

# 2019 Solid Waste Implementation Plan Template & Approval Process

## Overview and Approval Process

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This template can be used to write a Solid Waste Implementation Plan (SWIP) to be in conformance with the State's 2019 Materials Management Plan (MMP). **Solid Waste Management Entities (SWMEs) are not required to use this template but may find it helpful for SWIP drafting.**

### Minimum 2019 SWIP Requirements:

- 1. SWME Performance Standards.** SWIPs must address how each SWME Performance Standard is/will be completed during the SWIP term. SWIPs that adequately address the SWME Performance Standards are considered to be implementing the priorities of this MMP, as further outlined by 10 V.S.A. § 6604(a)(1). SWME Performance standards include all the requirements from 24 V.S.A. § 2202a.
- 2. Solid Waste Facility Siting Criteria.** Describe siting criteria that will apply to solid waste facilities which may be proposed by any public or private entity in the SWME region. As required by 10 V.S.A. §6605(c), siting criteria shall not be less stringent than the criteria in Vermont Solid Waste Management Rules.
- 3. Specify the Facilities that are Included in the SWIP and Describe How Proposed Facilities will be Reviewed for Inclusion.** Explain the process and standards to be used to determine if newly proposed solid waste facilities would be included in the SWIP. The process may reference siting criteria and existing zoning ordinances, may require a host town agreement, or may defer to requirements in the Vermont Solid Waste Management Rules for some or all types of solid waste facilities. The standard(s) for being included in the SWIP should be clear.
- 4. Public Participation in the SWIP Approval Process.** Describe the process to be used to ensure public participation in the development and implementation of the SWIP. The local community should be notified of opportunities to participate in the SWIP development and implementation. In accordance with state statute, SWMEs must hold at least two public meetings on the draft SWIP.
- 5. Ordinances.** Include copies of any solid waste related ordinances with the SWIP.
- 6. Conformance with Other Plans.** Demonstrate that the SWIP is in conformance with any regional plan adopted in accordance with 24 V.S.A Chapter 117. Demonstration may be in the form of a letter from the applicable regional planning commission regarding conformance of the SWIP with the regional plan(s), copies of pertinent sections of the regional plan(s), or other documentation that proves conformance.
- 7. SWIP Reports.** All SWMEs must submit an annual SWIP Report on their Performance Standards and demonstrate completion of all required activities via ReTRAC by July 1<sup>st</sup>. ANR will provide SWIP Reporting Guidance.

### 2019 SWIP Approval Process:

1. SWMEs must submit a draft SWIP to ANR by July 1, 2020 that is in conformance with the 2019 MMP.
2. Solid Waste Program staff will review the SWIP and send a letter outlining any unmet requirements.
3. SWMEs are responsible for submitting revised SWIPs within 30 days to address unmet requirements.
4. If the revised SWIP completely addresses all comments in the letter, ANR will recommend it for pre-approval. If the revised SWIP does not address all the comments, a follow-up review letter will be sent and the SWME will have another 30 days to address all comments in a subsequent revision.
5. Once a draft SWIP is recommended by ANR for pre-approval, the SWME must hold two public hearings in its region on the draft SWIP.
6. Upon completion of two public hearings and provided that no changes were made to the pre-approved SWIP, the SWME Board of Supervisors, Select Board or City Council may adopt the draft SWIP, which can then move toward full approval by ANR.
7. The following must be provided by the SWME as proof that public meetings were held in order to move toward final approval:
  - a. dates of at least two public meetings that were held by the SWME warning the draft SWIP, and
  - b. a summary of the meetings.

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8. If no changes were recommended on the draft SWIP at the public meetings, then it can move forward for final approval from ANR. The ANR, DEC, Waste Management and Prevention Division Director will provide final approval of SWIPs via an ANR approval letter. If the draft SWIP is revised in any way, ANR will need to review the changes before moving it forward for final approval.

