

USED OIL, PART II



What did Used Oil, Part I Cover?

- What is Used Oil?
- Collection of Used Oil
- Recycling of Used Oil
- Used Oil BMPs
- Filter Management
- Spill Reporting
- Used Oil Jeopardy

Understanding Used Oil: *Collecting it at your Facility*



Solid Waste Operator Workshop

March 14, 2014

Welcome & Used Oil Basics

**WHY IS USED OIL
REGULATED AS A HW? &
WHY SHOULD YOU CARE?**

What is NOT Used Oil for Recycle?

- ⦿ Gasoline
- ⦿ Virgin heating fuel
- ⦿ Diesel
- ⦿ Oily water
- ⦿ Antifreeze
- ⦿ Biodiesel
- ⦿ Vegetable oil
- ⦿ Oil mixed with insert ANY word here.



What is Used Oil for Recycle?

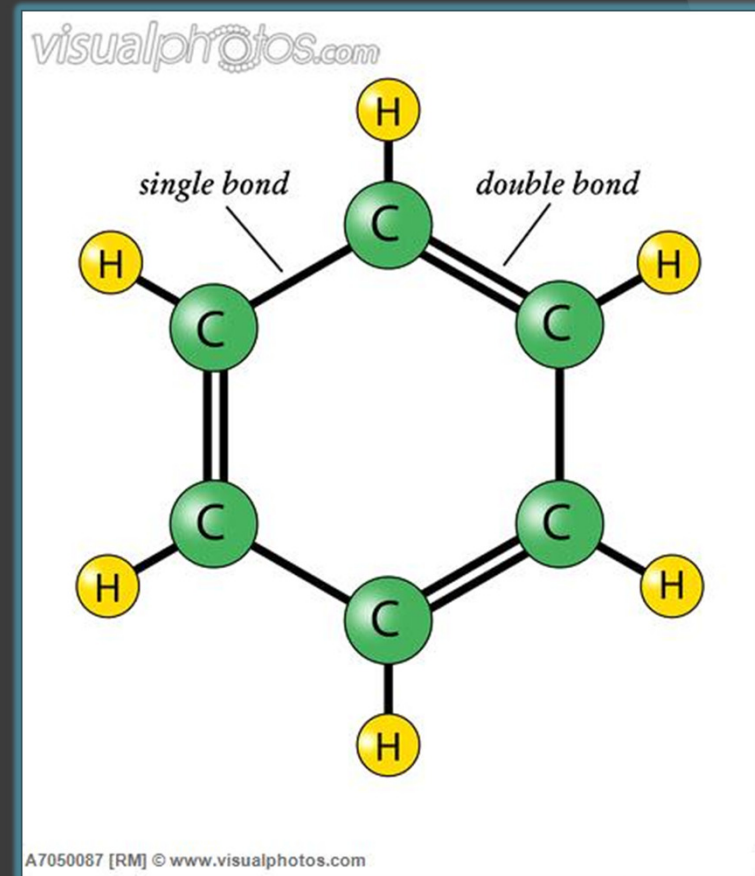
- ⦿ Automotive or boating oil that is not mixed with any other substances.
- ⦿ Includes motor oil, transmission oil, transmission fluid, differential oil, brake fluid, power-steering fluid and transaxle fluid.



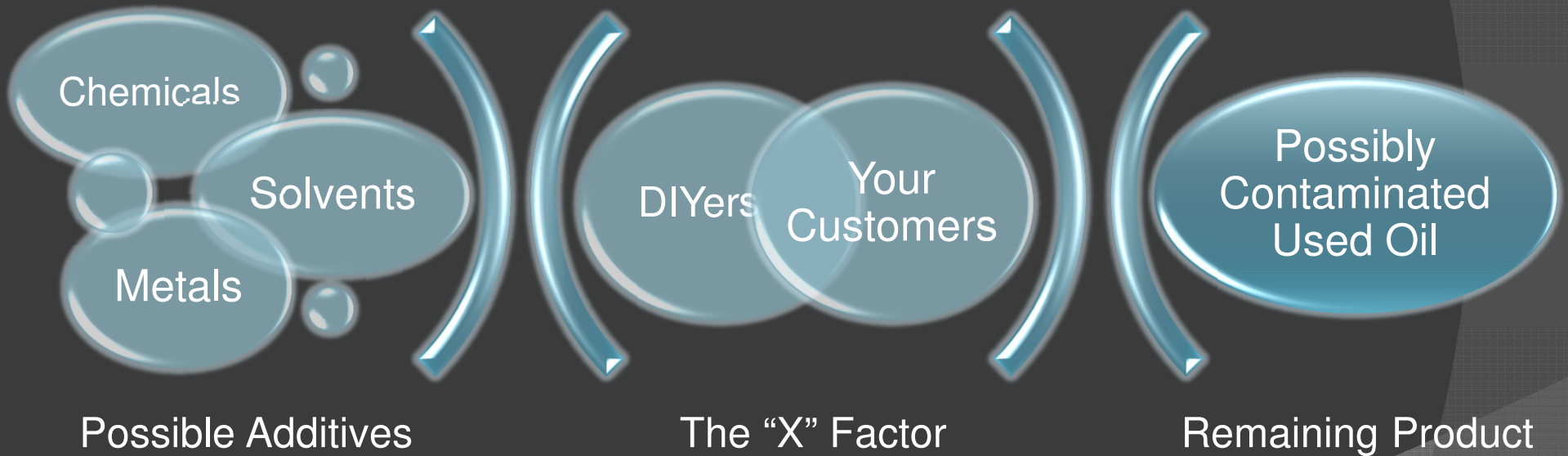
Why is Used Oil Regulated as a HW in New Hampshire?

It is TOXIC!

- Used Oil contains a chemical known as benzene.
- It is carcinogenic but it is unknown what exposure levels lead to long term health effects.



AND...



Additives



Chemicals

- Intentionally mixing
- Mechanical Process
- Toxic

Solvents

- Cleaning agents, garages
- Acidic & Corrosive

Metals

- Engine or mechanical processes
- Dangerous to body & environment



**WHAT'S YOUR
POINT?**

Oil



Heavy
Metals &
Other
Chemicals

Devastation

- Destroyed Furnace
- Health Effects
- Corrosion
- Explosion
- Release of fluids
- Loss of jobs
- \$\$\$

Agenda

- ⦿ Used Oil Overview
 - Virgin oil vs. used oil
 - YOUR likely Sources of Used Oil
 - What is typically mixed with Used Oil
- ⦿ Everything you need to know about Used Oil Marketers
- ⦿ BMP Activity...be the inspector!
- ⦿ Used Oil Grants
- ⦿ Case Studies

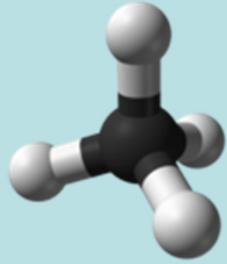


Make Your Old Man Proud
Recycle Used Oil

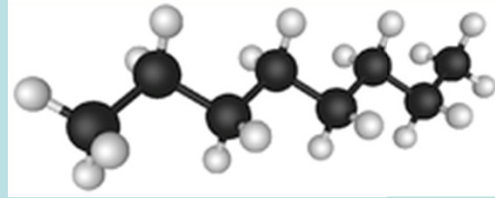
Tim Prospert
NHDES
Hazardous Waste Compliance

What is Crude Oil?

