



Engineering a Sustainable Future

January 20, 2015
File No. 87560.02
Via Certified Mail

Mr. Shaun Mulholland
Town of Allenstown
16 School Street
Allenstown, New Hampshire 03275

Re: Allenstown Transfer Station Facility
104 River Road
Allenstown, New Hampshire 03275
Type 1-A Permit Modification Application
Permit No. DPHS-SW-85-009

Dear Mr. Mulholland:

On behalf of Casella Waste Management of Massachusetts, Inc., Nobis Engineering, Inc. is filing a Type 1-A Permit Modification application to the New Hampshire Department of Environmental Services (NHDES) for the Allenstown Transfer Station. The proposed modification is to increase the total maximum daily tonnage of solid waste and recyclables from 500 tons per day to 750 tons per day, with the weekly maximum tonnage remaining at the currently permitted 3,000 tons/week (6-day week). The transfer facility will continue to function as it does currently, with no anticipated impacts to life expectancy or service area. The increase in permitted facility daily capacity will provide flexibility for acceptance of additional daily intake of solid waste and recyclables.

Included with this letter are two copies of the application to NHDES, as well as a flow chart illustrating the application review process. Please keep one copy of the application on file and available for public review at the Town Hall.

Should you have any questions, please do not hesitate to contact me at (603) 224-4182 or Wayne Wheeler with the NHDES Waste Management Division at (603) 271-5185.

Sincerely,

NOBIS ENGINEERING, INC.

A handwritten signature in black ink that reads "Naomi Praul". The signature is written in a cursive style.

Naomi Praul
Project Engineer

Attachment: Type 1-A Permit Modification Application

c: David Allen, Casella Waste Management of Massachusetts, Inc.
Toni King, P.E., Casella Waste Systems, Inc.
Wayne Wheeler, P.E., NHDES

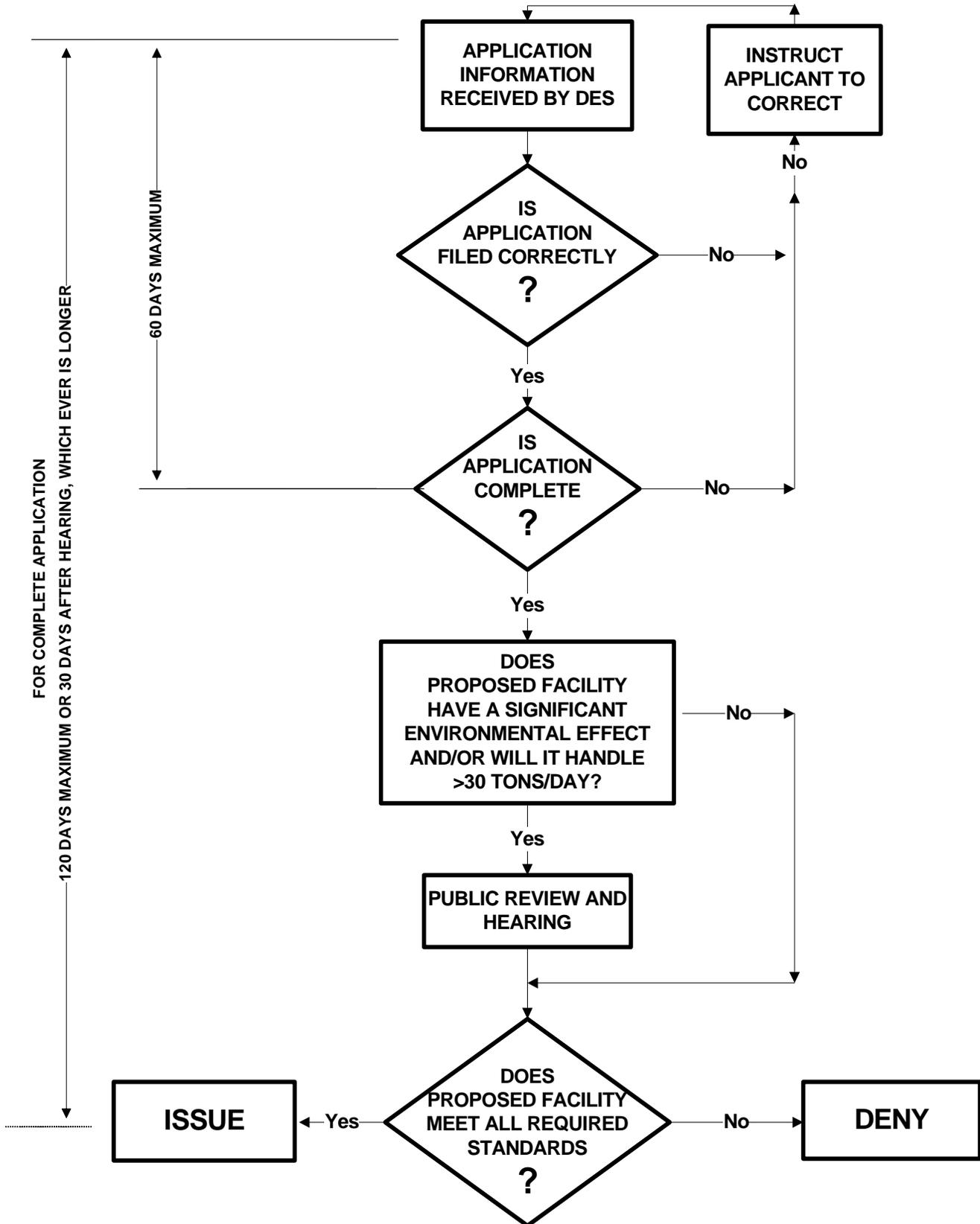
Client-Focused, Employee-Owned

www.nobiseng.com

Nobis Engineering, Inc.
18 Chenell Drive
Concord, NH 03301
T (603) 224-4182



**STANDARD PERMIT APPLICATION PROCESSING PROVISIONS
AS PROVIDED IN PARTS Env-Sw 303 - 305
OF THE NEW HAMPSHIRE SOLID WASTE RULES**





