



Waste Management Division

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**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: Concord Recycling and Solid Waste Transfer Station
(2)	Functional classification: <input checked="" type="checkbox"/> collection/storage/transfer <input type="checkbox"/> processing/treatment <input type="checkbox"/> landfill
(3)	Mailing address: 77 Old Turnpike Road, Concord, NH 03301
(4)	Permit number: DES-SW-89-020
(5)	Location, by street address and municipality: 77 Old Turnpike Road, Concord, NH 03301

SECTION II. PERMITTEE IDENTIFICATION	
(1)	Permittee/applicant name: City of Concord, NH
(2)	Mailing address: 311 North State St., Concord, NH 03301
(3)	Telephone number: 603-230-3912
(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: Chip Chesley
(b)	Title: General Services Director
(c)	Mailing address: 311 North State St., Concord, NH 03301
(d)	Telephone number: 603-228-2737
(e)	E-Mail: cchesley@concordnh.gov

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"/>		
	This modification would update the Operating and Closure Plans for the facility. It would also clarify (eliminate) Condition 12 based on the facility being a publically-owned, non-landfill, type facility.		
(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 type="checkbox"/> Type I-A <input checked="" 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 checked="" type="checkbox"/>		
(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	3/20/1995
	<input checked="" type="checkbox"/>	Facility closure plan	3/20/1995
	<input checked="" type="checkbox"/>	Facility financial assurance plan	3/20/1995
	<input type="checkbox"/>	Other plan (specify):	
			WMD LOG # (Find this number on your copy of the approval)
			1994-239,1994-261,1995-109
			1994-239,1994-261,1995-109
			1994-239,1994-261,1995-109

(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 checked="" type="checkbox"/> Facility closure plans must be prepared in accordance with Env-Sw 1106.04.
<input checked="" 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)

Upon successful review by NHDES, the proposed changes will be in effect.

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)

The Operating and Closure Plans were last updated in September 1994 under a different City-contracted Operator. The proposed Plans update outdated information and will reflect current operations. Furthermore, for clarification purposes, it is proposed that Condition #12 (Financial Assurance) is removed as the facility is a publically-owned, non-landfill facility and therefore financial assurance requirements are not applicable.

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, l(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 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 checked="" 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

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:

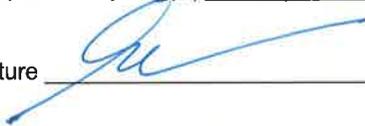
- The applicant, and
- The facility owner, and
- The facility operator, and
- All individuals and entities holding 10% or more of the applicant's debt or equity, and
- All of the applicant's officers, directors, and partners, and
- All individuals and entities having managerial, supervisory or substantial 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.

- (4) No individual or entity listed above has been the subject of any administrative or judicial enforcement action for a violation of environmental statutes and rules during the 5 years before the date of the application;
- (5) All hazardous and solid waste facilities owned or operated in New Hampshire by any individual or entity listed above are in compliance with either.
 - (a) All applicable environmental statutes, rules, and DES permit requirements; or
 - (b) A DES approved schedule for achieving compliance therewith.
- (6) All individuals and entities listed above are in compliance with all civil and criminal penalty provisions of any outstanding consent agreement, settlement, or court order to which DES is a party.
- (7) All individuals and entities listed above have paid, or are in compliance with the payment schedule for any administrative fine assessed by DES.
- (8) All individuals and entities listed above are in compliance with all terms and conditions under every administrative order, court order or settlement agreement relating to programs implemented by DES.

Signature of the permittee/applicant certifying the above statements are true:

Permittee/Applicant Name (Print Clearly or Type) Chip Chesley, General Services Director

Permittee/Applicant Signature 

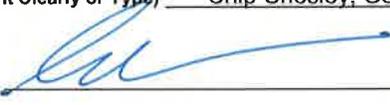
Date 10/3/14

SECTION XI. PERMITTEE/APPLICANT SIGNATURE REQUIREMENTS

The permittee/applicant must sign the following statement prior to submitting this application. All copies of the application filed with DES must bear the permittee's/applicant's ORIGINAL signature. If the permittee/applicant is not an individual, an individual duly authorized by the permittee/applicant shall sign the application.

