

**NORTHBOROUGH LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**  
**MEETING MINUTES**  
**August 19, 2022**

**Attendees:**

**Town of Northborough**

John Coderre, Town Administrator

David Parenti, Fire Chief

Michael Parr, Hazardous Materials Assistant

Mary Ellen Duggan, Northborough/Southborough Public Schools

**Town of Northborough Select Board**

Jason Perreault

**Public/Partners**

Robert Moran, National Grid Community Manager

JoAnn Griffin, Central Massachusetts Disaster Animal Response Team (CMDART)

Cathy Stone, CMDART

Jason Brunetti, DC Manager Iron Mountain

Gerry LeBlanc, Manager Beaumont

**Old Business**

- A motion to approve the meeting minutes from the January 14, 2022 LEPC meeting was made by Robert Moran and seconded by Mary Ellen Duggan. The minutes were unanimously approved as written.
- Chief Parenti provided an update on 61 West Main Street, the proposed site for the new Fire Station. The previous meeting we discussed the discovery of a closed in diesel tank and contamination of the soil. Since then, testing has shown the water is clean and a permanent solution is filed with DEP to allow closing on the property.
- A Tabletop exercise is scheduled for October 4<sup>th</sup> and will be regionally coordinated with Kevin Filchak, MEMA. Chief Parenti hopes this can become a full-scale drill if successful.

**New Business**

- Central Massachusetts Disaster Animal Response Team (CMDART)
  - JoAnn Griffin introduced herself and her background as a social worker and Red Cross volunteer. She gave a brief history of how CMDART formed and noted 2023 will be 20 years of service. They have 75 volunteers in the Central Mass Region and work from fundraising efforts annually. They provide for pet considerations during sheltering events and displacements like house fires.
  - Cathy Stone also spoke on the training of volunteers. They train on sheltering animals, first aid, psychological first aid, and public education efforts about preparing for animal considerations during disasters.
  - The organization has equipment for operations from past grant funding.
  - John Coderre discussed sheltering efforts, the 2012 ice storm, and how people won't leave without their pets. The Town created contracts with kennels for sheltering pets in emergencies after this event.

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- JoAnn ended appealing for referrals for their Board of Directors. The organization needs new leadership to continue the program. If interested, please contact Joann at CMDART1@gmail.com
- Tier II Reporting Year 2021
  - Chief Parenti reviewed the Tier II submissions for reporting year 2021. 24 organizations reported and are listed below. There was 1 fewer reporter compared to RY2020 due to the company not meeting the reporting thresholds.
    - A. Duie Pyle Inc.; BJ's Wholesale Club (0211); Brenntag Specialties LLC; Crown Castle; FedEx Freight, INC; FedEx Ground Northborough SP #5015; Iron Mountain; Juniper Hill Golf Course, Inc.; Kimball Sand Company, INC; Lowe's Pro Supply #4520; Max Finkelstein, LLC Warehouse #12; McKesson Corporation; National Grid, Northboro Contact Center; National Grid, Woodside 313; NewCorr Packaging; Northborough Fire Department; Northborough Highway Garage; Northborough Oil; Saint-Gobain Research North America; Sanofi Genzyme; Steris; The Richards Oil Company, Inc.; Trelleborg Sealing Solutions; Verizon.
- Incident Response Review
  - Since the last meeting there were 44 incidents involving hazardous materials or conditions.

Count of Incident Number	
Incident Type	Total
Carbon monoxide detector activation, no CO	11
Carbon monoxide incident	10
CO detector activation due to malfunction	7
Gas leak (natural gas or LPG)	10
Gasoline or other flammable liquid spill	4
Hazardous condition, other	2
Grand Total	44

- Three incidents were highlighted, two of which involved fueling stations and the other a roadway spill on Bearfoot Road.
  - 1106 Shops Ways incident involved a malfunction of the premium fueling pumps. The automatic shut off was not working causing spills during fueling. The Fire Department was not notified until a customer called. There had been several spills prior to the Fire Department response and another occurred while on scene leading to the early closure of the facility. None of the spills met reportable quantities, but the malfunction created a hazardous condition that needed to be addressed.
  - 7 Belmont Street incident involved a customer that left the fueling station with the pump active and the nozzle flowing on the ground. The attendant was utilizing their spill kit on arrival and the customer's information was gathered and passed to the police for follow up. The quantity was determined to be below reportable quantities with the gallons listed on the pump.