Waste Management Division

For Office Use Only:	
WMD Log #:	_____
Date Rec'd.:	_____
No. of Copies:	_____
Fee: \$	_____ / Check # _____

APPLICATION FORM FOR TYPE I MODIFICATION TO SOLID WASTE MANAGEMENT FACILITY PERMIT

pursuant to
RSA 149-M and New Hampshire Administrative Solid Waste Rule Env-Sw 315

SECTION I. FACILITY IDENTIFICATION

(1)	Facility name: Allenstown Transfer Station
(2)	Functional classification: <input checked="" type="checkbox"/> collection/storage/transfer <input type="checkbox"/> processing/treatment <input type="checkbox"/> landfill
(3)	Mailing address: 104 River Road, Allenstown, NH 03275
(4)	Permit number: DPHS-SW-85-009
(5)	Location, by street address and municipality: 104 River Road, Allenstown, NH

SECTION II. PERMITTEE IDENTIFICATION

(1)	Permittee/applicant name: Casella Waste Management of Massachusetts, Inc.		
(2)	Mailing address: 53 Pelham Road, Salem, NH 03079		
(3)	Telephone number: 603-485-2129		
(4)	If different than above, identify the individual associated with and designated by the permittee/applicant to be the contact individual for matters concerning this application:		
	(a) Name: David Allen	(b) Title: Market Area Manager	
	(c) Mailing address: 53 Pelham Road, Salem, NH 03079		
	(d) Telephone number: 603-543-7088	(e) E-Mail: david.allen@casella.com	

SECTION III. DESCRIPTION OF PROPOSED MODIFICATION

Describe the proposed modification by answering each of the following questions. Use additional paper as necessary.

(1)	Provide a BRIEF description of the proposed modification. [Check box if response is provided on separate paper <input type="checkbox"/>		
	The proposed modification is to increase the total maximum daily tonnage of solid waste and recycleables from 500 tons per day to 750 tons per day, with the weekly maximum tonnage remaining at 3,000 tons/week (6-day week).		
(2)	Identify whether the proposed modification is a "type I-A" or "type I-B" modification. (If uncertain, use the worksheet provided with the instructions for this form): <input checked="" type="checkbox"/> Type I-A <input type="checkbox"/> Type I-B		
(3)	Identify, either below or on separate paper, each written permit condition that will require amendment to effect the proposed modification and provide draft language for the same. [Check box if response is provided on separate paper <input type="checkbox"/>		
	None		
(4)	Identify, below, each "last approved plan of record" identified in the permit which will be affected by the proposed modification and will therefore require amendment/revision:		
	Check here if affected	TYPE OF PLAN	DES APPROVAL DATE
	<input type="checkbox"/>	Facility design plans/specifications	
	<input checked="" type="checkbox"/>	Facility operating plan	9 Dec 2013
	<input type="checkbox"/>	Facility closure plan	
	<input type="checkbox"/>	Facility financial assurance plan	
	<input type="checkbox"/>	Other plan (specify):	
			WMD LOG # (Find this number on your copy of the approval)
			13053

(5)	Submit, on separate paper, the proposed amendments/revisions for each document identified pursuant to (4) above, based on the below listed instructions. (Note: The revisions may be presented in the form of replacement pages ready for substitution into the last approved plan of record, each page being clearly marked to show the date of revision. In the event there is no last approved plan of record for any of the following, you must prepare and submit a full plan, including the proposed modification(s), in accordance with the applicable cited Rules.)
	<input type="checkbox"/> Facility design plans must be prepared in accordance with Env-Sw 1103.05.
	<input checked="" type="checkbox"/> Facility operating plans must be prepared in accordance with Env-Sw 1105.11.
	<input type="checkbox"/> Facility closure plans must be prepared in accordance with Env-Sw 1106.04.
<input type="checkbox"/> Financial assurance plans must be prepared as specified in Env-Sw 1400 and must include all related draft financial assurance documents required to effect the proposed modification.	
(6)	In order for DES to approve the proposed modification, the agency must be able to conclude from the information provided in this application that the proposed modification meets all applicable requirements of the Rules. Therefore, for any aspect of the proposed modification where it may not be self-evident that the proposed change meets all applicable requirements of the Rules, you should explicitly provide such information. Provide your response below and/or use separate paper as necessary. (Check box if response is attached on separate paper <input type="checkbox"/>)

SECTION IV. SCHEDULE
Provide a proposed schedule for implementing the modification. Use separate paper if necessary. (Check box if response is attached on separate paper <input type="checkbox"/>)
The proposed modification will begin within 30 days of NHDES approval.

SECTION V. STATEMENT OF NEED
Provide a statement of need describing why the proposed change is necessary or desirable. Use separate paper if necessary. (Check box if response is attached on separate paper <input type="checkbox"/>)
The facility currently must turn away incoming vehicles that are transporting solid waste or recycleables on particular days of the week, as the maximum daily tonnage of 500 TPD has been met for that day. Other days of the week the incoming tonnage is much less than 500 TPD. Although an increase in the permitted tons per day is being requested, the weekly capacity of the facility would remain at 3,000 tons per week.

SECTION VI. IMPACT EVALUATION
On separate paper, identify all impacts, both positive and adverse, which the proposed modification will have, including each of the below listed considerations.
(1) The effect the modification will have on facility function, capacity, life expectancy, service type and service area.
(2) The effect the modification will have on the environment, public health and safety.
(3) The effect the modification will have on the state's ability to achieve the goals and objectives specified in RSA 149-M:2, namely achieving a 40% minimum weight reduction in the solid waste stream on a per capita basis by the year 2000 and avoiding the disposal of recyclable materials in a lined landfill with a leachate collection system.
(4) The effect the modification will have on establishing and maintaining integrated waste management systems consistent with the hierarchy of waste management methods in RSA 149-M:3 [the methods, in descending order of preference as specified in RSA 149-M:3, are: source reduction; recycling and reusing; composting; waste-to-energy technologies (including incineration), incineration without resource recovery; and landfilling].
(5) Consistency with the state solid waste management plan and the applicable district plan, pursuant to RSA 149-M:12,1(b). If necessary, contact the P&DRS at (603) 271-2925 for plan information.