To the best of my knowledge and belief, the information and material submitted herewith is correct and complete. I understand that any approval granted by DES based on false and/or incomplete information shall be subject to revocation or suspension, and that administrative, civil or criminal penalties may also apply. I certify that this application is submitted on a complete and accurate form, as provided by DES, without alteration of the text.

Permittee/Applicant Name (Print Clearly or Type) Chip Chesley, General Services Director

Permittee/Applicant Signature 

Date 10/3/14

SECTION XII. PROPERTY OWNER SIGNATURE

If the permittee and property owner are not the same, the property owner must also sign this form as follows. All copies of the application filed with DES must bear the property owner's ORIGINAL signature. If the property owner is not an individual, an individual duly authorized by the property owner shall sign the application.

- (1) I hereby affirm that the permittee/applicant has the legal right to occupy and use the property on which the subject facility is or will be located for the purposes specified in this application.
- (2) I hereby affirm that I shall grant access to the property for closure and post-closure monitoring of the subject facility and site as required by RSA 149-M and the New Hampshire Solid Waste Rules (Env-Sw 100 - 300 and Env-Sw 400 - 2000), as amended.

Property Owner Name (Print Clearly or Type) _____

Property Owner Signature _____

Date _____



**Concord Recycling and Solid Waste Transfer Station
Type 1-B Solid Waste Management Facility Permit Modification Request
September 2014**

Section III

Part (3)

The following permit conditions require amendment. The current Terms and Conditions language is acceptable when Section II of the Permit Cover Page is updated to reflect this Modification Request.

Terms and Conditions; 10

Terms and Conditions; 11

The following permit condition is requested to be stricken for clarification purposes as the Concord Recycling and Solid Waste Transfer Facility is a publically-owned, non-landfill facility.

Terms and Conditions; 12

This part of the request is based on the Financial Assurance section of the Solid Waste Rules, specifically the Applicability Section found in Env-Sw 1401.02(b).

Section VI

Part (1)

The proposed modification will have limited effect on facility function. The effects anticipated mainly revolve around more accurately defining roles and responsibilities at the facility. No effects to capacity, life expectancy, service type, or service area are anticipated.

Part (2)

The proposed modification will have no effects on the environment or public health. Safety of the facility is defined as a priority in the updated Operating Plan.

Part (3)

The proposed modification is anticipated to have no effect in regards to the State's ability to achieve the goals specified in RSA 149-M:2.

Part (4)

The modification itself does not impact the establishment or maintenance of the hierarchy of waste management methods defined in RSA 149-M:3.

Part (5)

The modification has no adverse effect on the State Solid Waste Management Plan and remains consistent with its objectives to continue to provide locations for recycling and proper disposal of waste materials.



Facility Operating Plan

for the

Concord Recycling and Solid Waste Transfer Facility

77 Old Turnpike Road

Concord, NH 03301

September 2014

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Introduction

The City of Concord Recycling and Solid Waste Transfer Facility is located at 77 Old Turnpike Road in Concord, New Hampshire. The Recycling Center began in 1990 and was later modified to include a municipal solid waste transfer operation in 1991. Casella Waste currently operates the facility under a contract with the City of Concord. A new contract, starting July 2, 2015, extends the agreement of Casella as the Facility Operator through June 30, 2024. The Facility includes the recycling building which has an attendant's office, a vehicle scale, an office trailer, automotive waste storage pad, and recyclable materials roll-off containers. A drop-off area for solid wastes, construction and demolition materials, scrap metal, white goods, and tires is also provided for public access. Recyclable materials are collected and weighed for transport to appropriate end-users. Non-recyclable wastes are weighed and transported by Casella to the ultimate disposal facility.

