

WESTCHESTER COUNTY

MUNICIPAL SOLID WASTE MANAGEMENT PLAN UPDATE

ANNUAL REPORT FORM FOR THE YEAR 20__

Submitted by:

Municipality:

Contact person:

Telephone Number:

Date:

RETURN TO: Westchester County
Department of Environmental Facilities
Waste Reduction and Recycling Office
270 North Avenue
New Rochelle, New York 10801
Attention: Sean O'Rourke
(914) 813-5473

PLEASE: RETURN BY FEBRUARY __, 20__

Note: It is a violation of the Westchester County Source Separation Law, not to file this report. Failure to submit a report will result in a warning being issued and if necessary, a hearing, before an administrative judge.

WESTCHESTER COUNTY
DEPARTMENT OF ENVIRONMENTAL FACILITIES
MUNICIPAL SOLID WASTE MANAGEMENT PLAN UPDATE
Annual Report for year ending December 31, 20__

Please answer all questions listed below. If your municipality has expanded its recycling program, community education program on waste reduction and recycling, or modified its Solid Waste Management Plan in a manner not addressed in this form, please report these changes. Use additional paper, if necessary. Please contact Sean O'Rourke in the Recycling Office at 914-813-5473, if you need assistance completing this form.

PART ONE-REFUSE COLLECTION DATA

1. Please indicate if your municipality has contract collection of solid waste.

Yes ____ **No** ____

If "yes" please name private carter(s): _____

2. If your waste does not go to Charles Point please specify the total refuse (NOT RECYCLABLES) collected during 20__ within your municipality by municipal or private collection.

a. Private carter collected solid waste, under municipal contract:
_____ Tons

b. Privately collected waste under contract agreement with residential or commercial waste generators:
_____ Tons

3. Does your municipality collect solid waste from any commercial buildings?

Yes ____ **No** ____

4. Please indicate whether your municipality licenses or issues permits to private waste haulers to do business or to haul any class of waste (including yard waste) within your municipality's boundaries.

Yes ____ **No** ____

PART TWO-RECYCLING COLLECTION DATA (CONTINUED)

D. Public Works Project Recycling Programs:

Did your municipality recycle asphalt, concrete or some other material for a public works project? **YES** ____ **NO** ____

If so, please describe:

Material(s)	Tons (estimated)
1.	_____Tons
2.	_____Tons
3.	_____Tons

E. Other Collection Programs:

Does your municipality collect, or receive at a depot, any other recyclables? (Check as appropriate at left and fill in tons at right.)

___ Household Batteries	_____Tons
___ Tires	_____Tons
___ Oil	_____Tons
___ Antifreeze	_____Tons
___ Junk Autos	_____Tons
___ Other, please specify	_____Tons

F. Organic Waste Management Programs:

a. Fall leaves are a **mandated recyclable** as per the Source Separation Law. If your municipality collects fall leaves, your Municipal Solid Waste Management Plan **MUST** include fall leaf recycling or your municipality is in violation of the Source Separation Law and your Plan will be unacceptable.

b. Solid Waste District #1 Municipalities:

As you are probably aware, organic yard waste is considered by the State DEC to be a **"non-processable"** at the CPRR.

As a result:

You must have a program in place for the recycling of all organic yard waste. If your Municipal Solid Waste Management Plan does not currently provide for this you must include it in this 20__ Plan Update.

1. Please attach your local waste collection literature to substantiate the existence of a program. **OR,**
2. If your program is new, please describe on the following page how you plan on developing your new program for implementation this year. **If no program or plan exists, your Solid Waste Management Plan Update will be considered unacceptable.**

Please provide a description of your municipal organic waste program below:

c. Organic Yard Waste: Year 20__ Report

a. Fall leaves: Please report tons or cubic yards of fall leaves collected for recycling. (300 lbs./c.y.)

_____ Tons or _____ c.y.

b. Brush collection* (250 lbs./c.y.)

_____ Tons or _____ c.y.

c. Logs and stumps collection* (500 lbs./c.y.)

_____ Tons or _____ c.y.

d. Grass clippings for composting*(400 lbs./c.y.)

_____ Tons or _____ c.y.

Note: Grass clippings can present odor problems for any organic yard waste program. It is HIGHLY recommended that you aggressively educate your residents to backyard compost and grasscycle.

Better yet: Ban the collection of grass clippings. Done in conjunction with a grasscycling and backyard composting education program, phased in over several years, this program will work.

e. Wood chips for recycling* (400 lbs./c.y.)

_____ Tons or _____ c.y.

f. Mixed yard waste for composting*(400 lbs./c.y.)

