

April 8, 2014

Mr. Fred Forbes, Town Supervisor  
Town of Homer  
31 North Main St.  
Homer, NY 13077

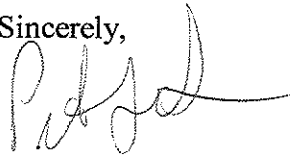
Visit #62840  
Date on-site: 3/14/14

Dear Mr. Forbes:

During the consultation visit to your workplace on the date shown above, indoor air quality at the municipal building was assessed. The enclosed report summarizes what was discussed during that visit. If you would like further assistance, do not hesitate to get in touch with us.

In the event of an inspection by the independent enforcement branch of this Bureau, the PESH inspector will not be legally bound by the advice given herewith or by the failure of the State consultant to point out a specific hazard. You may, but are not required to, furnish a copy of this report to the inspector, and your decision not to provide such a copy will not give rise to an inference of bad faith.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter J. Moles", written in a cursive style.

Peter J Moles  
Associate Industrial Hygienist

# ***CONSULTATION REPORT***

## ***PREPARED FOR:***

***Mr. Fred Forbes  
Town Supervisor***

## ***FACILITY:***

**Homer Tn Municipal Building  
31 North Main St.  
Homer, NY 13077**

***VISIT # 62840  
March 14, 2014***

## ***PREPARED BY:***

**Peter J. Moles  
Associate Industrial Hygienist  
Public Employee Safety and Health Bureau  
New York State Department of Labor  
450 S Salina St., Room 201  
Syracuse, NY 13202**

**Telephone (315) 479-3441**

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## **Introduction**

This report provides the results of a limited service, health consultation visit conducted on 3/14/14. When referring to this report, please reference the Visit Number 62840.

## **Summary of the Visit**

In response to your request, an industrial hygiene consultation was performed at your facility. The purpose of the consultation was to conduct an indoor air quality (IAQ) assessment. An opening conference was conducted on 3/14/14. Attending the opening conference were Mr. Fred Forbes, Town Supervisor and Barry Warren, Town Councilman. During the opening conference, the PESH (Public Employee Safety and Health) consultation program was discussed. Included in the discussion were the following points:

- a. The safety and health consultation program is completely separate from the inspection effort. After the visit, the consultant does not issue orders, but makes recommendations to abate any hazards found.
- b. The service is confidential. Your name and information about your workplace, and any unsafe or unhealthful working conditions that the consultant may uncover will not be routinely reported to PESH Enforcement Staff.
- c. You will receive a written report explaining the consultant's findings.
- d. Your only obligation is a commitment to correct imminent danger and serious safety and health hazards in a timely manner. This commitment was made before the consultant began the consultation. PESH does require completed action on serious hazards so that each consultation visit achieves its objective: effective worker protection. If a public employer fails or refuses to eliminate or control an identified serious hazard (or any imminent danger) according to the plan and any extensions granted subsequently, that situation would have to be referred from consultation to a PESH enforcement officer for review and action as appropriate.

A walkthrough was conducted on 3/14/14. Mr. Warren accompanied this hygienist during the walkthrough phase and provided information regarding the functioning of the HVAC systems. This structure was built in 1908 with its primary use as a theater. It was later converted into office space for the Town and Village of Homer. A Community Center was established in the lower level (basement) with a kitchen and an open seating area. The rear stage and theater balcony areas were left in their original state. Heating of the occupied spaces is provided via hot water baseboard heat. A central air conditioning system was present. Due to the season, it was not in operation. At the

time of the visit, only the office space used by the Town was occupied. Most areas of the building were visited. There were no noticeable odors or obvious areas of moisture infiltration observed. No visible mold growth or sources of chemical contaminants were noted.

