



ACTON BOARD OF HEALTH

Douglas Halley
Health Director

472 Main Street
Acton, MA 01720

Telephone 978-264-9634
Fax 978-264-9630

May 11, 2004

Jim Gagliard
Acton Wastewater Treatment Plant
20 Adams Street
Acton, Ma 01720

Jim,

At their regularly scheduled meeting on May 10, 2004, the Acton Board of Health unanimously approved the Town of Acton's application for a Hazardous Materials Control Permit for both Pump Station #1 and Pump Station #4 within the Middle Fort Pond Brook Sanitary Sewer System.

Those permits were approved with the following conditions:

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.

7. All Hazardous Materials Containers shall be labeled and dated when filling first began.
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.
23. Directions written in two languages, English and a second language used by two or more employees (when applicable), shall be posted in clear view, listing emergency procedures.
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.
25. Prior to any new chemical or processes being used, the Board of Health shall be notified.

If you have any questions concerning this approval, please contact me at (978) 264-9634.

Sincerely,



Brent L. Reagor, R.S.
Environmental Health Sanitarian

Cc: Doug Halley
Bruce Stamski

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

Facility Name: ACTON WWTP
 Type of Business: Wastewater Treatment Plant
 Address: 20 Adams St.
 Telephone: 897-8211
 Contact Person: JIM GALLIARD

3/31/04

Housekeeping:

Is area clean: yes no
 Are spills present: yes no
 Is there appropriate storage of materials: yes no
 Are materials and wastes kept separate: yes no
 Are spill cleanup materials available: yes no
 Materials have secondary containment: yes no
 Are materials and wastes labeled: yes no

Safety:

Are MSDSs available on site: yes no
 Is employee personal protective equipment available on site: yes no
 Are employees trained in hazardous materials handling: yes no
 Are emergency procedures posted: yes 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: yes no
 Is testing of septic system necessary: yes no N/A
 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 N/A

Action Items

Change phone numbers in Dept. paperwork to reflect

accurate information - Health Dept. will do this - DR 4/04

Provide updated MSDS index to Health Department - Done 3/31/04 - DR

Reinspection required? Yes No Date: _____


 Representative Signature


 Inspector Signature

March 31, 2004

Report on Site Visit: Acton Wastewater Pumping Station #4
386 Massachusetts Avenue

Contact during site visit: Jim Gagliard
Date of visit: 3/31/2004
Inspector: Brent L. Reagor, R.S., Environmental Health Sanitarian

Description of Hazardous Material Use

Pump Station #1 is the primary wastewater conveyance station within the Town of Acton Middle Fort Pond Brook Sanitary Sewer System. The station conveys wastewater from its location up to the intersection of Parker and High Streets, from where gravity flow to the Wastewater Treatment Plant is possible.

The station includes provisions for dosing of a 15% Sodium Hypochlorite (NaOCL) solution directly into the waste stream for odor control within the wastewater collection system. At the time of the visit, one (1) fifty-five (55) gallon drum was in use and two fifty-five (55) gallon drums were being stored in the chemical room for future use.

Site Visit Observations

The pump station is made up of two rooms, a chemical storage and use room and the main controls room. The chemical storage room is equipped with a locking door, a standing shower and eye wash station, two chemical feed pumps and is designed with a secondary containment capacity by discharge of the excess liquid directly into the wet well of the pump station. The chemical storage room is equipped with an automatic vent that opens upon the activation of the light switch. The main controls room contains all of necessary electrical panels and controls to operate the pump station. The room is also equipped with a generator and a 200 gallons fuel tank for the generator. Secondary containment is designed with a capacity of 220 gallons for the fuel tank.