult Recycling Services Directory or Yellow Pages for closest locations.

Batteries, Household

Hazards

- Batteries burned in waste combustion facilities can release mercury or cadmium to the air and water, ultimately entering the food chain and posing health threats to people and the environment.

Description Of Battery Categories

1. Alkaline batteries (AAA, AA, C, D and 9 volt): since 1994, most types contain no added mercury, and only contain trace amounts that are not hazardous. These batteries are marked “no added mercury” or have a green tree logo.
2. Nickel-cadmium rechargeable batteries (NiCads) exist in many sizes and shapes and are marked RECHARGEABLE. Some may be built into rechargeable appliances. NiCads contain cadmium, a metal that is toxic to humans when inhaled or ingested.
3. Button batteries (small, round, silver-colored, used in watches and hearing aids): Many button batteries contain mercury, a metal that is toxic to humans when inhaled or ingested.
4. Lithium batteries (AA, C, 9 volt and button; mainly used in computers and cameras). Lithium is reactive with water, and has caused serious fires.

Handling

- Store in a secure, dry place out of the reach of children and pets. Button batteries can be swallowed because they are small and slippery.
- When storing rechargeable batteries for collection, keep in a vented, non-metal container. Rechargeable batteries should be placed individually in plastic bags before being stored together with other rechargeables.

Management Options

1. Alkaline batteries: Domestically manufactured batteries made after 1994 no longer contain mercury and can be disposed of in the trash.
2. Nickel-cadmium rechargeable batteries: Do NOT dispose of in the trash. Take to a retail collection location or The Acton Board of Health Office. The Rechargeable Battery Recycling Corporation (RBRC) operates a collection program through selected retail stores and municipal recycling programs. There are currently over 400 collection sites in Massachusetts that are free to residents. Call 800-8-BATTERY for the nearest retail collection location.
3. Button batteries: Do NOT dispose of in the trash. Many stores selling watches or hearing aids will accept spent button batteries. They are also accepted at the Acton Health Department Office.
4. Lithium batteries: Hold for Household Hazardous Waste Collection Day.
5. **Nickel-cadmium, Lithium, and Button batteries are accepted at the Acton Board of Health Office during normal business hours M-F. Call (978) 264-9634 for more information.**

Driveway Sealer

Hazards

- May contain polycyclic aromatic hydrocarbons, many of which are carcinogenic and can be absorbed through the skin.

Handling

- Keep driveway sealer in closed containers.
- Wear rubber gloves when handling.
- Most driveway sealers are now latex products (water-based). Keep from freezing.

Management Options

- Try to use up what you have, if product is usable, or donate to neighbor who may use it.
- For surplus latex-based sealer, dry out in small amounts and place in the trash.
- Oil-based driveway sealer can be burned safely in small amounts in a waste-to-energy facility, but trash collectors may not take it if containers are too heavy.
- Dried driveway sealer, either latex or oil-based, can be thrown in trash with lid off.
- For surplus oil-based, take to Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Electronics & CRTs

Hazards

- Electronic equipment, appliances with printed circuit boards, may contain lead from solder, mercury in switches, lithium batteries, and heavy metals in the printed circuit boards.
- Cathode ray tubes (CRTs), including televisions and computer monitors, contain from 2 to 5 pounds of lead per unit.
- Do not attempt to dismantle CRTs without proper training; dangerous levels of high voltage are stored in CRTs for varying periods of time.
- Implosion may result from impact or improper disassembly procedure. An explosion follows the implosion.

Handling

- Store and handle in a manner that minimizes breakage, especially of CRTs.
- Do not attempt to dismantle CRTs without proper training, high voltage in the capacitor can discharge a lethal charge.

Management

- ***CRTs only*** have been banned from disposal facilities as of April 1, 2000.
- If item is still functioning and usable, try to donate to a charity or non-profit group who may be able to use it.
- All other electronic devices, including computer processing units (CPUs), keyboards, stereos, VCRs and telephones may be accepted in scrap metal program if no electronics collection program is in place.
- CRTs are accepted at the Acton Household Hazardous Waste Day for a nominal charge. For more information and the next date, call (978) 264-9634.

Fire Extinguishers

Hazards

- Contents are under pressure and may explode when combined with other materials.
- Very old fire extinguishers may contain carbon tetrachloride, a known carcinogen.

Handling

- Two most common types include “dry chemical” (sodium bicarbonate or monoammonium phosphate) and carbon dioxide (CO2) both of which are not hazardous.
- To empty contents, discharge outside, away from children or pets. Monoammonium phosphate is an irritant to eyes and the respiratory tract. Wear goggles and particulate mask when discharging extinguisher.

Management Options

Dry chemical extinguishers

- May be discharged in an area where an acidic fertilizer would be used such as around evergreens. **Do not use on lawns.**
- When relieving the pressure (emptying) the container for disposal, review manufacturers’ instructions, or, if unavailable, use the PASS technique

  Pull the pin: this unlocks the operating lever and allows you to discharge the extinguisher. Some extinguishers may have other seals or tamper indicators.

  Aim low: Point the extinguisher nozzle (or hose) at the base of the item.

  Squeeze the lever above the handle: this discharges the extinguishing agent. Releasing the lever will stop the discharge. (Some extinguishers have a button instead of a lever.)

  Sweep from side to side.
- After pressure has been relieved (when nothing else comes out) remove the head from the container and place it with scrap metal or in the trash.