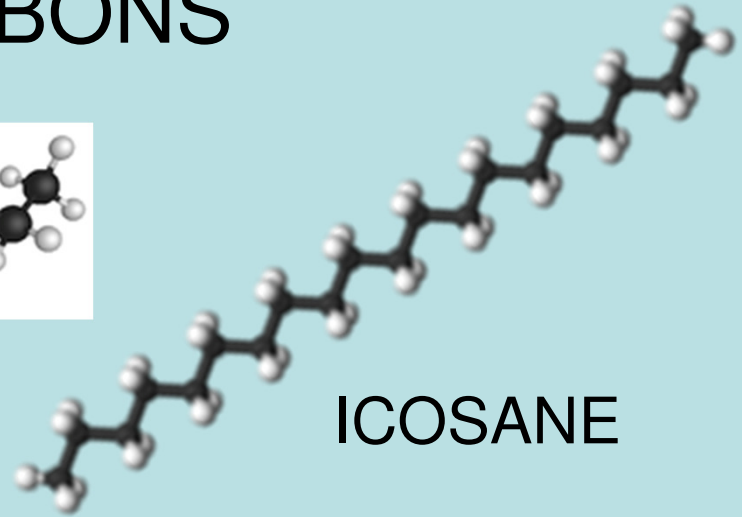
HYDROCARBONS



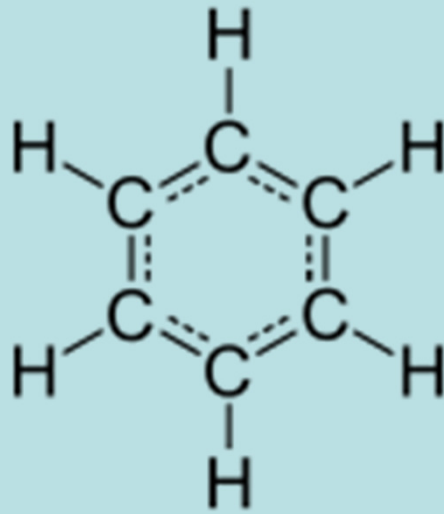
METHANE



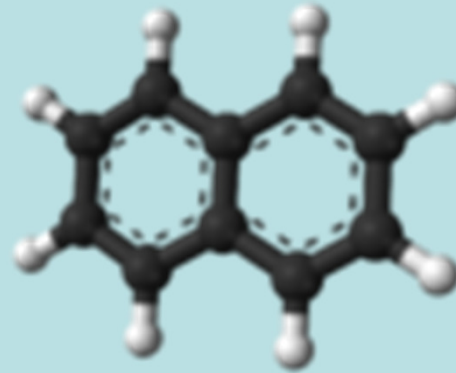
OCTANE



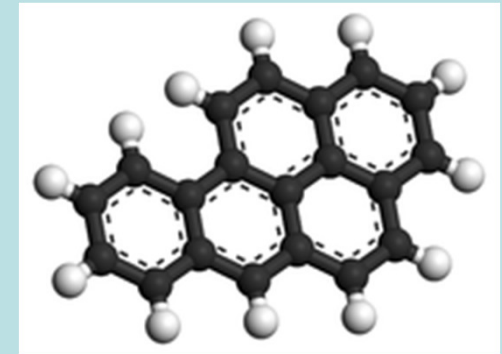
ICOSANE



BENZENE



NAPHTHALENE



BENZOPYRENE

What is “product” (unused) oil?

- It's still a blend of *all kinds* of “hydrocarbon” molecules
- Take the Crude and run it through a still to break it into parts, based on how big the molecules are



Jim Beam???

Crude Oil Products

Product	# of Carbons
Gases (“aroma”)	$C_1 - C_4$
Naphthas	$C_5 - C_7$
Gasoline (“I.P.A.”)	$C_7 - C_{12}$
Fuel Oil	$C_9 - C_{16}$
Diesel (“Amber Ale”)	$C_{15} - C_{19}$
Lubricating Oil	$C_{20} - C_{30}$
Asphalt (“Porter/Stout”)	$C_{50} - C_{150}$



Synthetic Oil

- Man-made
 - Made by sticking a bunch of the same small chemicals together to make big chemicals



What Else?

- Additives, additives, additives
 - **Additives** make up **20%** of oil
 - Corrosion inhibitors
 - Detergents
 - Anti-oxidants
 - Chemicals to keep the oil from reacting w/metals
- A big variety of chemicals



What is USED OIL?

Product Oil with a whole bunch more stuff in it

Contaminants



It's not **JUST** Oil!



Where Does Used Oil Come From?



Machine Shops and Other Industries



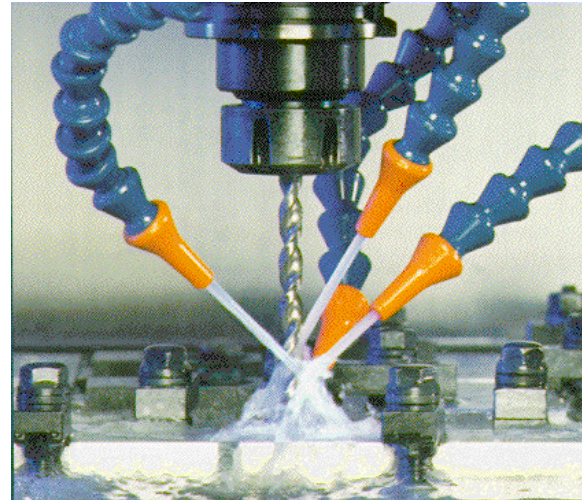
Machining Cutting Oils

- Several Purposes:
 - Cools
 - Lubricates
 - Prevents rust



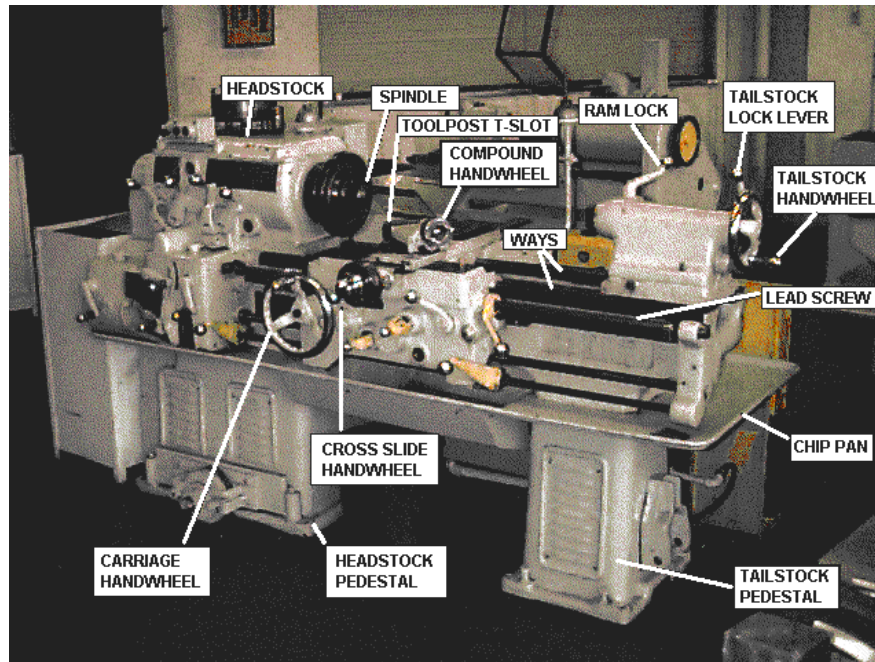
Cutting Oils

- Usually a water/oil emulsion (mixture)
 - Use a detergent to “attach” the oil molecules to the water molecules
- Pure Mineral Oils
 - Less common now
 - Low speed cutting



Spindle/Way Oil

- The lubricant for the milling machine gears, slides and other moving parts
 - Some way oil inevitably gets mixed with the coolant and becomes “tramp oil”



What's in it?

- Possibly a lot of HEAVY metals
- TOXIC
 - Chromium
 - Arsenic
 - Known carcinogen
 - Lead
 - Damage to brain and Nervous system
 - Cadmium



TRANSFORMERS



PCBs
Solvents

What's in it?

- PCBs are an electrical insulator
 - Extremely toxic
 - Likely to cause cancer, damage to immune system, nervous system, etc...
 - Extremely durable
 - 1978
- Solvents
 - Sometimes used to flush PCBs out of transformers
 - Toxic on their own

“FLY-BY-NIGHT” SCRAP METAL OPERATIONS



What's in it?
Anything from anywhere

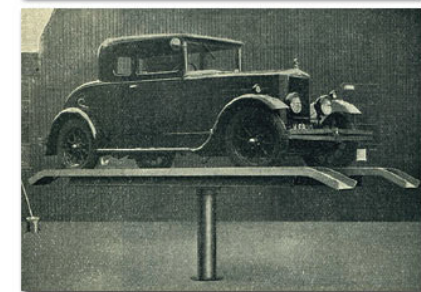
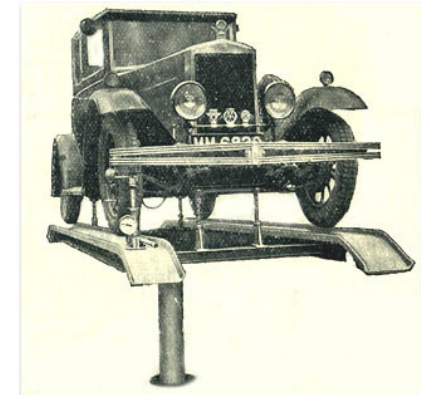
Auto Repair & Autobody Shops



What's in it?

