

CITY OF BRISTOL – PUBLIC WORKS

21.4 RECYCLING COLLECTION POLICY

1. Policy Name

21.4 Recycling Collection

2. Responsible Division and effective date.

Public Works Solid Waste

Policy effective date: 10/02/07. rev 1: 01/17/08, rev 2: August 2017

3. Rationale or Purpose

This policy is designed to reflect the intent and service levels for the City of Bristol's recycling program. The City of Bristol is a member of the Bristol Facility Policy Board. The Bristol Facility Policy Board regularly examines ways to help member communities to recycle their materials.

4. Policy Statement

This policy defines the materials, collection frequency, service levels and collection guidelines for the City of Bristol's Recycling collection program.

5. Scope

This policy applies to Bristol residential properties containing one dwelling unit but not more than five units. This does not include hospitals, motels or hotels, apartment buildings, nursing centers, condominiums, mobile home parks or dwellings on private roads unless authorized by the Board of Public Works.

This policy applies to household recycling and does not include household rubbish, compostable materials such as grass, leaves, and other yard wastes. Also excluded are hazardous wastes, chemicals, and demolition/construction materials.

In an effort to improve recycling participation, the City of Bristol will pilot and/or test various recycling programs which may change the frequency, source separation, and containers used for recycling. Information on these programs is available from Public Works at 860-584-6125 or the Public Works web site at: www.bristolct.gov/publicworks

6. Procedures – Residential Recycling Collection

Containers:

The City of Bristol provides blue recycle barrels to Bristol residents free of charge. There is no limit to the number of recycle barrels a resident may have. Additional recycle barrels are typically 65-68 gallons. The barrels are available by contacting Public Works (City Hall 111 North Main St – Ground Floor) Monday through Friday from 8:00 AM – 5:00 PM (Summer Hours from July 4th through Labor Day are Monday through Thursday from 8:00 AM – 5:00 PM and Friday 8:00 AM to 2:00 PM) at 860-584-6125.

Collection cycle and service level:

Recycling is collected curbside every other week on the day after household rubbish collection. Residents can determine their scheduled recycle day by calling the City of Bristol Public Works at 860-584-6125, downloading the Recycle Coach app and entering their home address, or checking the schedule on the Public Works web site at www.bristolct.gov/publicworks. The City of Bristol collects recyclable materials bi-weekly

Monday through Friday, except when a holiday occurs during the work week. In this case, collection is postponed by one day, i.e. with a Monday holiday; recyclables are collected Tuesday through Saturday. The City annually observes the following holidays: New Years Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day, as well as National Days of mourning declared by the President.

Residents who hold a Residential Transfer Station Permit may also bring recyclable materials to the Transfer Station.

Placement and set out time:

Residents must place their recycling barrel at the curb by 6:00 a.m. on their recycling collection day. Recycle containers should be placed at least five (5) feet or more away from other objects to allow for tipping. Recycle barrels should be removed from the curb no later than 12 hours after collection. Materials placed outside the barrel will not be collected.

Recycle materials:

Recycle barrels have a list of acceptable materials printed on the barrel lid. Clean food and beverage containers, glass bottles & jars, juice and milk cartons, cans, aluminum foil & foil baking tins, and #1 through 7 plastics must be placed in recycle barrels. Newspaper, magazines, catalogs, phone books, office paper, stationary & envelopes, and direct mail paper must also be placed in the barrel. Corrugated cardboard must also be recycled by folding the cardboard flat, cut to no larger than 3'x3' and placed in recycle barrels.

Automated Collection:

The City of Bristol has automated collection routes using tipper trucks to empty city issued recycle barrels.

Residents receive city-issued recycle barrels at no charge. If these barrels are stolen, the resident will be responsible to report the theft to the Bristol Police, have a case number assigned to the report, and finally contact Public Works with the case number and a request to deliver a replacement barrel to the address. City-issued recycle barrels that are damaged beyond normal wear and tear will be replaced at the resident's expense. The fee to replace a barrel that is damaged due to negligence or abuse will be the City's cost per barrel. Payment in full will be required prior to a replacement barrel being delivered.

7. Roles/Responsibilities

Public Works is responsible for adhering to collection schedules, and publishing any changes in routine scheduling.

It is the responsibility of Public Works supervisors to ensure the highest level of service possible is provided.

Collection vehicles shall notify Dispatch and the Solid Waste Superintendent of violations of this policy.

It is the responsibility of the Collection Truck Driver to educate residents in proper recycle container placement and content. The supervisor will be responsible for addressing continuing non-compliance through written warnings and citations where necessary.

The Director will provide interpretations in the event of the need for clarification or when there is a dispute.

Residents are responsible for placing recycle containers at the curb appropriately and retrieving them by the times outlined in this policy.

Residents are responsible for recycling all materials as outlined in this policy.

Public Works will periodically audit for compliance with this policy and other Federal, State

and Local mandates.

8. Definitions

Household rubbish shall mean all solid waste generated by residential properties excluding recyclable solid waste, hazardous waste, motor vehicle parts, and demolition materials.

Recyclable solid waste means the type of solid waste normally generated, collected or disposed of in the city, which is or has been designated by the commissioner of environmental protection and/or the Board of Public Works to be recycled, including, but not limited to: clean glass and metal and plastic #1 through #7 food and beverage containers, paper milk/juice cartons and aseptic beverage containers, newspaper, magazines, telephone books, junk mail, corrugated cardboard, office and computer paper. See City of Bristol, Code of Ordinances Section 10-2 Definitions

9. References

See City of Bristol, Code of Ordinances
Section 10-12. Residential recyclable solid waste

See also:

Policy 21.11 Compost Collection

Policy 20.1 Household Rubbish Collection

Residential Transfer Station Policies

Further information can be obtained by calling Public Works at 860-584-6125. Information is also available on the City's web site: www.bristolct.gov

10. Consequences of Non-Compliance

When this policy is violated, Public Works will educate the resident by leaving notice at the residence that is not in compliance. If a similar violation occurs, the resident will receive a citation warning. Upon a third violation, a citation may be issued.

Each day any violation of this section is willfully continued after official notice from Public Works to halt or correct such violation shall be deemed a separate offense and be penalized as such.

Approval authority: Board of Public Works

Approved date: 10/02/07, rev 1 01/17/08, rev 2 August 17, 2017

Review cycle: Annual