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- The Bearfoot Road incident was a trash truck that lost a hydraulic line and did not notice it until it had travel a significant portion of the roadway. The clean up crew called by the company notified the Fire Department. The estimated release of 24 gallons of hydraulic fluid was reported. There were several puddles and storm drains potentially impacted, all being remediated by the clean up company. The list of abutters is below but since there was no impact on their properties, no notification was necessary. Documents related to the reportable release can be reviewed at <https://eeonline.eea.state.ma.us/portal#!/wastesite/2-0021970>



- Hazardous Materials Emergency Plan
  - Building from last meeting's review of the response level criteria, Chief Parenti presented the Protective Action Decision-Making portion of the plan.
  - The two options are Shelter-in-Place and Evacuation. Each option has its own set of Pros and Cons. The two major questions are "Will in place protection provide adequate protection?" and "Is there sufficient time to evacuate?"
  - Chief Parenti noted that these pages would be sent to the LEPC for review electronically. Any recommendations for improvement could be made through that forum, see attached slides
- Hazardous Permits since January 14, 2022
  - There were 138 Hazardous Materials permits issued since the last LEPC meeting.
  - Michael Parr noted these were nearly all renewals or updates from existing facilities.

Permit Category	
Hazardous Materials Storage Permits	67
Flammable Storage Permits	48
Permit to Process Hazardous Materials	5
LP Commercial Storage	14
Gunpowder Smokeless and Black Residential	4
	138

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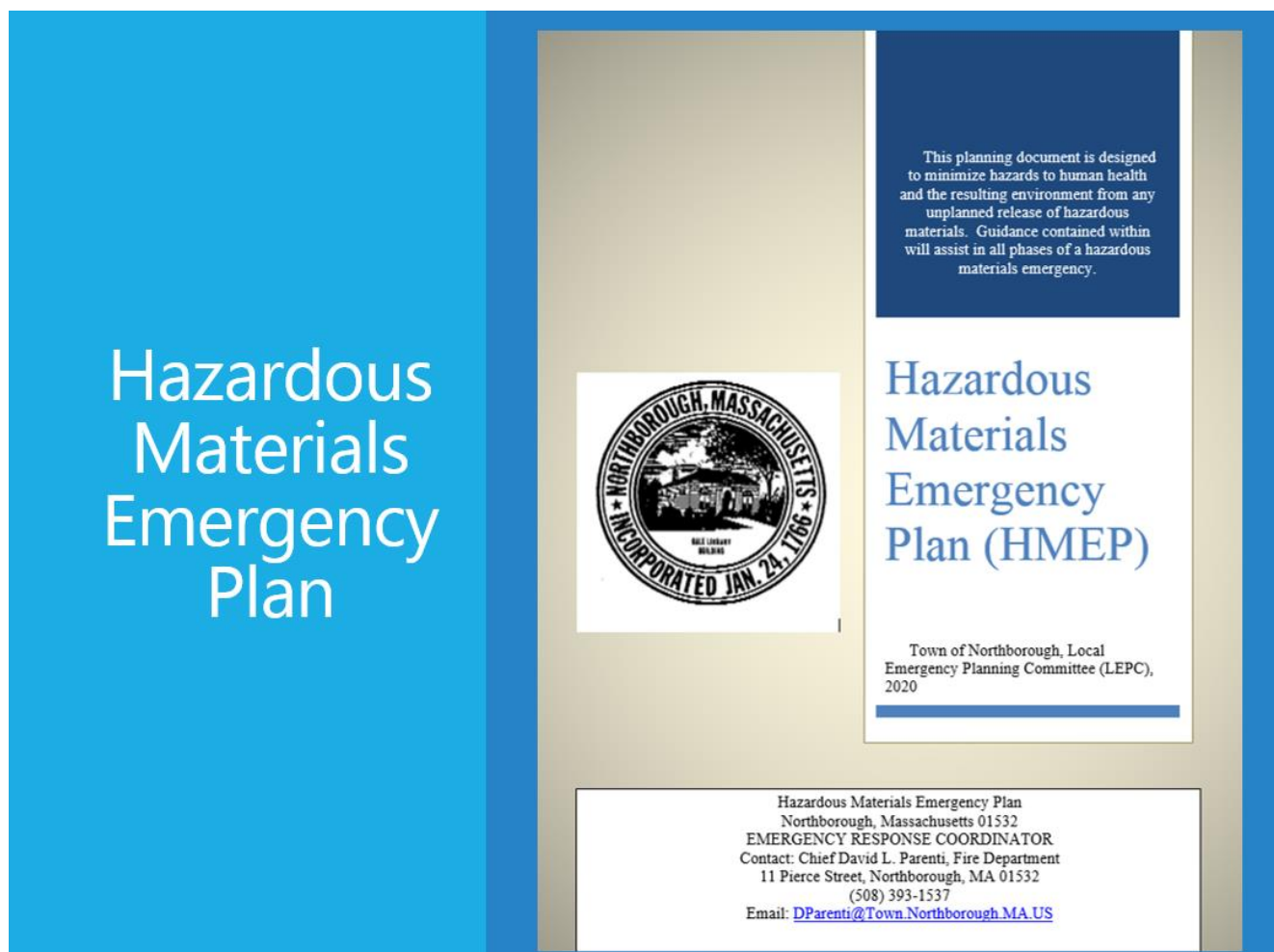
- 21e Assessments
  - Chief Parenti noted that there were 10, 21e Site Assessment requests since the last meeting.
  - Michael Parr discussed the process and why these requests are different from an information request and require more time. They are normally requested by environmental engineers as a precursor to potential purchase and development or refinancing requirements. The owner of the property becomes responsible for cleaning up any environmental contamination, so discovering the likelihood of contamination before owning the problem is the goal.
  - The 10 properties with 21e Site Assessment reports were: 38 Main Street; 230 Solomon Pond Road; 35 West Main Street; 150 Hayes Memorial Drive; 301 Bartlett Street; 5 Goddard Road; 43 Hudson Street; 425 Whitney Street; 333 Southwest Cutoff; 0 Three Corner Drive
- Chief Parenti opened the floor to Robert Moran from National Grid who requested an opportunity to speak on the distribution system and outages.
  - Robert noted that there is increased demand on the system and system components leading to increased stress on hardware. Solar generation is one cause of the increased stress.
  - Robert spoke on how National Grid monitors and mitigates outages and restoration efforts. He discussed protective devices on the distribution lines like fuses, reclosers, and feeder breakers. He noted that there is more automated equipment in use. There were several examples of how National Grid attempts to bypass outages and minimize the impact for customers. He also noted the importance of communication with local officials in maintaining critical infrastructure.
  - Robert also demonstrated National Grid's outage map and the text system they have for updates on the progress of restoration efforts. This is publicly available.
- Meeting adjourned at 2:14 PM.