1.0 Facility Identification

- The Facility name, location, and phone number are as follows;
City of Concord
Recycling and Solid Waste Transfer Facility
77 Old Turnpike Road
Concord, NH 03301
603-224-0890
- The facility's New Hampshire Department of Environmental Services (NH DES) permit to operate is Permit Number **DES-SW-89-020**.
- The facility's capacity is that quantity of authorized wastes which can be handled by the facility within the terms of the permit in a safe and environmentally protective manner and not in excess of 200 tons per week.
- The facility serves as a collection, storage, and transfer facility.
- The facility's service area includes the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative.
- The name, address, and telephone number of the Permittee and Property Owner are;
City of Concord
General Services Department
311 North State Street
Concord, NH 03301
603-228-2737
- The name and mailing address of the Facility Operator are as follows;
Casella Waste Management of Massachusetts
53 Pelham Road
Salem, NH 03079

2.0 Authorized and Prohibited Wastes

- By permit, the facility is permitted to receive the following types of solid waste only;
 - a) Municipal solid waste, as defined by Env-Wm 103.23, as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - b) Source separated recyclable wastes including glass, ferrous, and non-ferrous metal, motor vehicle batteries, tires, motor oil, plastics, corrugated cardboard and paper, as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - c) Inert demolition debris, as defined by Env-Wm 102.38 and as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - d) Subject to the provisions of RSA 149-M:22, VI, leaf and yard waste as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;

- The facility is **NOT** permitted to accept:
 - a) Hazardous waste;
 - b) Sludge or septage waste;
 - c) Asbestos waste;
 - d) Contained gaseous waste;
 - e) Infectious waste;
 - f) Explosives; and
 - g) Other wastes not authorized above to include that 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.

3.0 Routine Operations Plan

The City of Concord Recycling and Solid Waste Transfer Station serves as a drop-off facility for residents and small business in the greater Concord area. The facility receives post-consumer recyclable materials for sorting and subsequent transport to end users and secondary markets. Facility operations also include the transfer of municipal solid waste to the designated ultimate disposal facility.

This section summarizes the routine operation procedures for facility personnel to follow for safe and effective management of recyclable materials and solid wastes. This section includes protocol for the following;

1. Facility Operation
2. Hours of Operation
3. Access Control
4. Material Storage Limitation, and
5. Onsite Traffic Patterns

Facility Operation

All residential and commercial vehicles enter from Old Turnpike Road at the south entrance and will be met by an attendant at the Recycling Center building. The attendant records specific information from the customer to ensure that the materials to be deposited are acceptable at the facility. The weight of incoming solid waste and construction and demolition loads is also recorded. Upon recording the customer's name, municipality, type of waste, and gross vehicle weight, when applicable, the attendant directs the customer to the solid waste drop-off area located to the north of the Recycling Center.

Customers delivering recyclable materials such as aluminum and steel cans, glass bottles, plastic containers, newsprint, or corrugated cardboard are directed to the bulk recyclable material single stream containers.

Customers delivering any automotive waste oils, antifreeze, or batteries are assisted by the attendant to ensure that waste oil or antifreeze is accepted in containers no larger than one (1) gallon. The automotive waste oil and antifreeze containers are inspected by an attendant before pouring into storage drums for each waste type. Batteries are inspected for leakage and stacked on pallets. White goods are collected in the recycling area.

Customers going to the solid waste drop-off area access the containers from above the retaining wall. Municipal solid wastes are dumped by hand or from small trucks with tipping beds directly into the hoppers. From the hoppers the waste is compacted into 50 cubic yard containers. Additional open roll-off containers or trailers are located in this area to accept scrap metals and construction and demolition materials. An attendant is present at the solid waste drop-off area while in use to help customers, maintain orderly operations, and screen out any unacceptable wastes. Those vehicles that have been weighed return to the scale for determination of the net weight of the load. Vehicles which have registered tare weights or otherwise do not need to weigh empty, may exit the site directly via the north exit.

All outbound loads to recycling end users and solid waste disposal facilities are weighed and recorded prior to transport off-site. By ordinance, MSW delivered to the transfer station prior to January 1st, 2015 must be delivered to the City's Designated Disposal Site of the Wheelabrator Concord Incinerator. MSW delivered after January 1st 2015 must be delivered to the Casella Allentown Transfer Station on Lavoie Road in Allentown or an approved designated facility. The facility uses only reputable recycling end users and disposal facilities authorized by regulatory agencies, if applicable, for the appropriate management of recyclable and waste materials. Motor vehicle wastes are removed from the facility by a licensed transporter under a manifest or other shipping papers.

