

**OPERATING PLAN FOR
TOWN OF CHESTER TRANSFER STATION
PERMIT #DES-SW-LP-96-506**

Solid Waste Collection, Storage, Recycling, and Transfer Facility

Date: October 20th, 2022

Prepared by: Debra H Doda, Town Administrator
Paul Cavanaugh, Maintenance Director
Stacy Manfrates, Transfer Station Foreman

**SECTION 1
FACILITY IDENTIFICATION**

Facility Name: Town of Chester Transfer/Recycling Facility

Mailing Address: 84 Chester Street
Chester, NH 03036

Street Address: 50 Dump Road
Chester, NH 03036

Permit Number: DES-SW-LP-96-506

Facility Type: Collection, Storage, and Transfer

Facility Capacity: Not in excess of 150 tons per week

Facility Service Type: Limited Public

Facility Service Area: Town of Chester, NH

Name, Address, and
Telephone Number of:

Permittee: Town of Chester
84 Chester Street
Chester, NH 03036
(603) 887-3636

Property Owner: Town of Chester
84 Chester Street
Chester, NH 03036
(603) 887-3636

Operator: Town of Chester
84 Chester Street
Chester, NH 03036
(603) 887-3636

SECTION 2

AUTHORIZED AND PROHIBITED WASTE

1. This facility is authorized to accept the following types of solid waste only:
 - a. Mixed municipal solid waste, as defined by Env-Wm 103.23, as generated within the Town of Chester only;
 - b. Source separated recyclable wastes including glass, ferrous and non-ferrous metals, steel cans, aluminum cans, motor vehicle batteries, tires, motor oil, plastics, and corrugated cardboard and paper, as generated within the Town of Chester only;
 - c. Separated recyclable materials from permitted limited public (ref. Env-Wm 103.14) collection, storage and transfer facilities in New Hampshire which elect to use this facility as a collection center for the consolidation of loads for economic transfer to markets and which are reported annually to the Department pursuant to Env-Wm 311.07.
2. This 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 per Item (1) above to include that which is prescribed by Env-Wm 2107.02(c) and to include wastes for which the facility has not been designed; or which may be detrimental or hazardous to the facility, its operators or its users; or for which the facility has no provisions for removal to a permitted facility or marketplace for re-use.

SECTION 3 ROUTINE OPERATIONS PLAN

1. Hours of Operation: The days and hours the facility will be opened to receive and transfer wastes will be as specified below. All active and routine facility operations, including waste disposal, facility inspections, maintenance, repairs, and monitoring, will occur on Tuesday, Thursday, and Friday mornings under normal non-emergency circumstances.

Days	Hours
Monday	CLOSED to the public
Tuesday	CLOSED to the public
Wednesday	5:00pm – 7:30pm
Thursday	CLOSED to the public
Friday	CLOSED to the public
Saturday	7:00am – 2:00pm
Sunday	CLOSED to the public

2. Facility Access Control: The types of access control to be employed by the facility to prevent unauthorized use will be as specified below:

x	Perimeter Fencing (four (4) sides)	x	Locked Buildings
x	Locked Gate	x	Locked Containers
x	Natural Barriers (woods on three (3) sides)	x	Access Restricted signs at all entry points
x	Traffic Cones and Signs		

3. Signs and Postings: Legible signs must be posted near each public entrance to the facility and must include:
 - a. the facility name and permit number;
 - b. the name, address, and telephone number of the permittee;
 - c. the days and hours that the facility will be open to receive waste;
 - d. the types of waste accepted;
 - e. a statement that unlawful dumping shall be subject to fine and prosecution.
4. On-Site Traffic Patterns: Facility operations must be conducted in a manner that does not allow incoming or exiting vehicles to obstruct the safe passage of traffic on any public road leading to and from the facility. Facility operations must be conducted in

a manner as to accommodate on-site traffic flow in a safe and efficient manner. See Attachment A for plan.

