Connecticut Department of
ENERGY &
ENVIRONMENTAL
PROTECTION

79 Elm Street • Hartford, CT 06106-5127 www.ct.gov/deep Affirmative Action/Equal Opportunity Employer

STATE OF CONNECTICUT
V.
WASTEWATER SERVICES, INCORPORATED

CONSENT ORDER # 2017002DEEP

Date Issued: February 2, 2017

A. With the agreement of Wastewater Services, Incorporated d/b/a Skip's Septic Tank Service, Inc. ("Respondent"), the Commissioner of Energy and Environmental Protection ("the Commissioner") finds the following:

1. Respondent is a company registered to do business in Connecticut with the Connecticut Secretary of State. The Respondent's registered business and mailing address is 21 Courtney Drive, Ellington Connecticut 06029. Respondent leases and operates two properties located at 21 Courtney Drive, Ellington, CT and 40 Tolland Stage Road, Tolland, Connecticut ("the Site").

2. Based on the findings of an inspection of the Site performed by the Department of Energy and Environmental Protection ("the Department"), Bureau of Materials Management and Compliance Assurance on April 29, 2015 and June 10, 2015 and information submitted to the Department by Respondent on July 2, 2015, July 7, 2015, August 12, 2015, September 30, 2015, July 11, 2016, July 25, 2016, August 3, 2016 and August 17, 2016, the Department finds:

   a. Respondent established, constructed and/or operated a solid waste facility at the Site without a permit issued by the Commissioner in violation of Connecticut General Statutes ("CGS") Sections 22a-208a, and 22a-208a(b) and Regulations of Connecticut State Agencies ("RCSA") Section 22a-209-4.

   b. Respondent disposed of and/or transported solid waste for disposal or processing at a facility without such facility complying with the provisions of CGS Section 22a-208a. Specifically, Respondent, on at least one occasion, disposed of and transported more than ten (10) cubic yards of solid waste including approximately thirty (30) to forty (40) bags of solid waste generated by Respondent's "Honey Monster" wastewater treatment system for disposal or processing at the Site.

   c. Respondent disposed of and/or placed litter upon private property not owned by Respondent in violation of CGS Section 22a-250. Specifically, on April 29, 2015, the Department observed approximately thirty (30) to forty (40) bags of solid waste loaded by Respondent into a box truck and driven across the street to a roll-off container owned by a landscaping contractor.

   d. Respondent engaged in the business of collecting, storing or treating waste oil or chemical liquids or hazardous wastes or of acting as a contractor to contain or remove or otherwise mitigate the effects of discharge, spillage, uncontrolled loss, seepage or filtration of such substance or material or waste without a permit from the Commissioner in violation of CGS Section 22a-454. Specifically, from November 25, 2015 to April 29, 2016, Respondent collected and transported approximately 80,000 gallons of Connecticut Regulated Waste on at least 15 separate occasions without a permit.

3. Based on the findings of inspections of the Site and the collection system for the Town of Vernon's Publicly Owned Treatment Works ("POTW") performed by the Department on April 29, 2015, May 28, 2015, June 10, 2015, August 12, 2015 and October 5, 2015; information submitted to the Department by Respondent or Respondent's attorney on June 10, 2015, June 23, 2015, June 26, 2015, July 2, 2015, July 7, 2015, July 8, 2015 and August 17, 2016; and information provided by the Town of Vernon on various dates including but not limited to May 14, 2015, May 20, 2015, May 28, 2015, December 9, 2015 and December 17, 2015, the Department finds:

   a. From approximately October 16, 2014 to approximately July 7, 2015, Respondent discharged approximately 5.5 million gallons of processed septage and wash water from the Site to the POTW collection system without a permit from the Commissioner required pursuant to CGS Section 22a-430 and RCSA Section 22a-430-4.