Facility attendants are responsible for ensuring safe and orderly operations. Customers are directed by the attendants and posted signs to follow the facility traffic flow. As part of routine operations, the areas around containers are checked and any litter found around the facility perimeter is deposited into containers. Routine inspections are documented by facility personnel to ensure that good housekeeping practices are maintained throughout the facility.

Hours of Operation

The facility's hours of operations are 8:00 AM- 4:00 PM, Monday through Saturday. The facility is closed on Sunday.

Additionally, the facility is closed on the following holidays.

- a) New Year's Day
- b) Memorial Day
- c) Independence Day
- d) Labor Day
- e) Thanksgiving Day
- f) Christmas Day

Access Control

Access to the facility areas is controlled by a chain link fence with two (2) controlled access gates at Old Turnpike Road. All gates will remain locked during off hours.

Material Storage Limitations

The maximum storage duration for municipal solid wastes is one (1) week. The recyclable materials collected are removed when the designated roll-off containers are full, or within 180 days of initial storage of the full container. Facility attendants monitor operations to ensure storage times are not exceeded and capacity is available in the containers.

On-site Traffic Pattern

Facility traffic is routed primarily from south to north. Vehicles enter from Old Turnpike Road into the facility. After reception at the scale by the facility attendant, vehicles may go to the adjacent sorting and deposit areas of the recycling center or the solid waste drop-off area. After dropping materials off at the recycling center or solid waste drop-off area, vehicles exit the facility by the north access. If vehicles dropping off solid waste must weigh empty, the vehicle reenters the facility from the south, drives over the scale, and exits at the north.

Waste Inspection

Facility attendants will identify unacceptable wastes as described in Section 2.0, and to applicable restrictions of the recycle or disposal facility. Incoming deliveries of materials are screened by the attendant at the office trailer. The attendant decides whether the customer is bringing unacceptable materials either by asking and/or inspection of the load contents. The solid waste drop-off area is observed by an attendant to further identify the deposit of unacceptable materials.

Whenever materials are identified by attendants that are not acceptable for management at the facility, the customer will be required to keep the material(s). If any unacceptable materials are discovered after deposit and departure of the customer, the Operations Supervisor at the Casella Belmont office will be notified. An attempt to identify and contact the potential source of the material will be conducted by Casella. If unsuccessful, Casella will ensure that any such abandoned unacceptable material is managed according to applicable rules. Pending disposal, the unacceptable material will be stored in a safe manner that is protective of the environment. If the material poses potential hazards, an appropriate container will be used to store the material in a secure location protected from weather and precipitation.

4.0 Residual Waste Management Plan

The Concord Recycling and Solid Waste Transfer Facility typically generates a small amount of bypass waste from the sorting of recyclables. Before segregation and deposit of recyclables, the attendants or customers may identify and remove non-recyclable items, recyclables that are unclean, and/or items that do not meet specifications of the recycler. All such residual wastes collected at the Recycling Center are deposited, by facility attendants, into a waste compactor container. The estimated rate of bypass waste generated from the Recycling Center is less than ten (10) percent of the incoming recyclables brought to the facility.

In addition, bypass waste may be generated from the facility because of rejection from a recycling end user of one or more container loads. Although not likely, the facility may need to arrange disposal for recyclable materials that do not meet specifications of end users in the marketplace. The continued supervision and customer education by the facility operator and the City is expected to reduce the potential for rejection of container loads.

Bypass waste is disposed with the solid waste transfer loads transported currently by Casella to the SES Concord Company, Limited Partnership, waste-to-energy facility. As of January 1st, 2015, the City's Designated Disposal Site will become Casella's Allenstown Transfer Station located on Lavoie Road in Allenstown, NH. Both of these facilities will accept the typical bypass waste generated by the Recycling Center (e.g., post-consumer materials that are unclean or off-specification for recycling).

5.0 Facility Maintenance, Inspection and Monitoring Plan

- Equipment Maintenance

Casella Waste maintains a preventative maintenance program for its fleet of vehicles and all other mechanical equipment. The hydraulic compactor and debris crushing units are subject to routine preventative maintenance.

Casella will also ensure that the manufacturer's recommendations and State rules will be followed for the maintenance and calibration of the vehicle weigh scale.

