

WELCOME!

**Welcome to Today's Workshop
on Used Oil**

WHY ARE YOU HERE?

- Required by law and NH Solid Waste Rules.
- Build your resume

WHY USED OIL?

- One of top 10 most dangerous jobs
 - 33 deaths per 100,000
 - Due to accidents and exposure to hazardous materials and heavy equipment

TODAY'S AGENDA

- Solid Waste Operator Rule Changes
- What is Used Oil?
- Used Oil Management: Storage; Recycling/Marketing
- Break

TODAY'S AGENDA

- Self-Inspection Checklist & Case Study
- Oil Spill Response & Reporting
- Used Oil Filter Management
- Used Oil Grants

SOLID WASTE FACILITY OPERATOR WORKSHOP

Solid Waste Operator Training Rule Changes

Effective July 1, 2014

OPERATOR TYPES

Establishes two types of operators:

1. Principal operator

- Attend basic training and pass the exam.
- May be in supervisory/management position.

OPERATOR TYPES

2. Assistant operator

- Attend basic training, but do not take/pass the exam.
- Must work under supervision of principal operator.

OPERATOR QUALIFICATIONS

- No more minimum education/experience requirements.
- Employers determine who is competent, not DES.

TRANSITION FROM LEVEL TO STEP

- *Attendant in Training → Assistant Operator*
- *Level 1 → Principal Operator, Step 1*
- *Level 2 → Principal Operator, Step 2*
- *Level 3 → Principal Operator, Step 3*
- *Level 4 → Principal Operator, Step 4*

SENIOR PRINCIPAL OPERATOR

Operators who had 20+ years of certification as of 7/1/2014 are designated Senior Principal Operators.



STEPS

- Recognition for continuing professional development.
- Awarded automatically with renewal.
- Step increases with hours of accrued training starting July 1, 2014.

STEPS

Step	Hours of Accumulated Continuing Professional Development
1	2.5 total
2	12.5 total
3	25 total
4	37.5 total
Senior *	50 total

* Only for Principal Operators

PROFESSIONAL DEVELOPMENT

“Continuing Professional Development” - professional or technical instruction that imparts information and instruction relevant to waste management and solid waste facility operations to individuals who have already attended basic training.

PROFESSIONAL DEVELOPMENT

- 2.5 hour minimum for annual renewal for ALL designations.
- Must be completed in the 12 months in-between expiration dates before you are considered late.

PROFESSIONAL DEVELOPMENT

- Repeated courses do not qualify for certification renewal or step increases.
- In-house and third party training count, provided the topic is waste-related.
- If you aren't sure if the training you want to take will count, call and ask us before you go.

GRACE PERIOD

- There is a 90-day grace period for renewal applications
- A \$25 late fee will be assessed if your complete renewal application is received within 90 days after your certification expiration date

BEYOND THE GRACE PERIOD

- If you miss the grace period, you must start over.
 - Come back to Basic Training; and
 - Take the test again

SIGNATURE

- The operator's signature shall certify:
 - the information is true, complete and not misleading;
 - the operator understands s/he is subject to penalties of law for false swearing; and
 - the operator understands s/he is required to comply with RSA 149-M and SW Rules.

UP NEXT

What is Used Oil?

Tim Prospert



***Make Your Old Man Proud
Recycle Used Oil***

**Tim Prospert
NHDES
Hazardous Waste Compliance**

What is it?

Why do I Care?

USED OIL



PRODUCT OIL

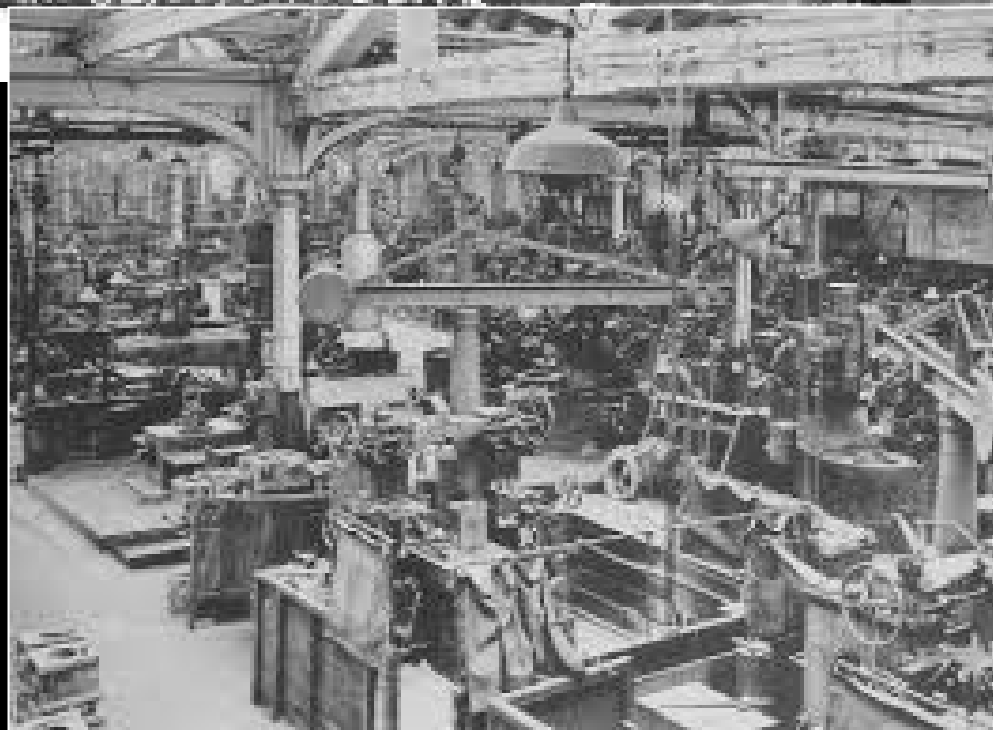


CRUDE OIL









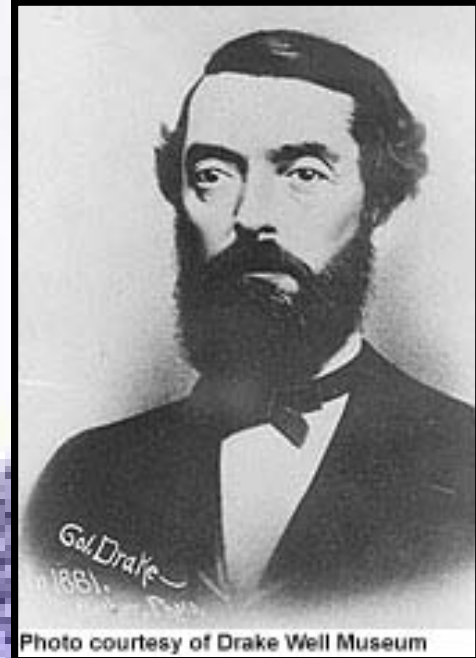
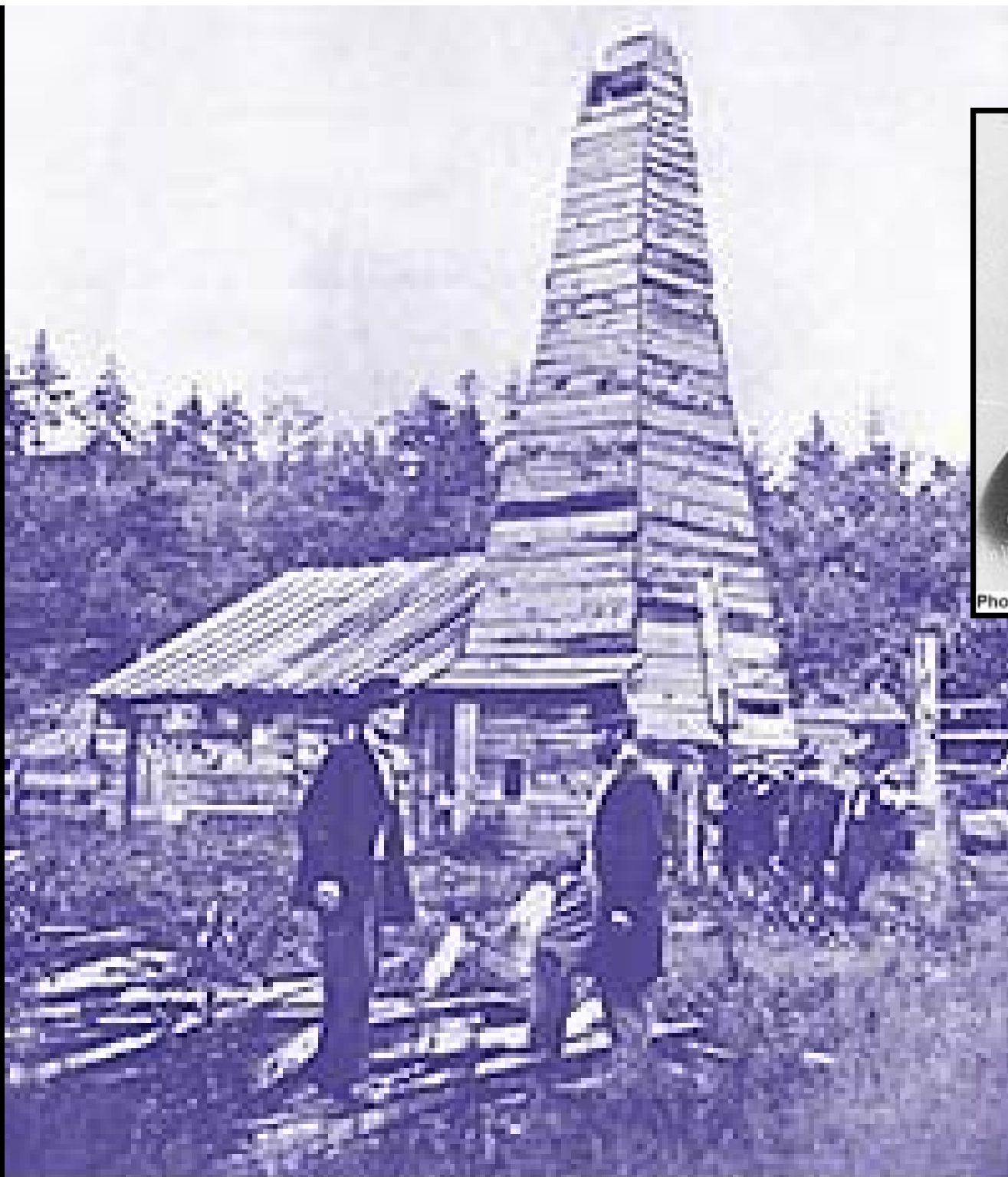


Photo courtesy of Drake Well Museum

Drake Well Museum



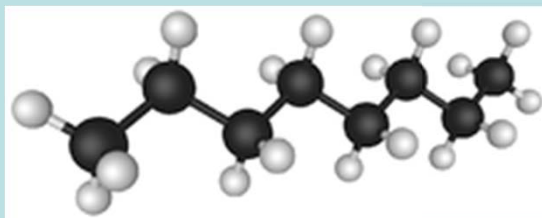


What is Crude Oil?