## 2019 SWIP Timeline

- SWMEs must submit a draft SWIP that conforms to the 2019 MMP by July 1, 2020.
- All SWIPs must be approved by November 19, 2020.
- During the interim year in 2020 when SWIPs are being written and reviewed, SWMEs must continue to conform to Year 5 of the 2014 MMP with the following exceptions:
  - For Household Hazardous Waste (HHW) collection requirements, SWMEs can choose to meet 2019 MMP requirements or the 2014 MMP's Year 5 HHW requirements.
  - The survey is not required.
  - Drywall collection is not required.
  - Asphalt shingle collection is not required until 7/1/2021.
- 2019 MMP was finalized on November 19, 2019 therefore "SWIP years" for reporting purposes will begin with calendar year 2021 as follows:
  - SWIP Year 1 = Jan. 1 – Dec. 31, 2021
  - SWIP Year 2 = Jan. 1 – Dec. 31, 2022
  - SWIP Year 3 = Jan. 1 – Dec. 31, 2023
  - SWIP Year 4 = Jan. 1 – Dec. 31, 2024
  - SWIP Year 5 = Jan. 1 – Dec. 31, 2025

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## SWIP Template

Please describe how you intend to meet the requirements of each MMP performance standard within the 5-year SWIP period. You may write a brief description of a program you will implement or bullet point specific tasks you will complete. Two to three sentences are often sufficient to respond to the MMP performance standards but provide as much description as you need to ensure clarity of how the performance standard will be met. Note that the space in the tables below will adjust to the amount of text you write.

### SWME Solid Waste Implementation Plan

Name of SWME	<b>Greater Upper Valley Solid Waste Management District</b>
Year Chartered (if applicable)	<b>1990</b>
Mission for Sustainable Materials Management	<b>The Greater Upper Valley Solid Waste District is a union municipal district dedicated to providing solid waste management authority, services, and planning to its Member Towns.</b>
Names of Member Town(s)	<b>Bridgewater, Hartland, Norwich, Pomfret, Sharon, Strafford, Thetford, Vershire, West Fairlee, Woodstock</b>
<input type="checkbox"/>	<b>Attach cover page once SWIP has been pre-approved with title and date adopted by SWME.</b>

### General

<b>G1</b>	<p><b>Disposal and Diversion Reporting.</b></p> <ol style="list-style-type: none"> <li><b>DISPOSAL RATE:</b> To track progress with state waste reduction goals, SWMEs must report their disposal rate in SWIP years one and five. SWMEs may use the method in the <i>ANR Data Guidance</i> to calculate their disposal rate or another method approved by ANR. Disposal rate reports must be based on calendar year data and be submitted to ANR via ReTRAC by July 1<sup>st</sup>. <b>DOCUMENTATION (only required in annual SWIP reports):</b> <ol style="list-style-type: none"> <li>First (1<sup>st</sup>) Year SWIP Report: report year 1 annual per person per year disposal rate.</li> <li>Fifth (5<sup>th</sup>) Year SWIP Report: report year 5 annual per person per year disposal rate.</li> </ol> </li> <li><b>DIVERSION RATE:</b> SWMEs are not required to report diversion rates to ANR; however, it is strongly recommended that SWMEs track their diversion efforts to determine the success of their programs and services.</li> </ol>
<b>Plan to submit data:</b>	The District will report calendar year disposal rates to ANR via Re-TRAC in years one and five. The current disposal rate is 2.2lbs. ReTRAC reports will be submitted for the previous calendar year by July 1. Per capita disposal rate is calculated by adding the number of single coupons and 10-punch cards sold to GUV residents using the Hartford Transfer Station. Multiply that number by 30lbs. (per bag.) Convert to tons. Add those tons to the number of tons reported by each registered GUV hauler and the tons attributed to GUV from the ReTRAC Material Generation Report, being careful not to double count. Multiply that total tonnage by 2,000. Divide that number by the number of GUV residents. Divide that number by 365. Voila!

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<b>G2</b>	<p><b>SWIP Posting &amp; Publicity.</b> To ensure community members are aware of and can access the SWIP, each SWME must—within one month of their SWIP approval—<b>post their approved SWIP</b> on their website and <b>submit one press release</b> about their SWIP to local newspapers within two months of SWIP approval.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. First (1<sup>st</sup>) Year SWIP Report: supply website link of SWIP and attach press release along with date released and list of newspapers where it was sent.</li> </ol>
<b>Plan for Posting and Press Release:</b>	GUV will post a link to the SWIP on our website within one month of its approval by ANR and will submit one press release to the Valley News within two months of the SWIP approval.