- Inspection and Monitoring Plan

Casella Waste performs a complete facility inspection on a monthly schedule to ensure a safe and orderly operating environment. The inspections identify items that require attention. Any inadequacies in the integrity of facility operations are addressed as soon as practical. Monthly inspection logs are kept on file at the facility.

The efforts below are performed by Casella to reduce or control the following potential adverse situations:

- 1) Spontaneous combustion and other fire hazards- Monthly facility inspections include: combustion hazards, fire extinguisher placement and condition, electrical service, material storage, general housekeeping, etc.
- 2) Vector control- Vectors are not anticipated to develop due to the collection of putrescible wastes only in fully enclosed compactor containers. The facility is inspected to identify any cleanliness/housekeeping problems.
- 3) Generation of methane, hazardous, or explosive gases- Any incidents involving the release of hazardous fumes would not likely pose a health threat in the open air environment of the facility. Waste inspection procedures will reduce the potential of such an occurrence.
- 4) Odors- The timely removal of full compactor containers prevents odors from becoming a nuisance. The enclosed compactor containers are not allowed to remain onsite for longer than one week.
- 5) Dust- Casella sweeps the pavement as needed to control nuisance levels of dust emissions.
- 6) Windblown litter- Facility attendants routinely inspect the facility for litter. Fugitive litter is picked up and disposed to maintain a neat appearance at the facility.
- 7) Leachate- Facility operations are conducted to avoid contact of solid wastes with precipitation. The enclosed compactors are used exclusively for collection of solid waste. In addition, containers of recyclables and other materials are covered, tarped, or sheltered.
- 8) Spills- A supply of absorbent material is maintained and inspected to contain incidental spills of liquid wastes managed on the motor vehicle waste pad. This pad is sloped to a closed sump that will also contain spills.

The monthly facility inspection will be conducted by a facility attendant and City Staff and will include the motor vehicle waste pad and sump. The inspection is part of the facility's

Contingency Plan that addresses emergency preparedness for incidents involving the release of potentially hazardous motor vehicle wastes. The inspection addresses container integrity, identification labeling, storage amounts and duration, and leakage. The inspection form is appended in Attachment #1.

6.0 Contingency Plan

Fire – Fire could result from the storage of, and improper disposal of ignitable materials in, various materials at the facility including recyclables, MSW or C&D debris. The automotive waste areas could also be areas of ignition if ignition occurs in or around the area. Transfer Station personnel shall respond by immediately calling 911, then using available on site fire extinguishers if appropriate, and finally by letting Fire Department responders do their work as they arrive on site.

Explosions – Explosion could occur if propane tank cylinders are ruptured. Explosion could also occur if unacceptable materials, such as propane cylinders, are compacted in the MSW compactor unit. Personnel will call 911 and let appropriate emergency crews respond to assess the situation.

Operator Injury – Injury could result from operation of on-site equipment including a front end loader. Other injuries could include cuts, scrapes, muscle pulls or strains, bone breaks, or back injuries from material handling. Minor injuries will be addressed on site with the on-site First Aid kit. Questionable or larger injuries will be responded to with a call to 911 and response by emergency crews. All injury incidents will be noted in an injury record.

Other Potential Emergencies –

Spills – Spills could result from insufficiently secured storage or on accident. Material Safety Data Sheets (MSDS) are located in all facilities that contain any materials that could result in a spill. Spill cleanup and cleanup material disposal will be performed following the appropriate MSDS.

Natural Disasters – Natural disasters including weather emergencies, downed pwr lines, and earthquakes could occur at any time. Personnel should take cover and emerge only as the event passes. Assessment of the site should then commence and authorities should be contacted.

In the case of all emergencies, the following should be notified.