5. Waste Acceptance and Rejection Procedures: Only authorized wastes, as specified in the permit, may be accepted by the facility. Incoming wastes may be inspected to assure the facility accepts authorized waste only. All unauthorized waste must be rejected by the facility. The permittee must advise the transporter of a rejected waste as to potentially available alternative facilities which the permittee believes or knows to be authorized to receive the type of waste being rejected.
6. Unloading and Sorting Procedures: Wastes will be unloaded directly into the appropriate containers by the person(s) delivering the wastes, with assistance from a member of the Transfer Station Staff if available and desired. Wastes which will be unloaded in this manner include municipal solid waste, plastics, glass, steel cans, aluminum cans, paper, and corrugated cardboard.
7. Waste Inspection Procedures: All transfer containers (and/or stockpiles of waste, as may apply to tires, scrap metal, appliances or other waste) will be visually screened by the facility attendant on a routine basis to identify and remove unacceptable waste.
8. Waste Quantity, Source, and Destination Monitoring Procedures: The quantity, sources, and destination of all incoming and outgoing waste must be measured and recorded in the facility operating record. Designated storage container(s) will provide a volume of measurement record for white goods and tires; the final destination facility will provide scale receipts to record the quantity of municipal solid waste, scrap metal, and recyclables.
9. Storage Time and Capacity Limits: The maximum total quantity of waste permitted to be stored at the facility is 150 tons, monitored weekly. When containers are full, they are picked up by an approved hauler with invoice and weight slips for each item and disposed of in an environmentally safe manner.

All waste storage and transfer procedures must also meet the following additional requirements:

- a. All solid waste received at the facility must be actively managed;
- b. All authorized waste shall be transferred to a marketplace or to a permitted waste management facility in accordance with the time and quantity limits specified by the permittee in a table identified as Attachment B;
- c. Waste must not be stored at the facility for a period of time which results in a condition adversely affecting the environment, public health or safety,

including conditions that attract insects and rodents, generate odors or leachate, or have the potential to cause fire or explosion;

- d. Putrescible waste must be transferred from the facility before producing a noticeable odor or within one week of its receipt by the facility, whichever is earlier;
- e. If the facility manages tires, they must be stored and transferred in accordance with the applicable requirements of Env-Sw 905.02.

SECTION 4 RESIDUAL WASTE MANAGEMENT PLAN

Waste Type	Storage Capacity (Quantity)	Storage Limits (Time)	Storage Method	Destination
Mixed Municipal Solid Waste	80 cy (30 tons)	7 days	40 cy compactor	Waste Management Rochester, NH
Plastics, Source Separated	40 cy (6 tons)	6 months	40 cy compactor	Pinard to WM Rochester, NH
Glass, Source Separated	30 cy (10 tons)	6 months	30 cy roll-off	WM PGA Rochester, NH
Steel Cans, Source Separated	30 cy	6 months	30 cy roll-off	Schnitzer Steel Concord, NH
Aluminum, Source Separated	20 cy (3 tons)	6 months	20 cy trailer	Harding Metals Northwood, NH
Ferrous Metals, including White Goods	50 cy (30 tons)	6 months	50 cy roll-off	Schnitzer Steel Concord, NH
Non-Ferrous Metals	2 tons	6 months	55 Gallon Drum	Harding Metals Northwood, NH
Corrugated Cardboard, Source Separated	20 tons	6 months	40 cy compactor	Waste Management Rochester, NH
Paper, Source Separated	20 tons	6 months	40 cy compactor	Waste Management Rochester, NH
Motor Vehicle Batteries	1.5 tons	6 months	Pallets/platform/pad	Harding Metals Northwood, NH
Tires	1,500 tires (22.5 tons)	6 months	10-wheeler dump truck	Bob's Tire Nashua, NH
Used Motor Oil	275 gallon tank (1 ton)	2 months	Pump Truck	Clean Harbors Andover, MA

SECTION 5 FACILITY MAINTENANCE, INSPECTION, AND MONITORING PLAN

1. This section addresses routine maintenance, inspection, and monitoring requirements necessary to assure the integrity of facility operations, including a description of the measures to be undertaken to monitor and inhibit the following:
 - a. Spontaneous Combustion: Fire extinguisher in the office and close to the compactor. Fire extinguisher is inspected yearly.
 - b. Other Fire Hazards: We do not take in stove ash, and no gas is stored on site.
 - c. Vector Production: Property is treated monthly for insect and rodent infestation.
 - d. Generation of methane, hazardous, or explosive gases: N/A
 - e. Odors: Compactor is picked up weekly
 - f. Dust: N/A
 - g. Windblown Litter:
 - a. Fences on site.
 - b. All windblown waste will be picked up at the end of each day and placed back in its proper container.
 - h. Leachate: N/A
 - i. Spills: Spill kits on site.
 - j. Injury: Operators wear PPE; First Aid kits on site.

