

Agenda

- Welcome
- C&D Facility Annual Report form improvements

Welcome/Introductions

MassDEP welcomed participants to the Workshop. A total of approximately 22 attendees participated.

- In-person meeting in Conference Room 8102 on the 8th floor of 100 Cambridge Street, MassDEP Boston office: 4 attendees (3 MassDEP staff and 1 construction manager)
- Online Zoom webinar: Approximately 18 of the 25 people who registered participated on the call:

C&D Annual Report form improvements

The participants discussed suggestions to improve the four tables in Section C and one table in Section D of the C&D Facility Annual Report Form, and the accompanying Instructions document. The current C&D Annual Report Form and Instructions can be found at the following link:

<https://www.mass.gov/how-to/construction-demolition-facility-annual-reporting>.

Outline of suggested improvements organized by individual elements of the form/instructions.

Table C.1. "C&D Materials Accepted"

- Require detailed break-out of accepted materials
 - Use "Materials Types" listed in Part 3 of Instructions
 - Limit use of the term "C&D Waste" to loads containing a mix of C&D materials
 - Break out loads of a predominantly single material as a separate line item such as C&D wood, asphalt shingles, clean gypsum, demo gypsum, etc.
 - Identify specific material content of "Other" materials
 - Win-Waste rep pointed out the limitation of only being able to report material categories that are programmed into facility scale-house software.
 - RSR rep suggested making more space on form by removing line items for zero-tolerance items that no C&D facility would ever accept as a separated load (e.g., CRTs, electronics, computers, tires, etc.)
- Require break-out of inbound Category-2 Residuals showing quantities and facilities of origin
 - Add a supplemental worksheet attachment
 - RSR rep suggested adding a column to confirm that residuals were received from an MPS compliant facility (possibly use a drop-down box of MPS-compliant processors, or include a link to the MassDEP webpage with MPS status of C&D processors)
- Best practices seen in surrounding States' forms
 - Add a column for comments/notes specific to each material line item
 - Use drop-down boxes for "material type"; allow open text for materials not listed in drop-down box
 - Include tipping fees of each material, or at the very least, a range of tipping fees

Table C.2. "C&D Materials Recycled or Used"

- Only report materials sent to a recycling outlet, reuse outlet, or end-market.

- “Diverted material” transferred to another C&D Handling Facility for aggregation as a recyclable material should NOT be reported on this table
- “Material Type” column should match material types in Part 3 of Instructions
- Same material sent to different destinations should be reported on separate lines
- “Recycled/Used Type” column should match categories at top of sheet
- RSR rep suggested reporting landfill dependent uses (i.e., alternative daily cover, roadbase, and shaping & grading) on a separate table.
- Best practices seen in surrounding States’ forms
 - Add a column for comments/notes specific to each material line item
 - Use drop-down boxes for “material type” and “recycled/used type”; allow open text for materials not listed in drop-down box

Table C.3. “C&D Materials Transferred”

- In the “Transferred Type” table at the top of the sheet, specify two categories of “Transfer Type” to be reported separately:
 - **Diverted C&D recyclable materials** sent to and received by another C&D Handling Facility as separated recyclable material for aggregation prior to being sent to a recycling outlet, reuse outlet, or end-market
 - Diverted material definition:
 - Separation of specific type of recyclable C&D material
 - Not comingled
 - *De minimis* levels of contamination (<5% by volume)
 - **C&D waste transferred for further processing** to an MPS-compliant C&D processor
 - RSR rep suggested adding a column to confirm that residuals were sent to an MPS compliant facility (possibly use a drop-down box of MPS-compliant processors, or include a link to the MassDEP webpage with MPS status of C&D processors)
- Do not include C&D Residuals transferred for DISPOSAL

Table C.4. “C&D Materials Disposed”

- In the “Disposal Types” table at the top of the sheet, add another category for reporting “Transfer for Disposal”
- “Material Type” column should match material types in Part 3 of Instructions
 - Same material sent to different destinations should be reported on separate lines
 - Use drop-down boxes for “material type”; allow open text for materials not listed in drop-down box

Table D.4. “Compare Totals”

- Report mass balance summaries for C&D and MSW separately
 - Add separate tables at the end of the C&D and MSW sections
- Report beginning/ending inventories when a major source of mass balance discrepancy
- Report estimated tonnage of “crossover materials” when a major source of mass balance discrepancy; “crossover materials” means:
 - Mixed loads containing different waste types (e.g., MSW and C&D), separated on tip floor, and moved over from C&D process area to MSW process area, or vice versa.

Meeting Notes of C&D Facility Annual Report Improvement Workshop
MassDEP – Bureau of Air & Waste – SWAC C&D Subcommittee
Oct 21, 2024; 10:00 AM to 12:00 PM (Hybrid Meeting – In-person and Zoom webinar)

- Use the “Conversion Factors” in Part 3 of the “Instructions” to estimate the tonnage of cross-over materials.
- Report volume/weight of water used for misting/dust control when a major source of mass balance discrepancy
- Best practices seen in surrounding States’ forms
 - Report beginning/ending inventories
 - Report mass balance summaries for C&D and MSW separately

Instructions

- Existing 5-page instructions document contains three sections:
 - Obtaining Forms
 - Reporting Process
 - Conversion Factors and Material Types
- Develop more detailed guidance in “Reporting Process” Part 2
 - The intent is to achieve greater consistency and precision across the industry.
 - Consensus was reached that the detailed instructions of how to fill out the tables should remain on the sheet for each table in the annual report form, not in the “Reporting Process” section of the separate “Instructions” document.
 - If we were to list the detailed instructions for each table in two different places, that could inadvertently lead to inconsistencies.
 - Rather, the “Reporting Process” section might include a high level overview of how to fill out each table (e.g., distinguish what is meant by: recycled/used, diverted, transferred for further processing, transferred for disposal, etc.)
- Add more material types to Part 3
 - Make consistent with materials list found in Attachment G of the C&D Waste Ban Compliance Plan Form (<https://www.mass.gov/doc/attachment-g-compliance-plan-form-for-facility-operators-2/download>)

Next Steps:

- MassDEP internal review of all suggestions to decide which ones will be implemented.
- MassDEP will draft revised C&D Facility Annual Report Forms and share with C&D Stakeholders for review and comment.

Point of Contact

Meeting notes recorded by Mike Elliott; his contact information is as follows:

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END of Meeting Notes.