_____ Tons or _____ c.y.

g. Do you conduct marketing programs for end products to residential, municipal or commercial users: e.g. compost & firewood giveaway; sale of large trees to logging companies.

YES ___ NO ___

Does your municipality:

h. Currently operate a yard waste composting facility?

YES ___ NO ___

i. Accept organic waste from local gardeners/landscapers?

YES ___ NO ___

If yes, please provide totals:

_____ Tons or _____ c.y.

j. Does your municipality use any commercial compost processing facilities? YES ___ NO ___

If yes: Name of Company _____ Location _____

j. If you do not collect any organic waste, check here ___

G. **Electronic Recycling** (****IMPORTANT****) **PLEASE NOTE CAREFULLY**)

The lead in waste cathode ray tube ("CRT") display components (computer monitors and televisions) have a negative affect on the municipal solid waste stream and are considered by Westchester County to be a "non-processable" at the Charles Point Resource Recovery Facility.

As a result:

All municipalities whose waste is disposed of at Charles Point **must now have a collection program for "CRT'S" in place** for the collection and recycling of all waste cathode ray tubes ("CRT's"). You must include a plan for this in this 20__ Plan Update. Please attach your local waste collection literature to substantiate the existence of a program. If no program exists, and you do not present a plan, here below, your Solid Waste Management Plan will be considered unacceptable. (note: Your plan for CRT's may be as simplistic as follows: TV's and computer monitors are NOT collected with solid waste. Residents are told to deliver them to a county-sponsored "Household Recycling Day" event).

PART THREE - EDUCATIONAL EFFORTS

In order to achieve New York State mandated goals for reduction, reuse and recycling, Westchester County and its municipalities will require the support and cooperation of its residents. The completion of and maintenance of a successful Solid Waste Management Plan requires a consistent, long-term education program. Below is a list of components considered essential for a comprehensive educational program. Please indicate and describe in the space provided (use additional paper if necessary) the educational efforts your municipality currently offers or plans to implement during the year 20__ to meet its goals for reuse, reduction and recycling. Please include a copy of referenced newspaper ads, brochures etc. for our file.

Please circle Yes or No:

- A. Merits and methods of grass cycling. **Yes No**
- B. Merits and methods of backyard composting. **Yes No**
- C. Why and how to reduce waste generation. **Yes No**
- D. A school presentation program. **Yes No**
- E. A multi-family dwelling presentation program. (If multi-family buildings exist within the community.) **Yes No**
- F. A Household Chemical Waste Component: Data in a newsletter about the County clean-up day(s) and about reduction in generation of this waste. **Yes No**
- G. A recycling newsletter or flyer either on its own or as part of a general municipal newsletter. **Yes No**
- H. Information on the methods of textile recycling. e.g., How to bring used clothing to a "Good Will Box". **Yes No**
- I. Information about freon extraction from refrigeration units. Why, how and who can do it for them. **Yes No**
- J. Information about the methods and merits of book recycling. Where to bring used books locally or otherwise. **Yes No**
- K. Information about how to recycle automobile tires. **Yes No**
- L. Cable television recycling information programs. **Yes No**
- M. Radio, newspaper and/or television public service announcements. **Yes No**
- N. Non-residential/Commercial Recycling Education Programs. **Yes No**
- O. Institutional recycling educational programs: e.g. hospitals or colleges. **Yes No**

PART FOUR - MULTI-FAMILY BUILDINGS

- A. Do you serve multi-family buildings with waste collection services?
Yes ___ **No** ___
- B. Do you serve multi-family buildings with recyclable collection services? **Yes** ___ **No** ___
- C. How many multi-family buildings and housing units does your collection program serve? _____
- D. What percentage of the multi-family buildings that you serve is "on-line" with recyclables collection? ___ %
- E. Regarding the multi-family buildings not served with recyclables collection: When will they all be "on-line" with recyclable collection? **DATE** _____

PART FIVE - ENFORCEMENT PROGRAM

- A. Each municipality has the power to enforce the Source Separation and Solid Waste and Recyclables Collection Law in their municipality. **In order to maximize our enforcement program**, each municipality should have at least one person trained and capable of code enforcement.

Does your municipality have any means of providing for the enforcement of the Source Separation Law? **Yes** ___ **No** ___

OPTIONAL

Please utilize this section to comment on any portion of your Municipalities' 20__ or 20__ Solid Waste Management Plan or comment on any way the County Recycling Office can assist your municipality in achieving its/our recycling goals.

THANK YOU.

PLEASE RETURN COMPLETED FORM TO:
 Sean O'Rourke
 Westchester County
 Department of Environmental Facilities
 270 North Avenue
 New Rochelle, New York 10801

Questions? Contact: Sean O'Rourke at (914) 813-5473

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