   b. Respondent's discharge from the Site violated regulatory prohibitions for discharges to POTWs. Specifically, it can be reasonably expected that the Respondent's discharge caused or contributed to:

      i. hydrogen sulfide gas measurements in the POTW collection system downgradient of Respondent's sewer connection at levels that exceeded worker exposure limits, including OSHA's PELs (Permissible Exposure Limits) and NIOSH's IDLH threshold (Immediately Dangerous to Life and Health), creating a safety concern and possibly impeding the POTW's ability to maintain its collection system, in violation of RCSA Section 22a-430-4(t)(1)(A);

      ii. potentially corrosive conditions which threatened accelerated structural damage to the POTW's collection system due to high levels of hydrogen sulfide gas, in violation of RCSA Section 22a-430-4(t)(2)(B);

      iii. the accumulation of excessive septage-related solids in the POTW's collection system, that partially obstructed flow and led to observed surcharging, in violation of RCSA Section 22a-430-4(t)(2)(C).

   c. From at least June 10, 2015 until December 16, 2015, Respondent discharged wastewater associated with vehicle maintenance operations from 21 Courtney Drive in Ellington to its sanitary sewer collection system without a permit from the Commissioner required pursuant to CGS Section 22a-430 and RCSA Section 22a-430-4.

4. The Department issued Notice of Violation Nos. WSWDS15024 on June 11, 2015 and WSWDS16022 on June 23, 2016 to Respondent to correct the violations listed in paragraph A.2 of this Consent Order. Respondent submitted responses on July 2, 2015, July 7, 2015, August 12, 2015, September 30, 2015, July 11, 2016, July 25, 2016, August 3, 2016 and August 17, 2016 in response to Notice of Violation Nos. WSWDS15024 and WSWDS16022. Respondent represented that the violations have been corrected and the unpermitted activity ceased as of September 30, 2015 for NOVWSWDS15024 and August 17, 2016 for NOVWSWDS16022.

5. The Department issued Notices of Violation Nos. NOVWRIN15007 on May 7, 2015 and NOVWRIN15009 on June 12, 2015 to Respondent to correct the violations listed in paragraph A.3.a and A.3.c of this Consent Order, respectively. Respondent submitted responses to NOVWRIN15007 on June 10, 2015, June 23, 2015, July 26, 2015, July 2, 2015, July 7, 2015 and August 17, 2016, and represented that the violations have been corrected and the unpermitted activity ceased as of July 7, 2015. An inspection of the Site by the Department on August 12, 2015 verified the discharge of processed septage and wash water to the POTW collection system had ceased, and a follow-up inspection on October 5, 2015 verified that all access points to the POTW collection system were sealed. Respondent submitted a response to NOVWRIN15009 on July 8, 2015 and represented that an application for registration for coverage under the *General Permit for the Discharge of Vehicle Maintenance Wastewater* ("GVM") would be submitted to the Department no later than September

15, 2015. Respondent submitted an application for registration for the GVM on September 30, 2015, and subsequently made improvements to the on-site treatment system required by the Department, after which the Department issued the GVM permit registration on December 16, 2015.

6. By virtue of the above, the Commissioner finds that Respondent has violated CGS Sections 22a-208a, 22a-250, 22a-454 and RCSA Section 22a-209-4, and CGS Sections 22a-430 and RCSA Sections 22a-430-4.

7. By agreeing to the issuance of this consent order, Respondent makes no admission of fact or law with respect to the matters addressed herein, other than the facts asserted in paragraph A.1 of this consent order.

B. With the agreement of Respondent, the Commissioner, acting under CGS Section 22a-6, 22a-208, 22a-208a, 22a-225, 22a-424, 22a-427, 22a-430, 22a-432, and 22a-449(c) orders Respondent as follows:

1. Respondent shall operate and maintain all solid waste handling procedures and facilities in compliance with all the applicable provisions of Chapter 446d of the CGS (solid waste management provisions) and RCSA Sections 22a-209-1 thru 17 (solid waste management regulations) in accordance with the following schedule:

   a. Business Recycling Checklist: On or before **thirty (30) days** after the date of issuance of this Consent Order, Respondent shall conduct a comprehensive recycling review of Respondent's office location to evaluate compliance with Connecticut's recycling laws set forth in CGS Section 22a-241b(c). Respondent shall submit for the Commissioner's review and written approval a business recycling profile documenting the management of recyclable materials. An example profile is included as Attachment A to this Consent Order.

   b. Future Compliance Plan: On or before **sixty (60) days** after the date of issuance of this Consent Order, Respondent shall submit for the Commissioner's review and written approval, a plan detailing actions and/or operational changes it has undertaken or will undertake to ensure compliance with Connecticut's solid waste management regulations, including, but not limited to, those requirements violated as set forth in paragraphs A.2. of the Consent Order.