Carbon dioxide extinguishers

- These extinguishers are refillable and should be refilled after each use. Check Yellow Pages under Fire Extinguishers – Recharging.
- If the extinguisher becomes defective, drill holes in the cylinder after pressure has been relieved and then place in the trash.
- Ask fire equipment companies in your area if they will accept used extinguishers (listed in the Yellow Pages).

Very old fire extinguishers

- Consult the Acton Fire Department at (978) 264-9645.

Fluorescent Lamps

Hazards

- Fluorescent lamps, including energy saving compact fluorescents, contain mercury. When a lamp breaks, it releases mercury into the air, which is toxic to the human nervous system and can poison wildlife. Fishing in many Massachusetts water bodies is restricted due to mercury contamination.
- When a lamp breaks, projected shards of glass may injure eyes or skin.

Handling

- Wear glasses when handling lamps. Store lamps in box or case to prevent breakage. Keep out of reach of children or pets.

Management Options

- Save unbroken lamps for the next Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.
- Do not dispose of in the trash.
- Individual broken lamps should be placed in a sealed container and disposed of in the trash.

Gasoline

Hazards

- Gasoline is highly flammable and can be explosive.
- Gasoline contains benzene, a known carcinogen. Benzene and other toxic compounds found in gasoline vaporize readily and can be inhaled.

Handling

- Store gasoline in a labeled container that is approved for gasoline storage.
- Do not fill up the container to the top; leave some air space to allow for expansion.
- Store gasoline in a cool, dry place, away from any motor driven machine that could cause sparks, including washers and dryers. Keep out of direct sunlight.
- Store at ground level, not on a shelf to minimize the danger of falling and spilling.
- Never open or use near open flames or source of ignition such as sparks or cigarettes.
- Always open gasoline containers and use gasoline in a well-ventilated area, preferably outdoors, away from children and animals.

- Do not store gasoline in a car trunk. There is a threat of explosion from heat and impact.
- Do NOT dispose of down the drain, into surface water, or in the trash.
- Do NOT mix with ANY other material, including antifreeze and used oil.

Management Options

- Save for Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Home Medical Waste

Hazards

- May infect other people who come in contact with trash.
- Unwanted or expired medicines or pharmaceuticals could be harmful to children or adults. Unused pharmaceuticals found in the trash may be stolen for unregulated use.
- Antibiotics poured down the drain can kill beneficial microbes and bacteria in septic systems.

Handling

- Keep sharp objects such as needles, syringes, and lancelets in secure containers out of the reach of children. Do not use glass.

Management Options

- By law, once a prescription has been issued, the pharmacy cannot take it back.
- Wrap well and place in the trash.
- Place cancer treatment drugs or radioactive medicines, tightly wrapped, in the trash.
- Place all sharp objects such as needles, syringes, and lancets in rigid plastic or metal containers with a screw-on or secure lid. Detergent or soda bottles are good. Reinforce the lid with heavy-duty tape. Label container "NOT FOR RECYCLING" and dispose of in the trash.
- Place disposable sheets, medical gloves and soiled bandages in plastic bags and securely fasten before you put them in the trash.
- Check with your Visiting Nurse Association to see if there is a prescription drug collection or re-use program in your area.
- Save for Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Mercury Devices & Liquid Mercury

Hazards

- Thermostats and switches contain several grams of mercury in fragile glass bulbs or ampoules. These ampoules (as well as mercury containing thermometers) may break, releasing droplets of toxic mercury.
- Mercury is toxic to the human nervous system, as well as fish and animals. Mercury can enter the body either through skin absorption or through inhalation of mercury vapors. At room temperature, small beads of mercury will vaporize.

Handling of small spills (one small item)

- Seal off room from other indoor spaces, ventilate to the outside.
- Take off jewelry and put on rubber gloves. Pick up mercury with an eyedropper or scoop up with stiff paper or card stock, being careful to not touch with skin or clothing. Place mercury, the broken article that contained the mercury, the eyedropper or card stock and anything else that touched the mercury in a sealed glass or plastic container and label it MERCURY.
- Do not vacuum because it breaks up and heats droplets, facilitating vaporization. Once a vacuum cleaner has been used for a mercury spill, it will continue to release mercury into the air and is therefore safest to discard the contaminated machine rather than continue to use it.
- Use duct or packing tape to clean up small particles that could not be gathered with the card stock.
- Do not wash mercury into drains.
- Do not wash mercury contaminated clothing or items in washing machine.

Handling of large spills (over 1 pound or 2 Tablespoons)

- Immediately evacuate everyone from the room and close the doors. Turn off central heating or cooling system.
- Call DEP at 617-556-1133 or 888-304-1133 (24 hours) to report the spill. Notify local health department and ask if they have a mercury spill kit. DEP emergency response personnel will advise you on further actions.

Management options

- Bring unbroken mercury devices or contained liquid mercury to the Acton Board of Health Office during normal business hours, 8am – 5pm, Monday – Friday.

- Take mercury containing devices and mercury contaminated clothing to a Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Motor Oil & Oil Filters

Hazards

- Oil is toxic to fish and other animals and plants.
- One quart of oil can contaminate a million gallons of drinking water.
- Undrained oil filters can contain up to 12 ounces of motor oil.

Handling

- Collect oil in a clean container with screw cap, such as the original container or clean, labeled plastic jug. Do not mix oil with any other liquids. Cap container to keep out dirt and water.
- Do NOT dispose of used oil in the trash, on the ground, down the drain, down a sewer drain, or by burning it (except in permitted oil burners).
- Clean up spills with kitty litter, vermiculite or rags, place in a bag and dispose of in the trash.
- Oil filters: Puncture domed part of the oil filter with a sharp tool. Drain filters on a rack while they are "hot" for 12 hours, capture the oil for recycling as described above.