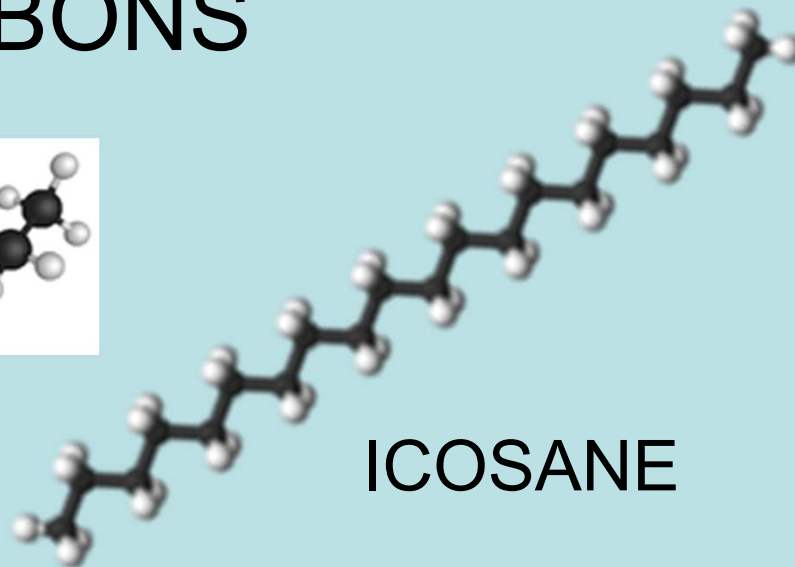
HYDROCARBONS



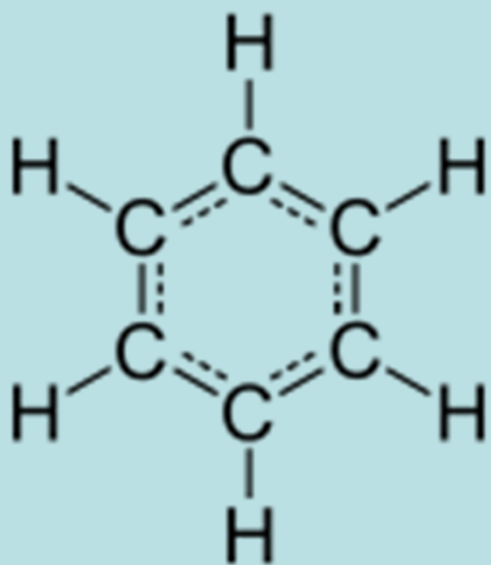
METHANE



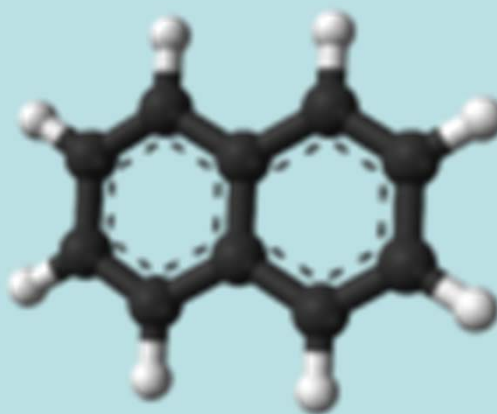
OCTANE



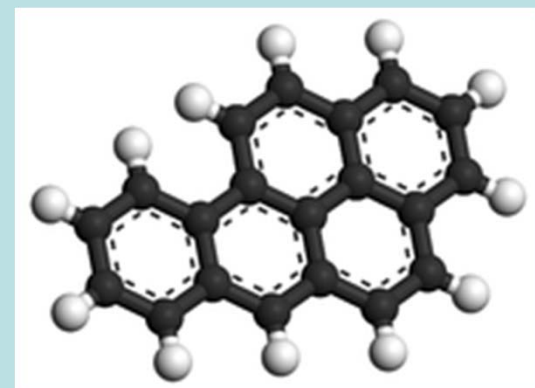
ICOSANE



BENZENE



NAPHTHALENE



BENZOPYRENE



What is “product” (unused) oil?

- It's still a blend of *all kinds* of “hydrocarbon” molecules
- Take the Crude and run it through a still to break it into parts, based on how big the molecules are



Jim Beam???

Crude Oil Products

Product	# of Carbons	Boiling Point (°C)
Gases (“aroma”)	$C_1 - C_4$	-164 - -1
Naphthas	$C_5 - C_7$	36 - 100
Gasoline (“I.P.A.”)	$C_7 - C_{12}$	40
Fuel Oil	$C_9 - C_{16}$	171 - 357
Diesel (“Amber Ale”)	$C_{15} - C_{19}$	260
Lubricating Oil	$C_{20} - C_{30}$	650
Asphalt (“Porter/Stout”)	$C_{50} - C_{150}$	340

What Else?

- Additives, additives, additives
 - **Additives** make up **20%** of oil
 - Corrosion inhibitors
 - Detergents
 - Anti-oxidants
 - Chemicals to keep the oil from reacting w/metals
- A big variety of chemicals

What is USED OIL?

Product Oil with a whole bunch more stuff in it

Contaminants

It's not **JUST** Oil!



Where Does Used Oil Come From?

Machine Shops and Other Industries

VMC
700F



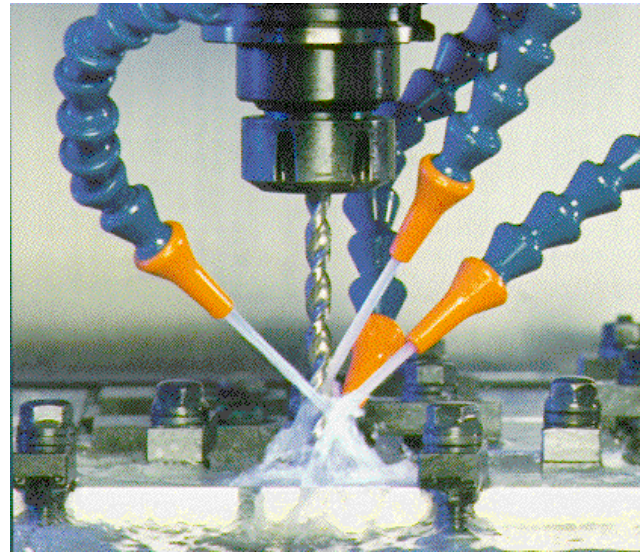
Coolants, Lubricants, Way Oil, Tramp Oil, Wire Drawing Oils...

Coolants

- Several Purposes:
 - Cools
 - Reduce wear of cutting blade
 - Reduce heat-swelling of part when cutting close tolerances
 - Prevents metal chips from getting welded to blade
 - Lubricates
 - Reduces heat by reducing friction
 - Prevents rust
 - Exposed metal oxidizes easily

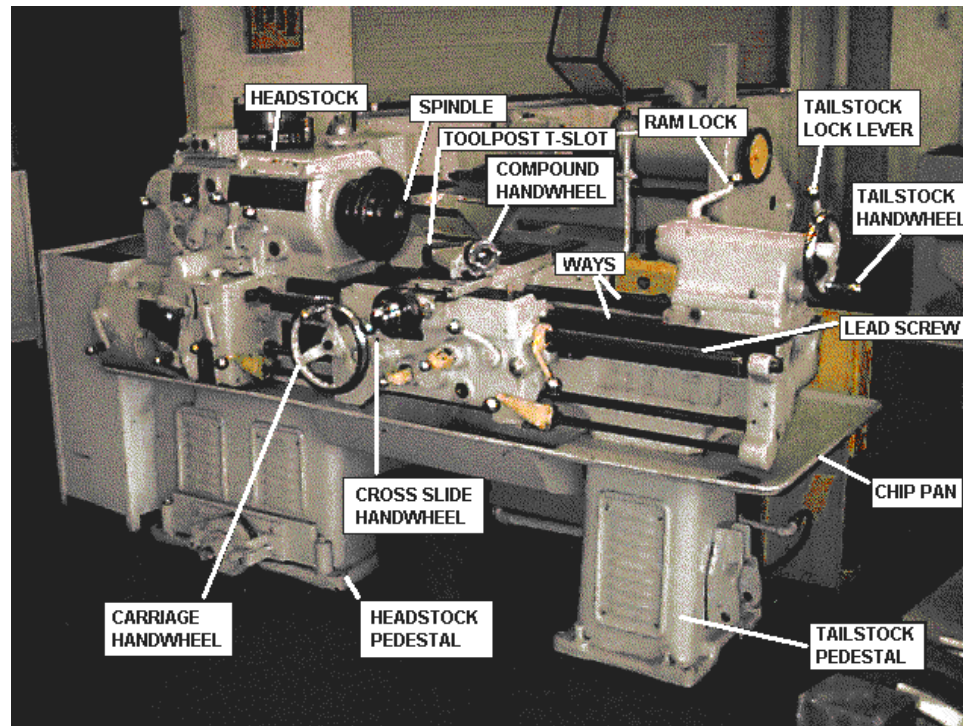
Coolant

- Usually a water/oil emulsion (mixture)
 - Use a detergent to “attach” the oil molecules to the water molecules
- Pure Mineral Oils
 - Less common now
 - Low speed cutting



Spindle/Way Oil

- The lubricant for the milling machine gears, slides and other moving parts
 - Some way oil inevitably gets mixed with the coolant and becomes “tramp oil”



Tramp Oil

- Oil which contaminates coolant
 - Coolant/way oil
 - Oil from metal blank coatings
- Gets separated from coolant in an oil/water separator, skimmer or ultrafiltration



Synthetic Oil

- PAO's – polyalphaolefins
- Man-made
 - Made by sticking a bunch of small molecules together to make big molecules
 - These don't stick to anything else, making them good lubricants

What's in it?