Respectfully submitted,

Michael Parr  
Hazardous Materials Assistant, LEPC

*Please review the attached slides and text from the HEMP for the Protective Action Decision-Making. If you have any suggestions for improvement, please forward them to [mparr@town.northborough.ma.us](mailto:mparr@town.northborough.ma.us).*

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The objectives of the Hazardous Materials Emergency Plan are to:

- 1) Describe courses of action that will minimize hazards to life and reduce adverse impacts upon the environment from the release of a hazardous material.
- 2) Establish procedures to provide for a coordinated effort by the state, municipalities, and private industry in response to a hazardous materials emergency.
- 3) Identify emergency response organizations, equipment, and other resources for use in a hazardous materials incident.
- 4) Provide a mechanism to integrate community and facility response procedures.

## Protective Action Decision-Making

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- Numerous factors affect the spread of hazardous materials. The decision-maker must carefully consider each of these factors in order to determine the areas that have been or will be affected, the health effects on people, and the appropriate protective actions.
- All 3 Response Levels require a consideration of these actions

Shelter-in-Place

Evacuation

Today we are reviewing Protective Action Decision-Making including Shelter-in-Place Protection and Evacuation protection. This information is available in the HMEP starting at page 255.

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## Response Level Criteria and Protective Actions

- Hazardous materials emergencies can range from small fuel spills to large-scale releases requiring major evacuations and other problems. For purposes of consistency, the following response level definitions have been developed for this plan:

Level 1	Level 2	Level 3
Controlled Emergency Condition  Protective action for the structure or affected facility	Limited Emergency  Limited protective action of nearby residents or facilities	Full Emergency Condition  Major protective action of the broader community

Previously we discussed the response level criteria. Protective Actions are a part of each response level, even for a level 1 minor spill. Level 1 would require protective action of sheltering or evacuation for the affected area of the structure or facility. Level 2 would require protective action of sheltering or evacuation of nearby residents or facilities. Likely evacuation of the closest areas and potentially sheltering for the neighboring areas. Level 3 would require large scale protective actions including evacuations and sheltering.