Management Options

Used Oil:

- Return used oil for recycling to the store where you purchased it. Retailers are required to accept used oil for recycling (up to 2 gallons per person per day) if you have the purchase receipt.
- Bring your used oil to the Acton Transfer Station off Route 2. For more information call (978) 264-9624.
- Certain quick oil change chains, such as Valvoline, accept used oil.
- Bring to the next Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Used Oil Filters:

- Do NOT dispose of an undrained oil filter in the trash. Follow above handling instructions for draining used oil filters.
- If no recycling program is available in your community, wrap the drained used oil filter in a plastic bag with absorbents such as a rag or kitty litter, and place in the trash.

Muriatic Acid (HCl)

Hazards

- Muriatic or hydrochloric acid causes severe irritation or burns to skin and eyes.
- Vapors may irritate respiratory tract.

Handling

- Wear clothing that covers exposed skin areas. Use gauntlet-style acid-resistant gloves and eye protection when working with acid.
- Use only in well ventilated areas.
- Always add acid to water…***never add water to acid.***
- Do not mix muriatic acid with any other chemicals.

Management Options

- Do NOT dispose down the drain or in storm drains.
- Do NOT dispose of in the trash: liquid wastes can leak in a trash truck and react with other chemicals.
- To neutralize: In a large, 3-5 gallon plastic container, mix a one-pound box of sodium bicarbonate with a large quantity of water, mix, but leave some of the sodium bicarbonate visible at the bottom of the container. Slowly and carefully add the acid to the mixture stirring cautiously to avoid splashing. When the acid ceases to react (fizzing) and/or the sodium carbonate can be seen as a paste on the bottom of the container, the acid has been neutralized and can then be disposed down the drain. Should the acid not become neutralized, carefully add more sodium bicarbonate to the mixture.
- Take to a Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Paints and Stains

Hazards

- Oil based paints and stains contain volatile organic compounds (VOCs) that vaporize at room temperature; vapors may be toxic when inhaled.
- Oil based paints and stains are flammable - store away from sources of sparks or heat.
- Old oil based paints and marine paints may contain lead, mercury, chromium or cadmium, which are toxic to humans, animals and the environment.

Handling

- Containers should be opened in a well-ventilated area. Wear appropriate respirator or cartridge mask when pouring off or mixing large volumes of oil-based paints.
- Identify leftover paint as latex or oil-based. Latex paint is labeled as such or has instructions to clean up with water. Oil based paint may be labeled “alkyd”, "contains solvents", "clean up with mineral spirits", or "combustible."
- Pourable paint may be reused, unless it contains lead. To test if paint is still good, paint a small test area on clean surface and allow to dry for 48 hours. Place a piece of masking tape over the paint and pull off. If paint comes off on the tape, the paint is no longer good.
- To store usable paint for long periods of time, cover the opening of the paint can with a piece of plastic wrap and seal the lid tightly. Store the can upside down and away from heat.
- Do not store latex paint outside or in unheated area. Frozen latex paint cannot be reused.
- Do not put liquid paint in the trash or down the drain.
- Do not dry out oil based paints, stains, or wood finishes to dispose of in the trash. The volatile chemicals are air pollutants.

Management Options

For surplus latex or oil-based paints

- If the paint is usable and there is a reasonable quantity, try to donate it to a community service organization or theater group.
- Latex paint can be disposed of as trash if dry. To dry small amounts, remove lid and let the paint dry in the can. For larger amounts, mix in kitty litter or pour one-inch layers of paint in a cardboard box lined with a plastic bag. Stir the paint occasionally to speed drying. Put completely dried paint in the trash.
- Hardened oil-based paint can also be disposed of in the trash.
- If no reuse or recycling option is available or convenient for oil-based paints, they should be saved for a Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Paints that contain lead, mercury, chromium or cadmium

- Do NOT use up and do NOT give away. Toxic metals will remain in painted item.
- Save for Household Hazardous Waste Collection Day.

Empty paint cans:

- Empty paint cans may be disposed of in the trash. Leave lids off so the hauler can see that the can is empty.

Pesticides

Hazards

- Pesticides and herbicides are designed to be toxic to pests and can harm birds, fish, pets and humans if misused.
- If lawn chemicals, pesticides or herbicides are used in larger doses than recommended on the label, runoff can have an adverse effect on drinking water supplies and the environment.

Handling

- Avoid buying more product than you need, as it is likely to become waste at a later date.
- Store pesticides in original containers that are closed and labeled, in a secure area out of reach of children and pets. Avoid storing pesticides in damp areas where containers may become moist or rusty. Pesticides should NOT be stored near food.
- Follow label instructions strictly about where and how much to apply.
- Do NOT put pesticides in the trash or down the drain.
- Use rubber gloves when handling pesticides and use an appropriate cartridge mask if using products extensively.
- Do NOT use or give away banned pesticides or pesticides that are no longer registered for use. EPA maintains a list of over 50 banned pesticides on the web at http://www.epa.gov/oppfead1/international/piclist.htm. To find out whether a product is no longer registered for use in Massachusetts, contact the Mass. Pesticide Bureau at (617) 626-1700 or check their web site at http://www.state.ma.us/dfa/pesticides/.
- For questions on specific pesticides and environmentally friendly products and procedures, such as Integrated Pest Management, call the Mass Pesticide Bureau or check their web site.
- For more information on identifying pesticides, their health hazards, and use and Management guidelines, call the National Pesticide Telecommunications Network at (800) 858-7378 or visit their web site at http://nptn.orst.edu/.

