

Recycling 101 for Multifamily Property Managers

June 3, 2020





Recycling 101 for Multifamily Property Managers

WEBINAR AGENDA

- Primer on Massachusetts Waste Bans
- Tips & tricks for designing an effective recycling program
- Tools for educating tenants on Smart Recycling practices



FREE ASSISTANCE FOR BUSINESSES & INSTITUTIONS



RecyclingWorks MA is funded by MassDEP, delivered under contract by the Center for EcoTechnology

recyclingworksma.com

WHAT IS TECHNICAL ASSISTANCE?

- Evaluate existing waste streams
- Identify opportunities to prevent, recover, and divert waste
- Empower employees through education and training
- Create customized waste bin signage
- Conduct cost analysis
- Remote assistance opportunities available



MASSACHUSETTS WASTE BANS

Several bans relevant for property managers include:

- Commercial food waste (1 or more tons per week)
- Recyclable metal, glass, and plastic containers
- Cardboard & paper
- Construction & demolition materials
- Yard waste
- White goods





WASTE BAN COMPLIANCE TIPS FOR PROPERTY MANAGERS



The Massachusetts Department of Environmental Protection (MassDEP) bans easy-to-recycle materials, such as cardboard, from the trash. This is an overview of waste ban requirements, avoiding fines or fees, and tips on tenant compliance.

More detailed information for Property Managers is available at:

recyclingworksma.com/how-to/business-sector-guidance/property-managers



recyclingworksma.com/waste-ban-tip-sheet-property-managers

UNDERSTANDING HAULER OPTIONS

- City-provided pickup services
 - Municipalities may not offer for residential properties with 4+ units
 - Equipment provided may not fit your needs
- City-sponsored drop-off options
 - Recycling center and/or transfer station
 - Household Hazardous Waste Days & Universal Waste Sheds
- Private contracting
- Clear communication and feedback on contamination



CHOOSING EQUIPMENT FOR DIFFERENT STREAMS

- Work with your hauler to determine what waste streams are collected in each container
- Hauler provided equipment vs. purchased separately
- Restricted openings (e.g. use slotted dumpsters to ensure cardboard is flattened)
- Equipment for internal collection & transportation as needed



RIGHT-SIZING & MONITORING EQUIPMENT

- Conduct periodic checks before material is emptied into dumpster
 - Are recycling streams contaminated?
 - Do trash streams still contain recyclables?
 - Are containers consistently overflowing or underfilled?
- Consider cameras or locks to reduce contamination or illegal dumping
- Tailor your outreach by what you and your hauler observe



MOVING MATERIALS

- Material may be moved by tenants or custodial staff/porter service
- Residential properties may utilize chutes for trash & recycling
- Ensure internal containers can be easily emptied into dumpster or compactor
- Best practices for transporting recyclables to the dumpster



BEST PRACTICES FOR DIVERTING YARD WASTE

- Landscaping services generate leaf & yard waste
- Communicate with landscaping services contractor about what they are doing with yard waste
- Check with hauler or city about dedicated containers or drop-off locations



CONSTRUCTION & DEMOLITION (C&D) MATERIALS

- Multiple materials prohibited from disposal
- Creating a waste management plan
- Opportunities for deconstruction and reuse
- Construction & Demolition Technical Assistance available



RESOURCES FOR MANAGING FOOD WASTE

- Food Waste Estimation Guide
- Source Reduction of Food Waste
- Food Donation Best Management Practices
 - Includes fact sheets on liability protection
- Source Separation of Food Waste



DONATION & REUSE RESOURCES

- [Beyond the Bin Directory](#) for residential tenants
 - Textiles
 - Electronic waste
 - Hazardous waste
 - Books
- [RecyclingWorks Furniture & Office Equipment Reuse Guidance](#)





recyclingworksma.com

(888) 254-5525 – info@recyclingworksma.com

recyclingworksma.com/how-to/business-sector-guidance/property-managers/



RecycleSmartMA.org



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[SMART RECYCLING GUIDE](#)

[FAQ](#)

[BECOME A PARTNER](#)

[RESOURCES](#)

[QUIZ](#)

English ▾

 Learn more about COVID-19 impacts on trash & recycling here 

Recyclopedia: Can I recycle it?

Search

[Join our mailing list](#)

A background image showing a woman in a striped shirt and two children, one of whom is smiling, in what appears to be a classroom or community setting.

DO YOUR PART.