2. Prohibition: Respondent shall not create or maintain a discharge to the waters of state or dispose solid waste at any site in Connecticut without written authorization from the Commissioner.

3. Full compliance. Respondent shall not be considered in full compliance with this Consent Order until all actions required by this Consent Order have been completed as approved and to the Commissioner's satisfaction.

4. Status of Notice of Violation Nos. WSWDS15024, WSWDS16022, NOVWRIN15007 and NOVWRIN15009. This Consent Order supersedes Notice of Violation Nos. WSWDS15024, WSWDS16022, NOVWRIN15007 and NOVWRIN15009.

5. Civil penalty. Respondent shall pay a penalty of one hundred thirty thousand dollars (**$130,000**) as the total civil penalty to be sought by the Commissioner for those, and only those, violations described in paragraph A.2 and A.3 of this Consent Order. The penalty shall be paid in ten (10) separate installments in accordance with the provisions of paragraph B.6., according to the following schedule:

   a. The first installment of the penalty shall be in the amount of thirteen thousand dollars (**$13,000**) due and payable on or before thirty (30) days after the date of issuance of the Consent Order.

   b. The second installment of the penalty shall be in the amount of thirteen thousand dollars (**$13,000**) due and payable on or before one hundred and twenty (120) days after the date of issuance of this Consent Order.

c. The third installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before two hundred and ten (210) days after the date of issuance of this Consent Order.

d. The fourth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before three hundred (300) days after the date of issuance of this Consent Order.

e. The fifth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before three hundred and ninety (390) days after the date of issuance of this Consent Order.

f. The sixth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before four hundred and eighty (480) days after the date of issuance of this Consent Order.

g. The seventh installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before five hundred and seventy (570) days after the date of issuance of this Consent Order.

h. The eighth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before six hundred and sixty (660) days after the date of issuance of this Consent Order.

i. The ninth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before seven hundred and fifty (750) days after the date of issuance of this Consent Order.

j. The tenth installment of the penalty shall be in the amount of thirteen thousand dollars **($13,000)** due and payable on or before eight hundred and forty (840) days after the date of issuance of this Consent Order.

6. Payment of penalties. Payment of penalties under this Consent Order shall be mailed or personally delivered to the Department of Energy and Environmental Protection, Bureau of Financial and Support Services, Accounts Receivable Office, 79 Elm Street, Hartford, CT 06106-5127, and shall be by certified or bank check payable to the "Connecticut Department of Energy and Environmental Protection." The check shall state on its face, "Bureau of Materials Management and Compliance Assurance, Waste Engineering and Enforcement and Water Permitting and Enforcement Divisions, civil penalty" and the Consent Order number identified on the first page of this Consent Order. A copy of the check as well as any transmittal letter shall be mailed or delivered to Julie Dutton, Bureau of Materials Management and Compliance Assurance, Waste Engineering and Enforcement Division and Melissa Blais, Bureau of Materials Management and Compliance Assurance, Water Permitting and Enforcement Division at the same address.

7. Sampling and sample analyses. All sampling and sample analyses which are required by this Consent Order and all reporting of such sample analyses shall be conducted by a laboratory certified by the Connecticut Department of Public Health to conduct such sampling and analyses. All sampling and sample analyses performed under this order shall be performed in accordance with procedures specified or approved in writing by the Commissioner, or, if no such procedures have been specified or approved, in accordance with EPA document SW-846. Unless otherwise specified by the Commissioner in writing, the value of each parameter shall be reported to the maximum level of precision and accuracy specified in the applicable protocol, and if no such level is specified, to the maximum level of precision and accuracy possible.

8. Approvals. Respondent shall use best efforts to submit to the Commissioner all documents required by this Consent Order in a complete and approvable form. If the Commissioner notifies Respondent that any document or other action is deficient, and does not approve it with conditions or modifications, it is deemed disapproved, and Respondent shall correct the deficiencies and resubmit it within the time specified by the Commissioner or, if no time is specified by the Commissioner, within thirty (30) days of the Commissioner's notice of deficiencies. In approving any document or other action under this Consent Order, the Commissioner may approve the document or other action as submitted or performed or with such conditions or modifications as the Commissioner deems necessary to carry out the purposes of this Consent Order. Nothing in this paragraph shall excuse noncompliance or delay.