Management Options

Banned or Unregistered Pesticides:

- If the pesticide is banned or no longer registered for use, save in original container for the next Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Registered Pesticides:

- If the product is still registered for use, use up according to directions on the label or donate it to a friend or neighbor who can use it.
- If you no longer have a use for the product and are not able to give it away, save it for a Household Hazardous Waste Collection Day.

Empty Containers:

- Do NOT recycle or reuse pesticide containers.
- Empty containers should be triple rinsed and then disposed of in the trash. Take the following steps to triple rinse a container:
    1. Fill the empty pesticide container with cold water and use the rinse water as if it were full-strength product, in accordance with the label instructions.
    2. Repeat this procedure two more times.
    3. Do NOT pour rinse water down the drain.
    4. Once the container is empty and triple rinsed, it should be wrapped in newspaper and disposed of in the trash.
- Do NOT triple rinse containers for banned or unregistered pesticides. Save these for the next Household Hazardous Waste Collection Day.

Photo Chemicals

Hazards

- Silver may be found in significant concentrations in fixer solution. Silver is a toxic contaminant that can disturb the biological action of a sewage treatment plant and harm aquatic life such as fish and other organisms.
- Some fixer solutions are corrosive and can burn skin and eyes.
- Some individuals are allergic to sulfites in photo processing solutions.

Handling

- Protect eyes from splashes and skin from direct contact.
- Store solutions in plastic buckets or bottles. Keep containers tightly closed when not in use.
- Clearly label containers with the contents.
- Store materials in a secure area that is locked and out of reach of children.
- Keep dark room ventilated when using photographic chemicals.

Management Options

- Photographic waste liquids should NOT be poured down the drain if connected to a septic system.

- In sewered areas, developer and rinse solutions in small quantities may be poured down the drain.
- Some local photo processing businesses may accept *silver bearing* fixer *waste* for recycling and Management.
- Call DEP at 617-292-5898 for list of companies who reclaim photographic wastes.
- Take spent fixer solutions to a Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Pool Chemicals

Hazards

- Sodium hypochlorite, the active ingredient in most pool chemicals, can irritate eyes and skin.
- Sodium hypochlorite is highly reactive; can cause fire if in contact with organic materials.

Handling

- Handle with rubber gloves.
- Do not mix with ammonia or vinegar as it will produce toxic chloramine gas.

Management Options

- Sodium hypochlorite is the same chemical used in most water treatment facilities. Check with your facility to see if they will accept it.
- Do not dispose of in the trash or down the drain.
- Take to Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Propane Tanks

Hazards

- Tanks containing fuel under pressure may explode if tank integrity is altered, causing severe injury or death.
- Tanks containing compressed gas may explode in waste-to-energy facilities.

Handling

- DO NOT ATTEMPT TO REMOVE VALVE FROM TANK. Special safety equipment is required to prevent explosion.

- Tanks in good condition with old fittings may be reused with adapter purchased at most propane gas dealers.
- Use up all residual gas, for non-refillable (disposable) tanks
- Do not leave valve open, because escaping gas is a fire hazard as well as a source of air pollution.

Management Options

- Do NOT dispose of tanks containing gas in the trash.
- Check Yellow Page listings under "Gas - Propane" for company who will take tank for reuse.
- Scrap metal yards may take empty tanks. Consult local phone directory.
- Very small EMPTY disposable tanks (1 liter) can be disposed of in the trash.
- Save for Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.

Smoke Detectors

Hazards

- Certain smoke detectors contain a radioactive sensing device, but the radioactivity is so low that it is considered harmless.

Handling

- No special instructions on handling.

Management Options

- Remove battery and dispose of smoke detector in the trash.

Thinners & Solvents

Hazards

- Thinners and solvents contain volatile organic compounds (VOCs) that can be toxic to inhale.
- Thinners and solvents can be absorbed through the skin.
- Thinners and solvents are flammable.
- Some solvents are carcinogenic.

Handling

- Keep thinners and solvents in closed and labeled glass or metal containers. Some plastic containers may deteriorate in contact with solvent.
- Store thinners and solvents away from sources of sparks or heat.
- Do NOT put left-over product in the trash or down the drain.

Management Options

- If product is unused, try to give it away to someone else who can use it.
- Solvents mixed with paint may be reused. First, let solids settle out and pour off liquids for future use as a solvent. Label container clearly.
  - The solids may be disposed of at an Household Hazardous Waste Collection Day. For more information and the next date, call (978) 264-9634.
  - Alternatively the solids may be dried out by adding absorbents such as kitty litter or vermiculite, in a well ventilated area, away from ignition sources such as appliances with a motor or pilot light and out of reach of children and pets. Dried solids can be disposed of in the trash.
- Small amounts of used or new paint thinner can be added into oil-based paint. Add to same color paint as that used with the thinner.

Wood, Treated

Hazards

- Treated wood may contain Creosote, Pentachlorophenol, Chromated Copper Arsenicals (CCA).
- Creosote is typically used on telephone poles, railroad ties and marine lumber applications. Creosote is a tar-like material containing polycyclic aromatic hydrocarbons, some of which are carcinogenic.
- Pentachlorophenol can be absorbed through the skin. Although health effects in humans of limited exposure is unknown, exposure of this chemical to certain animals has caused sickness and death.
- Chromated Copper Arsenicals (CCA), the wood preservative used in pressure treated wood, is not considered hazardous to humans with limited contact. However, precautions are recommended for working with CCA treated wood (see CCA bulletin on EPA web page).

Handling

- Aged creosote or CCA -treated wood can be reused in landscaping.
- Do not burn in a fireplace because toxic compounds may be emitted.

