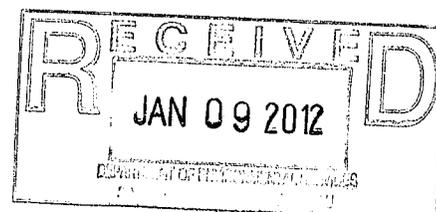


SECTION II

PROHIBITED AND AUTHORIZED WASTES



1. Prohibited Wastes: This facility is not permitted to receive any of the following types of solid waste: Prohibited wastes, hazardous waste and ash generated by the combustion of solid waste, fossil fuel, or any combination, asbestos waste, explosive waste, contained gaseous waste, infectious waste, liquid waste, animal carcasses, contaminated soils and other absorbent media, and any waste generated outside the state of New Hampshire.
2. Authorized Waste: Mixed municipal solid waste as defined by Env-Sw-103.46, namely wastes generated at residences, commercial or industrial establishments, to include those items listed in Section II(3-5), single stream recyclables, and electronics, but excluding automobile scrap and other motor vehicle waste, infectious waste, contaminated soil, absorbent material, and ash other than from household stoves.
3. Select Recyclable Materials: Recyclable materials will be collected via single stream. Items to be collected include paper, plastic, cardboard, glass, metal, textiles. These items are placed on a table for inspection and pushed off of the table into a dumpster by the attendant and transported to the MRF for separation. Non-ferrous and ferrous metals will be collected separate from the single stream recyclables.
4. Bulky Waste: Collection will be in accordance with Env-Sw-102.23. These are large items that cannot be handled by normal solid waste processing, collection or disposal methods, such as appliances, furniture, large auto parts, tires, and stumps. Appliances and white goods that contain CFC's and/or PCB's are stored separately to facilitate their removal by a qualified person. Tires are stored in a separate area by themselves and are removed when enough are accumulated for cost effective transportation or once a year regardless.
5. Inert Construction and Demolition Debris: Collection is in accordance with Env-Sw-103.26. This is comprised of materials that do not degrade, combust, or generate leachate, as follows: asphalt, brick, concrete, fiberglass, glass, insulation, metal, plaster, porcelain fixtures, shingles, tile, and drywall. Other construction and demolition debris is limited to: untreated/painted wood and lumber, treated/painted wood and lumber, carpeting, plastic/vinyl.

the Permit, may be accepted by the facility. Incoming wastes must be inspected and, if necessary sampled and analyzed to assure the facility accepts authorized wastes only. All unauthorized waste must be rejected by this facility.

6. UNLOADING, SORTING AND INSPECTION PROCEDURES: Wastes will be placed directly into dumpsters and compactors by the user; this includes MSW, construction/demolition debris, and recyclables. Attendants will observe users and perform spot checks and reject any unauthorized wastes and re-educate users as to what is authorized and acceptable waste at the center.

7. WASTE QUANTITY: The quantity of wastes collected will be determined at the final destination facility by weighing the towns contracted hauler and returning the scale ticket and receipt for payment. These weight tickets will be used to fill out our end of year tonnage reports for MSW, Construction/demolition debris, and single stream recycling materials.

8. SOURCE MONITORING: The town requires users of the Transfer/Recycling center to obtain and display a registration sticker for the use of the center. The stickers are obtainable, free of charge, from the attendants at the transfer station.

9. DESTINATION MONITORING: The town is currently contracted with Bestway Waste Disposal Services to transport and dispose of all MSW and construction and demolition debris to North Country Environmental, Bethlehem, NH. Recyclables will be hauled to Bestway disposal services transfer facility located in Belmont, NH. Per Env-1105.11, North Country Environmental and Bestway will supply the town with a bill that displays the weight of each dumpster that leaves the transfer station.

10. COLLECTION, STORAGE AND TRANSFER PROCEDURES: MSW is placed and stored in a 30 yard roll off compaction container and is hauled by Bestway Disposal Services weekly or more often if the container is full. Construction and Demolition Debris is placed in an open top roll off container and transported by Bestway Disposal Services when full. Single stream recyclables are collected in an open top roll off container and is stored inside and transported by Bestway Disposal Services when full.

SECTION 5

FACILITY MAINTENANCE INSPECTION AND MONITORING PLAN

1. SPONTANEOUS COMBUSTION: Flammables are not authorized waste collected at this facility. In the event that a spill should occur, the material is cleaned up with rags or paper towels then then allowed to air dry before disposal. Construction and demolition are collected and stored in a roll off container away from designated smoking areas and buildings.
2. OTHER FIRE HAZARDS: Smoking is allowed only in designated areas per the towns smoking policy. All trash receptacles are emptied when full or at a minimum the end of the day.
3. VECTOR PRODUCTION: All solid waste is enclosed in a compaction container and emptied regularly. Users are encouraged to rinse all cans and plastic to help reduce flies. Sweeping, emptying and cleaning of trash receptacles are perform regularly.
4. GENERATION OF METHANE, HAZARDOUS, OR EXPLOSIVE GASES: The closed landfill on site is tested 4 times per year by Horizon Engineering.
5. ODORS: Odors are controlled by cleaning up the waste as soon as possible and if necessary the area is washed down with bleach and water solution.
6. DUST: Dust is reduced by the use of paved drives within the facility.
7. WINDBLOWN LITTER: Enclosed containers and ensuring C&D containers are covered with heavy materials helps to reduce litter around the facility. Weekly the grounds are walked to collect any litter that has been blown against the fences.
8. LEACHATE: Any materials that may leak out of the compaction unit are cleaned and disposed of immediately. The area is then washed down with a water and bleach solution to eliminate any odors. Bestway is notified if there are any maintenance issues that need to be addressed with the container.
9. SPILLS: A Spill kit is on site to immediately contain and clean up any liquid materials. Spills other than liquids are cleaned up immediately and disposed of properly.