- Possibly Toxic metals
 - Arsenic
 - Cadmium
 - Chromium
 - Lead
- Solvents, Paint Wastes and Gas
- Hydraulic Oil made before 1978?
 - PCBs

The SkyHi hydraulic rotating car and light van lift

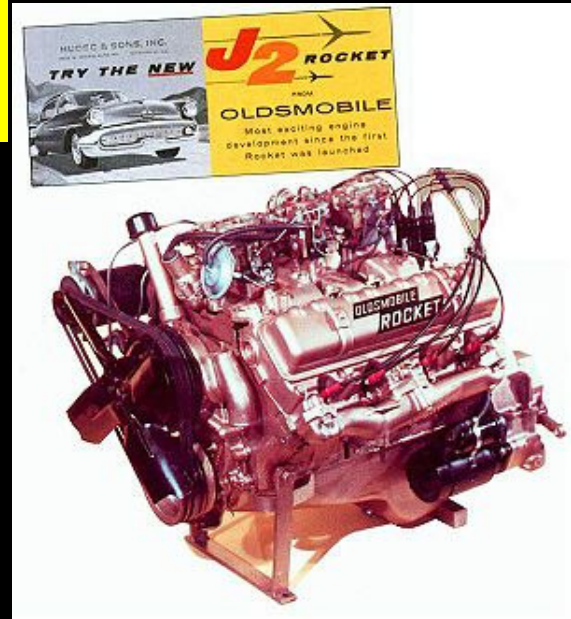


Used Oil Can Come From a Lot of Different Places

There's only one you want



DIY AUTOMOTIVE



What happens to oil in an engine?

- The high pressure in a combustion chamber forces fluids to mix
- Water, antifreeze, gasoline get mixed in
- These fluids might have contaminants that get into the oil

Good Oil Gone Bad

- Additives break down, resulting in ash and sludge
- Engine wears, resulting in metal “fines”



What are some of the “normal” contaminants?

- Water (from air in combustion chamber)
- Cadmium (engine wear) = Toxic metal
- Chromium (engine wear) = Toxic metal
- Arsenic (from additives?) = Toxic metal
- Zinc (engine wear and additives)

More...

More...

- Barium (additives) = Toxic metal
- Phosphorus (additives)
- Lead (from bearings and contaminated gas) = Toxic metal
- Toluene (from gas) = Toxic, Ignitable
- Xylene (gas) = Toxic, Ignitable
- Benzene (from gas) = Toxic, Ignitable

What's in *YOUR* used oil?

The Bottom Line-
We Should All Care How We Handle It

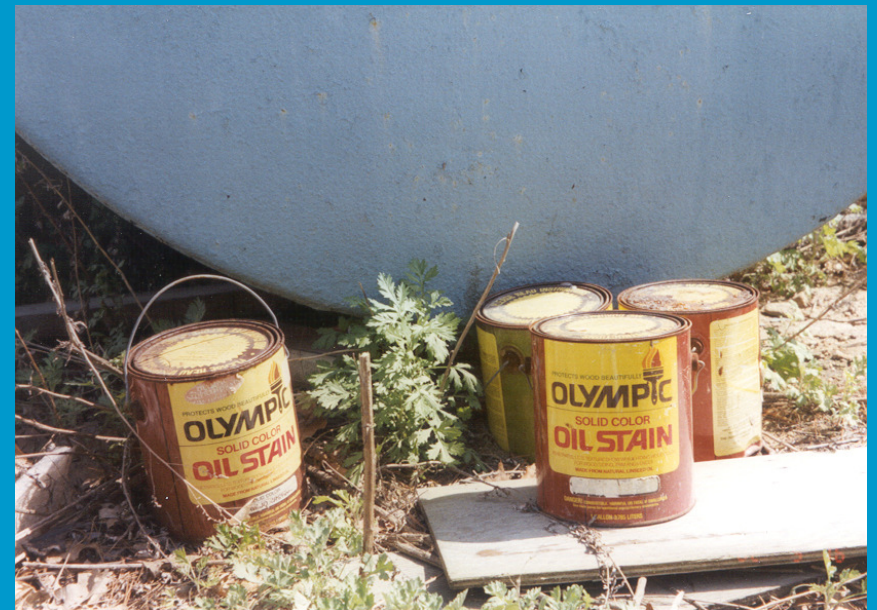
Managing Used Oil for Recycle

“Used Oil for Recycle”

“Used Oil” vs. Oily Stuff

Not “Used Oil”

- Solvents/cleaners
- Wood treatment, stain or preservatives
- Diesel
- Biodiesel
- Vegetable/Frialator oil
- Absorbents, rags
- 2-cycle fuel



A pretty set-up...

But wrong stuff



Collecting Used Oil



• What Can I Collect?

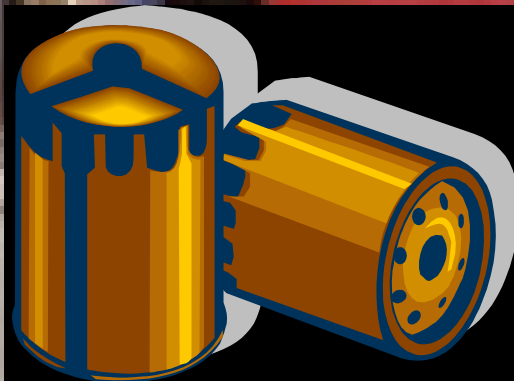
• 1. Do-It-Yourselfer
Used Oil



• 2. Your Town Vehicle
Used Oil



What is Do-It-Yourselfer (DIY) Used Oil?



What's So Special About DIY?

Helping Do-It-Yourselfers is a smart thing, but it comes with responsibility to manage oil properly!



How are we supposed to know if the used oil is from Do-It-Yourselfers?

Taste It?



Is it DIY Used Oil?

- Don't allow un-manned drop-offs
- Does it “seem” like the resident is delivering DIY used oil?
- Look at the container. Is it a smaller container (preferably clear) or three 5-gallon buckets?
- Look at the mode of delivery. Is it a personal vehicle?
- Look at the person. Do you know them?

Review

- What is used oil?
 - A “soup” of chemicals, many of which are known to be dangerous
- Why do I care?
 - Because I want everyone, including me, to handle this stuff properly and safely
 - Because I don't want to be responsible for something bad or expensive

Rules for Used Oil

- It IS a HAZARDOUS WASTE
- Hazardous Waste has LOTS of Tough Regulations
- If used oil is handled the right way and recycled the right way, the regulations are much easier

Purpose of the rules

- They are not new
- The goal is to protect against the hazards of used oil and the stuff in it, without making it so difficult that no one wants to recycle it

Questions?

Marketing Used Oil



What is used oil “Marketing”?

- Used oil changing ownership



Money doesn't matter

Why is this a problem?

- Why?
 - Transferring used oil between parties increases the risk of it being:
 - Contaminated
 - Misused/Mishandled
 - The Rules are **protecting** the person who receives the used oil and the one who provides it

Town of Timtopia



2015 – used oil in catch basin



Who IS a Marketer?

Town of Pleasantville



Town-to-Town



Town of Timtopia

Who IS a Marketer?

Lou's Logging



Business-to-Town

Town-to-Business

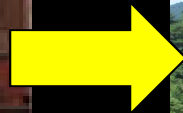


Town of Timtopia

Who is NOT a Marketer?



Household DIY



Timtopia Collection Center

Who is NOT a Marketer?



Timtopia DPW

Same Town



Timtopia Collection Center

Who Is NOT a Marketer?