9. Definitions. As used in this Consent Order, "Commissioner" means the Commissioner or a representative of the Commissioner.

10. Dates. The date of "issuance" of this Consent Order is the date the Consent Order is deposited in the U.S. mail or personally delivered, whichever is earlier. The date of submission to the Commissioner of any document required by this Consent Order shall be the date such document is received by the Commissioner. The date of any notice by the Commissioner under this Consent Order, including but not limited to notice of approval or disapproval of any document or other action, shall be the date such notice is deposited in the U. S. mail or is personally delivered, whichever is earlier. Except as otherwise specified in this Consent Order, the word "day" as used in this Consent Order means calendar day. Any document or action which is required by this Consent Order to be submitted or performed by a date which falls on a Saturday, Sunday or a Connecticut or federal holiday shall be submitted or performed by the next day which is not a Saturday, Sunday or Connecticut or federal holiday.

11. Certification of documents. Any document, including but not limited to any notice, which is required to be submitted to the Commissioner under this Consent Order shall be signed by Respondent or, if Respondent is not an individual, by Respondent's chief executive officer or a duly authorized representative of such officer, as those terms are defined in RCSA Section 22a-430-3(b)(2), and by the individual(s) responsible for actually preparing such document, and each such individual shall certify in writing as follows: "I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, that the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that any false statement made in the submitted information may be punishable as a criminal offense under CGS §53a-157b and any other applicable law."

12. Noncompliance. This Consent Order is a final order of the Commissioner with respect to the matters addressed herein, and is non-appealable and immediately enforceable. Failure to comply with this Consent Order may subject Respondent to an injunction and penalties.

13. False statements. Any false statement in any information submitted pursuant to this Consent Order may be punishable as a criminal offense under CGS Section 53a-l 57b and any other applicable law.

14. Notice of transfer: liability of Respondent. Until Respondent has fully complied with this Consent Order, Respondent shall notify the Commissioner in writing no later than fifteen (15) days after transferring all or any portion of the facility, the Site or the business which is the subject of this Consent Order or after obtaining a new mailing or location address. Respondent's obligations under this Consent Order shall not be affected by the passage of title to any property to any other person or municipality.

15. Commissioner's powers. Except as provided hereinabove with respect to payment of civil penalties, nothing in this Consent Order shall affect the Commissioner's authority to institute any proceeding or take any other action to prevent or abate violations of law, prevent or abate pollution, recover costs and natural resource damages, and to impose penalties for past, present, or future violations of law. If at any time the Commissioner determines that the actions taken by Respondent pursuant to this Consent Order have not successfully corrected

all violations, fully characterized the extent or degree of any pollution, or successfully abated or prevented pollution, the Commissioner may institute any proceeding to require Respondent to undertake further investigation or further action to prevent or abate violations or pollution.

16. Respondent's obligations under law. Nothing in this Consent Order shall relieve Respondent of other obligations under applicable federal, state and local law.

17. No assurance by Commissioner. No provision of this Consent Order and no action or inaction by the Commissioner shall be construed to constitute an assurance by the Commissioner that the actions taken by Respondent pursuant to this Consent Order will result in compliance or prevent or abate pollution.

18. Access to Site. Any representative of the Department of Energy and Environmental Protection may enter the Site without prior notice for the purposes of monitoring and enforcing the actions required or allowed by this Consent Order.

19. No effect on rights of other persons. This Consent Order neither creates nor affects any rights of persons or municipalities that are not parties to this Consent Order.

20. Notice to Commissioner of changes. Within fifteen (15) days of the date Respondent becomes aware of a change in any information submitted to the Commissioner under this Consent Order, or that any such information was inaccurate or misleading or that any relevant information was omitted, Respondent shall submit the correct or omitted information to the Commissioner.