SECTION 6 CONTINGENCY PLAN

Identification of and telephone numbers for all local and state officials to be notified in the event of an emergency:

Fire: Fire could result from storage of paper/cardboard. The staff shall respond by calling 911 and then using available fire extinguisher to maintain until fire department arrives.

Explosion: Explosion could result from stored propane cylinders. Staff will call 911 and let appropriate emergency crews take care of handling the emergency situation.

Operator Injury: Operator injury could result from operation of skid steer, tractor, or other equipment to assist in disposal of solid waste. Staff will call 911 and let emergency crews take care of handling the emergency situation.

The following local and state officials must be contacted in the event of an emergency at the facility, dependent on the situation and severity:

Fire Department: (603) 887-3878 or 911

Ambulance Service: (603) 887-3878 or 911

Police: (603) 887-2080 or 911

NH DES: (603) 271-2925

State Fire Marshal: (603) 223-4289

Board of Selectmen: (603) 887-3636 x114

Road Agent: (603) 887-3636 x119

Maintenance: (603) 887-3636 x115

Health Officer: (603) 300-2151

SECTION 7 EMPLOYEE TRAINING PROGRAM

Operator Certification: Facility operators must be trained and certified in accordance with the requirements of 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 1605, submit an application on forms provided by the Department, attend the Department's operator training program, and pass an examination applicable to the level of certification being sought. For more information on the certification program, contact the Solid Waste Operator Training Program of the New Hampshire Department of Environmental Services at (603) 271-2925.

Certification Workshops: Operator certification is valid for one year from the date of issuance. In order to renew their certification, all certified facility operators must attend at least one annual workshop administered or approved by the Department of Environmental Services. If a certificate holder fails to attend an annual workshop, then s/he will be ineligible to renew their certification. A calendar of upcoming solid waste facility workshops may be obtained from the Solid Waste Operator Training Program at (603) 271-2925.

Employee training programs will also include the following:

Safety Training: All staff shall be aware of location of eye wash station and first aid kits, and are instructed to call 911 to allow emergency personnel to take care of any issue of safety.