Requirements, in a nutshell:

- Testing of each “batch” transferred
- Record-keeping of analyses and transfers
- Transport less than 110 gallons of your own oil or become a registered HW Transporter

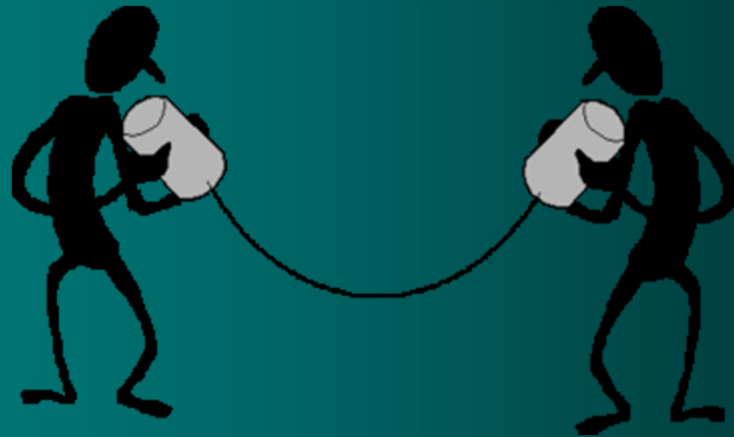
How to Market Used Oil

When used oil is transferred between towns, either the donating or the receiving town must take on the role of fulfilling the “marketer” requirements



One Option:
The **Receiving** town is
the marketer

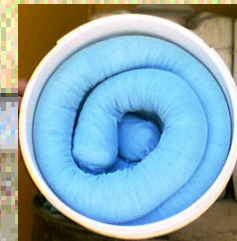
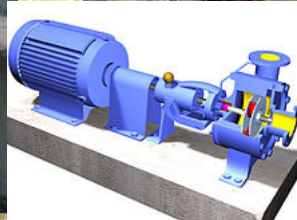
1. Meet & communicate



2. Be Prepared



Concrete Pad
Shelter
Tank or Drums
Spill Control
Pump
And More



3. Notify NHDES

I'm a marketer



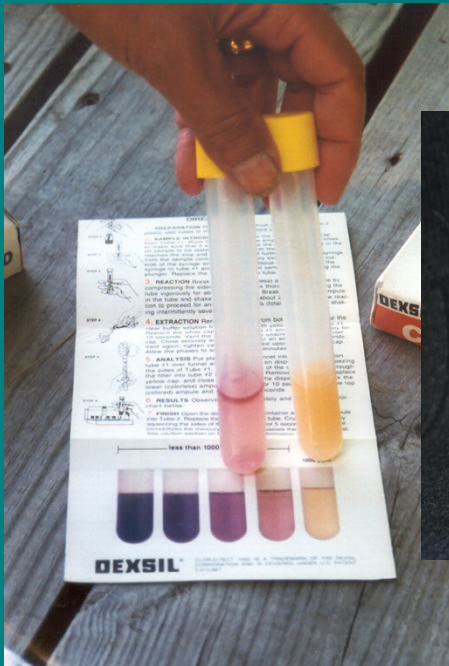
Burner



4. Give written certification to Donor

Tell them you're on board and legal!





5. Test each batch collected

“Batch”

Each accumulation at donor facility prior to transfer

“Batch” saved up at Pleasantville, waiting for Timtopia



Why doesn't DIY get tested?

- Households are the most likely group to dispose of used oil improperly
- We relax the rules for managing collected DIY oil so the households have a convenient, safe place to bring it
- Once **You** collect it, **You** generate it
 - You become responsible for it

6. Deliver used oil

- 110 gallons transported at a time MAX!
- Must be transported by the **generator (donor)** of used oil!



7. Record the transfer in a log

- Name and address of the facility receiving (or delivering) the shipment
- The quantity of used oil delivered
- The date of delivery
- Copy of test results



8. Keep copies of records for 3 years



Need Used Oil?

Avoiding Marketing Rules

- Have residents from other towns bring their oil directly to your town if you need more for your burner



Can I still collect used oil generated by businesses or another municipality's Highway Department?

Yes. The same marketing rules apply to used oil from those sources as from municipally collected DIY.

Worth it?

If test = \$300



~\$1.20/gal.



~\$1.50/gal.

“Pro’s” and “Con’s”

Positive

- Reduced disposal costs
- Cheap heating fuel?
(possible)
- Independence

Negative

- Time, energy and expense of following marketing rules
- Staff turnover



Managing Spills of Used Oil

Solid Waste Operator Training
Used Oil Management: Part 2



February 25, 2016

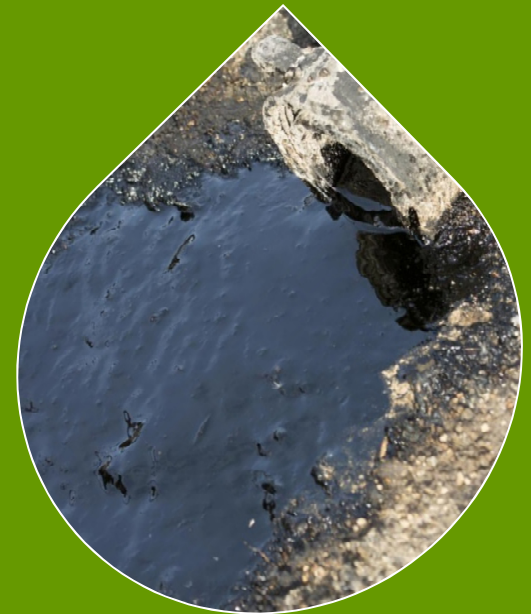
Presented by

Jeremy Slayton

Managing Spills of Used Oil

Overview:

- What's special about Used Oil?
- General Oil Spill response guidelines
- Rules governing Used Oil Spills
- Do I have to notify? If so, who?
- Preparing for a Spill
- Preventing a Spill



What's Special about Used Oil?

It's an Oil.

**Different
Rules apply
if it will be
recycled...**

**It's
a NH
listed
Hazardous
Waste.**

Responding to a Spill of Used Oil

Being a “Pro” means remembering these “CONs”

- ❖ **CONFIRM** the spill site is safe.
- ❖ **CONTROL** the release of Oil.
- ❖ **CONTAIN** the spilled Oil.
- ❖ **CONTACT** appropriate authorities.
- ❖ **CONDUCT** the spill Clean Up
- ❖ **CONSIDER** changes to prevent future spills.

How to Respond to a Spill of Used Oil

CONFIRM the Spill Site is Safe

Life Safety is of primary concern...

1. Assess the spill and determine if there is an immediate threat to health or safety.
2. If there is an immediate danger, evacuate all personnel; following the emergency response/Spill plans if they exists.
3. Contact the local Fire Department
4. If it can be done safely, take actions to reduce risks to human life.

How to Respond to a Spill of Used Oil

CONTROL The Release of Oil

Act to stop the release of more oil

- ❖ Set upright a knocked over container
- ❖ Turn off supply valves, if applicable.
- ❖ Plug punctures in container using spill kit materials
- ❖ Transfer contents from damaged container into an intact container.
- ❖ Contact FD if unable to control release.

How to Respond to a Spill of Used Oil

CONTROL The Release of Oil



How to Respond to a Spill of Used Oil

CONTAIN The Spilled Oil

Take actions to *prevent spread* of oil:

- ❖ Capture leaking oil in another container if possible.
- ❖ Create a containment barrier or berm around the spill using sorbents or Speedi-Dri to prevent the spread of oil.
- ❖ Cover, close or dike floor and storm drains, to prevent inflow of oil.
- ❖ Anticipate where the oil will go if it were to break through the berm. Plan accordingly.

How to Respond to a Spill of Used Oil

CONTAIN The Spilled Oil



How to Respond to a Spill of Used Oil

CONTACT Appropriate Authorities

- ❖ Fire Department (**9-1-1**)
- ❖ NH DES SRCIS Group (**271-3899**)
- ❖ State Police (**223-4381**)
- ❖ Facility Owner/Town Administrator
- ❖ US EPA NRC (National Response Center)
1-800-424-8802 – if release threatens health or environment *outside facility*

How to Respond to a Spill of Used Oil

CONTACT Appropriate Authorities

Information to Provide:

- Name and Phone # of person notifying
- Location, Date and time of discharge
- Type and Amount of Oil Discharged
- Name and daytime Phone # of Responsible Party.
- The proximity of discharge to potential receptors (ie. surface waters and wells)
- Daytime contact info for contractor hired to clean up
- Descriptions of actions taken or proposed
- Names of agencies that have been called
- Cause of accident and/or detection method.
- All available reports or sampling results related to the discharge.

Rules Regarding Notification of NHDES following a Used Oil Spill

Rules governing **ALL** Petroleum Oils

- (NH) Env-Or 604.06: Releases of “Virgin” and/or Used Oil

Hazardous Waste Rules governing NH Listed Waste: **Used Oil (NH01)**

- (NH) Env-Hw 513.01 & 513.02
- & (US EPA) 40 CFR 265.56

Pursuant to **Env-Or 604.06** -- You *MUST* Report Spills *Immediately* When...

- Discharge of **ANY** amount of oil into *surface or groundwater* of the state;
- Discharge of **25 gal or more** to land
- Discharge of **less than 25 gal** to land – *unless immediately cleaned up and properly disposed of*
- Discharge resulting in **AGQS exceedance** or **NAPL** in a water supply
- Vapors are present that are *an imminent threat to human health.*

Pursuant to **Env-Hw 513.01(a)** -- You *MUST* Report Spills *Immediately* When...