21. Notification of noncompliance. In the event that Respondent becomes aware that it did not or may not comply, or did not or may not comply on time, with any requirement of this Consent Order or of any document required hereunder, Respondent shall immediately notify by telephone the individual identified in the next paragraph and shall take all reasonable steps to ensure that any noncompliance or delay is avoided or, if unavoidable, is minimized to the greatest extent possible. Within five (5) days of the initial notice, Respondent shall submit in writing the date, time, and duration of the noncompliance and the reasons for the noncompliance or delay and propose, for the review and written approval of the Commissioner, dates by which compliance will be achieved, and Respondent shall comply with any dates which may be approved in writing by the Commissioner. Notification by Respondent shall not excuse noncompliance or delay, and the Commissioner's approval of any compliance dates proposed shall not excuse noncompliance or delay unless specifically so stated by the Commissioner in writing.

22. Submission of documents. Any document required to be submitted to the Commissioner under this Consent Order shall, unless otherwise specified in this Consent Order or in writing by the Commissioner, be directed to:

Evelyn Silva, Environmental Analyst
Department of Energy and Environmental Protection
Bureau of Materials Management and Compliance Assurance
Waste Engineering and Enforcement Division
79 Elm Street, 4th Floor,
Hartford, Connecticut 06106-5127

Respondent consents to the issuance of this Consent Order without further notice. The undersigned certifies that he/she is fully authorized to enter into this Consent Order and to legally bind Respondent to the terms and conditions of the Consent Order.

WASTEWATER SERVICES, INCORPORATED

BY: _____ 1/25/17
Andrew Coleman, President Date

Issued as a final order of the Commissioner of Energy and Environmental Protection.

_____ 2/2/2017
Michael Sullivan Date
Deputy Commissioner

Consent Order # 2017002DEEP

Attachment A

Connecticut Department of
Energy & Environmental Protection

Business Recycling Profile

In Connecticut, recycling is mandatory. Connecticut General Statutes and the Regulations of Connecticut State Agencies require designated items to be recycled by **everyone**. Every resident, business, government facility, school, college, hospital, institution, etc. is required *by law* to recycle glass & metal food and beverage containers, plastic containers #1 and #2, boxboard, corrugated cardboard, magazines, newspaper, white office paper, colored office paper, scrap metal, Ni-Cd rechargeable batteries, used crankcase oil, lead acid batteries, leaves and grass clippings.

Recycling these items is a critical action we can all take to move the State towards achieving our recycling rate of 60% by 2024 as stated in the 2016 Comprehensive Materials Management Strategy. Complying with the state recycling laws has tremendous environmental benefits such as conserving natural resources, reducing pollutants emitted to our air and water; conserving energy, reducing greenhouse gas emissions, and eliminating the need for new solid waste disposal facilities.

This form is a guidance document to help businesses better manage their recycling program and increase recovery efforts. This form does not need to be submitted to the Connecticut Department of Energy and Environmental Protection (DEEP) unless it is requested, in response to an inspection and/or an enforcement action. For more recycling resources please visit our Business Recycling Resources webpage.

Part I: Company Information

1. Company Name:
   Mailing Address: City/Town: State: Zip Code:
2. Recycling Contact: Title:
   Phone(s): Email:
3. Additional Contact: Title:
   Phone(s): Email:

Part II: Facility/Operations

1. Type of business:
2. Number of buildings:
3. Total square footage of building(s)
4. Acreage of lawn area::
5. Number of employees:

Part II: Facility/Operations (continued)

6. Current solid waste/recycling hauler(s):

Name: Phone:

Name: Phone:

Name: Phone:

☐ Check here if additional sheets are necessary, and label and attach them to this sheet.

7. Building Owner:

Mailing Address: City/Town: State: Zip Code:

Phone: Email:

All Businesses Are Required to Recycle:

- **High Grade White Office Paper**: White copy paper, computer paper, office stationery, memo paper, etc.
- **High Grade Colored Office Paper**: Colored ledger or copy paper
- **Old Corrugated Cardboard**: Old or discarded corrugated boxes – *Not waxed*
- **Boxboard:** Including cereal boxes, tissue boxes, or chip board
- **Old Newspaper**: Used or discarded newspapers
- **Magazines**
- **Plastic containers #1 (PET) and #2 (HDPE):** Bottles and containers
- **Glass & Metal Food and Beverage Containers** (including 5¢ deposit containers)
- **Leaves:** Foliage which has fallen from trees must be recycled
- **Grass Clippings:** Best practice is to recycle grass by leaving grass clippings on the lawn.
- **Used Crankcase Oil:** Used crankcase oil from internal combustion engines
- **Lead Acid Storage Batteries:** Used batteries from cars, airplanes, boats, tractors, etc.
- **Scrap Metal:** Used or discarded items which consist predominantly of metals such as iron, aluminum, brass, copper, lead, chromium, tin, nickel, etc. or alloys of these metals, including but not limited to appliances.
- **Rechargeable Batteries:** Nickel-cadmium (NiCd) rechargeable batteries, both those contained within appliances and those sold individually are required to be recycled after they no longer are usable.