## Protective Action Decision-Making

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- The factors that affect public protective decisions include, but are not limited to:

- The hazardous material(s) involved, its (their) characteristics, amount, condition, configuration, and location
- The population at risk and its capability and resources to implement a recommended protective action
- The time factors involved in the emergency and their effect on the selected protective action
- The effect of the present and predicted meteorological conditions on the control and movement of the hazardous materials and the feasibility of the protective actions
- The capability to communicate with both the population at risk and emergency response personnel before, during, and after the emergency
- The capabilities and resources of the response organizations to implement, control, monitor, and terminate the protective action.

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Two  
Questions  
for  
Protective  
Action

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Will in place  
protection provide  
adequate  
protection?

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Is there sufficient  
time to evacuate?

In deciding on the most appropriate protective action, two questions need to be answered:

1. Will in-place protection provide adequate protection?
2. Is there sufficient time to evacuate?

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## Shelter-In-Place Protection

- Until an assessment is complete and a protective action decision made, Shelter-In-Place Protection may be the best initial response
  - Uncertainties about what, how much, where it is traveling, who it impacts
  - During a hazardous materials release, there may not be time to evacuate due to speed of release. Evacuation could cause greater exposure
- Short-term releases or fast-moving airborne releases may allow remaining inside with windows and doors shut and HVAC systems shut off
- Considerations for elderly and sick
  - Moving elderly and sick may cause more injury or exposure

During some hazardous material releases, there will not be enough time to evacuate because airborne toxicants have been released and are moving downwind rapidly. There also may be many uncertainties as to what is being released, how much has been released, what exposure levels are now and what they will be, how dangerous such levels are, what areas will be affected, and who and what are in those areas. It may be that in-place protection is the only practical choice. For short-term releases, often the most prudent course of action for the protection of the nearby residents is to remain inside with the windows and doors closed and the heating and air conditioning systems shut off. An airborne cloud will frequently move past quickly. Vulnerable populations, such as the elderly and sick, may sustain more injury during evacuation than they would by staying inside and putting simple countermeasures in effect. In-place protection may be a sensible course of action when the risks associated with an evacuation are outweighed by the benefits of in-place protection. Even when a protective action decision has not yet been made, in-place protection could be the initial response while the emergency situation is being assessed.

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## Shelter-In-Place Protection

PRO	CON
1. <u>Immediate Protection</u> . Protection can be provided immediately with <u>little</u> or no time required after warning.	1. <u>Public Training Needed</u> . The general public needs to be trained on shelter in-place actions and acceptance, as this action may be contrary to normal human nature, which is to run from danger.
2. <u>Short Warning Message</u> . The public warning message is short since it is only necessary to identify the danger, describe the area affected, describe expedients to reduce air infiltration to the home or building, etc.	2. <u>Indoor Air Uncertainties</u> . Uncertainties may exist about whether indoor air concentrations will remain sufficiently low for a sufficiently long period.
3. <u>Little Preparation Time</u> . Little or no preparation time is necessary for shelter (only possible if room is "sealed" by expedient improvements).	3. <u>Explosive/Flammable Materials</u> . Inappropriate where releases of explosive or flammable gases could enter structures and be ignited by furnace and water heater ignitions.
4. <u>Ideal Life Support System</u> . The home is an ideal life support system with food, water, sanitation, medicines, bedding, clear air, communications (TV, radio, telephone), and familiar surroundings.	4. <u>Long-term Exposures</u> . May be very inappropriate for long-term exposures ("plume" potential) of 12 hours or more.
5. <u>Short-term Exposures</u> . May be very appropriate for short-term exposures (particularly "puff" releases) of 2-4 hours duration.	5. <u>Need to Air Out</u> . Infiltration of containment air into the structure over a period of time could result in high cumulative inhalation exposures unless the Structure is vacated and "aired out" after the plume outdoors has passed on or dispersed.
6. <u>Little Staff Support</u> . Requires considerably <u>less</u> emergency staff support than evacuation, as public shelter, traffic security personnel are not needed.	6. <u>Transients</u> . Those in parks, marinas, campgrounds, and outdoor sporting events may not have suitable shelter available and would need controls and special transportation to take them to such.
7. <u>Reduced Liability</u> . An in-place public protection action issued for a chemical leak may not be as liable as an evacuation order if the protective action decision was made using a sound decision-making process with good faith effort.	