SECTION VII. PUBLIC BENEFIT DEMONSTRATION
Provide a "demonstration of public benefit" based on the below listed instructions. Check which one of the listed instructions applies to your particular application.
<input checked="" type="checkbox"/> For a type I-A modification of a standard permit , provide a "demonstration of public benefit" in accordance with RSA 149-M:11 and in conformance with the provisions of Env-Sw 1005.05. Prepare and submit the demonstration on separate paper.
<input type="checkbox"/> For a type I-A modification of an emergency permit or a research and development permit, or a permit-by-notification , there is a presumption of public benefit, provided that the proposed modification meets all requirements of the Rules. Therefore, you may skip this section and go to Section VIII.
<input type="checkbox"/> For a type I-B modification , there is a presumption of public benefit, provided that the proposed modification meets all requirements of the Rules. Therefore, you may skip this section and go to Section VIII.

SECTION VIII. OTHER PERMITS

Complete the following table to identify and provide the status of all other permits or approvals necessary to effect the proposed modification.

Type of Permit/Approval Required	Date the Application was/will be Submitted	Status/Comments
N/A		

SECTION IX. LEGAL NOTICES

Submit proof of having provided certain legal notifications and filings, as follows:

- (1) You must send by certified mail, or deliver in hand, a complete copy of this application to the host municipality, host solid waste management district and other affected entities, with a "notice of filing," as specified by Env-Sw 303.
- (2) For a type I-A modification, you must send by certified mail, or deliver in hand, a "notice of filing" to each owner of property abutting the facility site, as specified by Env-Sw 303. If the applicant/permittee or the owner of the facility site owns any abutting parcel of land, the "notice of filing" must be sent to the owner(s) of the next parcel(s) not owned by the permittee/applicant or facility site owner.
- (3) You must also provide a "notice of filing" to the New Hampshire Department of Justice/Office of the Attorney General (NH DoJ/AGO) if, pursuant to Section X(2) of this form, you are required to submit business and personal disclosure information.
- (4) You must attach to this application "proof" that notification has been provided as required by (1) through (3) above. Therefore, attach a copy of the notice(s) of filing and the signature(s) of all required recipients, acknowledging receipt.

SECTION X. CERTIFICATION OF COMPLIANCE/COMPLIANCE REPORT

All applications for permit modification must be submitted with either certification of compliance or a compliance report, as follows:

- (1) If you are ABLE to certify that each of the statements numbered (1) - (8) below are true, do so by your signature.
- (2) If you are UNABLE to certify that each of the statements numbered (1) - (8) below are true, you must:
 - Prepare and submit a separate Compliance Report as specified by Env-Sw 303.15; and
 - If the proposed modification involves a change in organizational structure, or a change in individuals/entities holding 10% or more of the permittee's debt or equity, or a change in officers, directors, partners or key employees, none of which constitutes a change in operational control of the facility or a change in ownership per Env-Sw 315.02(f), also submit completed "business and personal disclosure forms" for each non-compliant individual and entity involved in the change. Obtain the required forms from the P&DRS at (603) 271-2925. Submit the completed forms, with the notice of filing referenced by Section IX(3) of this form and a copy of the Compliance Report, direct to the New Hampshire Department of Justice/Office of Attorney General, Environmental Protection Bureau, 33 Capitol Street, Concord, NH 03301-6397. [Note: Copies of the completed disclosure forms should NOT be attached to this application when it is submitted to DES or to the host municipality, host solid waste management district and other effected entities, pursuant to Section IX(1) above. Only the NH DoJ/AGO should receive copies of the disclosure forms].

COMPLIANCE STATEMENT

The applicant shall certify that each of the statements listed in (1)-(8) below are true for each of the following individuals and entities:

- The applicant, and
- The facility owner, and
- The facility operator, and
- All individuals and entities holding 10% or more of the applicant's debt or equity, and
- All of the applicant's officers, directors, and partners, and
- All individuals and entities having managerial, supervisory or substantial decision making authority and responsibility for the management of the facility operations or the activity(s) for which approval is being sought.

(1)	No individual or entity listed above has been convicted of or plead guilty or no contest to a felony in any state or federal court during the 5 years before the date of the application.
(2)	No individual or entity listed above has been convicted of or plead guilty or no contest to a misdemeanor for a violation of environmental statutes or rules in any state or federal court during the 5 years before the date of the application.
(3)	No individual or entity listed above has owned or operated any hazardous or solid waste facility which has been the subject of an administrative or judicial enforcement action for a violation of environmental statutes or rules during the 5 years before the date of the application.

TYPE 1-A MODIFICATION TO SOLID WASTE MANAGEMENT FACILITY PERMIT

**Allenstown Transfer Station
104 River Road, Allenstown, NH**

Section VI. Impact Evaluation

- 1) The transfer facility will continue to function as it does currently, with no anticipated impacts to life expectancy or service area. The increase in permitted facility daily capacity will provide flexibility for acceptance of additional daily intake of municipal solid waste, construction demolition debris, and recyclables. Additional truck traffic at the facility is expected to be negligible. No change in facility layout or traffic flow is proposed.
- 2) No physical changes are proposed at the facility. The facility currently has sufficient capacity to manage the proposed solid waste and recyclable material volumes.
- 3) The proposed modification will not negatively impact the state's ability to achieve the goals and objectives specified in RSA 149-M:2.
- 4) The proposed modification will not negatively impact integrated waste management systems or their hierarchy as specified in RSA 149-M:3.
- 5) The proposed modification is consistent with the state solid waste management plan. The facility will continue to function as it does currently.

Section VII. Public Benefit Demonstration

- 1) The total quantity of waste that the facility transfers annually to New Hampshire landfills and incinerators is limited to the quantity of waste the facility receives annually from New Hampshire generators.
- 2) The facility separates and diverts recyclable materials to authorized facilities for reuse and avoids disposal of recyclable materials in lined landfills with leachate collection systems.