In addition to the state mandated recyclables listed above, check your **local ordinances** to learn about additional materials your business may be required to recycle.

60% by 2024

Part III: Company's Current Recycling & Recovery Efforts

Please use the table below to describe your company's current recycling program. Attachments of photos or other documents are also accepted if you are requested to submit this form.

RECYCLABLE MATERIAL	AVG WEIGHT (indicate tons or pounds) COLLECTED FOR RECYCLING EACH MONTH (if you do not have weight data enter the number and size of containers and collection frequency)	HOW & WHERE MATERIAL IS COLLECTED	WHO PICKS-UP MATERIAL AND WHERE IS THE MATERIAL TAKEN FOR RECYCLING
EXAMPLE: *OFFICE PAPER (White and other paper combined)*	*One 40-gallon wheeled cart/week*	*Everyone collects at their desk; brought to central location (large wheeled cart near elevators). Janitor brings to loading dock when it is full (about once a week)*	*Our current trash hauler, (NAME) empties our paper recycling wheeled cart 2x/month (we call them as-needed) and material is taken to a permitted recycling facility (PERMITTEE NAME) in (TOWN).*
Office paper (white paper)**			
Office paper (colored paper)**			
Newspaper**			
Other paper or mixed paper (please list types here)			

** Mandatory item that everyone is required to recycle in Connecticut.

Part III: Company's Current Recycling & Recovery Efforts (continued)

RECYCLABLE MATERIAL	AVG WEIGHT (indicate tons or pounds) COLLECTED FOR RECYCLING EACH MONTH (if you don't have weight data enter the number and size of containers and collection frequency)	HOW & WHERE MATERIAL IS COLLECTED	WHO PICKS-UP MATERIAL AND WHERE IS THE MATERIAL TAKEN FOR RECYCLING
EXAMPLE: Old Corrugated Cardboard	*We have a 4-yard dumpster behind our main warehouse. It's picked up twice a week.*	*Warehouse staff collect and flatten boxes as we go along. A small pile is created during a shift (we have 3 shifts/day). At the end of the shift an employee removes the small pile and brings to dumpster outside.*	*Our current trash hauler, (NAME) empties cardboard dumpster on Mondays and brings it to a properly permitted facility (PERMITTEE NAME) in (TOWN) for recycling.*
Corrugated cardboard**			
Boxboard**			
Magazines**			
Food and beverage containers (check all those collected for recycling) ☐ **Glass**** ☐ **Metal**** ☐ **Plastic 1&2**** ☐ **Paper carton or (juice-type) box**			
Other			

** Mandatory item that everyone is required to recycle in Connecticut

Part III: Company's Current Recycling & Recovery Efforts (continued)

RECYCLABLE MATERIAL	AVG WEIGHT (indicate tons or pounds) COLLECTED FOR RECYCLING EACH MONTH (if you don't have weight data enter the number and size of containers and collection frequency)	HOW & WHERE MATERIAL IS COLLECTED	WHO PICKS-UP MATERIAL AND WHERE IS THE MATERIAL TAKEN FOR RECYCLING
EXAMPLE: Printer Toner cartridges	*We have 8 printers in our offices and generally replace/recycle 1/month*	*Office manager returns all toner cartridges to Office Supply Store for a credit towards future office supplies*	*Use mailer envelopes that come with new toner. We mail them back to Office supply store (or they pick up with new deliveries).*
Lead Acid Storage Batteries (car, truck, boat)**			
Rechargeable Batteries**			
Used Crankcase Oil**			
Scrap Metal**			

** Mandatory item that everyone is required to recycle in Connecticut

Part III: Company's Current Recycling & Recovery Efforts (continued)