<b>G3</b>	<p><b>A-Z Waste &amp; Recycling Guide.</b> To ensure community members have access to local information on state disposal bans and how to reuse, recycle, donate, compost, and safely dispose of their unwanted materials, each SWME will develop and maintain an A-Z guide on their website that lists regional management options for various materials. This guide must be updated on the SWMEs website within the first SWIP year and remain accurate throughout the SWIP term. The list must contain, at minimum, information on how to manage, recycle, or divert all <a href="#">state disposal</a> banned items in addition to information on where to recycle/reuse the following materials: clothing/textiles, asphalt shingles and drywall, sharps, pharmaceuticals, and food for donation.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. Provide A-Z website link in annual SWIP report.</li> <li>2. A-Z website link must be easily found from the district, alliance or town’s website within 2 clicks or fewer from the homepage.</li> <li>3. Publicize the A-Z Waste &amp; Recycling Guide with at least two forms of outreach annually throughout the SWIP term.</li> </ol>
<b>Plan for Updating Webpage:</b>	Our annual “What do I do with...? Guide” and “Special Collection/HHW Event Schedule” are posted on our website via one click from the Home Page. Both documents, along with the A-Z Guide, are updated annually at the beginning of the year. We are currently working on updating the A-Z Guide to include all of the required key words. Here is the link to the work in progress: <a href="http://www.guvswd.org/a-z-guide.html">http://www.guvswd.org/a-z-guide.html</a>
<b>Plan for Publicity:</b>	Notice of the updated Guide, Schedule, and A-Z Guide is posted annually on our Facebook page, website Home Page, on all town list serves, and with all town clerks.

<b>G4</b>	<p><b>Variable Rate Pricing.</b> SWMEs must implement a variable rate pricing system that charges for the collection of municipal solid waste from a residential customer for disposal based on the volume or weight of the waste collected.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, explain the method used to ensure haulers and facilities are charging residents for trash based on volume or weight.</li> </ol>
<b>Description of System:</b>	All haulers registered with the GUV District must confirm on their registration renewal that they’re complying with Variable Rate Pricing. See below: I, _____, certify that I am complying (Name of Company)

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<p><b>G4</b></p>	<p><b>Variable Rate Pricing.</b> SWMEs must implement a variable rate pricing system that charges for the collection of municipal solid waste from a residential customer for disposal based on the volume or weight of the waste collected.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, explain the method used to ensure haulers and facilities are charging residents for trash based on volume or weight.</li> </ol>
	<p>with the Greater Upper Valley Solid Waste Management District’s Variable Rate Pricing Ordinance which was implemented on July 1, 2015. Furthermore, I also understand that any company or individual who does not comply with the Ordinance will be subject to the penalties and civil enforcement as described in Article VI in the ordinance.</p> <p>_____</p> <p>Signature <span style="float: right;">_____</span> Date</p> <p>Transfer stations confirm this as well when we annually update their per bag cost for the “Town Facilities” page in our Guide.</p>
<p><b>G5</b></p>	<p><b>Solid Waste Hauling Services.</b> To ensure community members have access to information on solid waste hauling services in their region or town, SWMEs <b>must annually update the contact information and trash, recycling, and food scrap pickup services offered by all commercial solid waste haulers operating within their region</b> on the SWME website. SWMEs may elect to establish licensing or registration programs to accomplish this requirement.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide website link to hauler contact list and services haulers provide.</li> </ol>
<p><b>Description of Updating Process:</b></p>	<p>As mentioned previously, the GUV website currently contains links to, and information about all haulers, transfer stations, and fast trash operations. The list of licensed haulers is updated annually at the time each hauler submits her/his application and payment. If a hauler fails to register, that hauler is removed from the website.</p>

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## Outreach - Recycling, Organics, HHW/CEG, EPR Programs