OPERATION AND MAINTENANCE PLAN

Allenstown Transfer Facility
Allenstown, New Hampshire

Casella Waste Management of Massachusetts, Inc.

January 2006

Revision January 2007

Revision February 2013

Revised November 2013

Revised November 2014

Revised December 2014

Revised January 2015

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Appendix G – Procedures for the Handling of Refrigerant Containing Appliances

Appendix H – Incident Database (Odor Control Log)

Operation & Maintenance Plan

1.0 Introduction

This operation and maintenance Plan (O&M Plan) is intended to provide guidance to personnel operating the Allenstown Transfer Station (the Facility) so that safe and sanitary conditions and compliance with applicable New Hampshire Department of Environmental Services (NHDES) solid waste regulations will be maintained, in regards to permit number DPHS-SW-85-009, with a daily capacity of 750 tpd not to exceed 3,000 tons per week for the facility.

The O&M Plan provides a description of the Facility and identifies procedures to be followed to meet basic health and safety requirements, operating guidelines, and site maintenance. Proper procedures for solid waste transfer in accordance with regulatory requirements and best management practices are also provided. This O&M Plan complies with the operating standards.

2.0 GENERAL SITE AND FACILITY INFORMATION

2.1 Location

The facility is located at 104 River Road in Allenstown, New Hampshire (see Figure 1 - Site Location Map provided in Appendix A).

2.2 Site Characteristics

The Facility site is approximately six acres in size. Approximately 2.7 acres of the six-acre land area is utilized for solid waste transfer activities, including: municipal solid waste (MSW), recyclables and construction and demolition debris (CDD) transfer operations, container storage and maintenance, vehicle and equipment maintenance and hauling company offices. The site is accessed via an access driveway from Suncook Highway (Route 28). It is bounded to the north and east by agricultural property, to the south by residential property, and to the west by commercial and industrial properties.

2.3 Facility Characteristics

The Facility is owned and operated by Casella Waste Management of Massachusetts, Inc. (Casella). The primary function and service of the Facility is to transfer MSW, recyclables and CDD from hauling trucks to larger transport trailers for off-site recycling and/or disposal. The capacity of the facility is 750 tpd not to exceed 3,000 tons per week for the facility.

The Facility consists of a transfer station building, an office and maintenance garage building, and a scale. The layout of the Facility is shown in Figure 2 Facility Site Plan (provided in Appendix A).

The name, address and telephone number is as follows:

Allenstown Transfer Facility
Casella Waste Management of Massachusetts, Inc.
104 River Road
Allenstown, NH 03275

603-485-2129

The transfer station building is a pre-engineered metal building that is approximately 13,000 sf in size.

The maintenance and office building comprises a 4,700 sf concrete block maintenance shop with an attached 4,500 sf office building.

3.0 FACILITY OPERATIONS DESCRIPTION

3.1 General Transfer Operations and Service Area and Type

Incoming vehicles loaded with MSW, recyclables and CDD are identified and weighed at the scale prior to being directed by Facility operations personnel and/or signage to the applicable tipping area. The vehicles are off loaded in the appropriate tipping area under the direction of Facility personnel. Off loaded vehicles are then weighed and exit the Facility. Off loaded MSW, recyclables and CDD are loaded into transfer trailers that are transported to permitted and approved off-site recycling and/or disposal facilities. Solid waste at the Facility is handled in a manner that does not obstruct loading, offloading or material transport activities. The facility has the storage capacity of 750 tons of MSW, CDD and recyclables. The weekly capacity will not exceed 3,000 tons. The geographic area of collection for the Allenstown Transfer station is the southern and eastern boundaries of the state of NH spanning from the seacoast area to the southern border and as far north as Concord NH and as far west as Henniker/Hopkinton. These generator sources in this geographic area include municipalities, commercial and industrial customers, colleges and universities as well as individual residential customers and larger construction companies.

3.2 Days and Hours of Operation

The Facility's hours of waste and recyclables acceptance are:

Monday through Saturday 7:00 am to 5:00 pm

All routine facility operations, maintenance, repairs and monitoring will occur between the hours of 6:00 am to 6:00 pm, Monday through Saturday.

For the purpose of this O&M Plan, Facility "operation" includes: the loading of MSW, recyclables and CDD into transfer trailers; handling of MSW, recyclables and CDD as needed for Facility operation and cleanup activities; vehicle, equipment and container maintenance; movement of

trucks and/or trailers throughout the Facility; movement of trucks and/or trailers onto and off of the Facility; and office activities.

The Facility is closed during holidays, including New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

The Facility reserves the right to be closed as required for maintenance or emergency procedures. Proper notification to its customers and the NHDES (as outlined in Section 10 of this O&M Plan) will be made prior to any scheduled or unforeseen closure period.

3.3 Equipment

Operational equipment utilized at the Facility includes the following:

- Vehicle scale
- MSW, Recyclables and CDD hauling trucks and transfer trailers
- Front-end loaders
- Excavators
- Storage Containers
- Yard Horse
- Plow Truck

3.4 Access Control and Vehicular Movement

All incoming trucks and trailers access the Facility via a paved and gated access drive off of Suncook Valley Highway (Route 28). Outgoing trucks and trailers exit the Facility along the same access road after reporting back to the scale for weighing. The layout of the Facility, site access roads and staging/parking areas allow vehicles to enter and exit the Facility in a safe and efficient manner.

Diesel and gasoline powered motor vehicles at the facility will adhere to the requirements of Env-A 1101.05 summarizes below:

When the temperature is above 0 degrees (C), 32 degrees (F), a diesel or gasoline engine shall not idle for more than 5 consecutive minutes.

When the temperature is between negative 23 degrees (C) and 0 degrees (C), negative 10 degrees (F) and 32 degrees (F), a diesel or gasoline engine shall not idle for more than 15 consecutive minutes.