- Possibly a lot of HEAVY metals
- TOXIC
 - Chromium
 - Known carcinogen
 - Arsenic
 - Known carcinogen
 - Lead
 - Damage to brain and Nervous system
 - Cadmium



TRANSFORMERS



PCBs
Solvents

What's in it?

- PCBs are an electrical insulator
 - Extremely toxic
 - Likely to cause cancer, damage to immune system, nervous system, etc...
 - Extremely durable
 - 1978
- Solvents
 - Sometimes used to flush PCBs out of transformers
 - Toxic on their own

SCRAP METAL



What's in it?
Anything from anywhere



Used Oil Can Come From a Lot of Different Places

There's only one you want



AUTOMOTIVE



What happens to oil in an engine?

- The high pressure in a combustion chamber forces fluids to mix
- Water, antifreeze, gasoline get mixed in
- These fluids might have contaminants that get into the oil

Good Oil Gone Bad

- Additives break down, resulting in ash and sludge
- Water vapor accumulates
- Engine wears, resulting in metal “fines”*

What are some of the “normal” contaminants?

- Water (from air in combustion chamber)
- Cadmium (engine wear) = Toxic metal
- Chromium (engine wear) = Toxic metal
- Arsenic (from additives?) = Toxic metal
- Zinc (engine wear and additives)

More...

More...

- Barium (additives) = Toxic metal
- Phosphorus (additives)
- Lead (from bearings and contaminated gas) = Toxic metal
- Toluene (from gas) = Toxic, Ignitable
- Xylene (gas) = Toxic, Ignitable
- Benzene (from gas) = Toxic, Ignitable

What's in *YOUR* used oil?

The Bottom Line-

We Should All Care How We Handle It

IT HAPPENED HERE

BEEDE WASTE OIL
Plaistow, NH



Beede Waste Oil

- Collecting used oil (and other stuff) since 1920's
 - Resale for fuel, asphalt mix, other uses
- Thousands of businesses sent their used oil there
- 1994 – DES ordered them to stop

**DON'T
POUR
YOUR
FUTURE
DOWN THE
DRAIN.**

For years, much of industry's spent antifreeze has gone down the drain of countless service stations, repair shops, and other transportation-related companies. Yet, current State and Federal Waste-Product Guidelines warn that antifreeze down the drain means big trouble down the road.

Waste-Generating Businesses Must Resolve Critical Disposal Problems Such As:

- Long-term Liabilities
- Daily Changing Regulations
- Expensive Site Clean-up/Restoration
- Devalued Property Resale Value
- Refinance Hold Due to 21E Non-Compliance
- Waste Backup Due to Water Table Surge

Who Wants Your Spent Antifreeze?
Beede Waste Oil Does.

Just call 1-800-562-9198 and arrange for one of our service technicians to pick up your spent antifreeze.

Part of **Beede's** comprehensive waste-oil service including pick-up, storage, lab analysis, and reclamation.

Stop pouring your future down the drain... call **Beede** today and clean up your waste oil problems.

BEEDE WASTE OIL CORP.
A CASH ENERGY COMPANY

Why?

- ~100 Tanks
- 1,000+ drums
- 1,500,000+ gallons of used oil
 - Heavily contaminated with solvents, PCBs and metals
- Significant releases to soil
- One of twelve “Superfund” sites in the state





Results

- Properties around the site had private wells
 - 14 households contaminated
- As of year 2000, 32,000 gallons of chemicals pumped out of the ground
- 75,000 yards of soil to be removed
- 70,000 yards of soil to be cleaned on-site
- As of 2009, 636 parties still have to pay
- \$6.83 per gallon for small contributors

**WE HAVE MET
THE ENEMY
AND HE IS US.**



Review

- What is used oil?
 - A “soup” of chemicals, many of which are known to be dangerous
- Why do I care?
 - Because I want everyone, including me, to handle this stuff properly and safely
 - Because I don't want to be responsible for something bad or expensive

Rules for Used Oil

- It IS a HAZARDOUS WASTE
- Hazardous Waste has LOTS of Tough Regulations
- If used oil is handled the right way and recycled the right way, the regulations are much easier

Purpose of the rules

- Protect against the hazards of used oil and the stuff in it, without making it so difficult that no one wants to recycle it

Questions?

UP NEXT

**Used Oil Management: Storage;
Recycling/Marketing**

Tim Prospert

Managing Used Oil for Recycle



“Used Oil for Recycle”

“Used Oil” vs. Oily Stuff

Not “Used Oil”

- Solvents
- Oil/gas mix
- Wood treatment, stain or preservatives
- Diesel
- Biodiesel
- Vegetable/frialator oil
- Absorbents, rags
- Oily water



A pretty set-up...

But wrong stuff



Three things to do with used oil

- Collect it
- Store it
- Recycle it

Collecting Used Oil



What Can I Collect?

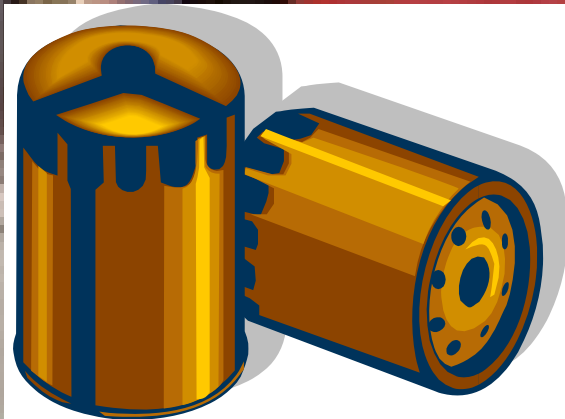
1. Do-It-Yourselfer
Used Oil



2. Your Town Vehicle
Used Oil



What is Do-It-Yourselfer (DIY) Used Oil?





What's So Special About DIY?

Helping Do-It-Yourselfers is a good thing, but it comes with responsibility to manage oil properly!



How are we supposed to know if the used oil is from Do-It-Yourselfers?

Taste It?



Screening Used Oil

- Does it “seem” like the resident is delivering DIY used oil?
- Look at the container. Is it a smaller container (preferably clear) or three 5-gallon buckets?
- Look at the mode of delivery. Is it a personal vehicle?
- Look at the person. Do you know them?

If possible, have a supervised, or at least, observable area where homeowners can drop off used oil

- Prefer clear or semi-clear containers
 - Consider setting aside some 1-gallon containers for homeowners to use
 - Screw-on caps better



Screening the used oil

- Consider a check-in prior to drop-off
 - Sign “see operator”
 - License plate #'s on containers? Dump sticker #'s?



Provide secondary containment for homeowner's containers at the drop-off area

- Containers get knocked over
- Make it clear where containers go
- Also provide cover, or secondary containment will fill with rain



Provide clear signage so people know exactly where to put their oil

- Keep the used oil sign separate from other signs to reduce confusion
- Sign should include information about what is allowed



Storing Used Oil



Must do's

- Don't mix other wastes in with used oil
- Containers and tanks in good condition
- Store on an impervious (leak-proof) surface
- Close and seal containers and tanks
- Label containers and tanks
- Manage so you don't spill it or let it leak

You have “Used Oil”?

- KEEP IT THAT WAY!!
- Don't mix anything else in!
- It will make the used oil more regulated and more dangerous



Parts Washer Waste

Gasoline or Oil/Gas Mix



Is Mixing DANGEROUS?



OK. Worst case scenario.



I can't add ANYTHING in?!

- Tread lightly
- Some fuels may be OK
- **Check with the manufacturer!** Used oil space heaters are designed to burn used automotive oil

Use only **containers in good condition**

- USDOT-approved



Dents

Serious Rust

Out-of-round

Leaks!



NICE!



These are “unsound” drums, and need to be replaced.



Serious dents? No go.



Well,...at least it's a see-through container....



Store only on a **leak-proof surface**

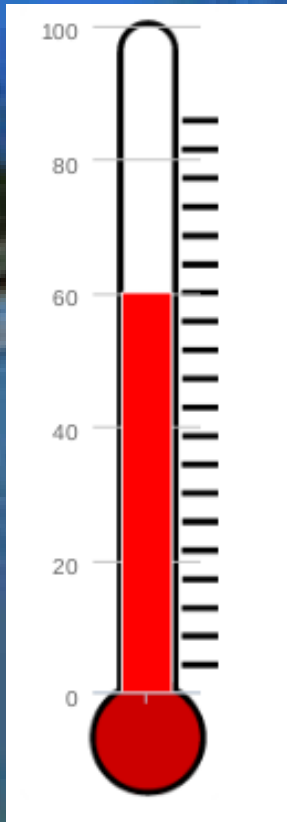


Where to?