“In the event of **any discharge of hazardous waste** or of a material that when discharged becomes a hazardous waste ***that poses a threat to human health or the environment,*** including but not limited to a discharge into storm drains or sanitary sewers, ***onto the land*** or into the air, groundwater or surface waters, the generator shall report the discharge immediately...”

How to Respond to a Spill of Used Oil

CONTACT Appropriate Authorities

What does “immediately” mean?

“Immediately, not to exceed one hour from the discovery of the release;” Env-Hw 513.01(a)(1)

If I have a “small spill” of used oil, do I really need to contact NHDES...?

Boiling it all down...

Do I need to Notify NHDES?

	Am I required to report a Spill for...	
Does the following describe the spill?	"Virgin" Petroleum	Used Oil (NH01)
ANY amount discharged into "waters of the state"	Yes!	Yes!
Discharge of >25 Gallons	Yes!	Yes!
Discharge of <25 gallons* <i>cleaned up within 24 hours...</i>	No	Yes!
<i>...AND there is no exceedance of AGQS in a H₂O supply well*</i>	No	Yes!
<i>...AND there is no imminent threat to human health from vapors*</i>	No	Yes!
Discharge of <25 gallons <i>into secondary containment**</i>	No	No

*Failure to meet **any** of these criteria would result in a Notification requirement.

** Cleaned up with no other threat to health, safety or the environment.

How to Respond to a Spill of Used Oil

CONTACT Appropriate Authorities

Is this spill contained?
Is the surface impervious?
Should DES be notified?



How to Respond to a Spill of Used Oil

CONDUCT the Spill Clean Up

1. Use sorbent boom, pads and speedi-dri from your spill kit to pick up small quantities of spilled oil.
2. Place recovered oil that cannot be recycled, oil soaked sorbents, soil and other materials in appropriate container for disposal.
3. Make arrangements for proper disposal of contaminated cleanup materials.
 - ❖ *Consider hiring an environmental clean up contractor if spill is large and/or complex.*

How to Respond to a Spill of Used Oil
CONDUCT the Spill Clean Up

**If Used Oil (NH01) that is spilled
is a Hazardous Waste...**

*"Do I need to dispose of Used Oil
(NH01) Soaked sorbents and other
spill clean up materials as a
hazardous waste?"*

Probably not, as long as...

How to Respond to a Spill of Used Oil **CONDUCT** the Spill Clean Up

Exemption under Env-Hw 401.03b(18)

“Spill absorbent materials, soil and debris from the cleanup of used oil spills, provided the used oil was not previously mixed with any other hazardous wastes listed in Env-Hw 402, and **provided the spill absorbent materials, soil or debris do not exhibit a hazardous waste characteristic** as set forth in Env-Hw 403;”

CONSIDER...

...changes to prevent future spills

- Ask *why* the spill occurred
- Review storage practices
- Improve, upgrade out of date equipment, containers, etc.
- Consider additional staff training – would it have made a difference?

Preparing for an Oil Spill

Best Management Practice

- Develop, Document and distribute a facility specific Spill Response Plan (SRP)
- Assemble "Spill Kits" adequate to the types of spills encountered at your facility.
- Train staff on use of the SRP and spill kits.
- Review annually (and update) the SRP, provide refresher training for staff, and inventory and restock the spill kits.



Preparing for an Oil Spill

Develop, Document and distribute a facility specific Spill Response Plan (SRP)

INITIAL SPILL RESPONSE PROCEDURES

If a spill occurs, the first person on the scene will:

1. First, determine if there is an immediate danger. If there is, quickly leave the area using the fastest route shown on site plan.
2. If it can be done safely, reduce the danger to human life. For example, by quickly removing ignition sources near flammable liquid spills.
3. If there is no immediate danger, identify the material spilled and start the appropriate spill response procedures, including notifying your supervisor.
4. Stop the source of the spill and contain the flow, if possible.
5. Notify your emergency coordinator or alternate coordinators.
6. Utilizing the spill kit or other appropriate materials, begin spill containment procedures. Obtain the assistance of others, if necessary to contain and clean up the spill.

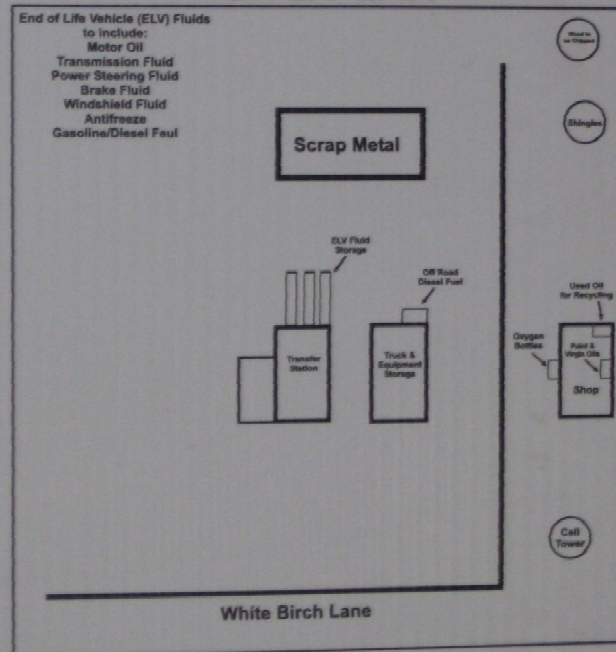
SPILL CONTAINMENT PROCEDURES

1. Find the source of the spill and take action to stop the source. For example, if the source is a tipped over drum, place the drum upright. If the source of the leak is punctured tank, pump the fluid into another container.
2. Using a spill kit, absorbents or other suitable materials, construct a berm to prevent the spill from entering storm drains, drainage ditches, etc.
3. Apply absorbent materials to contain and recover small amounts of spilled materials.
4. Collect all spilled materials and contaminated materials and store them in an appropriate container for disposal.

Emergency Response

In the event of a spill or emergency, assess the immediate danger. If there is immediate danger, exit the building by the closest exit. If there is no immediate danger, follow the Emergency Spill Response steps to address a spill and follow your company safety plans for other emergencies.

SITE PLAN



Draw or attach your building site plan, here. Include all the elements as on the sample sketch.

EMERGENCY COORDINATORS

In the event of a spill or emergency involving hazardous materials or hazardous wastes, contact the following people.

Primary Contact: **Rick Belanger**

Work Phone: **736-6000**

Home Phone: **398-6000**

Alternate Contact: **Cindy Belanger**

Home Phone: **344-9618**

Alternate Contact: **Ron Colby**

Work Phone: **235-8649**

Home Phone: _____

During work hours, call primary contact at work number, first. If primary contact is not available, call alternates at work numbers. After work hours, call primary contact at home number, first. If primary contact is not available, call alternate contacts at home numbers.

EMERGENCY RESPONSE NOTIFICATION LIST

Contact Phone Number(s)

Local Fire Department: 911 or **736-9291**

Local Police Department: 911 or **736-9624**

Local Hospital: **736-6200**

State Emergency Response:

DES: (603) 271-3899

M - F, 8-4

State Police: (800) 346-8236

(603) 346-4609

Office of Emergency Management:

National Response Center: (800) 424-8802

State OEM: (603) 271-2231

Poison Control Center-Dartmouth Hitchcock Hospital:

(800) 562-8236

(603) 250-5000

Preparing for an Oil Spill

Assemble “Spill Kits” adequate to the types of spills encountered at your facility

Purchase or Build your own, to include:

- Bags of Sorbents (Speedi-Dri)
- Sorbent Booms
- Protective Clothing (Gloves, suits, etc.)
- Containers for waste (small & large)
- Wooden Plugs, patches, duct tape
- Tools (Shovel, brooms, funnels)
- Copy of Spill Response Plan



Preparing for an Oil Spill

Train staff on use of the SRP and spill kits.

Training should include:

- Facility Hazards – potential spill sites
- Spill Response Plans – How they work
- Locations of Spill Kits
- Familiarizations with how and why Spill Kit Equipment is used
- Contact Numbers

Preventing an Oil Spill

Best Management Practice

***"The easiest spill to clean up...
Is the one that doesn't happen."***

- Improve Facility Practices
- Conduct Self Inspections of your facility

Improving Facility Practices: Requires asking certain questions...

**Is the oil stored
in containers in
poor condition?**



**Is Oil Collection
Area easily
observable by
facility
operator?**

**Can collection
containers be
easily**

**Is the collection
tank or
container in a**

**Would the location of your stored Used Oil
make containing a spill difficult?**

Self Inspections: things to include

Key requirements should be on a checklist and include:

- ❖ Used Oil Containers are Properly labeled
- ❖ Containers are Closed
- ❖ Containers in good condition
- ❖ Containers under cover
- ❖ Containers stored on impervious surface or in secondary containment.
- ❖ Look for signs of previous or ongoing leak, seepage of overfilling of oil.
- ❖ Spill kits readily available and adequately stocked.