When the temperature is below negative 23 degrees (C), negative 10 degrees (F) and where no nuisance is created, a diesel or gasoline engine shall not be subject to idle restrictions.

3.5 Facility Signs

The Facility maintains signage at the Suncook Valley Highway (Route 28)/Facility access drive intersection identifying the Facility truck and trailer entrance, the operator, and the hours of operation (for acceptance of materials). Along the Facility access drive, there are signs directing vehicles to the office scales, and employee/visitor parking. A sign is located at the vehicle scale that identifies unacceptable waste materials. Other signs posted at the facility include safety messages and other signs required by local or state regulations.

3.6 Truck and Transfer Trailer Hauling Schedule

Incoming hauling trucks are offloaded upon arrival, or are queued as they await off-loading instructions from facility personnel. Incoming hauling trucks are off-loaded on the day of arrival at the facility.

MSW, recyclables and CDD transfer trailers are loaded daily at the Facility. Empty MSW transfer trailer trucks arrive on the day of transfer and queue along the MSW access drive to the west of the MSW building. Empty CDD and recyclables transfer trailers are parked in the trailer parking area to the northeast of the CDD loading area. All transfer trailers are loaded in accordance with the procedures provided in Section 5.4 below. After being loaded to their designated capacity, the transfer trailers exit the Facility on the same day that they are loaded or they are parked at the facility until they are moved to an appropriate recycling and/or disposal facility.

4.0 ACCEPTABLE AND UNACCEPTABLE WASTE MATERIALS

4.1 Acceptable Waste Materials

Waste materials that may be accepted by the Facility include MSW, recyclables and CDD as described below:

4.1.1 MSW

MSW is typically generated by residential, commercial, or light industrial sources and includes, but is not limited to, the following:

- non-recyclable paper, glass, metal, plastics, and rubber
- fabrics
- furniture
- household / domestic solid waste
- other non-hazardous solid wastes

4.1.2 CDD

CDD is typically the result of the residential and non-residential construction, remodeling, repair or demolition of structures. It includes non-putrescible waste building materials such as, but not limited to, the following:

- bricks
- concrete
- non-asbestos insulation or roofing shingles
- asphalt pavement
- furniture
- non-recyclable paper, cardboard, glass, metal, plastics, and rubber
- electrical wiring
- wood

4.1.3 Recyclables

Recyclables typically include, but not limited to, the following:

- paper
- cardboard
- glass
- metal
- plastics

4.2 Unacceptable Waste Materials

Unacceptable waste materials that should not be brought to the Facility for disposal include, but are not limited to, the following:

- Hazardous wastes (as defined by Federal and NH DES Regulations)
- Untreated infectious waste
- Radioactive waste
- Sludge and septage waste
- Asbestos wastes
- Contained gaseous wastes
- Explosive waste
- CFC-containing appliances
- Liquid waste
- Batteries, mercury containing devices, computers, televisions or other universal or electronic wastes

- Other waste for which the Facility has not been designed or which may be detrimental or hazardous to the Facility, its operators or its users, or for which the Facility has no provisions for removal to a permitted facility or marketplace for re-use.

5.0. MATERIALS HANDLING PROCEDURES

5.1 Materials Offloading

The transfer operation at the Facility is designed to receive solid waste materials from hauling trucks and transfer the materials to larger transfer trailers. Upon entering the Facility from Suncook Valley Highway (Route 28), the hauling trucks will be weighed at the truck scales and proceed to the tipping floor. Should it be necessary to wait for an available space in the tipping area, the trucks will queue in the designated queuing areas and await instructions from facility personnel. Each hauling truck will be backed into the appropriate tipping area to offload. The Facility is designed and sized so that ample space is provided on the tipping floor for each hauling truck to be inside the building before offloading begins and to keep all waste within the building during and after offloading. Upon leaving the tipping areas, hauling trucks are reweighed as needed and exit the Facility using the Facility access road.

5.2 Unacceptable Materials Inspection, Handling and Staging

Measures have been implemented to help prevent unacceptable waste materials (as identified in Part 4.2 of this O&M Plan) from being delivered to the Facility. These measures include Facility signage (see Section 3.5) indicating both acceptable and unacceptable materials, training of Facility personnel, waste inspections performed on incoming loads by Facility personnel and notification to Facility customers regarding when and why loads are rejected at the Facility as described in this section. The facility scale is also equipped with a radiation detection system. The detectors continuously monitor and will alert the scale house operator in the event radiation is detected in a vehicle on the scale. Radiation Control Procedures are included in Appendix E.

The Facility's material inspection procedures are intended to ensure that to the extent possible, only acceptable waste materials listed in Section 4.1 of this O&M Plan are received at the Facility. MSW, recyclables and CDD materials received at the facility are visually inspected by designated inspectors stationed at the tipping area. The inspection occurs prior to off-loading (as visibly allowable) and while the trucks are off-loaded onto the tipping floor. The material is also inspected during handling (sorting/compacting/transferring) by the designated inspectors and equipment operators. The inspectors and operators observe all incoming MSW, recyclables and CDD to determine if unacceptable waste materials are present. Hauling trucks are permitted to leave the Facility only after the load is cleared by Facility Personnel.

Unacceptable waste materials found in significant quantities during the inspection process are either rejected, loaded back onto the hauling trucks, or are segregated for recycling or disposal as described below.

If unacceptable waste materials are present, the inspector will note it and report the information to the Scale House. Any material that cannot be handled at the Facility shall be rejected or separated and loaded back on the collection vehicle and removed from the Facility by the hauler. Small quantities of unacceptable waste materials that can be handled in a safe and secure manner at the Facility are segregated and staged for proper recycling or disposal. Unacceptable waste materials, present in manageable quantities, that will be handled at the Facility include but are not limited to the following:

- CFC-containing appliances
- Liquid paint
- Batteries
- Computers, televisions, etc.
- Gaseous waste tanks (empty)
- Tires

These materials shall be segregated and staged at the Facility in labeled containers located in designated areas protected from weather and precipitation. The staging areas are located to the west of the Transfer Station building.