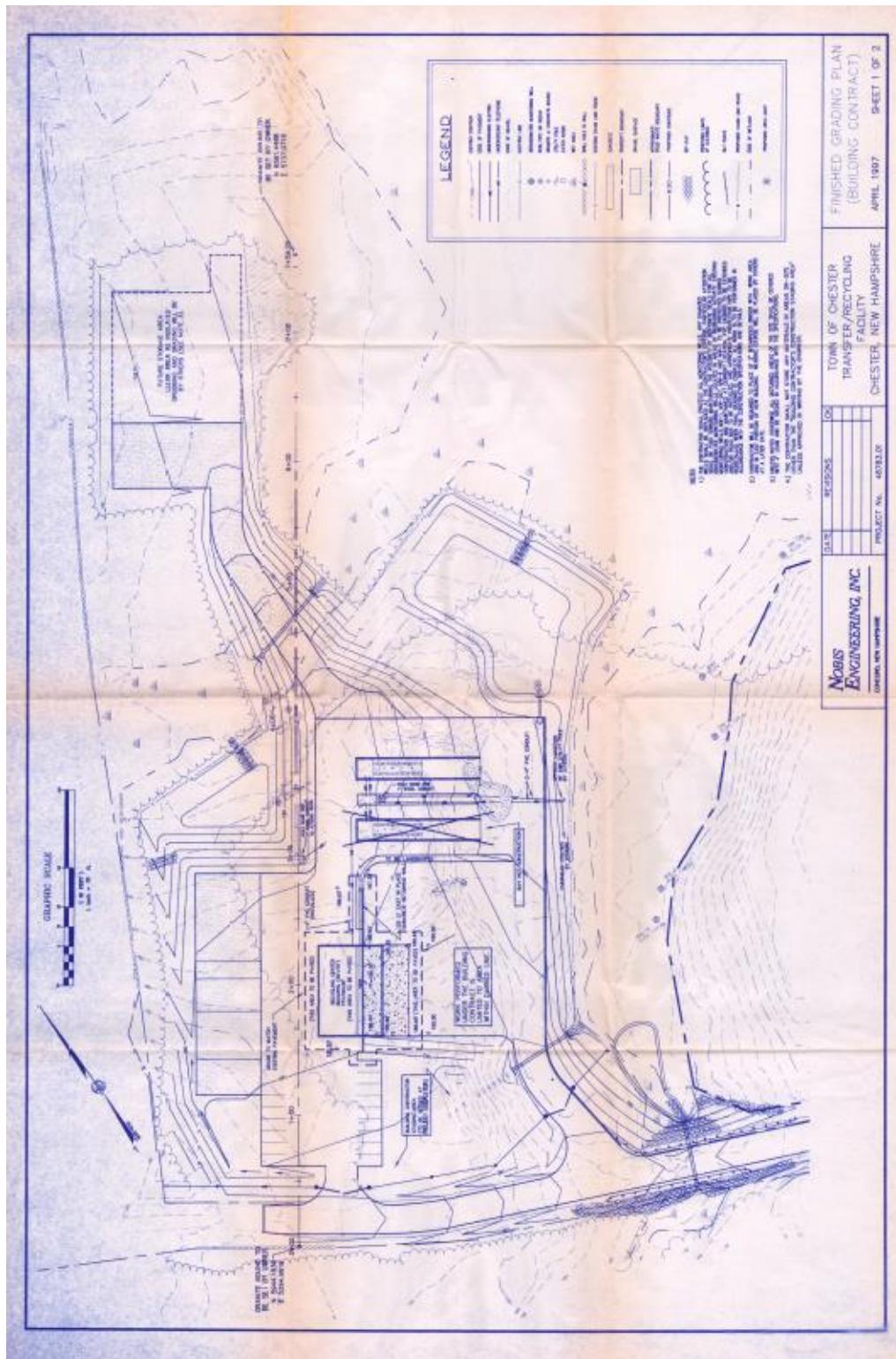
Special Equipment Training in Accordance with Manufacturer Recommendations: All staff will read equipment operating manuals before using equipment.

SECTION 8 RECORDKEEPING AND REPORTING

Record keeping at the facility must comply with the requirements of Env-Sw 1105.06, Facility Operating Record and Env-Sw 1108.07, Reporting Requirements. Record keeping and reporting will include the following:

1. A copy of the permit, including a complete copy of the operating plan of record and a complete copy of the facility closure plan, must be maintained at a location accessible for use by the facility operators and for inspection by the New Hampshire Department of Environmental Services.
2. A copy of the authorization page of the facility's Solid Waste Permit, bearing the permit number and the authorization signature, must be prominently displayed at the facility.
3. Current operator certificates, obtained pursuant to the provisions of Env-Sw 110.05, must be prominently displayed at the facility.
4. All municipalities and waste haulers must affix ownership identification and/or the facility or company logo to all waste containers used in conjunction with the operation of the facility.
5. The permittee must notify the department in writing within 30 calendar days of any change in the facility address, telephone number, key certified operators and contact person(s).
6. The permittee must file an annual facility report by March 31 for the prior calendar year for each year, on forms provided annually by the Department of Environmental Services (Department). If a form is not received from the Department the permittee should contact the Waste Management Division Technical Assistance Section at 271-2925 to obtain the proper form.

