

**MADISON SOLID WASTE ADVISORY COMMITTEE
MEETING MINUTES**

DATE: April 18th, 2013 TIME: 8:00 AM

PLACE: Madison Town Hall

The SWAC meeting notice is published in the Town Office upper and lower levels and in both town Post Offices. A yearly schedule is published at the beginning of the year. The meeting generally is the second Thursday of each month unless noted on the schedule or amended by a change notice posted in all the above locations at least 24 hours prior to the previously planned meeting.

CALLED TO ORDER AT: 8:05AM

PRESENT: Dave Downs, Ray O'Brien, John Arruda, GUESTS: Russ Lanoie, Janet Wilkinson, Olivia Saunders

ITEM: Approval of last meeting's minutes 3/21/2013 Moved Ray and seconded by John, voted unanimously in the affirmative to approve minutes of 3/21/2013.

ITEM: Next meeting 5/9/2013

PUBLIC COMMENT: None

ITEM: Review E-Waste options: Brian notified Ray Tuesday night that he would be unable to pursue a relationship with Madison regarding e-waste. Adam Clarke said we could pay the vendor to wrap the ewaste before shipping. John will check with Melissa to check with Adam Clarke about cost per vendor. There is some confusion about costs and revenue for ewaste.

ITEM: Review Composting plans: Janet Wilkenson from the NH Organic Farmers, Russ Lanoie proprietor of Rural Home Technology, Olivia Saunders from UNH Cooperative Extension visited with us to share expertise on composting in general and yard waste in particular. We also discussed domestic kitchen waste as a possible addition to our yard waste or as a separate item to be removed from the MSW stream. As much as 30% of MSW is compostable kitchen waste, so there is great potential for diverting this from the waste stream. However, at this time we want to concentrate on turning yard waste into compost. We concluded that we should move the existing decomposing pile to the area behind the town garage. Customers can continue to unload yard waste in the same area at the TS to minimize confusion. We can cultivate the pile once a month then return it to the TS for citizens to take. Untreated (no pesticides/herbicides) yard waste, please. It was mentioned that there would be some benefit to have operators go to compost school at \$500 in Maine. Russ can deliver innoculant at \$175 for one load. We will discuss with Billy Chick.

ITEM: Aluminum Trailer status. Ray has corresponded with Andy Shaw at Kennett Vocational. He needs to get the materials. I have told him how to work it out with Melissa to arrange for payment through the office.

ITEM: Effingham BoS and T/S visit: We discussed visiting with them, but did not make a conclusive date.

ITEM: Oil tank move status. John plans to speak to Rick Valadares on the matter.

ITEM: Signs assembly status. We concluded that we should pay someone to get this done. It is too much work for volunteers. We could pay \$200 or so. Ray said he would contact someone who should be able to do it. Sakrete has been purchased and is at the Silver Lake Home Center. Melissa has the paperwork. The stakes and signs are at the town garage. Ray will work on this.

ITEM: Follow-up to Planet Aid contract? DONE

ITEM: Review Status

- Review Facility closure plan: It looks good; send it to the selectmen.
- Review Facility operations plan: dave will send it to us for review in advance of the next meeting.

ITEM: Review 2013 Objectives

DATE	OBJECTIVE
201304	Transfer Station Closure Plan
201304	Move Oil Tank
201305	Transfer Station Operations Plan
201305	Composting procedure
201305	Aluminum trailer Implementation
201306	Educational videos for MAD-TV
201306	Road trips to additional transfer stations
201306	Install new signs
201306	Update T/S Brochure
201307	Bring Peterborough T/S Manager to Madison
201309	Standardized data reporting, tracking & measurements
201310	Plan for Glass Pit
201310	Recruit two additional committee members
201312	Backhoe

ITEM: Ray inquired and found that Ossipee Aggregates does not accept glass to be ground at its site.

ITEM: NRRA Conference 6/3 who can go?