Management Options

- Households may dispose of treated wood in the trash, although local size restrictions may require pieces to be cut.
- Large amounts of treated wood must be disposed of in specially permitted waste-to-energy facilities located outside of Massachusetts. For more information, call 617-292-5704.

Wood with Lead Paint

Hazards

- Ingested lead paint chips have been proven to cause brain damage in children.

Handling

- Handle items (moldings, doors and windows) in a way that minimizes paint chipping.

Management Options

- Households may dispose of painted wood in the trash, although local size restrictions may require pieces to be cut.

For more information, call the Massachusetts Childhood Lead Poisoning Prevention Hotline at 800-532-9571 or 617-753-8400.

GH-8 Stormwater Communication Program

SYSTEMATIC WAY TO COORDINATE INFORMATION AND FOSTER COMMUNICATION

Developing a Systematic Way to Coordinate Information and

Foster Communications

in Regards to Storm Water

in Acton, MA

Nicole T. LaGuerre

December 9, 2004

Executive Summary

Developing a Systematic Way to Coordinate Information and Foster Communications in Regards to Storm water

Nicole LaGuerre

December 9, 2004

Acton Public Health (APH) located in Acton, Massachusetts is mandated by the federal government to monitor situations of potential harm to the environment. One of the prominent issues being addressed pertains to storm water discharge. To monitor storm water activity and to be in compliance with the Environmental Protection Agency (EPA) National Pollutant Discharge Elimination System (NPDES) General Permit the town of Acton developed a storm water plan that requires reporting to the EPA on an annual basis utilizing Best Management Practices (BMP). Each department in the town of Acton needs to report their progress in regards to storm water management to the APH who combines the information in a single report that must be submitted to the EPA annually.

The Health Director, Doug Halley, pursued the needed information by calling each person. The method of calling each department is time consuming and requires multiple follow-ups via phone. Storm water monitoring is a critical process in protecting the environment and a standardized system could ensure faster turn around of information. There was no standing method to communicate or gather the information when needed nor was there a standardized system in place to track the progress of each department. The research determined a systematic way to coordinate information and foster communications in regards to storm water management.

The project, including research, analysis, recommendation, and presentation will conclude by December 2004 with follow-up and evaluation to end in April 2005. The participants included the members of the Highway, Engineering, Planning Board, the Conservation Committee, and the APH who, along with their staff, assisted in the intervention process by responding to a questionnaire and a survey.

Recommendation

Based on the data collected and a revision of the problem of developing a systematic way to coordinate information and foster communications in regards to storm water the recommendation is a design that is simple and direct.

The entire process should be done electronically utilizing Microsoft Outlook (Outlook) email system and a standardized form for collecting the data. "Electronic mail is now predominant in organizations and their use is still rising"(Ducheneaut, 2002). The choice of Outlook as the primary communication allows Doug Halley to assign tasks (Appendix E), set reminders, and flag requests for follow-up. Based on the results of the S.W.O.T. analysis there was a requirement for an inexpensive, cost effective system thus Outlook was chosen. The use of Outlook will result in no additional cost to the APH, as this is the software used presently. Assigning task to request storm water updates can be inputted once in Outlook but will provide a constant reminder of due dates and tasks requirements to participants. There will be a decrease in Doug Halley walking the halls to provide constant follow-up. "Electronic messaging (EM) is becoming an accepted mode of communication in many work organizations, enabling organization members to communicate more rapidly" (Kerr & Hiltz, 1982). Before this system can be effective however a standardized process, detailed below, must be implemented.

The process should begin when yearly objectives are written to ensure task requirements pertaining to storm water management are included in participants' goals and objectives. A standardized form, similar to the NPDES General Reporting Form (Appendix F) should be used to record data related to storm water management to ensure consistency across participants.

The process is as follows: -

• An initial meeting should occur to educate participants on their involvement whether directly or indirectly with storm water management. Participants should have an opportunity to ask questions to obtain clarification.

• During the period goals and objectives are written participants must indicate intended achievements towards collecting data for storm water management. Doug Halley should ensure participants understand the details of the type of information needed for submittal.

• Doug Halley will use the task list feature in Outlook to set up task requirements (Appendix E). Task assignments helps track the progress of work assigned to participants on a project of multiple projects. Once a task is assigned, Outlook keeps track of the task owner including when the task gets updated. Whenever the owner updates the task Outlook updates all copies of the task. Once the task is completed Outlook sends a status report to participants assigned the task as well as participants who requested a report.

Please bear in mind if you assign a task to more than one person at a time; a group, outlook does not keep an updated copy of the task in your task list. To avoid this problem and have Outlook update on work progress divide the work into separate tasks; assign each one individually.

• The task assignment should include the due dates of submittals in the body of the submittals with the standardized form for data submittal attached. The task assignment should be set-up as a recurring assignment. Recurring assignments will automatically populate a new task assignment request after the previous was complete.

• To ensure compliance Doug Halley should send email reminders to individual's not meeting deadlines.

• After receiving the completed form with storm water data Doug Halley should provide feedback immediately.

• Doug Halley should be able to cut and paste the updates to his NPDES form and submit electronically to the EPA.

