

### **Agenda**

- Welcome
- C&D Facility Annual Report form improvements

### **Welcome/Introductions**

MassDEP welcomed participants to the Workshop. A total of 25 attendees participated.

- In-person attendance in Conference Room 8102 on the 8<sup>th</sup> floor of 100 Cambridge Street, MassDEP Boston office: 6 attendees (2 MassDEP staff and 4 public stakeholders)
- Online Zoom webinar attendance: Approximately 20 people who registered participated on the call. The attendees represented a cross-section of the industry including C&D handling facilities, construction sustainability managers, sustainability consultants, waste management consultants, municipal officials, and MassDEP solid waste management officials.

### **C&D Annual Report form improvements**

MassDEP presented a PowerPoint slide presentation summarizing the proposed revisions to the C&D Facility Annual Report Form and Instructions based on suggestions offered at Workshop #1 (10/21/2024). The discussion toggled back and forth between the PowerPoint presentation and a demonstration of the corresponding features on the draft C&D Facility Annual Report Form (WORD Fillable Form Format) and the draft Instructions (PDF) that had been shared prior to the meeting.

Overall, the C&D Processing Facility stakeholders in attendance expressed satisfaction with many of the improvements to the annual report form (e.g., drop-down boxes for material types) and instructions (e.g., addition of a new section “Special Instructions”) and they felt they could work with this revised form. The following memorializes some of the further suggestions for improvement.

- Convert the Annual Report Form from the current WORD Fillable-Form format to an EXCEL format. This affords several advantages:
  - Avoid arithmetic mistakes; easily sum columns and rows
  - Allow more columns to be added to tables (e.g., comments)
  - Allow mass balance tables to be auto-populated from the prior data-entry tables; lessen chance of data-entry error; simplify reporting
- A C&D facility representative offered the following suggestions
  - “Clean Wood” should not be an option for recycled materials. He stated that stumps accepted in mixed C&D loads cannot be classified as clean wood.
  - The allowance of +/- 10% discrepancy before requiring an explanation was too high, it should be set lower. For example, his facility accepts ca. 150,000 TPY, a 10% discrepancy would be 15,000 tons; that far exceeds what he is permitted to store on his tip floor overnight, so it cannot be explained by beginning/ending inventory, and it is too large an amount to be ignored.
  - He also reported that Bulky Waste makes up 30% of all inbound material at his facility, and that it accounts for most of the discrepancy in mass balance between C&D and MSW; and it also adversely impacts the facility Process Separation Rate.
- A construction firm sustainability manager reiterated that we need better data to provide greater transparency and consistency in accounting where materials end up. That sentiment was echoed by a demolition contractor on the call.

Meeting Notes of C&D Facility Annual Report Improvement Workshop #2  
MassDEP – Bureau of Air & Waste – SWAC C&D Subcommittee  
February 27, 2025; 10:00 AM to 12:00 PM (Hybrid Meeting – In-person and Zoom webinar)

- A consultant expressed concern about the material reported as diverted to another processor. For project sustainability accounting, they usually omit diverted quantities from their calculations since they can't be sure it is recycled by the next facility.
  - MassDEP suggested that the term "diverted material" as defined in the MPS and as reported on the annual report should provide assurance that this material can be counted toward reuse/recycling.
- The representative from the Town of Bourne offered several comments:
  - He suggested that the instructions could be improved with a story board with a flow diagram showing examples of what types of materials get reported at each step of the report form.
  - He opined that Bulky Waste loads are a problem for the C&D handling facilities with accounting because they often contain some fraction of MSW.
  - He provided an announcement encouraging support of an Extended Producer Responsibility bill on the docket in the State Legislature for management of lithium-ion batteries.
- MassDEP's SWM Deputy Division Director articulated MassDEP's interest to explore the possibility of haulers/transporters (or other third parties) taking bulky waste loads back to their facilities to separate waste ban and other recyclable materials in these loads, such as furniture, mattresses and other oversize bulky materials that could be separated for salvage, reuse or recycling. He also noted that any separate facilities operating in this manner would likely require a general permit from MassDEP. As always, any questions regarding specific facility operations should be directed to the appropriate MassDEP Regional Office.
- We also discussed the possibility of C&D Handling Facilities changing their business model and working more closely with developers and construction firms to handle the reuse/recycling of more source separated materials.

**Next Steps:**

- Draft an EXCEL version of the C&D Facility Annual Report form.
- Work with a few C&D handling facilities to beta test the EXCEL forms on CY2024 data.
- Circulate the C&D annual report package internally and externally for review and comment.
- Publish the final version of the revised C&D Facility annual report form and instructions on the MassDEP webpage for use with the next annual reporting round (CY2025 data).

**Point of Contact**

Meeting notes were recorded by Mike Elliott. His contact information is as follows:

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**END of Meeting Notes.**