Containers Closed and Sealed





But if you leave it open, it all runs back in....almost

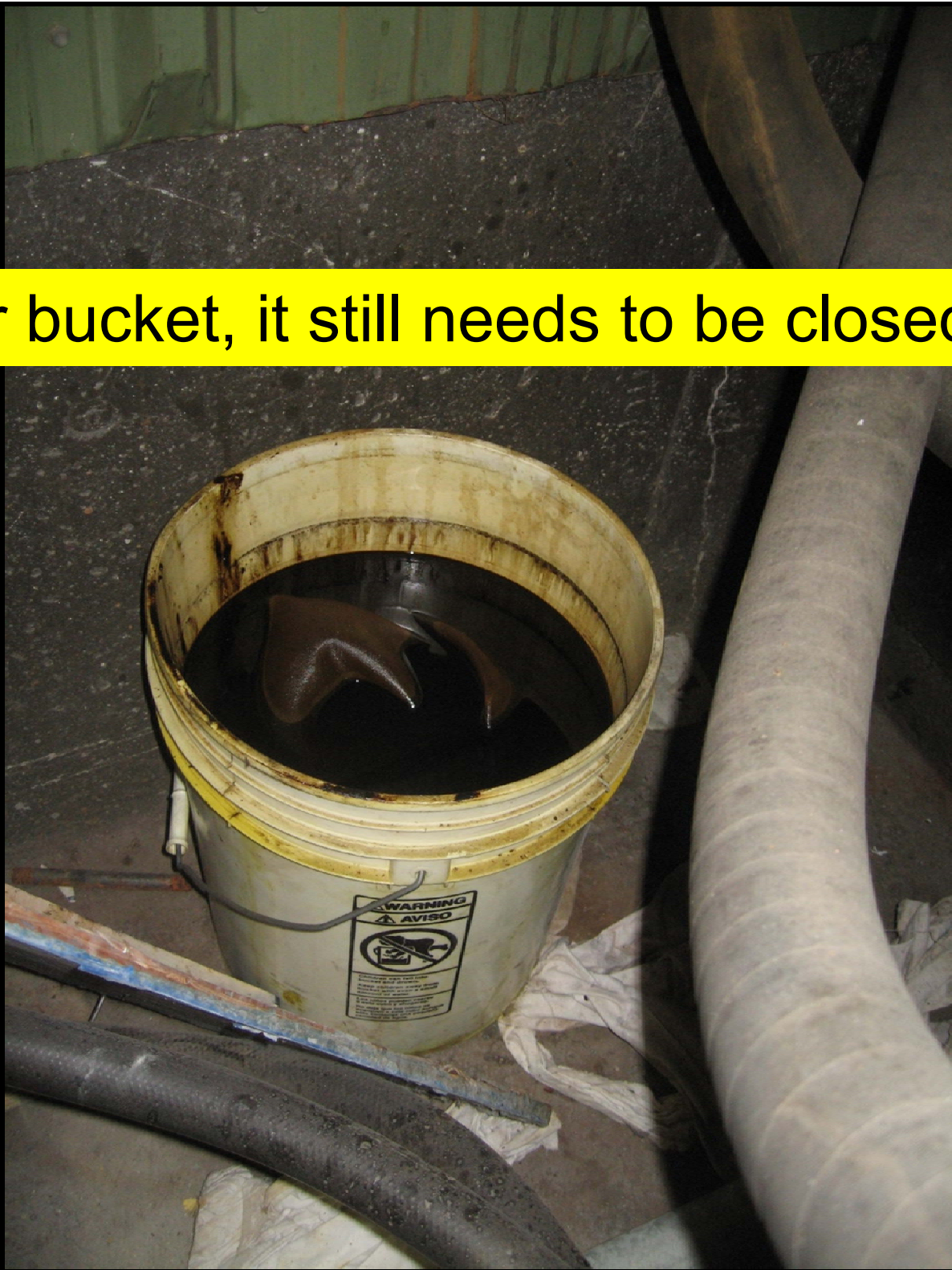
Awesome screen. Add a valve.





Open, open, open and open

Barrel or bucket, it still needs to be closed



To keep stuff from spilling out



To keep vapors in the containers



To keep sources of ignition out



To slow operators down and (hopefully) prevent the wrong stuff going in the container





Mark Containers...

“USED OIL FOR RECYCLE”

Used Oil **Outdoors**

- Keep containers, tanks, and secondary containment covered from rain and snow.

Not so good





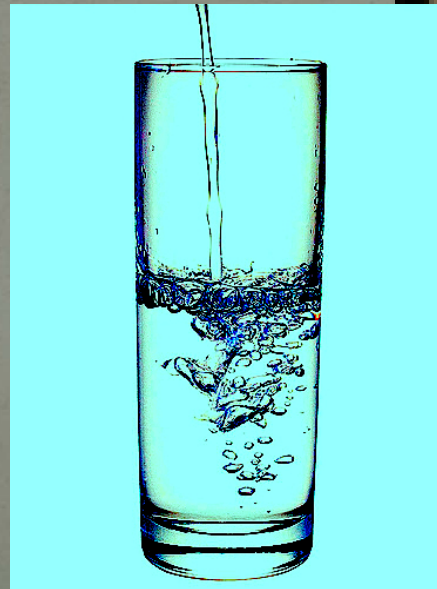


Secondary Containment also
COVERED!



Setbacks from Water & Wells

- Street drain/surface water
 - 50'
- Private well
 - 75'
- Public Water Supply
 - Varies



Be Prepared- SPILLS HAPPEN



**Used Oil
for
Recycle**

BETCO

ROCKET



Keep Spill Kits Handy and Accessible!

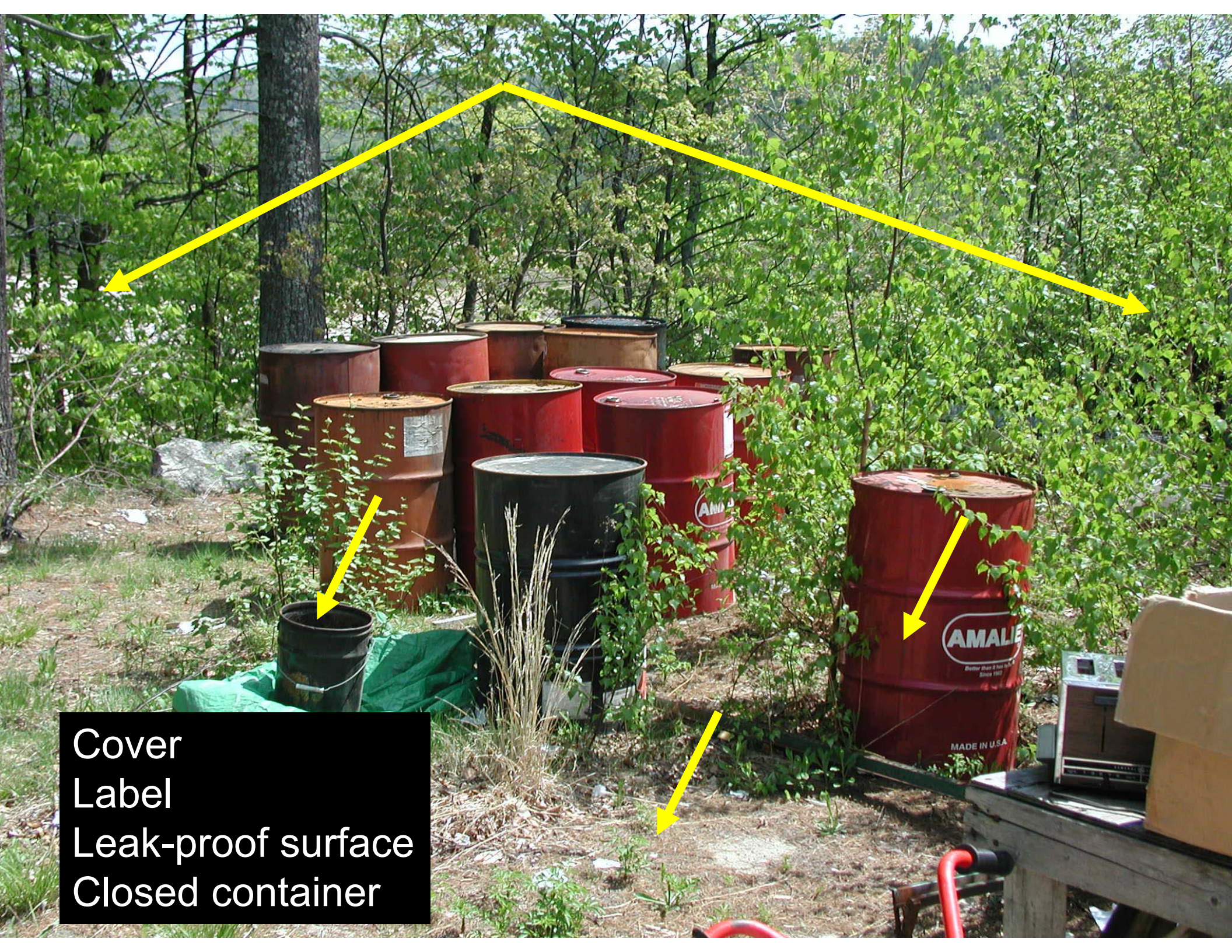


How are these sites?





Label needed
Secondary containment **suggested**
Walls **suggested**



Cover
Label
Leak-proof surface
Closed container

Leak-proof surface
Label
Covered?



Lookin' Good!

Is spill control nearby?



Also Great!

NO SMOKING

Used Oil
For Recycle

Doors helpful?



Screwed into bung
Closed and sealed!



Nice signage

FOR RECYCLING
NO ANTI FREEZE
NO GAS/OIL MIX

NEW HAMPSHIRE

USED OIL
FOR RECYCLE

U 0-1





USED OIL
FOR RECYCLE

USED OIL
FOR RECYCLE

OIL-DRI

OIL-DRI

SAFE TO
HANDLE
FOR RECYCLING
Someplace
else

This neat situation didn't "just happen". It's thanks to hardworking, attentive Operators!



Doors/walls would improve it.