<p><b>O1</b></p>	<p><b>School Outreach.</b> To ensure all K-12 public and private school children, faculty and staff understand state disposal bans and how to reduce waste, reuse, recycle, compost, donate, and safely manage materials responsibly, <b>SWMEs must annually visit and work with K-12 public and private schools to implement school-wide waste reduction programs — covering, at minimum, disposal ban information, how to recycle correctly, how to separate food scraps for composting, how to reduce wasted food and donate what is appropriate, how to safely manage hazardous waste, and collection options available from Vermont’s Extended Producer Responsibility Programs for electronics, paint, batteries, mercury-containing bulbs and thermostats.</b> SWMEs must assist schools on a continual basis to ensure the effectiveness of waste reduction programs.</p> <p>SWMEs must conduct in-person outreach and education assistance to at least 10% or 2 schools (whichever is greater) within their jurisdiction each year, ensuring that at least 50% of the schools are reached by the end of the SWIP term. SWMEs should prioritize outreach to schools that have not yet been visited. For SWMEs with fewer than 10 schools, assistance should be offered on an annual basis to at least 2 schools per year, with re-visits to schools if all schools in the jurisdiction are reached early in the SWIP term.</p> <p>SWMEs may work with ANR’s Environmental Assistance Office to obtain information and technical assistance on HHW/CEG handling, disposal, waste reduction, recycling, and finding cost effective disposal options.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. Provide a list of schools contacted, dates visited, informational materials provided (such as VT Waste Not Guide), technical assistance or outreach offered, and status of recycling and food scrap diversion programs in annual SWIP report.</li> </ol>
<p><b>Description of Outreach Plan:</b></p>	<p>There are 12 schools within the GUVSWMD. GUV will continue to contact each school in the district annually and maintain a log reflecting each visit. A minimum of 2 schools will be visited each year (based on COVID restrictions.) Updated materials will be distributed, in addition to discussing current disposal bans (food scrap sorting, recycling, and any hazardous materials.) Suggestions for donating appropriate food will be discussed as well. We will visit every school at least once within the SWIP term and follow up on any unresolved issues.</p>

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<p><b>O2</b></p>	<p><b>Direct Business Outreach.</b> To ensure businesses and institutions (hospitals, nursing homes, colleges, correctional facilities, and other large waste generators) understand how to meet State requirements and reduce waste, recycle, compost, donate food/goods, and safely manage materials responsibly, <b>SWMEs must annually conduct business outreach and education either in person or via phone — covering, at minimum, disposal ban information, how to recycle correctly, how to separate food scraps for composting, how to reduce wasted food, how to safely manage hazardous waste, and collection options available from Vermont’s Extended Producer Responsibility Programs for electronics, paint, batteries, mercury containing bulbs and thermostats.</b> SWMEs must provide business outreach and education on a continual basis to ensure the effectiveness of waste reduction programs.</p> <p>SWMEs must conduct business outreach and education to at least 2% or 20 businesses/institutions (whichever is greater) within their jurisdiction each year and reach at least 10% of the businesses and institutions within their region by the end of the SWIP term. For SWMEs with fewer than 20 businesses, all businesses must receive outreach at least twice during the SWIP term.</p> <p>SWMEs should prioritize outreach to businesses that have not yet been contacted or visited or those whose status is not yet known.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide list of businesses/institutions contacted, date contacted, outreach materials provided (such as the VT Waste Not Guide), and the status of recycling and food scrap diversion programs and whether follow up is needed.</li> </ol>
<p><b>Description of Outreach Plan:</b></p>	<p>There are an estimated 200 businesses in the GUVSWMD. GUV will continue to work with a minimum of 20 businesses per calendar year and maintain a log reflecting each visit. Updated materials will be distributed, including information on disposal bans relating to food scraps, recyclables, and hazardous waste and other EPR materials. GUV will review proper disposal of these materials with each business. We will also offer suggestions on minimizing food waste, including donating food when appropriate.</p> <p>By the end of the SWIP term, we will reach out to 100 businesses and follow up when necessary. Many small businesses in the GUV District are home-based with one or two employees, which makes it difficult to track them down.</p>
<p><b>O3</b></p>	<p><b>Waste Reduction at Events.</b> To ensure community members have resources to reduce waste, recycle, and divert food scraps from the trash at events, SWMEs must, <u>at minimum</u>, offer technical assistance which could include signage and coordination with local haulers and facilities accepting food scraps. Though not required, SWMEs are encouraged to host waste-sorting stations at events with SWME staff or volunteers or to loan community members basic supplies such as signage and collection bins.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. Provide information on SWME or town website of event waste reduction and diversion resources and services and provide link in annual SWIP report.</li> <li>2. In annual SWIP report, list events that have received assistance each year.</li> </ol>
<p><b>Description of Assistance:</b></p>	<p>GUV will continue to strengthen its outreach to event organizers by providing information for teams of volunteers and supporting the expansion of an existing group dedicated to zero waste events.</p>