Thank you!

Questions?

Jeremy Slayton

Jeremy.Slayton@des.nh.gov | 603-271-6424

Used Oil Program

<http://des.nh.gov/organization/divisions/waste/orcb/fms/uomp/index.htm>

Used Oil Grant Application Process



Dean Robinson

NH Department of Environmental Services

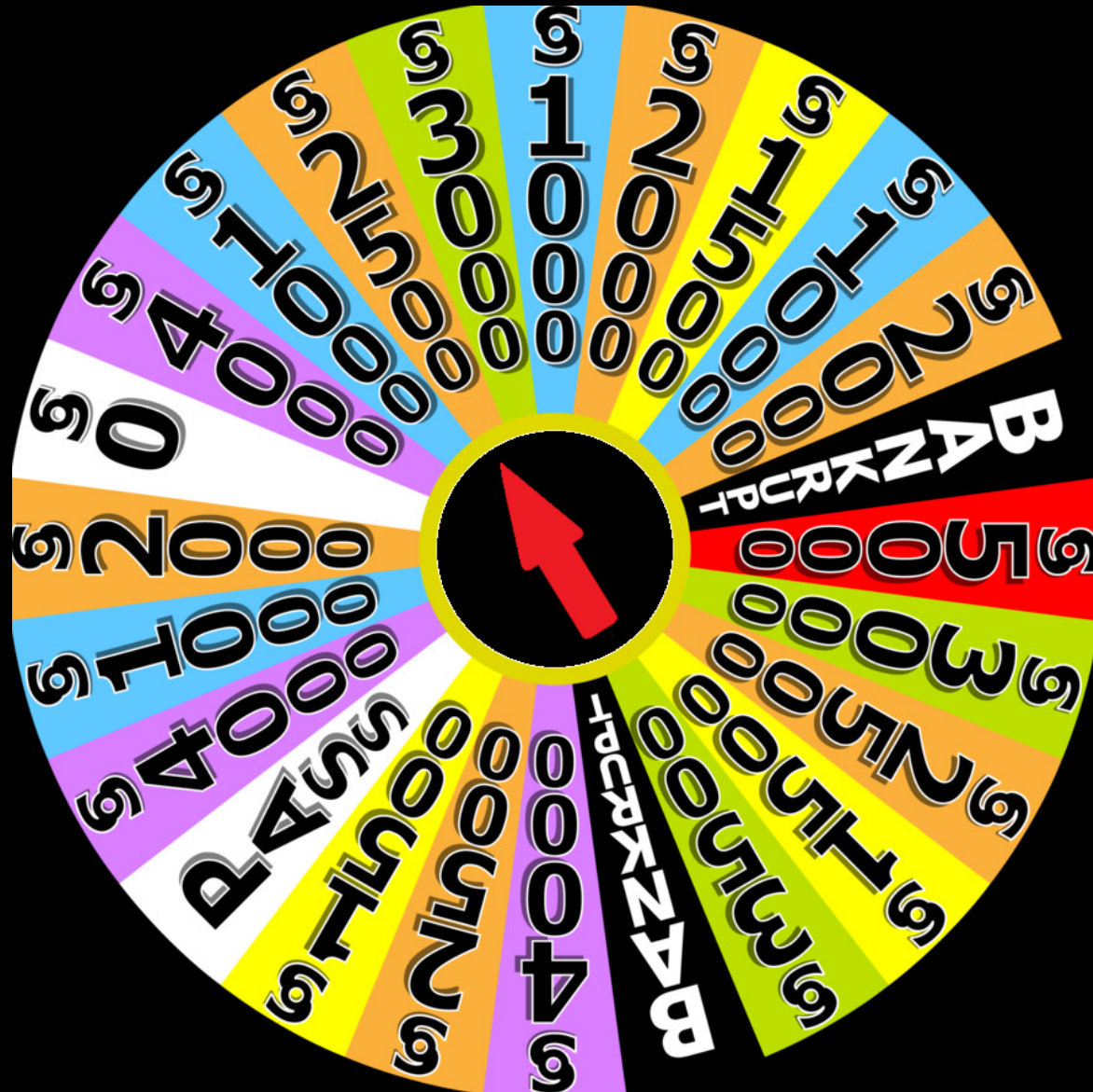
Why do we Collect Used Oil?



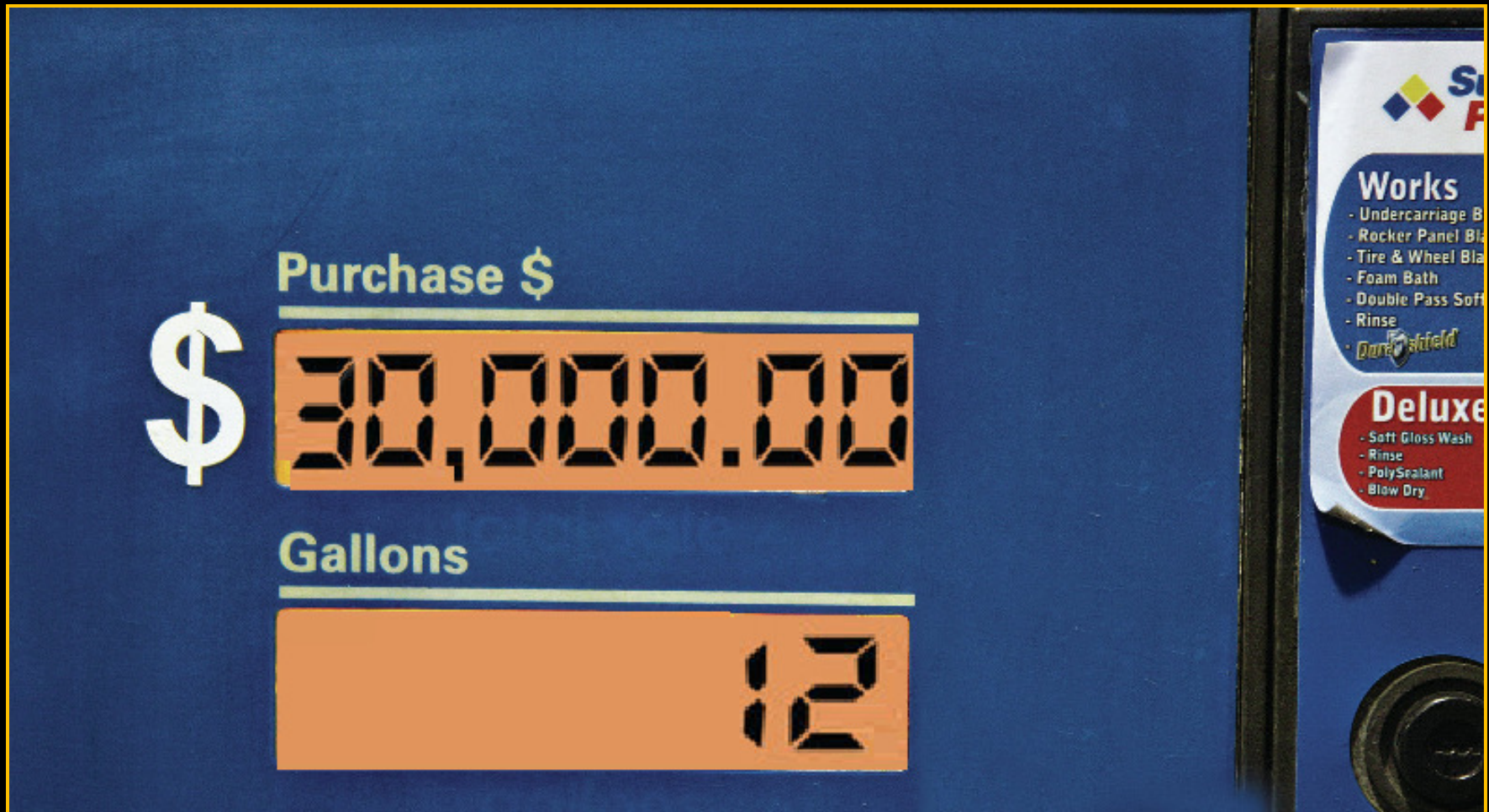
Who Can Apply For Funding?



How Much is The Grant Worth?



How Much Money is Available?