### Pros and Cons of Shelter-In-Place Protection

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- Evacuation is required to prevent injury and death
  - Areas directly affected
  - Areas potentially affected during course of incident (wind shift, expanding incidents)
- First Consideration: is evacuation necessary
  - Assessment of the hazard required to understand impact
  - Is Shelter-In-Place sufficient?
- Second Consideration: is evacuation possible
  - Can evacuees leave before the hazard reaches the area
  - Notification requirements and lead time required
- Decision to evacuate must be well-coordinated

## Evacuation Protection

*Evacuation.* Evacuation of people from certain areas to prevent injury or death is sometimes an appropriate protective action. These areas may include those directly affected and those areas that may be potentially affected during the course of the incident (e.g., through wind shift, a change in site conditions). Evacuation is a complex undertaking. The first evacuation consideration, determining whether an evacuation is necessary and possible, involves a comprehensive effort to identify and consider both the released hazardous material, its effect on people, and the community circumstances (e.g., winter storm in a highly urbanized area). For an area that is only threatened by a hazardous release, it should be determined whether potential evacuees can be evacuated before hazards reach the area. To safely evacuate the area, a significant amount of lead-time may be required. If it is decided to evacuate an area, the evacuation must be conducted in a well-coordinated, thorough, and safe manner. Evacuation decisions are of necessity very incident-specific and good judgment is necessary.

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## Evacuation Protection

PRO	CON
1. <u>Feel Safer</u> . Evacuees "feel" safer by traveling away from danger.	1. <u>Time Required</u> . Requires considerable time to accomplish successfully (may take 2 to 4 hours or longer).
2. <u>Vehicles Are Available</u> . Most evacuees (65-76%) use an available family vehicle and many others (11-19%) use a vehicle of a relative or friend.	2. <u>Lengthy Warning Message</u> . The public warning message may be very lengthy since it has to identify the danger, describe the area to be evacuated, list evacuation routes, identify public shelters list what can and cannot be taken to shelters, etc.
3. <u>Destinations</u> . Most evacuees (67% est.) go to homes or relatives and friends, or to cottages and second homes.	3. <u>Extensive Support Services</u> . Requires setting up public shelters, traffic controls and area security and providing special transportation for those without vehicles, handicapped, and on intensive care.
4. <u>Family Units</u> . Nighttime evacuations are as family units (whereas daytime evacuations are usually without family unity, as many are at work, school, recreation, or shopping).	4. <u>Transient Populations</u> . Transient populations at parks, marinas, campgrounds, summer camps, and resorts may not be familiar with area to accomplish an evacuation.
5. <u>Effective Precautionary Evacuations</u> . Precautionary evacuations are very effective when sufficient time is available or when the incident is under control (e.g., an overturned tank car accident where righting of the tank car or transfer of the chemical contents can be held off until the evacuation is completed, or where the population potentially affected is some distance away and the leak rate is slow.)	5. <u>Potential Exposure</u> . If toxic fumes are present during the evacuation and wind changes speed/direction, evacuees could travel unaware into or through dangerous gases.
6. <u>Long Term</u> . An evacuation is necessary when an accidental release could be long-term or when there is real potential for explosion.	6. <u>"Panic Flight"</u> . The evacuation must be well controlled and organized with frequent credible information provided, to prevent "panic" and erratic flight.
	7. <u>Multi-jurisdictional Problems</u> . Problems of coordination of effort exist when evacuees of one jurisdiction are sent to another, or where the area evacuated consists of parts of several municipalities.
	8. <u>Liability</u> . The protective action decision-maker must have a sound decision -making process and act with good faith effort to prevent being held liable for injuries and damages and loss of business and production.

### Pros and Cons of Evacuation Protection

## Protective Action Decision-Making

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- Proper Size-Up and Assessment of the Hazard is a Priority
- Use that information to answer these questions

Shelter-in-Place	Evacuation
Will in-place protection provide adequate protection?	Is there sufficient time to evacuate?

Protective Action Decision-Making comes down to proper size-up and assessment of the hazard and answering these two questions.