Emergency Personnel: 911

Concord, NH Solid Waste Manager: Adam Clark – 603-988-7459

Concord, NH Business Manager: Jeff Hoadley – 603-219-9270

Concord, NH General Services Director: Chip Chesley – 603-396-5512

Casella Belmont, NH Office Operations Manager: Gerry Tweedie – 603-393-3095

Casella Division Manager: David Allen – 603-543-7088

Casella Safety Manager: Scott Buchanan – 978-817-3360

7.0 Employee Training Program

Casella bases its training program on two (2) sources: 1) job position and company procedure training; and 2) regulatory training requirements (EPA, DOT, OSHA, and State). This policy establishes the specific training categories for which each employee must receive instruction and indoctrination. The categories as outlined above are as follows:

1. Job Description and Company Procedure Training
 - a. Operating Procedures
 - b. Permit Restrictions
 - c. Loading/Unloading Acceptable Materials
 - d. Special Waste and Unacceptable Waste Identification; and,
 - e. Safety Measures

2. Regulatory Training Requirements: All employees will be required to receive basic indoctrination in the following regulatory requirements:
 - a. OSHA-HCS 20 CFR 1910.1200: employee right-to-know and hazard communication program;
 - b. Fire extinguisher use, Lock-out/Tag-out and confined space entry;
 - c. EPA 40 CFR 265.50: contingency plan and emergency procedures (general facility standards);
 - d. Hearing Conservation and Personnel Protective Equipment; and
 - e. NHDES Solid Waste Rules (NHSWR)

Records of all training will be recorded and kept on file at the facility and/or the Casella Waste Belmont, NH Division Office. Contingency training will be conducted in intervals prescribed by regulatory authority and company policy, or as facility management deems it necessary for training update.

8.0 Record Keeping and Reporting

The facility's record keeping practices are: daily operational logs, facility inspection forms, accident and spill incident forms, training certificates and documentation, and equipment maintenance and repair documentation. The Casella Operations Manager is responsible for the maintenance of facility records, which will be stored for a minimum of five (5) years. The record keeping documentation will be stored at the facility. Removal or destruction of any of these records will require the prior approval of NHDES.

Outlined below are the specific documents that are handled according to the record keeping requirements:

- a) Operating Records
 - 1. Scalehouse logs including the following information:
 - a. Identification of facility, Permittee, and operator;
 - b. Daily quantities, types, and sources of wastes received; and,
 - c. Daily quantity, types, and destinations of wastes and recyclable materials transported off site.
 - 2. Manifests and shipping papers for motor vehicle wastes transported off-site by a licensed transporter/disposal facility.
- b) Facility Inspection Forms
 - 1. Monthly facility inspections
- c) Incident Forms
 - 1. Vehicular accidents, and personal injury incident forms; and,
 - 2. Spill incident forms for motor vehicle wastes, petroleum/hydraulic oil, or wastewater.
- d) Training Documentation
 - 1. Solid Waste Facility Operator Certifications obtained from successful completion of NHDES course(s); and,
 - 2. Training attendance and topic outlines for required employee training programs.
- e) Maintenance and Repair Documentation
 - 1. Service records shall be maintained for compactor units, weigh scale, and other facility components services according to preventative maintenance schedules, or repaired or calibrated by Casella or outside parties.

A NHDES Annual Facility Report will be submitted by March 31st of each year. The annual report includes a summary of the operating records for collection and transfer of recyclables and solid wastes, as well as other NHDES requirements.

Attachment 1

Facility Inspection Checklist

Concord Recycling and Solid Waste Transfer Station

Inspected by: _____ Last inspection: _____ Date: _____

	Item	OK	Needs	
			Attention	Comments
1.	Company rules and required postings up. Bulletin board kept current.			
2.	Injury record (OSHA 200 log) maintained up to date.			
3.	Required safety and instructional signs posted and in good condition.			
4.	Fencing, gates, and locks; security door locks.			
5.	Exterior and interior lights adequate and all in working order.			
6.	Passageways and aisles clear, well lighted, and appropriately marked.			
7.	Toilet facilities are clean and adequate.			
8.	Storerooms, service bays, and work areas clean, well lit, and orderly.			
9.	Closed containers are provided for soiled rag disposal.			
10.	All floors clean and dry, well maintained (free of holes, cracks, etc.)			
11.	Every floor or platform 4 feet or more above ground level has a standard rail (42" high with mid-rail) and 4" toe board guarding.			
12.	Exits visible and clearly marked: where illuminated, must be in working condition.			
13.	"No Smoking" signs are posted.			
14.	Approved First Aid kits and supporting equipment well maintained.			
15.	Test emergency lighting equipment – if so equipped.			
16.	Test fire/security detection/protection devices as required.			
17.	Ample and proper fire extinguishers inspected monthly for: proper placement, accessibility, mounting, charge, pinned and sealed.			