Do-It-Yourselfer Used Oil Grants

Funds can be used to help compliance and more

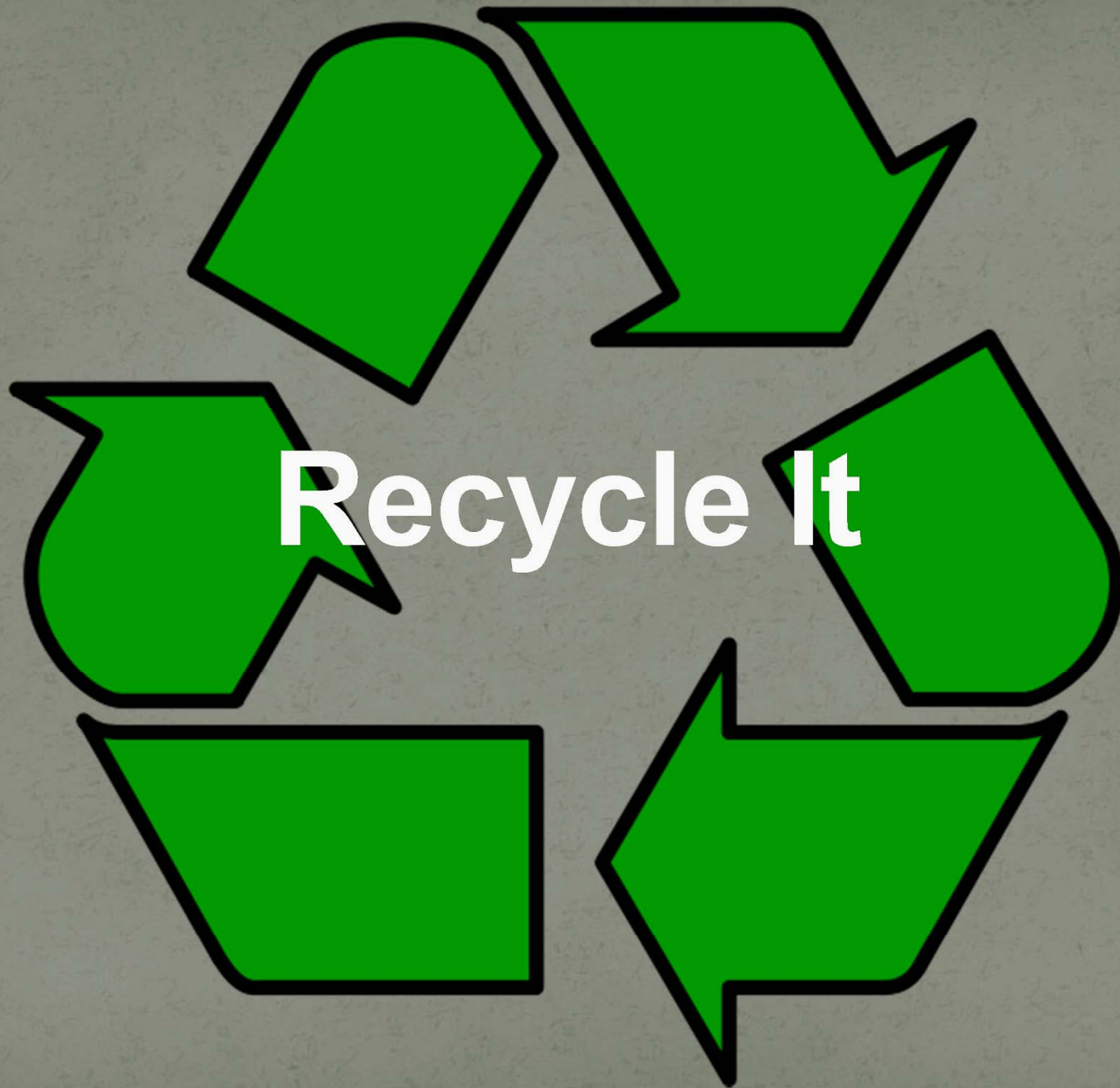
DEAN ROBINSON

Later this morning

Tanks!

- **A**boveground **S**torage **T**anks must comply with AST rules, Env-Or 300
 - AST= 1 petroleum tank, >660 gallons
 - AST= 2+ petroleum containers/tanks, >1,320 gallons
 - Exempt if used for on-site heating
- **Chuck Corliss – 271-0686**





Recycle It

Where does used oil go?

- Burn in a space heater in your own town facilities
- Have it picked up by a professional transporter registered with NHDES

<http://www2.des.state.nh.us/WasteReports/Menu.aspx>

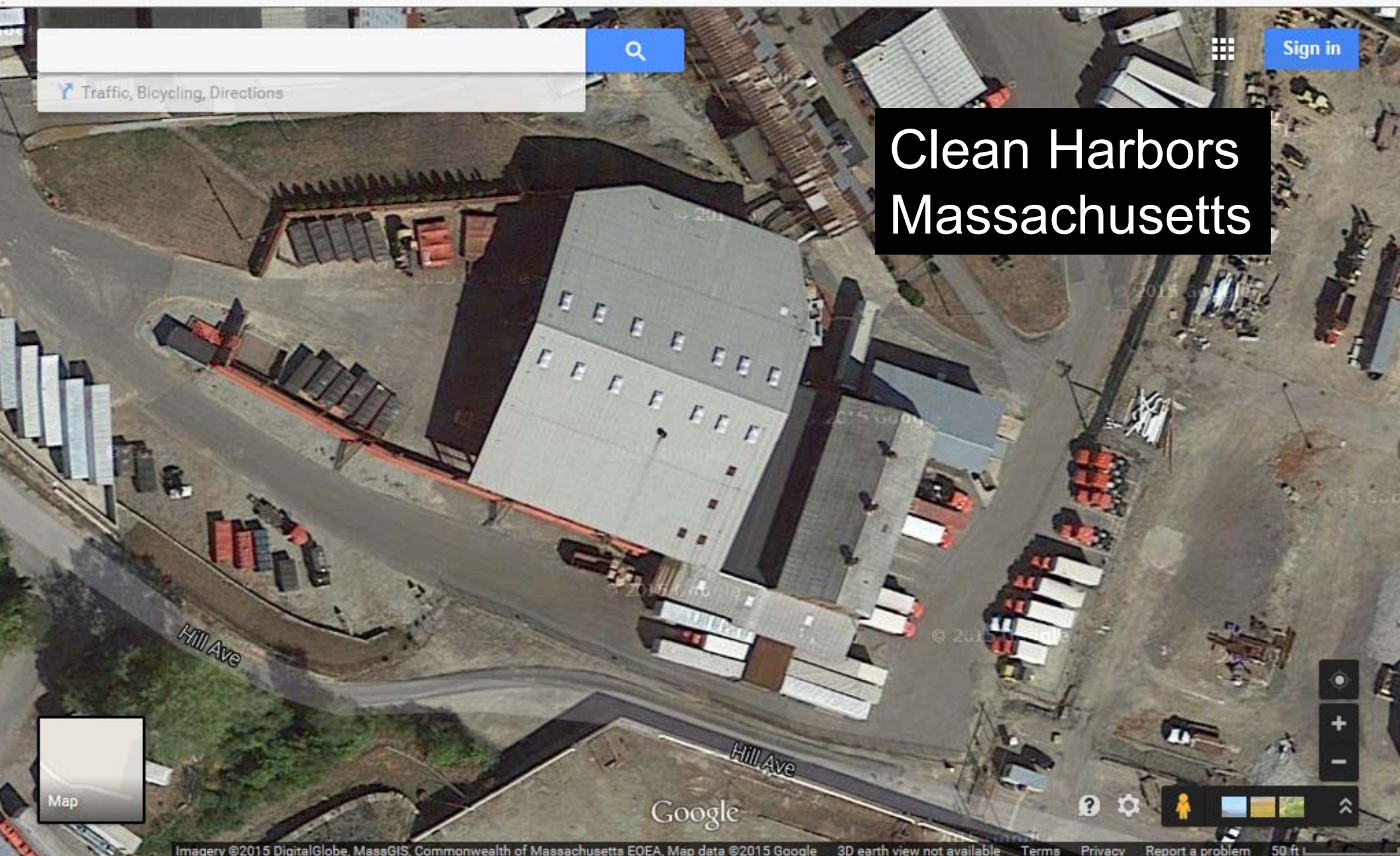
Wentworth Greenhouses Rollinsford



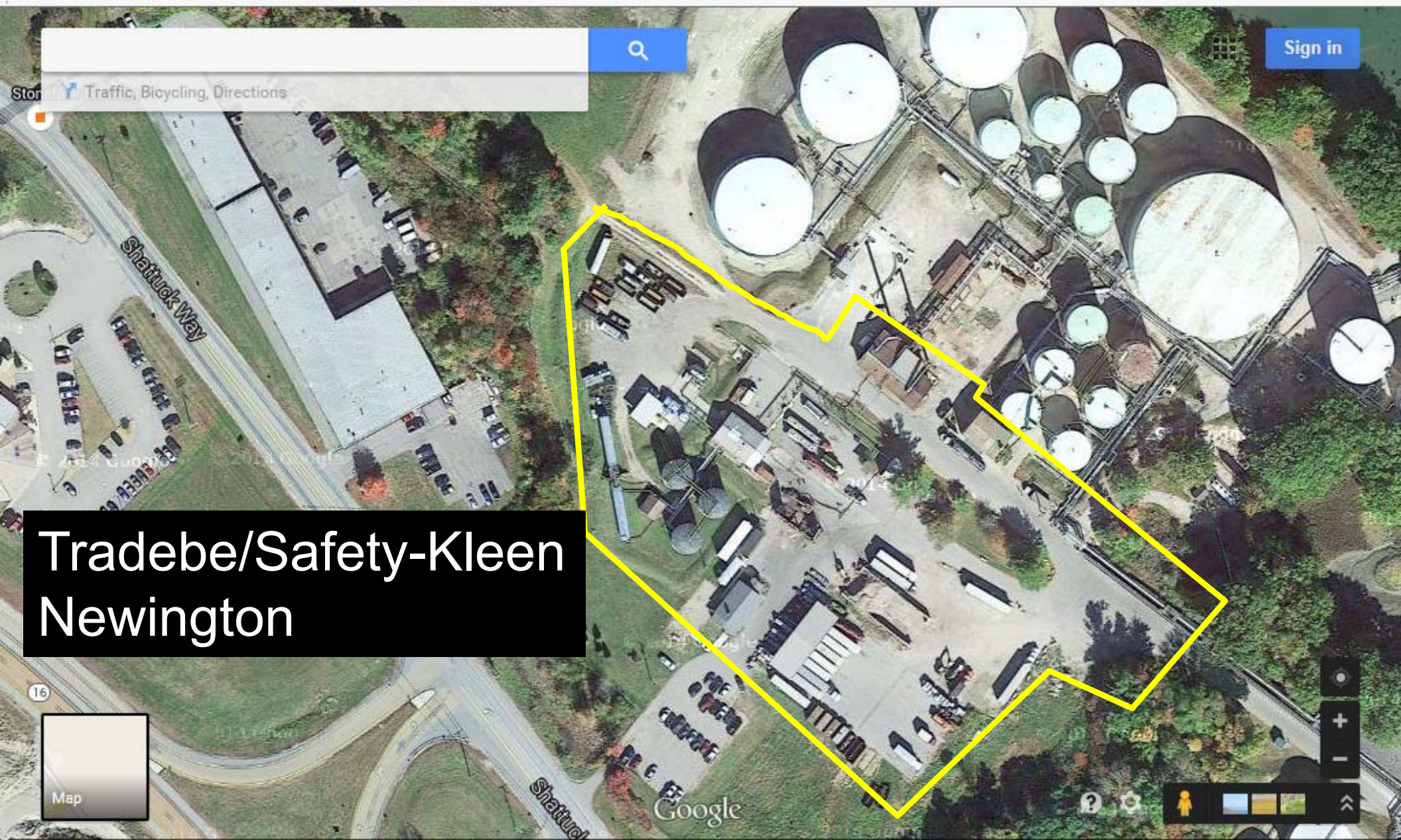
Search bar with magnifying glass icon and text: Traffic, Bicycling, Directions