When unacceptable waste material is brought to the Facility, the hauler is informed by Facility personnel that the material is not acceptable for disposal and receives verbal notification. If a significant quantity of unacceptable waste material is discovered after a hauler has left the Facility, the Scale House is notified and an attempt to identify and contact the potential source of the material (either the hauler or generator) is conducted by Facility personnel. If unsuccessful, the Facility will ensure that the material is managed according to all applicable environmental rules and regulations.

Universal and Electronic Waste Handling Procedures are included in Appendix F. Procedures for the Handling of Refrigerant Containing Appliances are included in Appendix G.

5.3 Acceptable Materials Handling

Upon determining that a load is acceptable, the CDD and MSW are partially compacted and pushed to the segregated areas of the tipping floor by the front-end loader to clear the tipping floor for other hauling trucks to offload. In the tipping areas, the sides of the building are protected concrete push walls. The push walls are of sufficient size and strength to stack materials if necessary and provide temporary materials storage before the materials are placed into the transfer trailers. The tipping areas will not be used for the long term storage of materials accepted by the Facility and will allow for the orderly offloading and transfer of solid waste to larger vehicles.

5.4 Transfer Trailer Loading

Single open top transfer trailers are used to transport material collected at the Facility for appropriate off-site recycling and/or disposal. The empty trailers are backed onto the recessed

truck ramp adjacent to the tipping floor. Front-end loaders lift the waste from the tipping floor into the transfer trailer. An excavator is utilized to compact and maximize the load that is placed in the transfer trailer. When a MSW, recyclables or CDD transfer trailer is full, the driver places a tarpaulin over the load. The loaded transfer trailers are weighed at the Facility and/or at the trailer's destination point.

6.0 MAINTENANCE, INSPECTION AND MONITORING PROGRAM AND CONTINGENCY PLAN

The integrity of Facility operations is ensured through a program of routine maintenance, inspection, and monitoring. Key components of the program are described below.

6.1 Spontaneous Combustion Management

The possibility of a fire from spontaneous combustion is remote because materials that the Facility is permitted to handle are not volatile, and the daily movement of waste will prevent significant generation of combustible gases such as methane. The absence of combustible gases and the lack of long term storage within the transfer building greatly reduce the potential for spontaneous combustion.

6.2 Fire Protection and Hot Load Management

Hand held extinguishers are located both in the building and on each piece of equipment. There is the potential that a load may be delivered to the Facility which is smoldering or burning (hot load). If the burning is noticeable at the source at collection time, the loads are not picked up. However, if a hot load is transported to the Facility, the following procedures are implemented to properly manage it.

Typically, Facility personnel prepare a remote area of the tipping area or the backing apron for an identified hot load to be emptied. Facility personnel begin to extinguish the load with fire extinguishers and water the load down until the fire has been determined to be extinguished. Care shall be taken to use only the amount of water necessary to extinguish the fire so that excess water run-off can be avoided.

In the event that a hot load is emptied on to the tipping floor, Facility personnel immediately begin fire suppression with extinguishers and water. If the fire is extinguished, the load is then processed. If not, the loader then moves the load onto a remote portion of the backing apron, where it is handled as previously described. The Town of Allenstown Fire Department is notified if Facility personnel deem necessary.

In the event that a reportable fire does occur, the following are notified:

- Allenstown Fire Department 911
- Allenstown Board of Health (603) 485-4276
- NHDES Division of Solid Waste Management (603) 271-2925

The transfer facility is also equipped with a “rate of rise” temperature detectors that detects an increase in temperature which could indicate the presence of a fire. The detectors automatically contact the Allenstown Fire Department.

6.3 Litter Control

All solid waste transfer is accomplished within the transfer station. Loading and offloading in the tipping area mitigates the migration of litter and other particulate matter by significantly reducing the transfer operations exposure to wind and precipitation. To further minimize the migration of litter, a litter fence is located along the perimeter of the Facility grounds. Facility personnel perform daily inspection of the litter fence, Facility, and nearby section of Suncook Valley Highway (Route 28), River Road and Lavoie Road to collect litter, if present.

6.4 Vector Control

No solid waste materials are generated at the Facility other than office waste and domestic solid waste (e.g., lunch wastes) discarded by employees. MSW transfer operations including tipping and loading into transfer trailers are fully enclosed and waste is removed routinely, so there is no refuge or breeding area for vectors. Minimization of MSW accumulation, along with good housekeeping will reduce impacts from vectors. The Facility also retains the services of a vector control specialist to routinely bait, trap, and monitor the Facility and surrounding areas.

6.5 Odor Suppression

Specific odor control activities / actions implemented at the Facility include the following practices:

- MSW is handled inside the enclosed Transfer Building
- Potential odors are minimized by daily removal of waste from the MSW tipping floor
- Waste is raked out of building corners as necessary
- All incoming and outgoing loads are tarped

Should a load be determined to be particularly odiferous:

- The mechanical odor control system (misting system) located on the tipping floor will be activated
- Every effort is made to cover the odorous material with other waste materials if available
- Loading of material will be accelerated to move the material off-site as expeditiously as possible
- The delivering driver is instructed to exit the site as soon as possible after tipping
- The odiferous load is logged as such by facility personnel, in an attempt to proactively identify drivers / customers who often deliver such material
- Drivers / customers who have been noted as delivering odiferous loads will be instructed to inform the facility prior to bringing similar loads in the future to alert facility operators

6.6 Dust Suppression

All Facility access roads and parking areas are paved and swept as necessary, to control dust levels. Dust generation from the tipping floor is minimized because of the enclosed operations. Water is sprayed by hoses, as needed at the CDD tipping area, to minimize any dust generated by the offloading of CDD. The mechanical odor suppression system can also be activated as necessary for further dust control within the building.

Dust generated from MSW and recyclables transfer operations is typically low because of the moisture characteristics of the materials being handled.