What you Need to do First


1. Download Grant Application
2. Fill out the Work Plan
3. Insurance Statement (ACORD Form)
4. Certificate of Authorization

The Parts of The Grant Application

NHDES-X-#F-###



**USED OIL COLLECTION ASSISTANCE
GRANT APPLICATION**
For Fiscal Year 2016



Commissioner's Office/Planning/Used Oil Grant Program

RSA 147-B:13, Env-Hw.500, Env-Hw.807

APPLICATION INSTRUCTIONS:

- Complete all four sections of the application as well as the Grant Agreement, Work Plan, & Certificate of Authorization and mail them to DES no earlier than July 1, 2015.
- Complete the Work Plan: The work plan is an outline of purchases/services you wish to have considered for grant monies. Please provide as much detail as possible.
- Create a Certificate of Authorization: The intent of the Certificate is to certify the action that was taken to authorize a particular Grantee Signor to enter into grant agreement on behalf of the municipality. Please use one of the templates provided.
 - Only one Certificate is required. Complete the standard template if a specific person has been designated by name to act as the grantee signor. Complete the alternate template if a job title, rather than a named individual, has been designated to act as the grantee signor. The person or job title indicated should match the individual who signs the grant agreement.
 - In either case the Town/City Clerk will enter the meeting date at which an individual or job title was authorized by the Selectmen/Aldermen to enter into grant agreements. Notarization procedure is the same for both the Grant Agreement as well as the Certificate of Authorization.
- Insurance: Please submit valid copies of your town/city Certificate of Liability Coverage and Worker's Compensation. Please ensure DES is listed as the Certificate Holder.
- Private Facility Applicants: Additional information such as a Certificate of Good Standing will be requested of motor vehicle inspection stations and non-profit organizations. Private entities are encouraged to call for more information prior to submitting applications.
- Applications will be accepted on a rolling basis annually until funds are depleted. Incomplete or late applications may not be considered.

UsedOilGrants@des.nh.gov
P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095
Telephone: (603) 271-2047 • Fax: (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964
www.des.nh.gov
Page 1 of 3

SECTION I (GENERAL INFORMATION)

- Name of municipality: _____
- Municipality's Mailing Address: _____
(Street)

(Town / City) (State) (Zip Code)
- Date of Application: _____
(Applications will not be accepted before July 1, 2015.)
- Primary Contact: Name: _____
Title: _____
Telephone: _____ Fax: _____
E-mail address: _____@_____
- Secondary Contact Name: _____
Title: _____
Telephone: _____ Fax: _____
E-mail address: _____@_____
- Who should the public contact with questions about used oil drop-off? _____

SECTION II (Site Information & Communities Served)

Collection Center: Name: _____
Physical Address: _____
Inspection Station Number if applicable: _____

- Communities Served by this Collection Center

- Do you have a limit on the amount of used oil a resident can bring to the collection center? Y / N
If yes, what is the limit? _____

2 of 3

SECTION III (Work Plan)

Description: The applicant collects, or intends to collect, Do-It-Yourself used oil and/or filters from residents who generate used oil as a household waste when they change their own automotive oil. The applicant is requesting grant funds related to their Do-It-Yourself used oil collection center. Details are provided below.

Line Item (Service or Product)	Cost
Total Estimated Cost	

SECTION IV (AUTHORIZATION)

I certify that, to the best of my knowledge, all of the foregoing information is complete and accurate.

(Signature of Authorized Person from Section I.) (Date)

(Print Name and Title of Authorized Person)

Mail application to:
NH Dept. of Environmental Services
Pollution Prevention Section
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095

Please contact us with any questions you may have:
Telephone: (603) 271-2047
E-mail: UsedOilGrants@des.nh.gov

USED OIL GRANT APPLICATION FORM - (For Fiscal Year 2016) - Revised 2014/11/07

3 of 3

Example Work Plan

DIY Used Oil Collection Center Work Plan

The below estimates relate to a fenced security system with the specific purpose of controlling activities around the DIY Used Oil Storage Shed at Warren's Transfer Station.

Itemized Costs (estimated):

Chain Link Fence Roll	\$250.00
Gate Opener	\$1,182.98
Gate Frame w/hindges	\$645.28
Conduit 3 x 10	\$501.30
Electrical Cable	\$449.00
Electrician	\$950.00
Trenching for conduit	\$125.00
Welding fencing	\$80.00
<i>TOTAL ESTIMATE FOR PROJECT</i>	<i>\$4,183.56</i>
TOTAL Requested (maximum allowed):	\$2,500.00

The Parts of The Grant Agreement

GRANT AGREEMENT
SUBJECT: FUNDING OF USED OIL COLLECTION CENTERS

The State of New Hampshire and the Grantee hereby mutually agree as follows:

General Provisions

1. Identification and Definitions:	
1.A. State Agency Name: NH Dept. of Environmental Services	1.B. State Agency Address: 29 Hazen Drive, Concord, NH 03301
1.C. Grantee Name:	1.D. Grantee Address:
1.E. Effective Date:	1.F. Completion Date:
1.G. Award Date:	1.H. Grant Limitation:
1.I. Grant Officer for State Agency: NH Dept. of Environmental Services (603) 271 -	
1.J.II. Grantee Location:	
1.J.III. Name & Title of Grantee Sponsor:	
1.III. Acknowledgment: State of New Hampshire, County of before the undersigned officer, personally appeared the person identified in book 1.1.2, known to me (as fiduciary) to be the person whose name is signed in book 1.1.1, and acknowledged that he/she executed this document in the capacity indicated in book 1.1.2.	
1.IV.1. Signature of Notary Public or Justice of the Peace:	
1.IV.2. Name and Title of Notary Public or Justice of the Peace:	
1.IV.3. State Agency Representative:	1.IV.4. Name & Title of State Agency Representative: Thomas S. Burck, Commissioner NH Dept. of Environmental Services
1.IV.5. Approval by Attorney General (Form, Jurisdiction & Retention):	
1.V. Approval by the Governor and Council:	

2. Scope of Work: In exchange for grant funds provided by the State of New Hampshire, acting through the agency identified in book 1.1, the Grantee shall perform the work set forth in the attached Exhibit A, and shall submit to the State of New Hampshire, acting through the agency identified in book 1.1, a report on the progress of the project and a final report on the completion of the project.

EXHIBIT A
Grantee Obligations

- The Grantee shall purchase materials and/or obtain services to establish, improve, or operate a used oil collection center in accordance with the terms and conditions of this agreement and as detailed in Exhibit A attachment-1 (the "work plan").
- The Grantee agrees to construct and operate said used oil collection center in accordance with all applicable State and Federal laws and regulations.
- The Grantee shall complete its project within one year of the grant award date unless prior written approval for an extension of the time has been received from the Department of Environmental Services.

EXHIBIT B
Method of Payment

- The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, and (2) the Grantee's accounting records, including invoices and receipts for all materials purchased and services rendered, have been submitted to DES. The payment of funds to the Grantee shall not be construed as a waiver by DES of any past, present or future right, claim or cause of action related to the performance of this agreement.
- Upon fulfillment of the terms and conditions of this agreement, including all of the conditions of a successful completion of the Project, the State shall pay to the Grantee the amount of reimbursable costs as determined by DES, not to exceed \$2,500.00, or the amount provided in RSA 141-B:12, (a), whichever is less.
- Grantee expenses not directly associated with the Project shall not be reimbursable by the State. Grantee personnel costs shall not be reimbursable pursuant to provision 3.1 of this agreement.
- The Grantee agrees to pay for all Project costs in excess of the amount of reimbursable costs authorized under this Agreement.
- The Grantee agrees to submit invoices and receipts itemizing Project costs for which reimbursement is sought to the N.H. Department of Environmental Services, Waste Management Division, Used Oil Program, P.O. Box 96, Concord, NH 03302-0096, within one year of the grant award date.
- The Grantee agrees that no Grant Monies shall be paid by the State unless and until DES has reviewed and determined that such costs or expenditures qualify for reimbursement under the terms of this agreement, and all applicable state and federal requirements; provided that payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.

EXHIBIT C
Special Provisions

- The State reserves the right to audit the Grantee's expenditures for the Project and to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement were, in fact, not fulfilled.
- It is understood that through the State's approval and/or payment of said Grant Monies for the Project, the State, including DES, Waste Management Division, its officers and employees, assumes no liability regarding the Project, including but not limited to liability for injury, death, or property damage that might arise during or from this Project or during or from the State's conduct of its used oil management program. Nothing in this agreement shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
- DES may exercise its authority to modify, suspend or terminate the Project if it determines that the Project poses a threat to human health or the environment.
- The Grantee shall allow DES to have access to and conduct any monitoring of the Project deemed necessary by DES to ensure its compliance with the terms of this agreement and with state and federal statutes and regulations.
- The Grantee shall maintain insurance as documented by Exhibit C attachment-1 (the "Certificate of Liability Coverage").