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<b>O3</b>	<p><b>Waste Reduction at Events.</b> To ensure community members have resources to reduce waste, recycle, and divert food scraps from the trash at events, SWMEs must, <u>at minimum</u>, offer technical assistance which could include signage and coordination with local haulers and facilities accepting food scraps. Though not required, SWMEs are encouraged to host waste-sorting stations at events with SWME staff or volunteers or to loan community members basic supplies such as signage and collection bins.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"><li>1. Provide information on SWME or town website of event waste reduction and diversion resources and services and provide link in annual SWIP report.</li><li>2. In annual SWIP report, list events that have received assistance each year.</li></ol>
	<p>We will also continue to promote and make available our Clear Stream containers. Following is the link on our website: <a href="http://www.guvs wd.org/planning-a-waste-free-event.html">http://www.guvs wd.org/planning-a-waste-free-event.html</a></p>



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## HHW & CEG Hazardous Waste

<p><b>H1</b></p>	<p><b>HHW Collection Events and Facilities.</b> To ensure community members have convenient access to safely dispose of Household Hazardous Waste (HHW) and Conditionally Exempt Generator Hazardous Waste (CEG), SWMEs must provide a minimum of two (2) HHW/CEG hazardous waste collection events per year or access to a permanent HHW collection facility defined within this MMP as a facility that is open at least one day per week and open at minimum from May through October (ANR may consider approving requests for alternative operating days and seasonal openings and closures of permanent facilities when necessary). SWMEs that provide access to a permanent HHW collection facility in their region, are exempt from the requirement to offer all towns at least one annual collection event within 20 road-miles.</p> <p><b>Minimum Requirements for SWMEs utilizing Collection Events:</b> SWMEs must offer at least one event scheduled in the spring and one in the fall and events must operate for a minimum of 4 hours. SWMEs who only offer collection events or operate HHW facilities with operating hours similar to collection events must <u>annually</u> provide each of its towns with access to at least one collection event (or to a facility) within 20 road-miles; meaning a maximum distance of 20 road-miles from any point in the town. If a SWME provides additional events above the minimum requirement, waivers to the minimum duration for each event may be considered by ANR. To meet this 20 road-mile convenience requirement, certain regions may need to add collection events.</p> <p>SWMEs may share access to events and facilities provided a signed agreement confirming access by the SWME’s community members is obtained; and provided that an event or facility is within 20 road-miles from any point in a town that would be using that event or facility.</p> <p>In the event an EPR Program is established for certain HHW materials, SWMEs would be required to ensure that collection exists for all <u>other HHW materials not covered</u> by the HHW EPR Program and to meet and maintain the above HHW collection and convenience standards.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide dates of events or link to facility hours on SWME website, number of participants and the amount of HHW/CEG hazardous waste collected.</li> </ol>
<p><b>Description of Collection Plan:</b></p>	<p>Due to the increasing expense of one day HHW collections, GUV plans to continue collaboration with neighboring districts including the Town of Hartford, CVSWMD, and SWWCSWMD. We will offer at least the required minimum number of 4-hour events, one to be held in late spring (June) and one in early fall (September.) This collaboration will also allow us to fulfill the 20-mile radius ruling. These events will be advertised in The Valley News and The Vermont Standard; on all District list serves; GUV website and Facebook pages; with flyers, and on A-frame signs. We will complete the required reports in ReTrac.</p>

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<p><b>H2</b></p>	<p><b>Collection of Landfill-Banned and Dangerous Materials.</b> Each SWME shall demonstrate that year-round collection options exist in their region for the following materials: <b>batteries, mercury containing lamps, mercury thermostats, 1- and 20-pound propane tanks, electronics, paint, tires, used oil, and white goods (including discarded refrigerators, washing machines, clothes dryers, ranges, water heaters, dishwasher, freezers).</b> Collection locations can be privately or publicly owned, such as auto parts stores collecting used oil, or hardware stores collecting paint and fluorescent lamps. However, if the only collection location for a required material closes during the SWIP term, then the SWME must provide a collection option for its residents. All collection locations must be open at least one weekday and one weekend day per week. In addition, all outreach promoting the collection of these materials must make clear that the collection of these materials is separate from curbside, or blue-bin, recycling.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide link to SWME’s A-Z Guide’s listings with name, location, phone number, and website (if available) of the locations, by material type.</li> </ol>
<p><b>Plan for Updating Collection Locations:</b></p>	<p>As mentioned previously, drop-off locations for all of the above materials are listed on the GUV website in our A-Z listing and categorically throughout our Annual Guide. All information is updated annually. Periodic reminders regarding EPR materials are posted on all District town list serves. Whenever posting collection events or drawing attention to any of these materials, we do our best to note that none of them should be included with regular single stream recyclables.</p>