	Documented on tag.			
18.	Fire extinguishers serviced by a licensed company at least once a year, twice a year recommended, and tagged as to service date and repairman.			
19.	All materials piled, racked, or stored in a safe manner.			
20.	Fluid materials (fuel, lubes, solvents, paints, etc.) should be stored in a proper manner.			
21.	Approved safety cans used for flammable liquids.			
22.	Electrical circuit breakers and fuel pump switches identified and labeled. Outlet boxes in good condition.			
23.	Electrical cords, extension cords, and trouble lights are of approved 3 wire grounded type and in good condition.			
24.	Power machines, shears, grinders, saws, drill presses, etc. must be properly anchored and guarded.			
25.	Check heating system.			
26.	Check ventilating system.			
27.	Check plumbing system.			
28.	Inspect hand tools – good condition and proper guards.			
29.	Inspect safety equipment: eye protection, wet gear, etc.			
30.	A positive “lockout system” procedure is provided to render machine inoperable while repairs or adjustments are being made.			
31.	Liquid (if any) in sump at motor vehicle waste pad at an acceptable level.			
Notes:				



Facility Closure Plan

for the

Concord, NH Recycling and Solid Waste Transfer Facility

77 Old Turnpike Road

Concord, NH 03301

September 2014

Introduction

The City of Concord Recycling and Solid Waste Transfer Facility is located at 77 Old Turnpike Road in Concord, New Hampshire. The Recycling Center began in 1990 and was later modified to include a municipal solid waste transfer operation in 1991. Casella Waste currently operates the facility under a contract with the City of Concord. A new contract, starting July 2, 2015, extends the agreement of Casella as the Facility Operator through June 30, 2024. The Facility includes the recycling building which has an attendant's office, a vehicle scale, an office trailer, automotive waste storage pad, and recyclable materials roll-off containers. A drop-off area for solid wastes, construction and demolition materials, scrap metal, white goods, and tires is also provided for public access. Recyclable materials are collected and weighed for transport to appropriate end-users. Non-recyclable wastes are weighed and transported by Casella to the ultimate disposal facility.

1.0 Facility Identification

- The Facility name, location, and phone number are as follows;
City of Concord
Recycling and Solid Waste Transfer Facility
77 Old Turnpike Road
Concord, NH 03301
603-224-0890
- The facility's New Hampshire Department of Environmental Services (NH DES) permit to operate is Permit Number **DES-SW-89-020**.
- The facility's capacity is that quantity of authorized wastes which can be handled by the facility within the terms of the permit in a safe and environmentally protective manner and not in excess of 200 tons per week.
- The facility serves as a collection, storage, and transfer facility.
- The facility's service area includes the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative.
- The name, address, and telephone number of the Permittee and Property Owner are;
City of Concord
General Services Department
311 North State Street
Concord, NH 03301
603-228-2737
- The name and mailing address of the Facility Operator are as follows;
Casella Waste Management of Massachusetts
53 Pelham Road
Salem, NH 03079

2.0 Closure Schedule

The facility will be upgraded as necessary and maintained as long as it provides a recyclable material and/or solid waste transfer service that is beneficial to the public. Local and regional solid waste management planning and economic feasibility of the facility are also deciding factors in site life. The anticipated date of closure is currently unknown.

Closure of this facility will not commence until approval has been granted by the NHDES according to Env-Wm 312.04(d).

Closure of this facility is expected to take less than 120 days. Before commencement of closure activities, all waste will be processed and sent off-site to an alternate material recovery facility. The following closure schedule is anticipated:

- Week 1:** Remove all remaining recyclables and wastes for shipment to a secondary market and/or disposal facility. Remove all materials from the Recycling Center structure and office with the area to be left in a clean condition.
- Week 2-4:** Dismantle and remove the vehicle scale, electrical service to compactors, and pump out the sump for the motor vehicle waste pad. The office trailer will be removed.
- Week 4-8:** Dismantle the retaining wall at the solid waste drop-off area. Remove wall blocks from site. Re-grade the soils near the retaining wall to provide slope stability and stabilize with mulch/seed mixture.
- Week 12:** NHDES approval of closure.