ITEM: John says town budget is running about \$45,000 excess so far. This looks good for a backhoe.

ITEM: Reminder list of Topics for Future follow-up, research or discussion

- Transfer station reorganization – on hold
- Alternative ideas for scrap metal – Adam said that using a roll off will reduce shipping costs because they won't have to send a complicated vehicle. We need clarification because we might need more hauls. Dave will talk to Adam.
- Non-resident Coupon cost revision. No action.

PUBLIC COMMENT: None

ADJOURNMENT: Motion to adjourn by Ray 9:53AM John seconded, passed.

NEXT MEETING: 5/9/2013

Submitted by Ray O'Brien

Closure Plan

For

Madison, NH Transfer Station

Permit # DES-SW-TP-97-028

Date: January 2013
Latest Revision: 1/10/2013

Section 1
Facility Identification

Facility Name: Town of Madison, NH Transfer Station

Address of Facility: 219 Boulder Rd, Madison, NH 03849

Mailing Address: Town Administrator
 PO Box 248
 Madison, NH 03849

Permittee: Town of Madison, NH

Permit Number: DES SW-TP-97-028

Section 2 Closure Schedule

There is currently no expectation of closing the Madison Transfer Station. It is the primary facility for trash disposal for town residents operated under the town budget and will continue to be staffed, maintained and upgraded as necessary. However, if the closure of the Madison Transfer Station becomes necessary, it will be accomplished in 90 days under the following schedule:

1. 60 days before start of closure:
 - a. NHDES will be notified in writing with a current revision of this plan.
 - b. A notice will be published to the town in the local newspapers and posted at the Town Office and both town post offices and on the town website and at the transfer station..
2. Day 1 of closure the Transfer Station will be closed to the public and all waste collection activities will cease.
3. Day 2-45 all waste will be removed:
 - a. All municipal solid waste and bulky and demolition debris will be picked up by the hauling vendor.
 - b. All recyclables will be removed by the appropriate vendor
 - c. All glass will be removed from the glass pit and delivered to a grinder or ground for the highway department.
 - d. All scrap metal will be picked up by the appropriate vendor
 - e. Brick, ceramic and concrete material will be disposed of.
 - f. Compost, yard waste and brush will be removed.
 - g. Electronics will be picked up by the appropriate vendor.
 - h. Freon appliances will be serviced and sold with the scrap metal.
 - i. Used oil will be transferred to the town garage for heating purposes.
4. Day 46-89 All facility equipment will be decommissioned and sold or moved to another appropriate use in the town. The septic tank will be pumped. Power, phone and propane will be discontinued and equipment removed. Concrete and asphalt surfaces will be swept. Any remaining stray trash or signage will be picked up and removed. Concrete barriers used to delineate the glass pit may remain on site for later use by the town.
5. Day 90 (or sooner if tasks are completed) notification will be submitted to NHDES that the facility closure is complete.

a.

Section 3 **Waste Identification**

Authorized types of waste that can be received at the Madison Transfer Station are listed below:

1. **Municipal Solid Waste (MSW):** Env-Sw 103.46 “Municipal solid waste (MSW)” means solid waste generated at residences, commercial or industrial establishments, and institutions, but excluding construction and demolition debris, automobile scrap and other motor vehicle waste, infectious waste, asbestos waste, contaminated soil and other absorbent media and ash other than ash from household stoves. Note: ash from household stoves is not accepted.
2. **Bulky waste:** Env-Sw 102.23 “Bulky waste” means large items that cannot be handled by normal solid waste processing, collection or disposal methods, such as appliances, furniture, large auto parts... Note that appliances are handled separately below.
3. **Construction and Demolition:** Env-Sw 102.42 “Construction and demolition debris” means non-putrescible waste building materials and rubble which is solid waste resulting from the construction, remodeling, repair or demolition of structures or roads. The term includes, but is not limited to, bricks, concrete and other masonry materials, wood, wall coverings, plaster, dry wall, plumbing, fixtures, non-asbestos insulation or roofing shingles, asphaltic pavement, glass, plastics that are not sealed in a manner that conceals other wastes and electrical wiring and components, incidental to any of the above and containing no hazardous liquid or metals. The term does not include asbestos waste, garbage, corrugated container board, electrical fixtures containing hazardous liquids such as fluorescent light ballasts or transformers, furniture, appliances, tires, drums and containers, and fuel tanks.
 - a. Note: Appliances containing Freon must be segregated for processing to remove the Freon.
 - b. Certain segments of bulky and C&D debris will be segregated in separate locations as identified by the transfer station operators.
4. **Recyclables:** Certain recyclables are collected and segregated as directed by the transfer station operators:
 - a. Glass
 - b. Mixed paper including cardboard
 - c. Scrap metal
 - d. Plastics
 - e. Aluminum beverage cans
 - f. All other cans
 - g. Textiles
5. Used motor oil.
6. Yard waste and brush less than 5 inches in diameter.

Section 4 **Notifications**

The Madison Transfer Station will provide written notification of the planned date of closure to all users of the facility, the Town of Madison and the NHDES at least 60 days prior to the anticipated cessation of facility operations in accordance with the requirements of New Hampshire Solid Waste Rules. Notices which include a final date that solid wastes will be accepted will also be posted around the facility.

Section 5 Closure Requirements

Facility closure will conform to this closure plan and applicable regulatory requirements. On the specified closure date the activities described below will begin. Completion of the following activities will result in closure of the facility.

- A. **Solid Waste Removal** – Following the last day of facility operations all solid waste will be removed from the site. The contracted solid waste haulers will remove all non-recyclable solid waste and transport it to an authorized disposal facility. Recyclable items and scrap metals will be transported to or picked up by appropriate recycling facilities depending on the material. Any material in the brush pile will be burned and the ash properly disposed of. Yard waste will be transported to a local composting facility. Used motor oil will be transported to the town garage for heating purposes. Glass will be crushed for town use or transported to an aggregate purchaser. All solid waste will be disposed of in accordance with New Hampshire Solid Waste Rules.
- B. **Equipment Removal and Decommissioning** – After all solid waste has been removed from the site, all facility equipment will be cleaned and either sold or moved to a location appropriate for its use. It will be ensured that power will be disconnected from any equipment that remains on the premises in the interim after closure. Propane service will be discontinued and any containers will be removed. Phone service will be discontinued.
- C. **Facility Cleanup** – After removal of all solid waste and recyclable material the entire facility will be cleaned. The concrete pads and asphalt surfaces will be swept. If the office building is left on site it will be cleaned. The septic tank will be pumped and tank removed if the office building is removed. Any irregularities in the grounds will be filled or smoothed as appropriate so as not to present a hazard when the area is fully closed. A final well testing will be performed after all cleanup has been done to ensure water quality has not been impacted.

Section 6 **Post-Closure Requirements**

The Madison Transfer Station will follow the closure plan described in this document. The closure plan ensures after transfer activities cease that the remaining structures not adversely affect the environment, public health or safety. Since the solid waste at the transfer facility was actively managed, post closure monitoring will not be necessary unless there was evidence of contamination. No post-closure monitoring or inspection is proposed and as a result, post-closure reporting will not be necessary.

Section 7 **Record Keeping & Reporting**

- A. **Closure Reporting** – after completion of the closure requirements stated in section 5 of this closure plan, the Madison Transfer Station will submit a written notice to the Town of Madison and the NHDES Waste Management Division that the closure has been completed.
- B. **Recordkeeping** – Following the closure of the Madison Transfer Station, all records and documents pertaining to the facility operation and closure will be retained at the Madison Town Office.

Section 8 **Other Permits**

No further actions or permits are required to implement facility closure.

Section 9 **Closure Cost Estimate**

No closure cost estimate is required since the Madison Transfer Station is a municipal operation. All costs are covered by the town budget.