### Food Donation

<p><b>F1</b></p>	<p><b>Food Rescue.</b> To ensure community awareness of food donation centers, SWMEs must, at minimum, list food donation groups on their website (this can be part of the A-Z Guide). SWMEs should contact and collaborate with local food redistribution groups to conduct outreach and education to food businesses and institutions about opportunities to donate quality food within the region to feed people. Related groups include Vermont Foodbank, hunger councils, food shelves, churches, schools, and other nonprofit and community organizations that accept and distribute donated food items.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide link to SWME’s A-Z Guide’s food donation listing, with name, location, phone number, and website (if available) of the food donation centers.</li> </ol>
<p><b>Plan for Updating Website:</b></p>	<p>Food donation locations and contact information are listed via a link in our A-Z Guide. Contact with these organizations is made on an annual basis and the A-Z Guide list updated accordingly.</p>

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## Textiles

<p><b>T1</b></p>	<p><b>Textile Reuse and Recycling.</b> To ensure community members have access to textile reuse and recycling centers where used clothing can be donated, SWMEs must <b>annually ensure that at least one collection location exists within their region.</b> Textile reuse/recycling locations can be either privately or publicly owned. However, if the only collection location closes or ceases collection during the SWIP term, then the SWME is responsible for providing a collection option for its residents or partnering with another group that may coordinate an annual drop and swap event. Collection <b>locations can also be shared amongst SWMEs</b> so long as the facility is within the same county or SWME region. SWMEs must <b>list where to donate and reuse/recycle “clothing/textiles” in their A-Z Guides.</b></p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide link to SWME’s A-Z Guide’s textiles reuse and recycling listing with name, location, phone number, and website (if available) of the textile reuse and recycling center.</li> </ol>
<p><b>Plan for Ensuring Collection Exists:</b></p>	<p>Textile and clothing reuse and recycling options are listed in our A-Z Guide and also in the Reuse section of our Annual Guide. All of these locations are contacted annually to ensure their continued operation.</p>

## Construction & Demolition (C&D)

<p><b>C1</b></p>	<p><b>Leaf, Yard, and Clean Wood Debris Recycling.</b> To ensure community members have options to recycle leaf, yard, and clean wood debris that are banned from landfill disposal, SWMEs must <b>annually ensure that at least one leaf, yard, and clean wood recycling collection location exists within their jurisdiction.</b> This location can be either privately or publicly owned; however, if the only collection location closes or ceases collection during the SWIP term, then the SWME must provide a collection option for its community members. SWMEs <b>must list where to drop off clean wood in their A-Z Guides.</b> Recycling options can include dimensional lumber that is reused, clean wood that is burned to produce heat and/or power for buildings (including wood stoves), clean wood that is chipped to create mulch or compost feedstocks, and other options listed in the state’s <a href="#">Leaf, Yard, and Clean Wood Debris Guide</a>. Collection locations should be co-located with solid waste facilities that collect C&amp;D and trash to make clean wood recycling convenient.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide link to SWME’s A-Z Guide’s clean wood recycling listing with name, location, phone number, and website (if available) of the collection location.</li> </ol>
<p><b>Plan for Ensuring Collection Exists:</b></p>	<p>Leaf, yard, and clean wood debris recycling options are listed in our A-Z Guide and also in the Rules &amp; Guidelines for the Hartford Transfer Station in our Annual Guide. GUV is in regular communication with the Hartford facility as it is the primary drop-off location for GUV residents. We are fortunate that many of our District towns are rural where most residents either own land or have legal access to property where they may recycle their material. We are also encouraging households to save garden, lawn, and shrub cuttings for their composting.</p>