6.7 Storm-water BMP Maintenance

Storm-water Best Management Practices (BMPs) are followed at the Facility to mitigate impacts to the environment from potential pollutants in storm-water run-off. The BMPs include structural measures such as catch basins with sumps and oil/water separators and operational measures, such as careful materials handling, sweeping and personnel training. A description of the Facility BMPs and their inspection and maintenance schedules can be found in the Facility's Storm-water Pollution Prevention Plan (SWPPP).

6.8 Facility Inspections

Facility inspections are completed on a monthly basis by Facility personnel. The inspections include all areas designated as sources of potential pollutants and evaluate the performance of existing Facility BMPs to identify areas that may require additional housekeeping and/or corrective actions. Inspections include the MSW, recyclables and CDD tipping and loading areas, equipment maintenance areas, materials staging areas, structural BMPs, and all exterior portions of the Facility. By inspecting on a regular basis, Facility personnel can address items as needed prior to a storm event and therefore mitigate the potential for adverse stormwater impact.

6.9 Equipment Inspection and Maintenance

Facility personnel that work in the waste handling areas are responsible for cleaning, inspections, and proper maintenance of Facility equipment. Regular preventative maintenance, as well as equipment repairs, is completed in the equipment maintenance areas at the facility by trained mechanics. Prior to commencing daily operations, the handling machinery shall be inspected for the following:

- fluid levels
- leaks
- staining
- overall cleanliness
- tires

6.10 Controls and Spills of Leachate

Leachate is controlled on the tip floor by absorption into waste received. In the unlikely case where this could not be done, speedy dry is used to absorb the excess liquid. The speedy dry is then scooped up and placed with other waste in the transfer trailer.

7.0 OPERATOR RESPONSIBILITY AND TRAINING

7.1 Employees and Job Descriptions

Division Manager

The Division Manager has ultimate responsibility of the Facility operation and all personnel.

Operations Manager

The Operations Manager has responsibility for daily operations and personnel management. The Operations Manager is responsible for maintaining accurate records of trucks utilizing the facility, materials accepted or rejected, BMPs and daily inspections. The Operations Manager reports directly to the Division Manager.

Dispatcher

The Dispatcher is responsible for scale operations and assists the Operations Manager with day to day recordkeeping. The Dispatcher identifies and records the materials hauled, including the date, time, type of material or waste and tonnage. The Dispatcher reports directly to the Operations Manager.

Equipment Operators and Waste Ban Inspectors

Equipment Operators are responsible for the operation of processing equipment, including loaders, excavators and other material handling equipment. The Equipment Operators are primarily responsible for the proper handling of solid waste at the Facility. As loads are emptied onto the tipping floor, the Equipment Operators also identify any unacceptable material as described in Section 4.2 above. The Equipment Operators are trained in the identification and handling of unacceptable materials to ensure compliance with waste ban regulation. Equipment operators work directly with the Dispatcher and report to the Operations Manager.

7.2 Organized Training

All personnel are required to become familiar with all of the operations manuals, equipment, maintenance and other Facility procedures, including this O&M Plan. The Division Manager is responsible for providing each employee a copy of the O&M Plan and providing an orientation of the Facility. New employees will be notified of the location of all posted notices, all manuals for equipment, the employee safety plan and the schedule for collection and delivery of materials. Appropriate employees will be trained in the identification of unacceptable and hazardous materials.

Employees are provided one full day of training within their job capacity. Where it is relevant, the proper licensing by employees is required. At the end of the training, an employee will be tested on the specific equipment and site operations. The appropriate blocks of the Equipment Operations Qualification Sign-off Sheet will be filled out and initialed by the Division Manager. All employees have a 90-day review period where they are closely monitored and assisted if required. Subsequent training is performed on a monthly basis.

The facility shall have the appropriate personnel have certified operator training consistent with the requirements in Env-Sw 1005.07.

8.0 FACILITY RESPONSE PLAN

The Facility is designed to ensure continued on-going operations. It is unlikely that shutdowns would be required at this Facility. Equipment breakdowns could temporarily affect the operation of the Facility, however, Casella could utilize other resources in equipment and personnel if temporary operational needs arise. The Facility also has sufficient temporary storage, which ensures that there would be no measurable affects on operations.

Should an unforeseen incident occur impacting the ability of the Facility to operate on a normal basis, Facility personnel will follow procedures established in the Facility Response Plan.

9.0 RECORDS AND REPORTS

The Facility will rely on scale weight tickets to enable accurate and up-to-date record keeping for material collected at and transported from the Facility. The Facility Dispatcher will identify the materials hauled, including the date, time, type of material or waste and tonnage. This information will be used to prepare accurate and timely reports as required by the local Boards and the NHDES.

Any discharge or emission from a site which poses a threat to public health and safety, a danger to the environment or the creation of a nuisance, will be reported to the NHDES and the local Boards.

The facility will conform to Env-Sw 1005.09 for all incident reporting. The Facility will submit a written report of the incident within 5 working days after being made aware of a situation to the NHDES. A description of the incident will follow, including the date and time, the quantity and type of waste materials involved, and the measures employed to contain the release caused by the incident. An assessment of the potential hazards to the environment, safety and human health will be evaluated and an assessment made on how to prevent a recurrence of the incident.

Should the need for out-of-state recordkeeping arise, the Facility will conform to Env-Sw 1005.10 which will include the name and address of which the material originated from, the date of delivery and the total number of tons being delivered to the facility.

All facility operating records will conform to Env-Sw 1105.06 where all phases of operation will be documented including the location and telephone numbers associated with the facility, identification of all facility operators by name and certification number; and the quantity, type and

destination of all wastes generated by the facility. A record of all inspections, maintenance, and repairs will be completed along with a record of all accidents, violations, complaints and all remedial and emergency response actions.

All reporting requirements by the facility will be performed in accordance with Env-Sw 1105.07.

During the active life of the facility, the Facility will annually communicate with the town of Allenstown in accordance with Env-Sw 1105.12 to ensure that the operating requirements established by the Town are being met by the facility, and to ensure that the facility operations meet other relevant planning needs and requirements identified or established by the Town to the extent allowed by the permit.