ATTACHMENT A PLAN



ATTACHMENT B
COLLECTION, STORAGE AND TRANSFER PROCEDURES

- 1) Municipal Solid Waste
 - (a) Will be collected in approved 40 yd container and packed by power unit
 - (b) Will be stored in closed container on site
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 2) Plastics
 - (a) Will be collected in approved 40 yd container and packed by power unit
 - (b) Will be stored in closed container on site
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 3) Glass
 - (a) Will be collected in a 50 yd open top roll off container
 - (b) Will be stored in open top roll off container
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 4) Steel Cans
 - (a) Will be collected in a 50 yd open top roll off container
 - (b) Will be stored in open top roll off container
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 4) Mixed Paper
 - (a) Will be collected in approved 40 yd container and packed by power unit
 - (b) Will be stored in closed container on site
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 5) Corrugated Cardboard
 - (a) Will be collected in approved 40 yd container and packed by power unit
 - (b) Will be stored in closed container on site
 - (c) Will be transferred to approved vendor and tracked by vendor haul slip
- 6) Aluminum Cans
 - (a) Will be collected in a caged trailer
 - (b) Will be stored in caged trailer
 - (c) Will be transferred to vendor by staff
- 6) Scrap metal
 - (a) Will be collected in a 40 yd open top container
 - (b) Will be stored in a 40 yd open top container

- (c) Will be transferred to approved vendor and tracked by haul slip
- 7) White Goods
 - (a) Will be collected in approved area
 - (b) Freon will be removed by approved vendor, marked that Freon has been removed and stored in approved area
 - (c) Will be transferred to 40 yd open top container when scrap metal is disposed of
- 8) Propane Tanks
 - (a) Will be collected by staff on site
 - (b) Will be stored on site away from other materials
 - (c) Will be transferred to vendor yearly or when the right number has been collected
- 9) Waste Oil
 - (a) Will be collected by staff on site
 - (b) Will be stored in a container sitting on a spill proof skid
 - (c) Will be transferred to approved vendor
- 10) Car Batteries
 - (a) Will be collected by staff on site
 - (b) Will be stored on a spill proof skid
 - (c) Will be transferred to approved vendor
- 11) Tires
 - (a) Will be collected by staff on site
 - (b) Will be stored in a covered container
 - (c) Will be transferred to approved vendor and tracked by haul slip and invoice

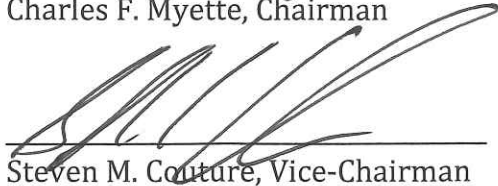
ATTACHMENT C
SOLID WASTE DISPOSAL FEE SCHEDULE

TIRES	PRICE		NUMBER		COST
Car, Without Rims	\$ 5				\$
Car, With Rims	\$ 6				\$
Truck	\$ 15				\$
APPLIANCES					
Refrigerator	\$ 10				\$
Freezer	\$ 10				\$
AC/Dehumidifier	\$ 10				\$
PROPANE TANKS					
20 Pounds	\$ 3				\$
30 Pounds	\$ 5				\$
ELECTRONICS					
Small TV (19" and smaller)	\$ 10				\$
Medium TV (20" to 40")	\$ 15				\$
Large TV (41" and larger)	\$ 15				\$
Monitor	\$ 10				\$
Laptop/Desktop Computer	\$ 3				\$
Printer/Scanner	\$ 3				\$
VCR/DVD	\$ 3				\$
OTHER					
13 Gallon Bags (Box)	\$ 3.75				\$
20 Gallon Bags (Box)	\$ 4.00				\$
	\$				\$

Adopted by vote of the Board of Selectmen on this date, the 27th day of October, 2022.

A handwritten signature in dark ink, appearing to read "Charles F. Myette", written over a horizontal line.

Charles F. Myette, Chairman

A handwritten signature in dark ink, appearing to read "Steven M. Couture", written over a horizontal line.

Steven M. Couture, Vice-Chairman

A handwritten signature in dark ink, appearing to read "Stephen D'Angelo", written over a horizontal line.

Stephen D'Angelo, Selectman

A handwritten signature in blue ink, appearing to read "Stephen O. Landau", written over a horizontal line.

Stephen O. Landau, Selectman

A handwritten signature in dark ink, appearing to read "Jeremy C. Owens", written over a horizontal line.

Jeremy C. Owens, Selectman