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<p><b>C2</b></p>	<p><b>Asphalt Shingles and Drywall Recycling.</b></p> <p><b>Asphalt Shingles Recycling:</b> To ensure community members have options to recycle asphalt shingles, SWMEs <b>must ensure that at least one recycling collection location exists within their region.</b> Collection locations can be privately or publicly owned. However, if the only recycling collection location closes during the SWIP term, then the SWME must provide a collection option. Collection locations may be shared amongst SWMEs. ANR may suspend this requirement upon finding that insufficient markets exist for these materials.</p> <p><b>Clean Drywall Recycling:</b> To promote the recycling of clean drywall, <b>SWMEs must list where to drop off clean drywall for recycling in their A-Z Guides (even if drywall recycling collection locations are outside of the SWME region).</b> To encourage development of options for drywall recycling collection, SWMEs must contact drywall recycling collectors once during the SWIP term to determine costs for obtaining drywall recycling collection services in their region.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. In annual SWIP report, provide link to SWME’s A-Z Guide’s asphalt shingles and drywall recycling listing with name, location, phone number, and website (if available) of these recycling collection locations.</li> <li>2. Fifth (5<sup>th</sup>) Year SWIP Report: describe contact made to drywall recyclers for costs for recycling option.</li> </ol>
<p><b>Plan for Ensuring Collection Exists:</b></p>	<p>The collection of asphalt shingles will be predicated on the volume generated in order to make a facility economically feasible. GUV will also contact available drywall recyclers regarding costs and file this in our fifth year SWIP Report. The A-Z Guide will be updated by the end of 2020 to reflect the <b>July 1, 2021</b> deadline for offering asphalt shingle and drywall recycling.</p>

## Residuals – Biosolids, Wood Ash, Short Paper Fiber

<p><b>R1</b></p>	<p><b>Residuals Recycling Meetings.</b> To promote the recycling of residual materials, each SWME <b>must attend and help ANR Residuals Program staff host and coordinate at least one regional public meeting on residuals recycling during the SWIP term.</b> ANR Residuals Program staff will help SWMEs organize the meetings, give a presentation, and identify speakers and invitees. SWMEs must reserve a space to hold the meetings and send invitations to water/wastewater and public works employees, town managers, select board members, septic and biosolids service providers, citizens, industrial waste generators, and others as appropriate. ANR Residuals Program staff will collaborate with SWMEs to develop a meeting agenda that best suits the needs or issues of the region and its towns. Meeting agendas could cover the benefits and challenges of recycling biosolids and other residual materials, like stabilized septage, wood ash, and short paper fibers, as well as education campaigns for the public on residual materials and keeping non-flushables and toxics out of the wastewater stream and septic systems.</p> <p><b>DOCUMENTATION (only required in annual SWIP reports):</b></p> <ol style="list-style-type: none"> <li>1. Collaborate with Residuals staff to host/coordinate regional public meeting on residuals recycling.</li> <li>2. Report date of meeting and list of attendees in 5<sup>th</sup> year SWIP report.</li> </ol>
<p><b>Plan for Assisting with</b></p>	<p>GUV will collaborate and coordinate with ANR Residuals Program staff to reserve a space to hold the meetings and send invitations to water/wastewater and public works employees, town</p>

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<p><b>Meeting Coordination:</b></p>	<p>managers, select board members, septic and biosolids service providers, citizens, industrial waste generators, and others as appropriate. GUV will also develop a meeting agenda that best suits the needs or issues of the region and its towns, with assistance from ANR Residuals Program staff. A meeting report will be submitted with the Year 5 SWIP Report.</p>

### Additional SWIP Requirements Outlined in Overview

<p><b>Solid Waste Facility Siting Criteria</b></p>	<p>Describe siting criteria that will apply to solid waste facilities which may be proposed by any public or private entity in the SWME region. <u>As required by 10 V.S.A. §6605(c)</u>, siting criteria shall not be less stringent than the criteria in Vermont Solid Waste Management Rules.</p>
<p><b>Description:</b></p>	<p>The siting criteria used by GUV follows the Vermont Solid Waste Management Rules; all of the criteria in Act 250; conformance to zoning bylaws when applicable; and conformance to the town and regional plan.</p>