EXHIBIT A
Grantee Obligations

- The Grantee shall purchase materials and/or obtain services to establish, improve, or operate a used oil collection center in accordance with the terms and conditions of this agreement and as detailed in Exhibit A attachment-1 (the "work plan").
- The Grantee agrees to construct and operate said used oil collection center in accordance with all applicable State and Federal laws and regulations.
- The Grantee shall complete its project within one year of the grant award date unless prior written approval for an extension of the time has been received from the Department of Environmental Services.


EXHIBIT B
Method of Payment

- The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, and (2) the Grantee's accounting records, including invoices and receipts for all materials purchased and services rendered, have been submitted to DES. The payment of funds to the Grantee shall not be construed as a waiver by DES of any past, present or future right, claim or cause of action related to the performance of this agreement.
- Upon fulfillment of the terms and conditions of this agreement, including all of the conditions of a successful completion of the Project, the State shall pay to the Grantee the amount of reimbursable costs as determined by DES, not to exceed \$2,500.00, or the amount provided in RSA 141-B:12, (a), whichever is less.
- Grantee expenses not directly associated with the Project shall not be reimbursable by the State. Grantee personnel costs shall not be reimbursable pursuant to provision 3.1 of this agreement.
- The Grantee agrees to pay for all Project costs in excess of the amount of reimbursable costs authorized under this Agreement.
- The Grantee agrees to submit invoices and receipts itemizing Project costs for which reimbursement is sought to the N.H. Department of Environmental Services, Waste Management Division, Used Oil Program, P.O. Box 96, Concord, NH 03302-0096, within one year of the grant award date.
- The Grantee agrees that no Grant Monies shall be paid by the State unless and until DES has reviewed and determined that such costs or expenditures qualify for reimbursement under the terms of this agreement, and all applicable state and federal requirements; provided that payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.

EXHIBIT C
Special Provisions

- The State reserves the right to audit the Grantee's expenditures for the Project and to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement were, in fact, not fulfilled.
- It is understood that through the State's approval and/or payment of said Grant Monies for the Project, the State, including DES, Waste Management Division, its officers and employees, assumes no liability regarding the Project, including but not limited to liability for injury, death, or property damage that might arise during or from this Project or during or from the State's conduct of its used oil management program. Nothing in this agreement shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
- DES may exercise its authority to modify, suspend or terminate the Project if it determines that the Project poses a threat to human health or the environment.
- The Grantee shall allow DES to have access to and conduct any monitoring of the Project deemed necessary by DES to ensure its compliance with the terms of this agreement and with state and federal statutes and regulations.
- The Grantee shall maintain insurance as documented by Exhibit C attachment-1 (the "Certificate of Liability Coverage").

ACORD Insurance Form

ACORD CERTIFICATE OF LIABILITY INSURANCE				OP ID SX TROP105	DATE (MM/DD/YYYY) 01/05/09	
PRODUCER Barlocker Ins. Sys. - Salinas License #0580438 232 Monterey Street Salinas CA 93901 Phone: 831-424-6404 Fax: 831-424-0140		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.				
INSURED Tropical Creations, Inc. Tropical Creations Landscape Mgmt, Inc. Tropical Creations Interior Landscapes, Inc. 1855 Eddy St Northridge CA 91324		INSURERS AFFORDING COVERAGE		NAIC # 13978		
INSURER A: Floriate's Mutual Insurance Co INSURER B: INSURER C: INSURER D: INSURER E:						
COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AMOUNTS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR A/LTR	INSR B/SRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	FB11994	01/01/09	01/01/10	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	FMA008218	01/01/09	01/01/10	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
A		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	EX09452	01/01/09	01/01/10	EACH OCCURRENCE \$ 1000000 AGGREGATE \$ 1000000
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY PROPRIETOR/PARTNER/ACTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	WCN3017809	01/01/09	01/01/10	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1000000 E.L. DISEASE - EA EMPLOYEE \$ 1000000 E.L. DISEASE - POLICY LIMIT \$ 1000000
A		Property	BP11994	01/01/09	01/01/10	BPP \$80,000 Ded \$500
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS						
CERTIFICATE HOLDER <div style="text-align: center;"> <h2>NH DES</h2> <p>Proof of Insurance</p> </div>				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 		
ACORD 25 (2001/08)				© ACORD CORPORATION 19		

Certificate of Authorization

Certificate of Authorization: Lancaster

I, Jean E. Oleson, Town Clerk of Lancaster, New Hampshire, hereby certify that
on July 6, 2009, the Board of Selectmen voted to authorize
Date of Meeting

Dennis Patnoe to sign contracts on behalf of the Town with respect to
Grantee Signor

Grant contracts with the New Hampshire Department of Environmental Services.

This authority has not been amended or annulled.

Jean E. Oleson 12/7/2012
Signature of Town Clerk *Date*

Jean E. Oleson, Lancaster Town Clerk

Notarization

State of New Hampshire, County of Coos. On 12/7/12 before me,
Date

Charity Blanchette, the undersigned officer, personally appeared
Printed Name of Notary Public or J.P.

Jean E. Oleson, who acknowledged herself to be the Town Clerk of the
Town of Lancaster, New Hampshire, and that she, Town Clerk being authorized
to do so, executed the foregoing instrument for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Charity Blanchette
Signature of Notary Public or Justice of the Peace



Commission Expiration Date: 3/30/2016

Reimbursement

- Cover Letter
- Receipts
- Proof of Payment
- Photocopy of P37

Three weeks with accounting

Reimbursement

GRANT AGREEMENT
Subject: FUNDING OF USED OIL COLLECTION CENTERS

The State of New Hampshire and the Grantee hereby mutually agree as follows:

Standardization and Performance General Provisions

Date: 12/31/2012 Page: 15 of 18
Newbury Account: 393208

NH 03301
all Rd., Acworth, N.H.
Grant Limitation:
500.00
per Mo.

Director
5771
Known to me for satisfactorily
who executed this document in
State
New Hampshire
after April 15, 2014

OK Signature
Director
Environmental Services
OK
OK

1. Adding the amount of the grant to the total amount of the grant (2), the Grantee shall be held in
sole parties (3) shall be held in
furnish to the Grantee (4)

CONNECTICUT RIVER BANK

TOWN OF LITCHFIELD 055469

VENDOR	ARRON EQUIPMENT, INC.
OUR REF. NO.	YOUR INVOICE NO.
039218 23473	03/16/12
INVOICE DATE	INVOICE AMOUNT
03/16/12	5,678.00
AMOUNT PAID	DISCOUNT TAKEN
5,678.00	0.00
CHECK AMOUNT	
5,678.00	

04/03/12
check total 5,678.00

COVER LETTER

The State of New Hampshire
Department of Environmental Services
Thomas S. Baruch, Commissioner
Celebrating 25 Years of Protecting
New Hampshire's Environment

February 14, 2012

Jason Hoch, Town Administrator
Town of Litchfield
2 Liberty Way, Suite 1
Litchfield, N.H. 03052

Subject: Town of Litchfield, Used Oil Collection Grant Approval - RSA 147-B: 13, I

Dear Mr. Hoch:

Please be advised, on February 8, 2012 the Governor and Council approved your grant application in the amount of \$2,500.00. The Town of Litchfield may apply funds toward the purchase of used oil collection services listed in the approved work plan (copy attached), provided that all terms and conditions of the enclosed grant agreement are observed.

Litchfield is reminded that funds awarded through this approval are to establish or operate a used oil collection center/program, and that all receipts for completed work must be submitted by February 22, 2013. Please call me at (603) 271-6424 (or toll free at 1-888-TAKEOIL) if you have questions regarding the grant process, the terms and conditions of this approval, or the proper management of used oil.

Thank you for your participation in this important recycling effort.

Sincerely,
Tim Noury
Tim Noury, Waste Management Specialist
Fund Management Section
Waste Management Division

Eligible for: \$ 2,500.00
Approved for: \$ 2,500.00
Liquidated: \$

OKAY TO PAY BY 10/28 2/8/12
Vendor code: 177 8482

D.R.G.
Waste Management Coordinator
Administrator

Enclosure: Approved Grant Agreement & Work Plan

RECEIPTS

PROOF OF PAYMENT

COPY OF P37