Sign in

Clean Harbors Massachusetts



Google



Sign in

Search bar with magnifying glass icon and text: Traffic, Bicycling, Directions

Tradebe/Safety-Kleen
Newington

Map

Map navigation controls: zoom in (+), zoom out (-), pan, and street view icon

Sunapee



Clean Burn

New London

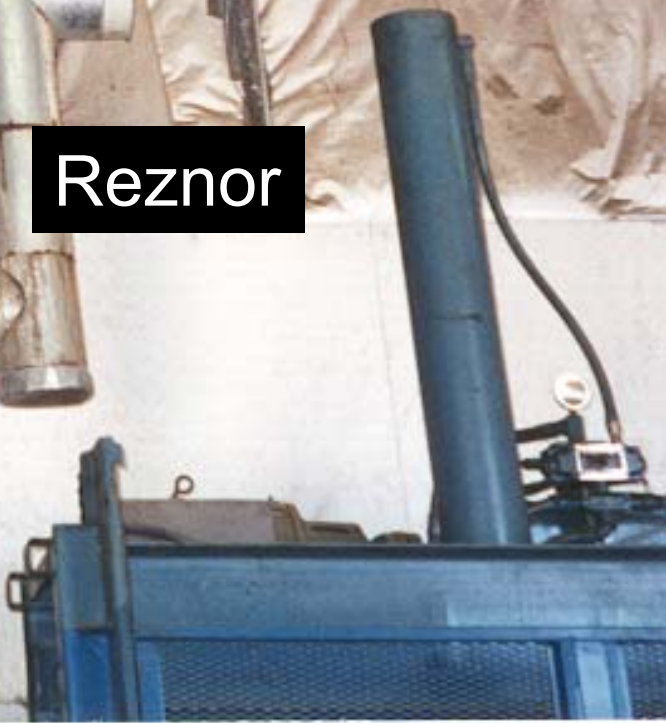
Shenandoah



Ashland



Reznor



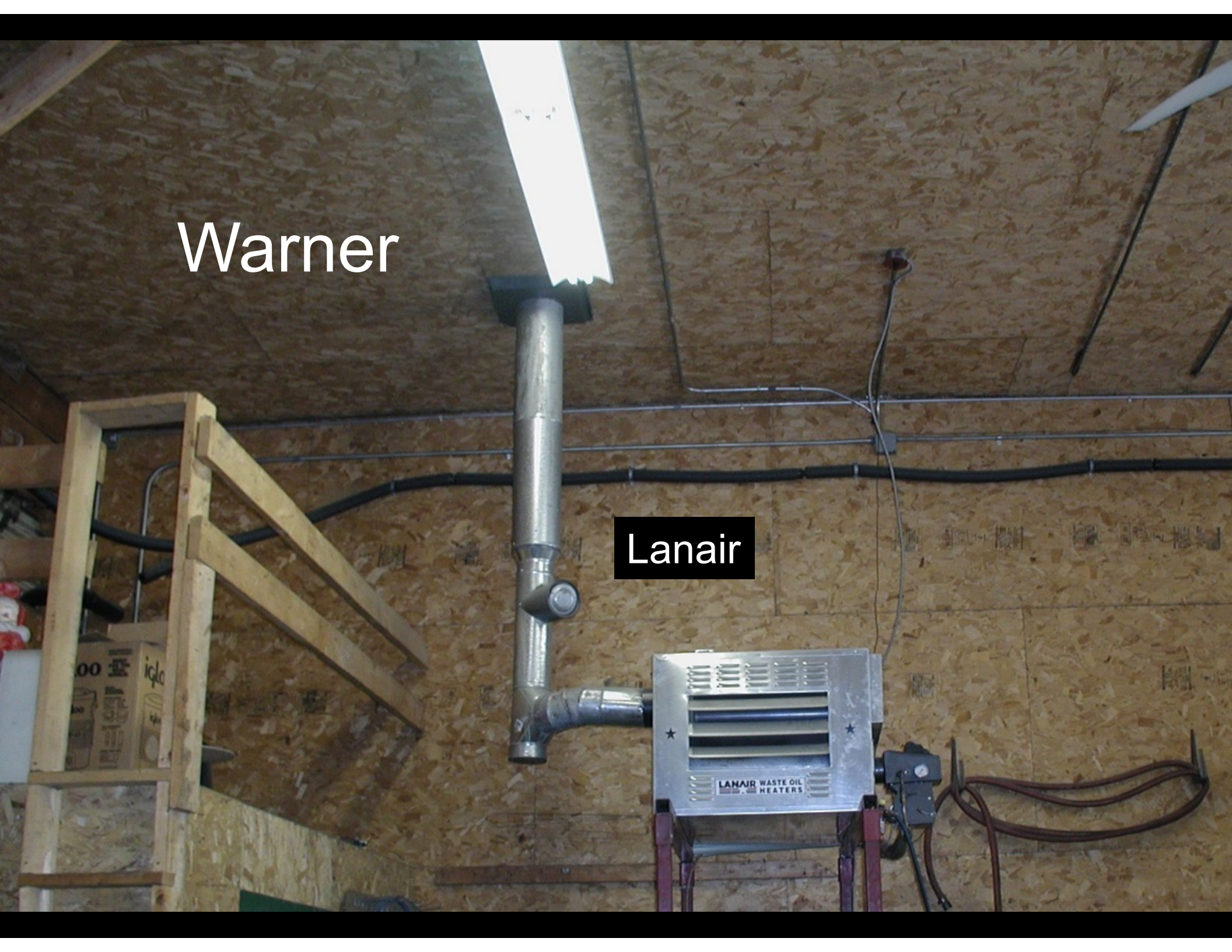
Boscawen

Black Gold



Warner

Lanair





Type equation here.

UP NEXT

BREAK TIME

SELF-INSPECTIONS



Doug Kemp
Waste Management Specialist
Solid Waste Compliance Assurance

Why Self-Inspect?

- ▣ Required by the Solid Waste **Rules**
- ▣ Required to **operate** and **maintain** equipment according to manufacturer specifications
- ▣ Required to provide a **safe environment** for your residents/customers
- ▣ **Preventing** an incident from occurring can save money, lives, and your job



Who & When to Inspect?

The Rules don't specify **who** should conduct an inspection

The Rules only state that inspections should be on a **regular** schedule

Establish an inspection plan and schedule and insert it into your Operating Plan, based on the following:

- ▣ Facility and waste types
- ▣ How often are you open
- ▣ Facility capacity
- ▣ Type of equipment
- ▣ Your location



How to Inspect?

- ▣ Read the BMP Manual before an inspection
- ▣ Use the “General” Inspection checklist*
- ▣ Use additional checklists based on the waste types you accept
- ▣ Tour the facility with a checklist
- ▣ Tour the facility with a critical eye



* Use of any of the checklists is NOT required by the DES

How to Use a Checklist?

- ▣ Each checklist has a number of questions
- ▣ Read and answer Yes, No, or Not Applicable [N/A] for each question
- ▣ A No answer to any question requires a description of the issue, a proposed compliance schedule, and the date the issue was resolved



Incidents



Used Oil Spill

- ❑ Supervisor directed facility operators to remove sludge/water from a used oil storage tank
- ❑ Operators were then told to dispose of the sludge/water into the facility's MSW compactor
- ❑ Operators stated the activity was wrong, but did as they were directed
- ❑ Roughly 35 gallons were dumped into the compactor
- ❑ Unknown amount of sludge/water spilled from the compactor



Spill Photos



Spill Photos



Spill Photos



Used Oil Sludge Management

Facility should have had a plan to manage the sludge and water, including:

- ❑ Check for sludge and water in tank _____ per year
- ❑ How and where to store the sludge and water before transport off site?
- ❑ List of names and phone numbers of state licensed laboratories



Used Oil Sludge Management

Operating Plan – continued:

- ▣ Using “generator knowledge,” determine extent of a hazardous waste determination [Env-Hw 502.01]
- ▣ For sludge from DIY sources, test for what are called the “wearing metals” [lead, chromium, cadmium, and arsenic]
- ▣ Language describing how sample should be taken, stored, and transported



Spill – Cost Scenario #1

Costs for mis-managing the sludge by failing to complete a hazardous waste determination include:

- ▣ Replacement costs for spill kits
- ▣ Laboratory costs to test sludge
- ▣ Labor cost to revise operating plan
- ▣ Labor costs for two operators to clean up spill
- ▣ Cost of involvement of Town Adm. and DPW Director
- ▣ Disposal cost [hazardous vs non-hazardous]
- ▣ Added disposal cost for weight of absorbent material
- ▣ Facility manager lost his job
- ▣ Possible Certification action against former manager

Spill – Cost Scenario #2

Costs for properly managing the sludge:

- ▣ Labor cost to prepare operations plan
- ▣ Laboratory costs to test sludge

If, the sludge test results showed it to be non-hazardous

- ▣ The sludge could have been mixed with a drying agent like Speedy Dry and
- ▣ Disposed of in the same compactor
- ▣ The cost of doing it correctly...“Priceless”

UP NEXT

Oil Spill Response & Reporting

George Carrigan



Used Oil Workshop

-Spills-

June 25, 2015

George Carrigan

Spill Response & Complaint Investigation Section

A photograph of a dark, cracked asphalt surface. There are several small green weeds growing from the cracks. A discarded cigarette butt lies on the asphalt. The text is overlaid in red.

