

C&D annual report form revisions for improvement

Work Shop #2 at MassDEP Boston Office
100 Cambridge Street, Boston, MA 02114
February 27, 2025
10:00 AM – 12:00 PM

Workshops to improve C&D facility annual report form submittals

- Suggested improvements based on input from:
 - MassDEP observations/experience
 - Best practices in surrounding states
 - Feedback from stakeholders at Oct-2024 Workshop #1
(<https://www.mass.gov/lists/cd-subcommittee-meeting-archive#hybrid-meeting-of-october-21,-2024->)
- A number of construction managers from large construction firms have raised concerns about C&D Annual Report Form
 - Need for greater accuracy and precision
 - Ultimately, better data management leads to...
 - Better understanding of waste generated in demolition/construction
 - Improved waste diversion within the industry

Goals of Workshop #2

- Review DRAFT revisions to C&D Facility Annual Report form and Instructions
 - Compare against suggestions at Oct-2024 meeting
- Establish schedule for roll-out and adoption of revised C&D AR form and instructions
 - Conduct test runs using DRAFT C&D AR form with CY2024 annual report data
 - Get feedback from users and make edits as necessary
 - Get internal management approval
 - Publish on MassDEP webpage for use for CY2025 annual report cycle

Instructions for C&D Facility Annual Report Form

- Added a new section “Special Instructions for Particular Sections”
- Expanded Materials Types in Section 4
- Instructions document now has four sections as follows:
 1. Overview
 2. Reporting Process
 3. Special Instructions for Particular Sections ****NEW****
 4. Conversion Factors and Material Types ****Expanded****

Table C.1. C&D Materials Accepted

AR Form

- Divided Table into two categories:
 - Mixed C&D Waste
 - Source Separated Materials
- Added drop-down boxes for common materials in each category
- Added open-text fields for “Other” materials not covered in the drop-down menus

Special Instructions

- C&D Waste = mix of C&D materials
- Report Bulky Waste separately
- Report inbound C&D Residuals separately
 - Requires detailed break-out in Attachment 1
- Report source separated materials separately
 - Source separated = predominantly single material loads

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

AR Form

- Divided Table into three categories:
 - Beneficially Used (e.g., BUD/Landfill Dependent Use)
 - Recycled/Reused (e.g. feedstock)
 - Fuel Specification Product (e.g., biomass boiler fuel)
- Added drop-down boxes for common materials in each category
- Added open-text fields for “Other” materials not covered in the drop-down menus

Special Instructions

- Only report materials sent to a recycling outlet, reuse outlet, or end-market.
- Do NOT include “Diverted Materials”
 - Diverted Material = separated recyclable material transferred to another C&D handling facility for recycling
- One row for each material type and each reuse/recycling location
- The “Recycled/Used Type” entered in the middle column should match one of the categories listed at the top of sheet on form

Table C.3. C&D Materials Transferred

AR Form

- Divided Table into two categories:
 - Unprocessed or Partially Processed C&D Waste (e.g., Transferred for further processing)
 - Separated Recyclable Materials (e.g., Diverted to another C&D Handling Facility for recycling)
- Added drop-down boxes for common materials in each category
- Added open-text fields for “Other” materials not covered in the drop-down menus

Special Instructions

- “Transfer Type” column should match categories at the top of the sheet
 - Transferred
 - Diverted
- Defined “Diverted Material”
 - Diverted Material = separated recyclable material transferred to another C&D handling facility for recycling
- Do not include C&D Residuals transferred for DISPOSAL

Table C.4. C&D Materials Disposed

AR Form

- Added drop-down boxes for common materials under “Material Type” column
- Added open-text fields under the “Material Type” column for “Other” materials not covered in the drop-down menus
- Added a new “Disposal Type” at top of sheet: “Transferred for Disposal”
- Added drop-down boxes under the “Disposal Type” column
 - no other options allowed

Special Instructions

- “Disposal Type” column should match one of the categories at the top of sheet

Table C.5. C&D Materials Mass Balance

AR Form

- Added a new table to evaluate mass balance and percent discrepancy specific to inbound and outbound C&D materials
- Requires explanation of discrepancy greater than +/- 10%
 - Consistent with CTDEEP

Specific Instructions

- Discrepancy explanation may include:
 - Beginning/ending inventories
 - Estimated tonnage of “cross-over materials”
 - Weight of water used for dust control
- “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.
 - May need to use the “Conversion Factors” in Part 4 of the “Instructions” to estimate the tonnage of cross-over materials.

Section D. Municipal Solid Waste Operations

- No changes to the following reporting tables:
 - Table D.1. MSW Accepted
 - Table D.2. MSW Diverted
 - Table D.3. MSW Disposed
- Added a new table D.4. MSW Materials Mass Balance
 - Evaluate mass balance and percent discrepancy specific to inbound and outbound MSW materials
 - Requires explanation of discrepancy greater than +/- 10%

Section E. Compare Totals of Combined C&D and MSW

AR Form

- Renumbered existing table to evaluate mass balance and percent discrepancy of combined inbound and outbound C&D and MSW materials handled by facility
- Requires explanation of discrepancy greater than +/- 10%
 - Consistent with CTDEEP
 - Previously required explanation of discrepancy of +/- 1%

Special Instructions

- Note: This table needs to be completed even if no MSW was accepted.
- Explanation may evaluate same factors as described for Table C.5. "C&D Mass Balance"

Section F. Waste Bans

- No changes to this section
- Fill in table following the instructions at the top of the sheet

Attachment 1. Inbound C&D Residuals

- Added Attachment 1. Table “Detailed Break-out of Inbound C&D Residuals”
- If Inbound C&D Residuals were reported as accepted in Table C.1., then provide a detailed break-out of quantities received and facilities-of-origin in Attachment 1.
- Added drop-down boxes under “Material Type” column
 - C&D Fines
 - C&D Residuals
- Added open-text fields for “Other” materials not covered in the drop-down menus

Attachment 2. Comments

- Added Attachment 2. “Comments Table”
- Columns allow clear identification of the page number, section, material/waste type and quantity to ensure unambiguous identification of the line item to which the comment applies

Discussion

- Questions
- Suggestions
- Test runs with CY2024 annual report data
- Implementation
- Outreach