RECYCLE SMART

 **Metal**



Food and Beverage Cans

empty and rinse

 **Plastic**



Bottles, Jars, Jugs and Tubs

empty and replace cap

 **Glass**



Bottles and Jars

empty and rinse

 **Paper & Cardboard**



Mixed Paper, Newspaper, Magazines, Boxes

empty and flatten

NO!



**Do Not Bag Recyclables
No Garbage**



**No Plastic Bags
or Plastic Wrap**
(return to retail)



No Food or Liquid
(empty all containers)



No Clothing or Linens
(use donation programs)



No Tanglers
(no hoses, wires,
chains or electronics)

Recyclopedia: Can I recycle it?

Enter name of item (ex. bottle)

Search

Use our online search tool at: RecycleSmartMA.org





Recycling Contamination

A.K.A. – the part of the recycling equation we have control over!



Recycling Confusion

According to our 2015 market study:

- 77% of Massachusetts residents “strongly agree” they know what they can and can’t put in their household recycling bin
- 8 in 10 think any plastic with a number on it can be recycled
- Nearly 50% believe plastic bags can go in the recycling bin

There is a big gap between what people think they know and what’s actually correct



The average attention span today:

8 seconds

The Hierarchy of Information

FIRST	1	One simple message Reach the most people.
NEXT	5	Some want more Consider the listening. Help support memory and action.
WHERE APPROPRIATE	50	A few want it all Easy to find, easy to reference, searchable, user-friendly.

 : [The Recycling Partnership](#)

NO PLASTIC BAGS!



**DO NOT
BAG
Recyclables**



Collecting recyclables in a bag?
Empty the contents into the cart.



Return plastic bags to retailers.

1



**Food and Beverage
Cans**
empty and rinse



**Bottles, Jars, Jugs
and Tubs**
empty and replace cap



Bottles and Jars
empty and rinse



**Mixed Paper, Newspaper,
Magazines, Boxes**
empty and flatten

NO!



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 Learn more about COVID-19 impacts on trash & recycling here 

Recyclopedia: Can I recycle it?

A photograph of a woman in a striped shirt and two children in a classroom setting. The woman is writing on a green table. The children are looking at her.

DO YOUR PART.

RECYCLE SMART.

Recyclopedia Additions

✗ Face mask - Put this item in your trash bin.

✓ Hand sanitizer bottles - Put empty and rinsed bottle in the recycling. If there is a cap, replace the cap before putting in the recycling. If there is a pump, put pump in the trash.

✗ Sanitary wipes - Put this item in your trash bin. Remember: Never flush wipes. Even if they are labeled "flushable." Wipes clog up sewer and septic systems.

✓ Disinfectant Wipes Plastic Canister - Put this item in your recycling bin. Flexible or box-shaped plastic wipe containers should go in the trash.

✗ Rubber gloves - Put this item in your trash bin.

✗ Plastic gloves - Put this item in your trash bin.

Have other recycling questions? Check out the Recyclopedia at: RecycleSmartMA.org

Recyclopedia: Can I recycle it?

Use our online search tool at: RecycleSmartMA.org

Let us help you!

1 Share the Smart Recycling Guide



Metal Food
& Beverage Cans

Empty and rinse



Plastic Bottles, Jars, Jugs
& Tubs

Empty and replace cap



Glass Bottles
& Jars

Empty and rinse



Paper &
Cardboard

Empty and flatten

RECYCLINGWORKS SIGNAGE

Cardboard



CARDBOARD ONLY

Flattened cardboard



NO

- Food-Soiled Materials
- Waxed Cardboard
- Coffee Cups
- Bubble envelopes



Food Scraps



ALL FOOD SCRAPS & SOILED PAPER

- Fruit & vegetable peels
- Dairy, eggs, grains, bread
- Meat, fish, poultry
- Bones, shells
- Soiled cardboard
- Napkins, paper towels



NO

- Compostableware
- Coffee cups, wrappers
- Plastic, metal, glass



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Embed The Widget

RECYCLOPEDIA WIDGET

CAN I RECYCLE THIS?

The screenshot shows the Recyclopeda widget interface. At the top, there is a dark blue header with the text "Recyclopeda" on the left, "English" with a dropdown arrow in the middle, and "Share" with a dropdown arrow on the right. Below the header, there are two main sections. The left section is a white box with a magnifying glass icon and the text "Recyclopeda". The right section is a white box with a question mark icon and the text "Need help?". Below these sections, there is a search bar with the placeholder text "Type the name of a waste item and we'll tell you how to recycle or dispose of it." and a "Search" button. At the bottom of the widget, there are links for "Privacy", "Terms of Service", and "Cookie Policy". The text "List of Materials" is visible on the left side, and "Powered by ReCollect and Recycle Smart" is visible at the bottom right.