Appendix D

Assigning a Task for Doug Halley

Purpose

Use this procedure to assign tasks to individuals

Menu Path

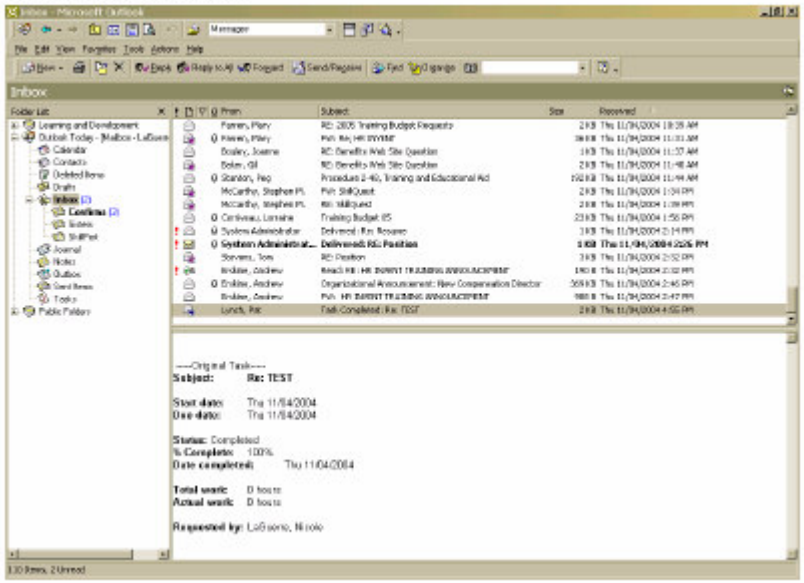
Use the following menu path(s) to begin this task:

- Select outlook then task then follow the instructions below

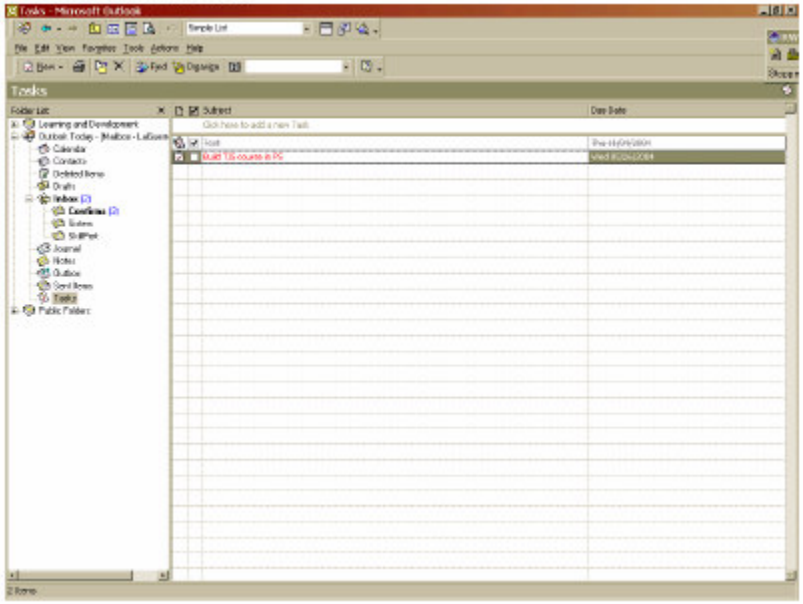
Procedure

1. Start the task using the steps the below.

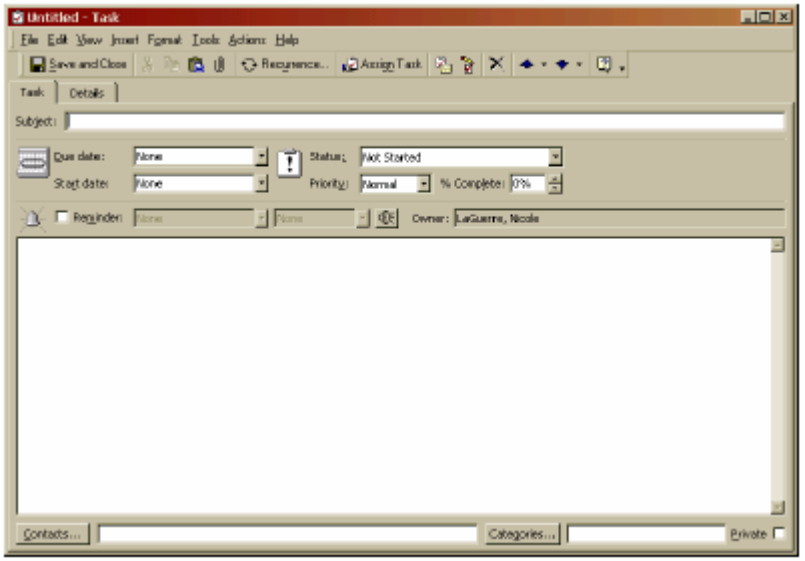
Inbox - Microsoft Outlook



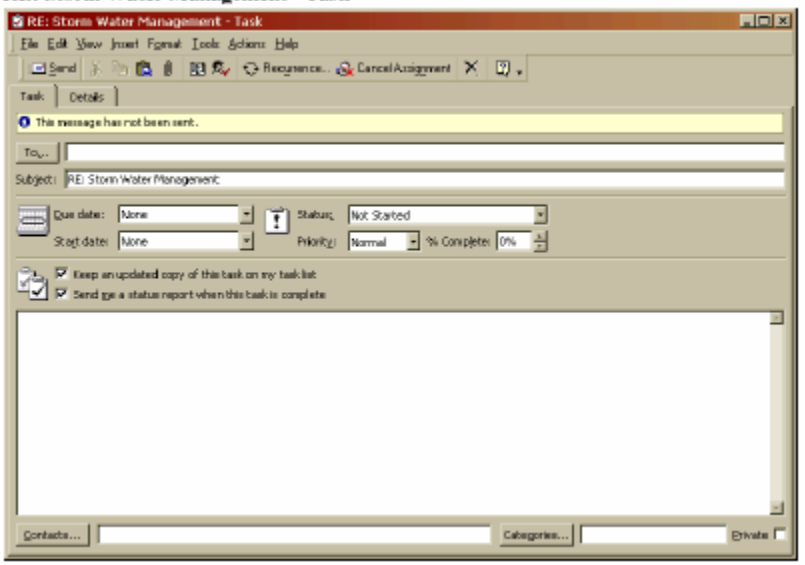
Tasks - Microsoft Outlook



Untitled - Task



RE: Storm Water Management - Task

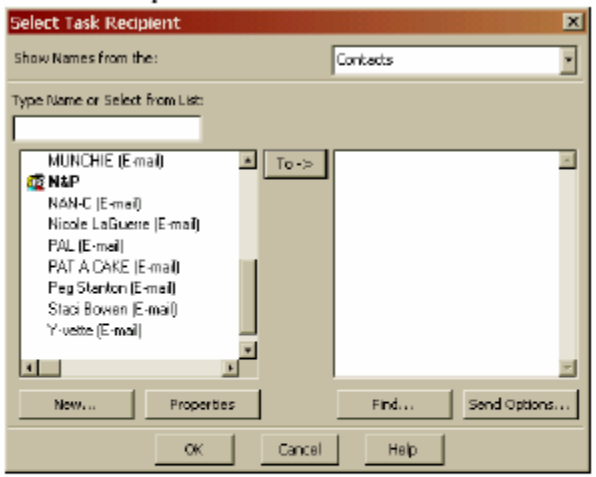


4. As required, complete/review the following fields:

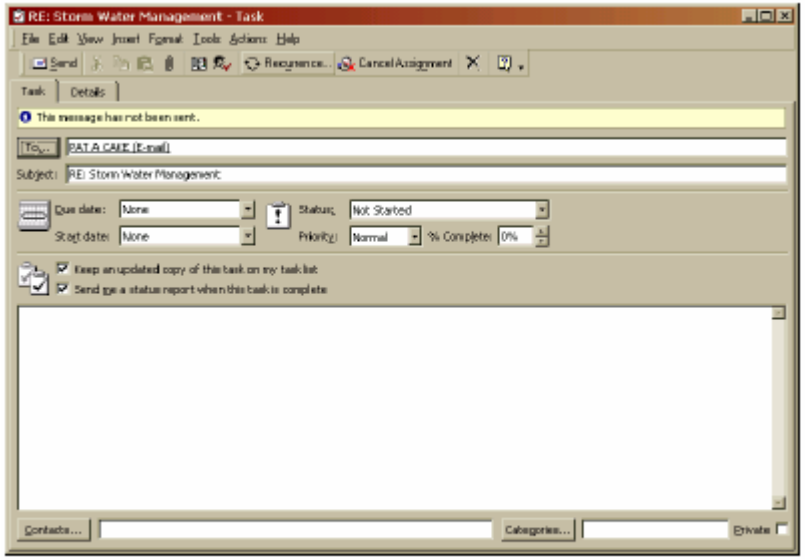
Field Name	R/O/C	Description
Topic of Task	R	The task to be completed **Example:** RE: Storm Water Management

5. Click Assign Task .

Select Task Recipient



RE: Storm Water Management - Task



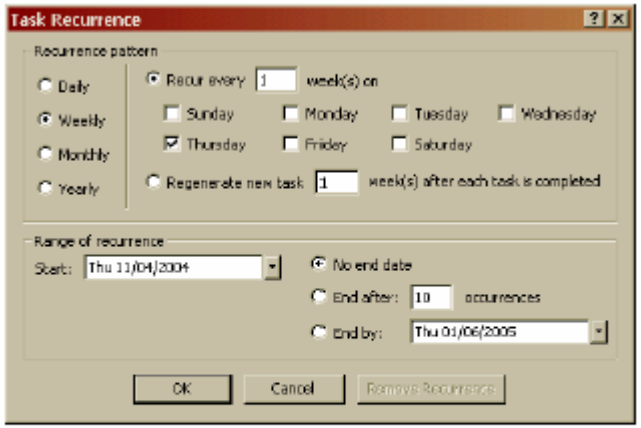
7. Click PAT A CAKE (E-mail) .

