

**Town of Acton  
Emergency Closure Policy**

The Municipal Offices and Transfer Station may be closed in the event of weather or other public emergency. Every attempt will be made to service the townspeople of Acton while keeping the safety of our employees in mind.

During extreme weather conditions, the Town Administrator will consult with a Road Commissioner about the road conditions. The Town Administrator will then decide whether to delay the opening or close town services. The Board of Selectmen, Transfer Station Superintendent, and Department Heads will be notified immediately of the decision. Whenever possible, a decision will be made at least two hours before the scheduled opening of municipal services. Employees who are scheduled to work will be notified of any delay or closure by their immediate supervisor. Employees should direct questions or concerns to their immediate supervisor. The Town Administrator will make every attempt to notify the public of an emergency closing. Methods used will be the town's website, local news station, social media and Acton's local cable television station. The Board recognizes, depending on the emergency, all of these methods of notifying the public may not always be available, and residents are encouraged to call ahead to poor weather conditions.

Adopted: December 12, 2006

Amended: January 13, 2011; January 3, 2017; January 22, 2020

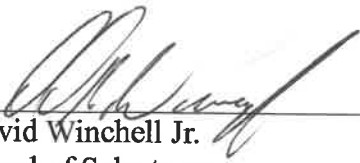


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Edward Walsh, Chairman

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Kimberly Stacey-Horn



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David Winchell Jr.  
Board of Selectmen