MATERIAL	AVG WEIGHT (indicate tons or pounds) COLLECTED FOR RECYCLING EACHMONTH (if you don't have weight data enter the number and size of containers and collection frequency)	HOW & WHERE MATERIAL IS COLLECTED	WHO PICKS-UP MATERIAL AND WHERE IS THE MATERIAL TAKEN FOR RECYCLING
EXAMPLE: Leaves and other yard debris	*N/A*	*Our landscape company (NAME, TOWN) mows our lawns and maintains our entry garden. They remove all the materials (although grass clippings are left on the lawn).*	*Our landscape company (NAME) takes them away to a properly permitted recycling facility, (PERMITTEE NAME, LOCATION).*
Leaves**			
Grass clippings**			
Brush, stumps and other yard debris			
Food waste			
Other			
Other			

** Mandatory item that everyone is required to recycle in Connecticut

Part IV: Company's Current Waste Reduction, Reuse And Other Recovery Programs

WASTE REDUCTION, REUSE AND OTHER RECOVERY PROGRAMS	PROJECT DESCRIPTION
EXAMPLE: Waste Reduction	*Our cafeteria recently began using reusable trays and washing them instead of using Styrofoam trays which we were throwing away. We have also instituted a reusable mug program (providing a free mug to employees) to try and reduce the amount of coffee cup waste.*
Waste Reduction	
Waste Reduction	
Other	
EXAMPLE: *ReUse*	*Our company generates approximately 10 used Gaylord containers /week that we donate to Foodshare for their produce distribution program. We also donate over-stock and discontinued building supplies to the ReCONNstruction Center in New Britain.*
ReUse	
ReUse	
Other	
Other	

Part V: Recycling & Recovery Programs Planned

Please use the table below to describe future recycling efforts and how compliance with the mandatory items, if not already recovered for recycling, will be achieved.

IDEA / MATERIAL	ESTIMATED GENERATION RATE	HOW AND WHERE WILL THE MATERIAL BE COLLECTED?	WHO WILL PICK-UP THIS MATERIAL? FINAL/END MARKET?	WHEN WILL PROGRAM BE IMPLEMENTED?
EXAMPLE: Food and Beverage containers (glass, metal and plastic)	*25 gallons/month*	*Will place barrel in break room; janitorial staff will empty and remove materials to a larger container on our loading dock.*	*There are a lot of 5¢ deposit containers. We're looking into having a local non-profit organization collect them for free and redeem the deposits.*	*We will start this program by August 8, 2008 (2 weeks from now).*
EXAMPLE: 55 gallon drums	*10/week*	*We generate 55 gallon drums, which contained non-hazardous substances. We stockpile them outside the plant until we have 50 drums.*	*Working with XYZ, a company that reconditions the drums. We've found this to be more cost effective than recycling them at this time.*	*We've already started collecting and expect our first pick up to be next week (June 5, 2008)*

Part V: Recycling & Recovery Programs Planned (continued)

IDEA / MATERIAL	ESTIMATED GENERATION RATE	HOW AND WHERE WILL THE MATERIAL BE COLLECTED?	WHO WILL PICK-UP THIS MATERIAL? FINAL/END MARKET?	WHEN WILL PROGRAM BE IMPLEMENTED?
EXAMPLE: 5 gallon buckets	*15-30 buckets/month*	*We generate buckets (contained non-hazardous substances) and cannot use them. Will rinse and stack (with lids) off to side of loading dock.*	*We're trying to secure a connection with a local reuse center or distribute via materials exchange program.*	*We hope to start this program by the end of August 2008.*

Reminder: This form is only required to be submitted when requested by DEEP.

When requested by DEEP, please include photos of your recycling bins and containers and any copies of recycling/waste contract. If you have additional pages or items to help explain/show successes in your waste recycling/recovery efforts, please attach those as well including brochures, flyers, employee educational materials, etc.

When requested by DEEP, please submit the completed form and all Supporting Documents to:

DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION
BUREAU OF MATERIALS MANAGEMENT & COMPLIANCE ASSURANCE
WASTE ENGINEERING AND ENFORCEMENT DIVISION
79 ELM STREET, 4TH FLOOR
HARTFORD, CT 06106-5127

PHONE: (860) 424-3365