3.0 Waste Identification

- By permit, the facility is permitted to receive the following types of solid waste only;
 - a) Municipal solid waste, as defined by Env-Wm 103.23, as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - b) Source separated recyclable wastes including glass, ferrous, and non-ferrous metal, motor vehicle batteries, tires, motor oil, plastics, corrugated cardboard and paper, as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - c) Inert demolition debris, as defined by Env-Wm 102.38 and as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;
 - d) Subject to the provisions of RSA 149-M:22, VI, leaf and yard waste as generated by the residences and small businesses within the member communities of the Concord Regional Solid Waste/Resource Recovery Cooperative only;

- The facility is **NOT** permitted to accept:
 - a) Hazardous waste;
 - b) Sludge or septage waste;
 - c) Asbestos waste;
 - d) Contained gaseous waste;
 - e) Infectious waste;
 - f) Explosives; and
 - g) Other wastes not authorized above to include that 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.

4.0 Notifications

At least 60 days prior to the planned cessation of the facility operations, Casella and/or the City of Concord will provide written notification of the intent to close the facility to its users and the NHDES in accordance with Env-Wm 312.04. The notice will include a final date for receipt of waste at the facility.

5.0 Closure Requirements

- **Waste Removal**

Upon closure of the facility, all wastes will be removed from the site. All wastes and recyclables received at the site will be transported by truck to an acceptable disposal or material recovery facility.

- **Equipment Decommissioning**

Upon closure of the facility, all collection equipment, including waste compactors, roll-off containers, and storage containers will be removed from the site.

The following facility components will also be removed from the site:

- The vehicle scales and associated equipment;
- Electrical service to the solid waste compactor units;
- The interlocking concrete blocks forming the retaining wall; and,
- All loading and unloading areas, and sorting areas will be cleaned. The underground sump at the motor vehicle waste pad will be voided of its contents, removed and disposed.

All of the above equipment will be dismantled and discarded with no projected salvage value. Equipment will be disposed or reused at another facility.

The Recycling Center structure will remain under the authority of the City of Concord. The City will decide whether demolition or reuse of the structure is appropriate following the closure of operations and removal of wastes and recyclables.



City of Concord, New Hampshire
GENERAL SERVICES DEPARTMENT
311 N STATE STREET
CONCORD, NH 03301

October 3, 2014

City Clerk/City Council
City of Concord, NH
41 Green St.
Concord, NH 03301

VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED

**RE: Concord Recycling and Solid Waste Transfer Station
Type I-B Modification to Solid Waste Management Facility Permit Application
DES-SW-89-020**

Dear City Clerk and City Council,

Pursuant to RSA 149-M and the New Hampshire Solid Waste Rules, you are hereby notified that The City of Concord General Services Department will be filing an application with the New Hampshire Department of Environmental Services (NHDES) for a Type 1-B Permit Modification to Solid Waste Management Facility Permit DES-SW-89-020 for its transfer station located at 77 Old Turnpike Road in Concord, NH.

The application updates the Operating and Closure Plans for the site as well as clarifies a condition of the Permit. No other site activities or changes to the existing permit are being sought.

For additional information regarding this application you may call me at 603-228-2737. You may also contact Adam Clark, Solid Waste Manager, at 603-230-3912.

If you have questions regarding the permit application review process, or wish to comment on the subject application, please contact Mr. Wayne Wheeler at NHDES-Waste Management Division, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095, 603-271-2925.

Sincerely,

Earle M. Chesley, Director
Concord General Services Department



City of Concord, New Hampshire
GENERAL SERVICES DEPARTMENT
311 N STATE STREET
CONCORD, NH 03301

October 3, 2014

Jim Prescher
CRSWRRC
347-B Village St.
Penacook, NH 03303-1509

VIA CERTIFIED MAIL RETURN RECEIPT REQUESTED

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Type I-B Modification to Solid Waste Management Facility Permit Application
DES-SW-89-020**

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