Do I really have to?

- Why you have to clean up a used oil spill.

- What to do, when you have to clean up a spill.

Statute and Regulation

RSA 147-A:9

“Strict Liability of Owner,
Operator, Generator or Transporter”

Env-Hw 513.01

“Immediate Discharge Response Actions”





If you have a reportable release:

- Notify local emergency officials and NHDES within one hour of discovery,
- Contain and clean up the discharge within 24 hours.



Requirements for cleanups beyond 24-hours:

- Submit a cleanup plan to DES within 5 days, which includes:
 - protecting human health / environment,
 - provide for removal / disposal,
 - sampling,
 - time table for completion.

Requirements for cleanups beyond 24-hours (cont.):


- DES reviews plans and approves as appropriate,
- Generator implements plan,
- Upon completion, submit a report to DES within 30 days,
- If cleanup can not be accomplished, then generator will submit a scope of work for site investigation pursuant to Env-Or 600 to evaluate potential impacts to soil and ground water.

Cleaning up a spill:

Small spills: Handle in house. Make sure wastes are properly disposed.

Large spills: Hire a remediation contractor!!!





Who to contact:

Spill Response & Complaint Investigation at (603) 271-3899. M-F from 0800 to 1600.

State Police Dispatch at (603) 223-4381. After hours and on holidays.

Local fire department.



What to expect after notifying SRCIS:

SRCIS:

- Notification only,
- Provide technical assistance
- Will require responsible party to undertake a clean up,
- Hire a contractor and cost recover,
- Oversee cleanup effort,
- Potential enforcement action.

Questions?

A photograph of a black pipe in a snowy forest. The pipe is partially obscured by bare tree branches and is surrounded by snow. In the background, yellow caution tape is strung across the trees. The scene is set in a wooded area with snow on the ground.

George Carrigan
NHDES - SRCIS
(603) 271-3745
george.carrigan@des.nh.gov

UP NEXT

Used Oil Filter Management

Tim Prospert

Used Oil Filters



What is a filter?

- Metal
 - Recyclable scrap metal
 - \$
- Paper or fiber filter material
- Plastic/rubber anti-flowback gasket
- OIL!!!
 - Recyclable
 - \$

What do you do with it?

- Collect them or not?
- There is value in collecting filters
 - Money for materials
 - Less oil disposal
- Only you can decide if the value is more than your costs

Option #1

Don't collect used oil filters

Pro: One less messy waste to deal with
No (immediate) costs

Con: Where does that scrap metal go?
Where does that oil go?

Option #2

- Do collect but don't drain. Contract with a professional oil filter vendor to remove them and process them
- **Pro:** Metal and oil doesn't go to the landfill. Convenient.
- **Con:** Vendor expenses may be costly



CAUTION
DO NOT
CLIMB ON
OR REMOVE

PROPERTY OF
Advanced Liquid
Recycling, Inc.
1400-200-0000

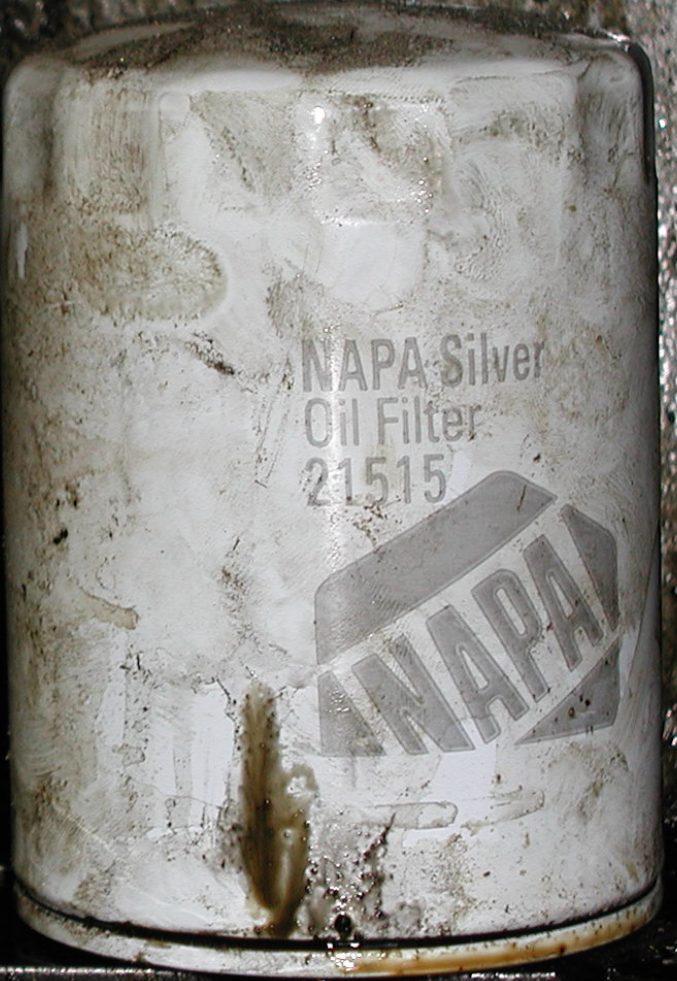
OIL FILTERS
ONLY

WARNING
FOR RECYCLABLE FILTERS ONLY
DO NOT DEPOSIT ANY LIQUIDS OR
REFUSE
DISPOSAL OF UNAUTHORIZED
PRODUCTS MAY BE A VIOLATION OF
FEDERAL LAW

Option #3

- Collect and crush the filters with a press. Provide crushed filters to a scrap metal dealer. Keep the oil yourself.
- **Pro:** Used oil is recovered. Scrap metal is recovered. Squished filters take up less space
- **Con:** Presses are expensive, must be maintained, and can be messy. Injury risk?





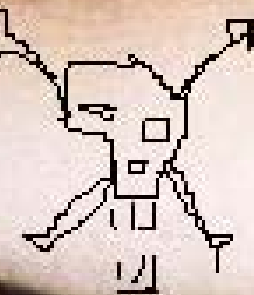
NAPA Silver
Oil Filter
21515



E1060
THE GASKET IS REMOVED



Recycle
the Dip



Option #4

- Collect and disassemble. “Can openers”, bandsaws, etc...let you remove the non-metal parts. Provide metal to scrap dealer.
- **Pro:** Used Oil can be thoroughly removed. Scrap metal is more valuable with paper and rubber stuff removed.
- **Con:** Labor intensive. Sharp edges. Still have “fluff” to deal with.



Option #5

- Collect and puncture. Use a punch to put a hole in the dome end. Provide drained filter to scrap metal dealer.
- **Pro:** Cheap. Reclaims much of the used oil and the metal.
- **Con:** Doesn't get all the used oil. Best drained when warm. Depending on how many filters you get, they can take up a lot of space.



W1394

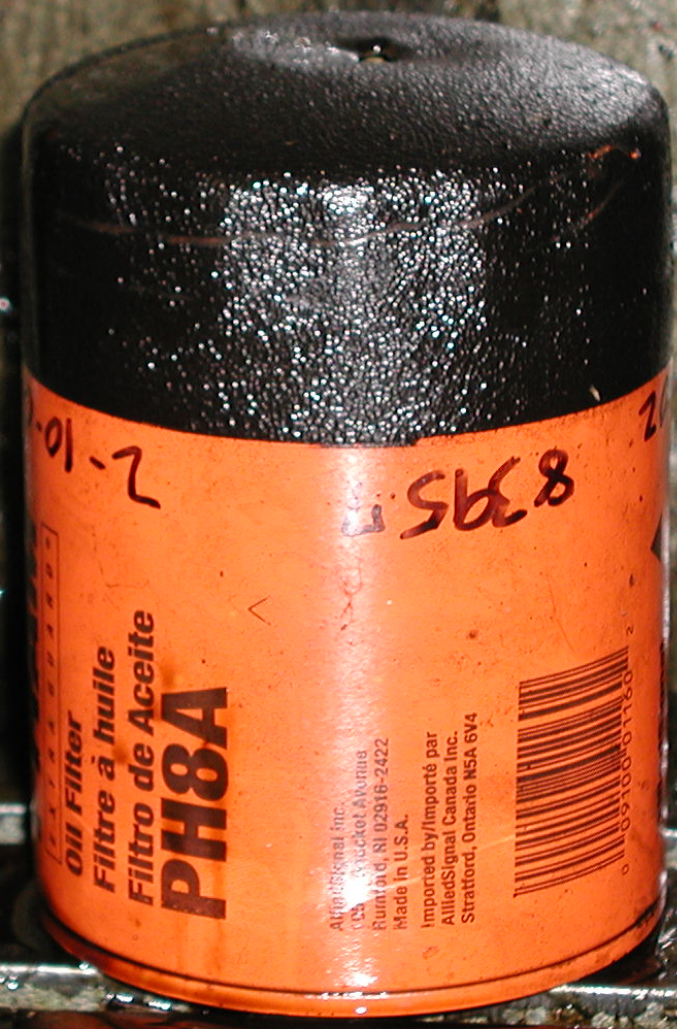
FRAM
EXTRA SUEDE
Filter
Filtre à huile
Filtro de Aceite

LOH
AM70742
MADE IN U.S.A.