The facility shall report to the Department of Environmental Services, Waste Management Division, in writing, complaints made by abutters or other third parties which involve operating conditions or practices having potential to adversely affect human health safety, environment or which involve a recurring or persistent nuisance situation such as noise, litter, odor or vectors. These activities satisfy the requirements of Env-Sw 1005.09(d).

The facility will refer to Env-Sw 1105.13 for reporting all waste received during the reporting year. The facility name, location, telephone numbers, and permit number will be displayed along with the name and certificate number of all facility operators. The report will include, but not limited to, the status of the facility, the quantity, type and source of all waste received, with out-of-state waste tonnage listed separately and totaled.

10.0 CLOSURE PLAN

In the event of closure, the Facility will be decommissioned in a manner as to affect no adverse impact to Facility customers, the community or the environment. The Facility will be closed in accordance with applicable regulations. No materials will be accepted within a reasonable time frame of the date that closure is expected to begin. Any remaining solid waste will be transported to a permitted disposal or recycling facility. Casella will attempt to complete closure activities within 60 days after receiving the final deliveries of solid waste. Upon completion of the Facility closure, the NHDES and the Allenstown Board of Health will be notified in writing.

The following is a description of planned closure activities.

10.1 Notification of Closure to NHDES and Users

At least 60 days prior to the planned closure of the Facility, Casella shall provide the NHDES Division of Solid Waste Management, the Allenstown Board of Health, and regular users with written notification of the intent to close the Facility. The notice shall include:

- Facility identification including permit number
- Date that the Facility intends to stop receiving solid waste materials

- The date that the Facility intends to commence closure activities

The Facility will not begin closure activity, other than termination of receipt of waste materials and access control measures to prevent unauthorized entry to the Facility, without NHDES and local Board's acknowledgement.

10.2 Equipment Decommissioning

Upon completion of solid waste transfer activities at the Facility, all equipment not required for post closure activities will be removed from the Facility. Upon removal from the Facility, the equipment will either be utilized at another facility, salvaged, or properly scrapped in accordance with all applicable regulations.

10.3 Waste Removal

As part of final operations activities, solid waste and other debris will be policed from around the Facility and surrounding site and removed. No wastes shall be stored at the Facility beyond the identified closure date. Any disposable and recyclable materials discovered at the Facility after closure will be transported to licensed disposal or recycling facilities.

10.4 Facility Cleaning

Upon cessation of Facility operations, the tipping areas will be thoroughly cleaned. The closed Facility will remain under the responsibility of Casella. Casella will determine whether demolition or re-use of the transfer building is appropriate following closure activities.

10.5 Post Closure Inspection and Monitoring

Post closure testing or monitoring is not applicable since no waste disposal occurs at the Facility. Therefore, no post closure testing or monitoring will be performed.

10.6 Post Closure Permits

No permits are required to close the Facility. However, notification will be made to the NHDES, the Allenstown Board of Health, and the Allenstown Conservation Commission through the notification procedure established in Section 10.1.

10.7 Closure Schedule

Closure of the Facility will not commence until proper notification to the NHDES, the Allenstown Board of Health, and the Allenstown Conservation Commission has been made.

Closure of the Allenstown Transfer Station is expected to take approximately 8 weeks. Before commencement of closure activities, all wastes will be transported off-site to licensed disposal or recycling facilities. The following closure schedule is anticipated:

- Week 1: Police area around Facility and remove all remaining waste materials.
- Week 2-4: Remove all equipment necessary for the final stages of closure.
- Week 5: Remove all residual materials from the tipping building and clean tipping floor and push walls as required.
- Week 6-8: Prepare any required closure reports or documentation.

11.0 DOCUMENT CONTROL

This O&M Plan is a controlled document. All revisions to the O&M Plan are recorded on the Revision Tracking Sheet located in the beginning of the O&M Plan. All recipients of the O&M Plan are recorded on the Revision Tracking Sheet and on the Distribution Information Sheet. Both of these sheets are included as Appendix C of this O&M Plan.

Each change to the O&M Plan is recorded as a revision. Each revision is assigned a unique, two digit revision number (i.e. 1.0). The first digit identifies the revision as a major revision to the O&M Plan. The second digit identifies the revision as a minor revision. The tracking sheets will be updated with every revision as necessary.

12.0 EMPLOYEE SIGN-OFF

Each employee of the Facility is required to thoroughly read this document and sign and date the Employee Sign-off Sheet, provided as Appendix D of this O&M Plan.

**Allenstown Transfer Station
Operations and Maintenance Plan
Distribution Information Sheet**

Revision Number	Date of Distribution	Recipient of Operation and Maintenance Plan
1.0	12/18/2009	NHDES - Doug Kemp (via e-mail and UPS)
1.0	12/18/2009	Richard Spieler - Casella (Compliance)
1.0	12/18/2009	Tracy Markham - Casella (Compliance)
1.0	12/18/2009	Richard Moriarity - Casella (Operations)
1.0	12/18/2009	Casella - Eastern Region central file
2.0	9/25/2012	NHDES - Douglas Kemp
2.0	9/25/2012	Cheryl Coletti - Casella - Market Area Manager
2.0	9/25/2012	Richard Moriarty - Casella - Operations
2.0	9/25/2012	Toni King - Casella - Engineering
2.0	9/25/2012	Kim Crosby - Casella - Compliance
3.0	11/12/2013	NHDES - Douglas Kemp
3.0	December 2013	Cheryl Coletti - Casella - Market Area Manager
3.0	December 2013	Toni King - Casella - Engineering
4.0	November 2014	NHDES Douglas Kemp
4.0	November 2014	Town of Allenstown
4.0	November 2014	David Allen - Casella - Market Area Manager
4.0	November 2014	Toni King - Casella - Engineering
5.0	12/1/2014	Toni King - Casella - Engineering
6.0	1/20/2015	Toni King - Casella - Engineering
6.0	1/20/2015	David Allen - Casella - Market Area Manager
6.0	1/20/2015	Town of Allenstown
6.0	1/20/2015	NHDES - Wayne Wheeler