8. Click To -> .

9. Click OK .

10. Click Recurrence... .

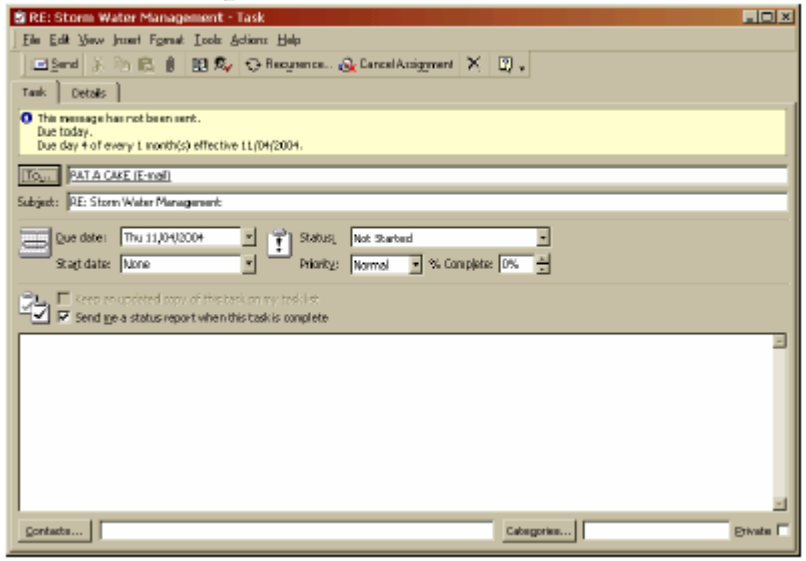
Task Recurrence



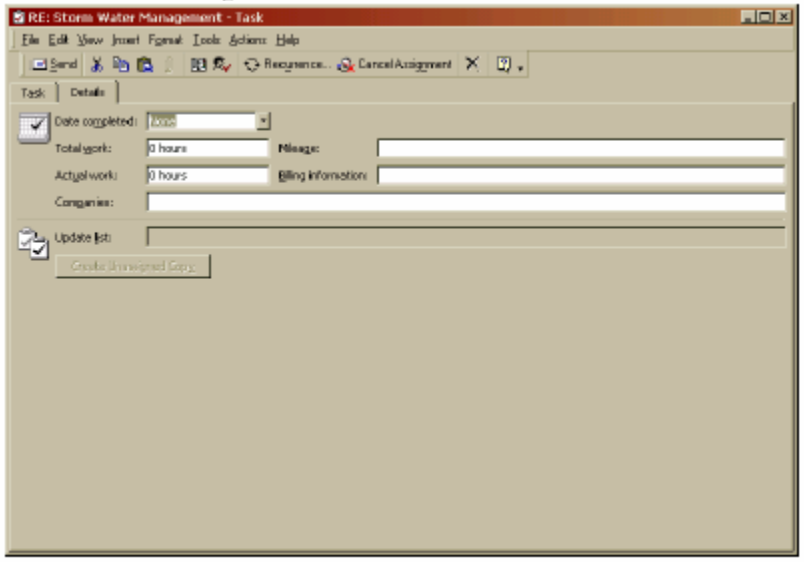
11. Click Monthly.

12. Click OK.

RE: Storm Water Management - Task



RE: Storm Water Management - Task



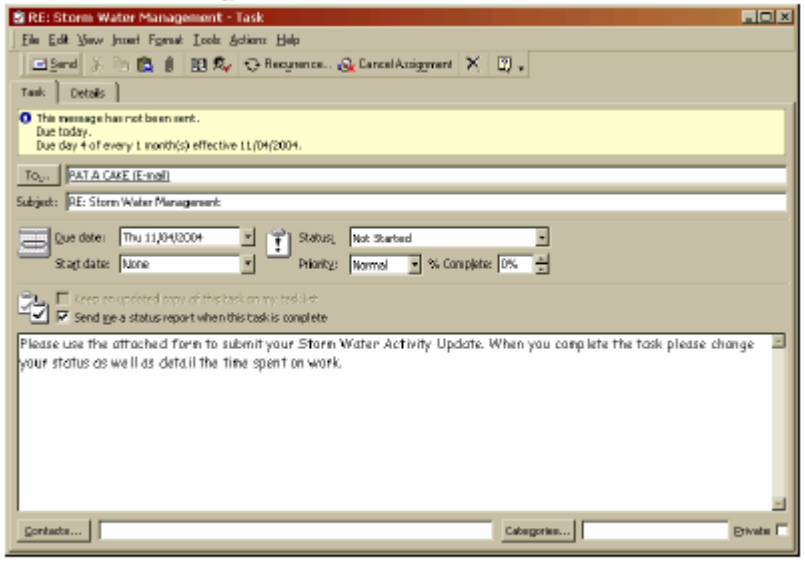
13. As required, complete/review the following fields:

Field Name	R/O/C	Description
Send me a status report when this task is complete	R	Description of the Send me a status report when this task is complete. **Example:** Please use the attached form to submit your Storm Water Activity Update. When you complete the task please change your status as well as detail the time spent on work.

14. Click Details.

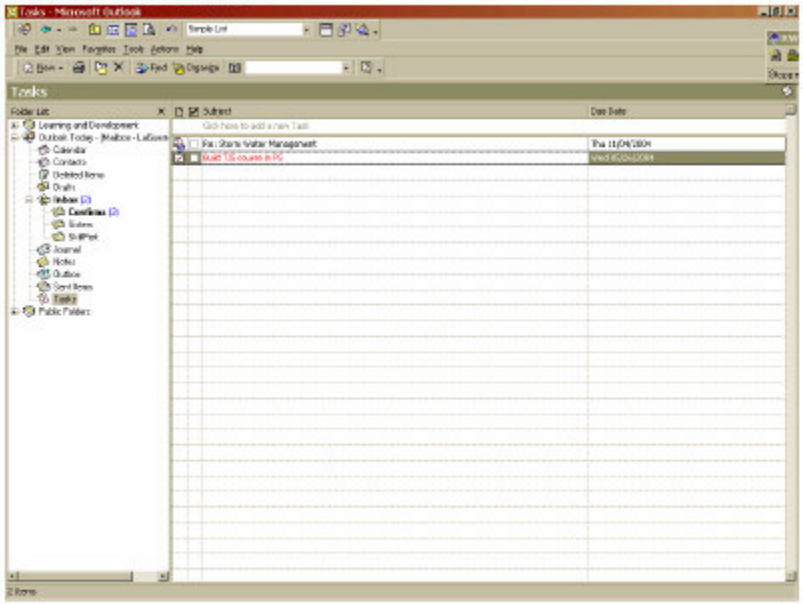
15. Click Task.

RE: Storm Water Management - Task



16. Click Send.

Tasks - Microsoft Outlook



17. Double-click
RE: Storm Water Management

18. You have completed this task.