Embed the Recyclopeda widget directly on your organization's website. The widget allows anyone who visits your website to search hundreds of common items (from paper bags to pizza boxes) to find out if they belong in the recycling bin or elsewhere.

For more information on how to embed the widget, please email us at RecycleSmartMA@mass.gov.

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Get Social

 **Recycle Smart MA** @RecycleSmartMA · Mar 30

March is going #OutLikeALamb (weather-wise) but it feels like a lions' den out there. While staying safe at home, test your recycling knowledge by searching the Recyclopedia. Type in an item and find the answer to hundreds of recycling questions! recyclesmartma.org



327 views 0:04 / 0:04

6 11



[Facebook](#)



[Twitter](#)



[Instagram](#)



Air pillows



Packing peanuts



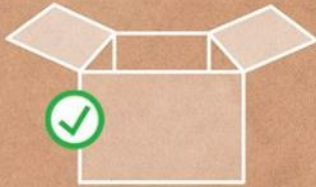
Plastic shipping bag



Bubble mailer



Paper filler



Cardboard box



recyclesmartma



recyclesmartma While delivery services are great for #SocialDistancing, remember not all shipping materials are created equal! Cardboard boxes are recyclable, but plastic mailers, packing peanuts, and bubble mailers should be reused or go in the trash 🗑️👍.

Don't worry, we didn't forget about plastic bags and air pillows. Most grocery stores collect these items for recycling. For more info, check out <https://www.plasticfilmrecycling.org/>.

#RecycleSmart #RecycleSmartMA #RecyclingInMA #Recycling #ShopSmart #OnlineShopping



Liked by micaela_guglielmi and 192 others

3 DAYS AGO

Add a comment...

Post



Recyclopedia: Can I recycle it?

Recycle Smart Quiz



A two-minute crash course to becoming a smarter recycler.

Some images for this quiz were provided by the good people at [Recycle by City](#).

Presentations Available



Litter Prevention & Cleanup

Waste Reduction & Recycling

Beautification & Community Greening

Environmental Education



Sign Up For a Free Talking Trash & Recycling Presentation

The cost and complexity of managing trash and recycling is a significant challenge for communities and businesses across Massachusetts. These challenges include:

- Confusion about what should go in the trash and what should go in the recycling bin
- High contamination rates (contamination occurs when people throw non-recyclable items in their recycling bins)
- A misconception that recycling is not worth the effort and these items end up in the trash (not true)



Click to access the
Recyclopedia Tool

<https://keepmassbeautiful.org/>





SIGN UP TODAY

RECYCLE SMART PARTNER PROGRAM

Hundreds of organizations have become Recycle Smart Partners.

Are you one of them?

Learn more at: [RecycleSmartMA.org](https://www.RecycleSmartMA.org)



Informative content for your recycling education efforts



Massachusetts recycling updates



Partner badge for your website and email signature



"Binspiration" from our featured partners



Integrate Recyclopedia search widget on your website



PARTNER SPOTLIGHT

Check out these Recycle Smart Partners for some "binspiration" on ways to promote smart recycling in your community.

City of Lynn



Town of Arlington

Visit arlingtonma.gov/recycle to learn more about:

DIVERT FOOD SCRAPS

Repurpose food scraps



- Compost at home. \$25 bins sold at DPW.
- Subscribe to a curbside food scrap collection service.

TEXTILE RECYCLING

95% of textiles can be reused or recycled



Donate your clothes, shoes, sheets, and towels in drop off locations throughout town.

HAZARDOUS WASTE DISPOSAL

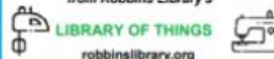
Help keep our environment safe



Dispose of household hazardous materials at the eight collection events throughout the year. Schedule at arlingtonma.gov/hhw

BORROW HOUSEHOLD ITEMS

Check out tools, small kitchen appliances, board games, artwork, and more from Robbins Library's



LIBRARY OF THINGS
robbinslibrary.org

Waste Not, LLC.



In Summary...



Questions?



Contact MassDEP at:

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Contact RecyclingWorks at:

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