SECTION 6

CONTINGENCY PLAN

1. FIRE: Personnel on the scene will evaluate the situation and try to extinguish the fire using a fire extinguisher while another attendant calls 911 and evacuates the transfer station of all non-essential personnel up wind of the fire approximately 300 feet. If the fire is too big or gets out of control all attendants will evacuate and wait for the fire department to respond.

2. OPERATOR INJURY: All injuries regardless of the severity will be reported to their immediate supervisor. Personnel on the scene will evaluate the severity and determine a course of action to include calling 911. A Medical kit is available on site for minor injuries.

3. EMERGENCY CONTACTS: The following local, state and federal officials must be contacted in the event of an emergency at this facility:

Site Contacts	Name	Phone Number
Facility Manager	Johnny Van Tassel	603-998-4506
Local Agencies		
Ambulance/Fire/Police	Emergency	911
Sanbornton Fire Dept.	Non-emergency	603-286-4819
Sanbornton Police Dept.	Non-emergency	603-286-7116
County Sheriff Dept.	Belknap County	603-286-4323
Hospital	Lakes Region	603-527-2810
Spill Response	Clean Harbors Environmental	603-224-6626
State Agencies		
State Police	Emergency	603-271-3636
	Non-emergency	800-852-3411
	Non-emergency, Troop D, Concord	603-271-3333
Department of Environmental Services	Emergency Response(Daytime)	603-271-3644
	Solid Waste Management Division(Daytime)	603-271-2925
	Hazardous Materials Spills(Daytime)	603-271-3899

Department of Health and Human Services		603-271-4334
Homeland Security and Emergency Management		603-271-2231
Federal Agencies		
U.S. Environmental Protection Agency(Daytime)	Boston, MA	617-223-7265
National Response Center(Evening)		800-424-8802
Federal Emergency Management Agency(Daytime)	Boston, MA	617-223-9562
	Region 1 (Evening)	202-898-6189
Centers for Disease Control and Prevention(Daytime)	Atlanta, GA	404-639-3311

SECTION 7

EMPLOYEE TRAINING PROGRAM

1. OPERATOR CERTIFICATION: Operators must be trained and certified in accordance with the requirements of Chapter Env-Sw-1600 of the solid waste rules. In order to receive certification, applicants must fulfill the education and experience qualifications specified in Env-Sw-1603.05, submit an application provided by Department of Environmental Services, attend the Departments operator training program, and pass an examination applicable to the level of certification being sought. Classes may be scheduled by calling 603-271-2925. Operating certification is valid for one year from the date of issuance. To renew certifications all certified facility operators must attend at least one annual workshop administered by or approved by the Department of Environmental Services. If a certificate holder fails to attend an annual workshop, then he/she will be ineligible to renew their certification. Upcoming calendar workshops may be obtained by calling 603-271-2925.

2. SAFETY TRAINING: New personnel at the transfer station are trained on the safe operation of the balers, compactors, traffic safety within the facility, ladder safety, and proper lifting and bending to reduce back injuries; fire safety including fire extinguisher use, forklift operation, and select persons are given backhoe operation training. These are all reoccurring training performed on an annual basis.

SECTION 8

RECORDKEEPING AND REPORTING

1. **FACILITY OPERATING RECORDS:** Per Env-Sw 1105.06 the following records must be maintained at the transfer/recycling center at all times, unless approval is granted under the provisions for a type V permit modification under Env-Sw-315 or a waiver to relocate or destroy the record. All records must be made available for DES inspection and copies made available under Env-Sw-2000. Following closure, the records must be maintained at a location approved by DES in the closure plan, unless destruction is approved under the provisions for a type V permit modification in Env-Sw-315.

- a. Identification of the facility by name, location by street and municipality and permit number;
- b. Identification of the permittee by name, address and telephone number;
- c. Identification of facility operators by name, address, certificate number, and dates of employment at the facility;
- d. Quantity, type, and destination of all waste received by the site;
- e. Record of inspections, maintenance and repairs;
- f. Record of accidents, violations, remedial and emergency event response actions;
- g. Record of complaints received and related responses;
- h. Data from all environmental monitoring performed at or for the facility, whether required by the solid waste rules, permit, or undertaken voluntarily;
- i. Documentation of contact with the waste management district served by the facility as required by Env-Sw-1105.12. This requirement may be met by sending a copy of the annual report to the district chairperson with a cover letter stating its purpose.

2. **REPORTING REQUIREMENTS:** The permittee must notify DES in writing within thirty (30) days of any change in the facility address, telephone number, key certified operators and contact person(s). In addition, an annual facility report must be submitted by March 31 for the prior

calendar year on forms provided by DES. If the form is not received from DES one may be obtained by calling 271-2925. All changes in ownership or operational control must be reported in accordance with the provisions for a type III or type IV, as applicable, pursuant to Env-Sw-315. In accordance with Env-Sw-1005.07, all incidents or situations which involve an imminent and substantial risk to human health, safety and or the environment and/or constitute a violation of the solid waste rules or the facility permit, must be reported to the Department of Environmental Services as soon as practicable.

3. Per Env-Sw 1105.05, copies of the facility's permit, operations plan, and closure plan should be kept at the facility. The signature page of the permit and all operator certifications must be posted at the facility in a conspicuous location.