### **Discussion**

Different types of screening measurements were taken to evaluate general IAQ. The results of air sampling are presented in Tables 1 and 2. Carbon dioxide (CO<sub>2</sub>) is a normal constituent of exhaled breath and, if monitored, can be used as a screening technique to evaluate whether adequate amounts of fresh air are being introduced to the work area. The American Society of Heating, Refrigerating and Air-conditioning Engineers (ASHRAE Standard 62.1 - 2004, Ventilation for Acceptable Indoor Air Quality – Atlanta, GA) and the National Institute for Occupational Safety and Health (NIOSH) have both established an upper guideline of 1000 parts per million (ppm) of CO<sub>2</sub> in indoor air. When CO<sub>2</sub> concentrations are more than 1000 ppm (3 to 4 times the outside level), there is usually a problem of inadequate ventilation. A high CO<sub>2</sub> level indicates that other contaminants could also be increased and could be responsible for occupant complaints such as headaches, fatigue, and eye and throat irritation. If CO<sub>2</sub> concentrations are kept below 600 parts per million, with comfortable temperature and humidity, complaints about air quality should be minimal. The highest recorded CO<sub>2</sub> value was 650 ppm which is well below both the permissible exposure limit of 10,000 ppm as well as the comfort guideline of 1,000 ppm.

ASHRAE also establishes a guideline for relative humidity levels in indoor environments. Relative humidity levels below 65% are desired to reduce potential for mold growth. Relative humidity levels observed ranged from 15%-27%.

Carbon Monoxide is a colorless, odorless gas that is a by-product of combustion and can be present in indoor areas if heating or cooking equipment is not operating correctly. Quantifiable levels of this contaminant were not observed.

### **Conclusion**

A closing conference was held on March 14, 2014. At that time, the screening results and other findings of the visit were discussed with Mr. Fred Forbes, Town Supervisor and Barry Warren, Town Councilman. The results did not reveal the presence of air contaminants approaching PESH PELs, and no OSHA/PESH violations were identified.

In the event of a PESH inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. You may, but are not required to, furnish a copy of this report to the Compliance Officer, who may use it to determine your good faith efforts toward safety and health. You are, however, required to furnish any employee exposure data from this report as required by 29 CFR 1910.1020.

If clarification is necessary concerning this report, or if you would like any additional assistance in abating safety and health hazards, do not hesitate to call me at (315) 479-3441.

The Public Employee Safety and Health Bureau is pleased that you are using our consultative services for the welfare of your personnel and welcome any additional requests you may have for safety or industrial hygiene consultations.

Sincerely

A handwritten signature in black ink, appearing to read 'Peter Moles', with a long horizontal flourish extending to the right.

Peter Moles  
Associate Industrial Hygienist

Table 1. Results of Environmental Sampling, Town of Homer Municipal Building, March 14, 2014.

Time	Location	Carbon Dioxide (ppm)*	Temperature (°F)	Relative humidity (%)
9:20 am	Outdoors	363	20	21
9:41 am	Town Supervisor's office	650	61	27
9:52 am	Town Clerk's office	562	66	21
9:56 am	Town Assessor's office	475	66	21
10:01 am	Village offices	463	65	19
10:09 am	Basement - lobby	486	63	21
10:12 am	Basement – NW corner	513	62	21
10:18 am	Basement – Senior Center	508	64	23
10:22 am	Boiler room	442	66	17
10:26 am	Courtroom	386	62	15
10:45 am	1 <sup>st</sup> floor meeting room	482	65	17
10:50 am	Old stage area	433	49	19

Carbon dioxide, relative humidity, and temperature were measured using a TSI Q-Trak Model 8550 IAQ Monitor

\* Carbon dioxide PESH PEL (permissible exposure limit) is 10,000 ppm (parts of carbon dioxide per million parts of air by volume) for an 8-hour TWA (time weighted average) which is enforced under 12NYCRR Part 800.5.

Table 2 . Results of carbon monoxide sampling, Town of Homer Municipal Building, March 14, 2014.

<b>Time</b>	<b>Location</b>	<b>Carbon monoxide (ppm)</b>
9:20 am	Outdoors	0
9:41 am	Town Supervisor's office	0
9:52 am	Town Clerk's office	0
9:56 am	Town Assessor's office	0
10:01 am	Village offices	0
10:09 am	Basement - lobby	0
10:12 am	Basement – NW corner	0
10:18 am	Basement – Senior Center	0
10:22 am	Boiler room	0
10:26 am	Courtroom	0
10:45 am	1 <sup>st</sup> floor meeting room	0
10:50 am	Old stage area	0

- Sampling conducted with a Biosystems Toxipro direct read carbon monoxide meter

- Carbon monoxide PESH PEL (permissible exposure limit) is 35 ppm (parts of carbon monoxide per million parts of air by volume) for an 8-hour TWA (time weighted average) which is enforced under 12NYCRR Part 800.5.