

**Charles River Household Hazardous Waste Consortium  
Reciprocal Household Hazardous Waste Collection Agreement  
2018**

The Towns listed below will work together to provide Household Hazardous Waste (HHW) collection events for their residents by scheduling at least one event in each Town, not all on the same day, which are open for at least some of the residents of all the towns to attend.

**Rationale:**

The majority of the public generates some amount of Household Hazardous Waste (HHW), yet only approximately 10-15% of the households attend a one-day collection event. Residents are most likely to discard HHW into the trash and sewer system when they are moving, if there are no convenient and more appropriate alternatives. These inappropriate disposal methods cost each Town in terms of health and safety risks and environmental risks. In the interest of providing more convenient and appropriate HHW waste management options during several key months of the year (especially spring and fall months), it is proposed that the following selected Towns open their collection event to each other's residents. The Towns that comprise this "Consortium" this year are: Ashland, Bellingham, Dover, Franklin, Holliston, Medfield, Norfolk, Sherborn, and Walpole.

1. This agreement may be changed by means of a simple majority vote of the Coordinators of the Towns comprising this "Consortium."
2. Reciprocity: Each of the participating Towns will allow residents of each of the other participating Towns to attend their HHW collection event.
  - a) Some Towns may decide to jointly host a collection event
3. Advance notification: Each Town Coordinator shall give specific written Authorization (Attachment A) to residents of his/her Town who wish to attend an out-of-town collection and must notify the Hosting Coordinator of the names of his/her visiting participants.
4. Visitor Authorization: Each Host Town will provide a Visitor Authorization form (using Attachment A and revising as necessary) to each Town in the "Consortium" as soon as a contract is signed with a Household Hazardous Waste contractor. The sending Town will provide a Visitor Authorization Form to its residents who wish to attend an out of town collection. If a sending Town chooses to alter the form from the Host Town to add requirements on its residents, it must get approval from the Host Town for the new form. The Visiting Participant must present this Visitor Authorization Form when he/she arrives at the out of town collection. This will serve as evidence that the Sending Town will pay the Host Town for the Visiting Participant to dispose of his/her HHW. The Visitor Authorization Form will specify what quantity will be allowed, and the Visiting Participant must be made to understand what quantity will be allowed. If the Visiting Participant exceeds the quantity allowed, it is assumed that the Sending Town will pay for its resident's HHW and the Host Town will require the Visiting Participant to sign a statement that the quantity amounted to "x" and will bill the Sending Town accordingly.
5. Materials: Each Host Town may choose the items allowed or not allowed at its collection (e.g., some towns may choose to collect propane tanks, latex paint etc. while other towns may not). Only the items allowed by the Host Town will be accepted. The list of allowed materials should be included with the Authorization Form.
6. Publicity: In the interest of being able to continue to predict the budget requirements and staff implications for each Town's collection event, printed public notices should be focused primarily on the Town's own collection day. However, the complete schedule of dates for all the collections to be held by the Towns in the Consortium should be published on each Town's website and information about other Towns' collections may be given out to anyone who calls and cannot attend their own Town's collection. Each Town should make it clear that residents need permission from their own Town to attend another Town's HHW collection day and must adhere to the restrictions on materials set by the Host Town.
7. Reimbursement: The Sending Towns will provide a list to the Host Town's Coordinator of their Visiting Residents no later than three (3) days before the event. The Host Town will keep track of the Visiting Residents and their Town of origin. The Sending Towns will be billed at cost for the number of their residents who attended the Host Town's collection.
8. Contracts: Each Town will contract separately with the HHW vendor of its choice and will determine the materials it will allow. The Contract shall provide sufficient insurance for all collected materials.
9. Term: This agreement will cover calendar year 2018. As soon as possible the Coordinators will establish dates for their collection events. To the extent possible, dates will be selected not to coincide with another town's collection date.

10. Additional Towns: For this year, this reciprocal agreement is limited to the towns identified.  
11. For each town, the HHW contact names, department, phone numbers (P) and fax (F) numbers and emails (E) are:

Ashland	David Miller	DPW	(P)508-532-7943 (F)508-881-0172	<a href="mailto:dmiller@ashlandmass.com">dmiller@ashlandmass.com</a>
Bellingham	Denis Fraine	TA	(P) 508-657-2802 (F) 508-966-4425	<a href="mailto:dfraine@bellinghamma.org">dfraine@bellinghamma.org</a>
Dover	Craig Hughes	DPW	(P) 508-785-0058 x110(F) 508-785-8115	<a href="mailto:towngarage@doverma.org">towngarage@doverma.org</a>
Franklin	Chris White	DPW	(P) 508-553-5543 (F) 508-520-4939	<a href="mailto:cwhite@franklin.ma.us">cwhite@franklin.ma.us</a>
Holliston	Jeff Ritter	TA	(P) 508-429-0608 (F) 508-429-0642	<a href="mailto:ritterj@holliston.k12.ma.us">ritterj@holliston.k12.ma.us</a>
Medfield	Maurice Goulet	DPW	(P) 508-906-3002 (F) 508 359-4050	<a href="mailto:mgoulet@medfield.net">mgoulet@medfield.net</a>
Norfolk	Bob McGhee	DPW	(P) 508-528-4990 (F) 508-528-2773	<a href="mailto:dpw@norfolk.ma.us">dpw@norfolk.ma.us</a>
Sherborn	Ed Wagner	TA	(P) 508-651-7850 (F) 508-651-7854	<a href="mailto:ed.wagner@sherbornma.org">ed.wagner@sherbornma.org</a>
Walpole	Robin Chapell	BOH	(P) 508-660-7321 (F) 508-660-6345	<a href="mailto:rchapell@walpole-ma.gov">rchapell@walpole-ma.gov</a>

Signed:

Town: NORFOLK

By: 

Robert J. McGhee  
Title: Director of Public Works

Date: February 13, 2018