<p><b>Specify Facilities Included in SWIP &amp; How Proposed Facilities Will Be Reviewed</b></p>	<p>Explain the process and standards to be used to determine if newly proposed solid waste facilities would be included in the SWIP. The process may reference siting criteria and existing zoning ordinances, may require a host town agreement, or may defer to requirements in the Vermont Solid Waste Management Rules for some or all types of solid waste facilities. The standard(s) for being included in the SWIP should be clear.</p>
<p><b>Facilities and Process:</b></p>	<ol style="list-style-type: none"> <li>1. All projects must conform to SWIP.</li> <li>2. If applicable, all projects must have received all federal, state and local permits.</li> <li>3. All projects must be endorsed by a majority vote of the Selectboard in the corresponding town.</li> <li>4. To be eligible for inclusion, all projects must add to the solid waste infrastructure and not be a duplication of existing infrastructure, especially when the existing infrastructure is meeting the solid waste needs of the District.</li> </ol>

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	<p><b>Section 8. Solid Waste Facility Siting Criteria</b></p> <p>The siting of any solid waste facility within the district is subject to local, regional, state, and federal rules, regulations, permitting requirements, and planning restrictions.</p> <p>All owners/operators of solid waste facilities requiring certification by the State of Vermont which are not specifically identified in this Plan, except for sludge and septage land application projects, shall:</p> <ol style="list-style-type: none"> <li>1. Demonstrate that the facility will be in conformance with all local, state, and federal laws, rules, regulations, and ordinances while it is in operation and</li> <li>2. Obtain the formal support of the Greater Upper Valley Solid Waste District in the form of a resolution of the District’s Board of Supervisors to include the facility in this Plan.</li> </ol> <p>Disposal facilities (such as landfills or combustors but excluding categorical disposal facilities) not specifically identified in this Plan shall, in addition to the above criteria, be subject to a site review and evaluation process substantially equivalent to the procedure used by the District in their siting process for the North Hartland landfill. Such evaluation and review by an independent engineer shall be undertaken at the sole expense of the entity proposing the disposal facility.</p> <p>The process for any new solid waste facility requiring certification to be included in this Plan is described in Section 10.</p> <p><i>District Policy-</i></p> <ul style="list-style-type: none"> <li>• <i>The District recognizes that a substantial investment has already been made by the private sector, member towns and neighboring municipalities to manage solid waste. The District will support the continued use of existing infrastructure provided that these facilities and programs responsibly and cost effectively serve the overall best interests of the District and its members in achieving the stated priorities and in meeting all responsibilities under charter and law. The District will seek to maintain open communication with public and private sector participants to meet the solid waste management needs of the District.</i></li> </ul> <p>Existing permitted facilities:</p> <p>Bridgewater – Saturday ABLE Waste Fast Trash at Town Garage  Hartland – Saturday ABLE Waste Fast Trash at 57 VT Rte. 12  Norwich Transfer Station  Strafford Recycling Center – Durkee Rubbish Fast Trash at Fire Station</p>

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	Thetford Recycling Center – More Waste Fast Trash on site Vershire Recycling Center – Town Fast Trash on site West Fairlee – Highway Garage Lot – Quinttown Container Fast Trash/Recycling

<b>Public Participation in the SWIP Approval Process</b>	Describe the process to be used to ensure public participation in the development and implementation of the SWIP. The local community should be notified of opportunities to participate in the SWIP development and implementation. In accordance with state statute, SWMEs must hold at least two public meetings on the draft SWIP.
<b>Description of Process:</b>	GUV will hold two public meetings in order to ensure the opportunity for public participation in the development of the SWIP. These meetings will be posted two weeks prior on all town list serves, town websites, GUV website, Facebook page, and two area papers, The Valley News and Vermont Standard. We will submit a summary and documentation of the date of the public meetings to ANR as part of the approval process.

<b>Ordinances</b>	Include copies of any solid waste related ordinances with the SWIP.
<b>Copies of Ordinances:</b>	<a href="http://www.guvsd.org/waste-management-ordinance.html">http://www.guvsd.org/waste-management-ordinance.html</a>

<b>Conformance with Other Plans</b>	Demonstrate that the SWIP is in conformance with any regional plan adopted in accordance with 24 V.S.A Chapter 117. Demonstration may be in the form of a letter from the applicable regional planning commission regarding conformance of the solid waste implementation plan with the regional plan(s), copies of pertinent sections of the regional plan(s), or other documentation that proves conformance.
<b>Letter or other Documentation:</b>	Two Rivers Ottauquechee Regional Commission will provide a letter following a preliminary review of the SWIP by the DEC/Solid Waste Division.