HASTINGS
PREMIUM FILTERS
F107

How To Drain

- Punch or drill a hole in the dome end
- Drain at a temperature of 60 degrees or higher
 - Dome end down – watch the wobble!
- Allow to drain for at least 12 hours
 - Open container/tank with a funnel is OK while actively draining. NOT for 3 months!



2-10-2

8395

Oil Filter
Filtre à huile
Filtro de Aceite
PH8A

AlliedSignal Inc.
105 Rocket Avenue
Rumford, RI 02916-2422
Made in U.S.A.
Imported by/Importé par
AlliedSignal Canada Inc.
Stratford, Ontario N5A 6V4





Buyer Beware

- No matter which handling option you choose, contact a permitted scrap dealer before collecting, and get the skinny.
 - What does the scrap dealer expect from you?
 - Do they realize there will still be liquid oil in and on these things? Do they know how to reclaim and recycle it?
 - What do they do with these things? Is it something you approve of?
 - Whole vs. crushed vs. disassembled. How do they want it?
 - Show me the money!
 - Do you pay me, or do I pay you?

PLACE
FILTERS
OPEN END
DOWN

OIL
FILTERS



Custom Bench-top drain rack



Another nice design...

Might drain better with the dome end down, though



AIR FILTER

Not quite as neat, but works pretty well



Summary

- Oil filters have stuff in them that has value
 - You don't want the oil leaking in a landfill
 - You don't want metal wasted
- You are the only ones who can decide if the benefits of collecting are worth the costs
- There are several options for handling filters
 - Each with costs and benefits

UP NEXT

Used Oil Grants

Dean Robinson

Used Oil Grant Application Process



Dean Robinson

NH Department of Environmental Services

Why do we Collect Used Oil?



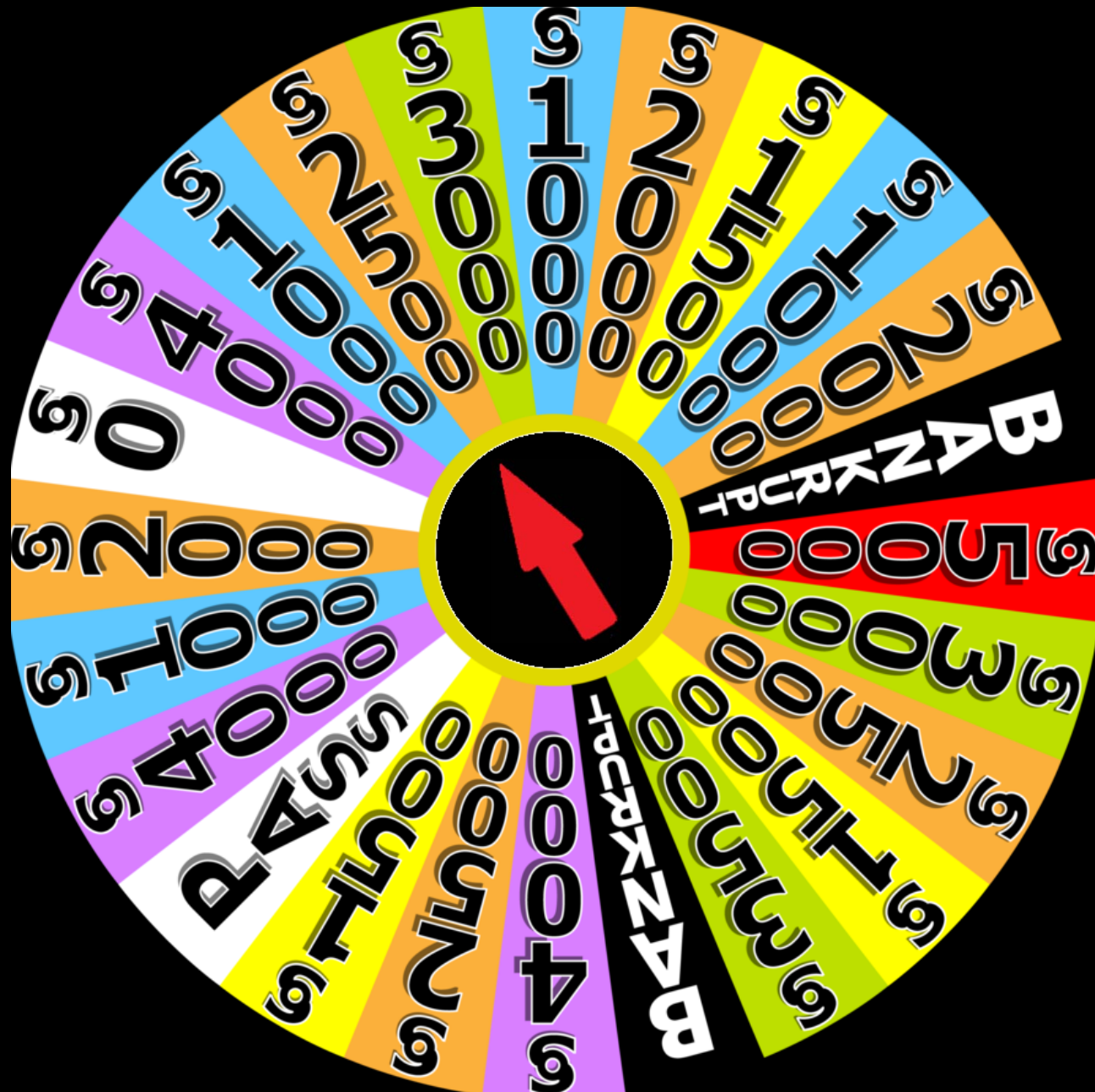
Who Can Apply For Funding?



How Can Funds Be Spent?



How Much is The Grant Worth?




How Much Money is Available?





DES Web-Site

[Divisions](#) > [Waste Management Division](#) > [Programs/Bureaus/Units](#) > [Used Oil Management Program](#) >

Grants/Loans





The Department of Environmental Services issues gift grants for the purpose of establishing and improving oil collection centers serving Do-It-Yourselfers who change their own automotive oil. Grant funds, up to \$2,000 per year, can be used to assist with the purchase of used oil management equipment, such as tanks, drums, funnels, gauges, absorbent secondary containment units, concrete pads, sheds, filter bins, filter crushers, safety fire extinguishers, spill kits, signs, etc. Government entities, including cities and towns, as well as motor vehicle inspection stations and some non-profit organizations are eligible to apply for yearly grants related to the collection of Do-It-Yourselfer used oil and/or automotive oil filters.

- [Grant Application Form](#)  to Establish, Improve, and/or Operate a Used Oil Collection Center
- [Used Oil Grant Program Brochure](#) 

Contact Us

- Dean Robinson, Program Specialist
NHDES Pollution Prevention Section
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095
(603) 271-2047
UsedOilGrants@des.nh.gov

 Adobe Acrobat Reader format. Download a free reader from [Adobe](#).

 Microsoft Word format. Download a free viewer from [Microsoft](#).

What you Need to do First

1. Download Grant Application
2. Download Grant Agreement
3. Work Plan
4. Insurance Statement (ACORD Form)
5. Certificate of Authorization

The Parts of The Grant Application

NHOES-X-##-###



**USED OIL COLLECTION ASSISTANCE
GRANT APPLICATION
For Fiscal Year 2016**



Commissioner's Office/Planning/Used Oil Grant Program

RSA 147-B:13, Env-Hw.500, Env-Hw.807

APPLICATION INSTRUCTIONS:

- 1) Complete all four sections of the application as well as the Grant Agreement, Work Plan, & Certificate of Authorization and mail them to DES no earlier than July 1, 2015.
- 2) Complete the Work Plan: The work plan is an outline of purchases/services you wish to have considered for grant monies. Please provide as much detail as possible.
- 3) Create a Certificate of Authorization: The intent of the Certificate is to certify the action that was taken to authorize a particular Grantee Signor to enter into grant agreements on behalf of the municipality. Please use one of the templates provided.
 - Only one Certificate is required. Complete the standard template if a specific person has been designated by name to act as the grantee signor. Complete the alternate template if a job title, rather than a named individual, has been designated to act as the grantee signor. The person or job title indicated should match the individual who signs the grant agreement.
 - In either case the Town/City Clerk will enter the meeting date at which an individual or job title was authorized by the Selectmen/Aldermen to enter into grant agreements. Notarization procedure is the same for both the Grant Agreement as well as the Certificate of Authorization.
- 4) Insurance: Please submit valid copies of your town/city Certificate of Liability Coverage and Worker's Compensation. Please ensure DES is listed as the Certificate Holder.
- 5) Private Facility Applicants: Additional information such as a Certificate of Good Standing will be requested of motor vehicle inspection stations and non-profit organizations. Private entities are encouraged to call for more information prior to submitting applications.
- 6) Applications will be accepted on a rolling basis annually until funds are depleted. Incomplete or late applications may not be considered.

UsedOilGrants@des.nh.gov
P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095
Telephone: (603) 271-2047 • Fax: (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964
www.des.nh.gov
Page 1 of 3

SECTION I (GENERAL INFORMATION)

1. Name of municipality: _____
2. Municipality's Mailing Address: _____
 (Street)
 (Town / City) (State) (Zip Code)
3. Date of Application: _____
 (Applications will not be accepted before July 1, 2015.)
4. Primary Contact: Name: _____
 Title: _____
 Telephone: _____ Fax: _____
 E-mail address _____ @ _____
5. Secondary Contact Name: _____
 Title: _____
 Telephone: _____ Fax: _____
 E-mail address _____ @ _____
6. Who should the public contact with questions about used oil drop-off? _____

SECTION II (Site Information & Communities Served)

Collection Center: Name: _____
 Physical Address: _____
 Inspection Station Number if applicable: _____

1. Communities Served by this Collection Center

2. Do you have a limit on the amount of used oil a resident can bring to the collection center? Y / N
 If yes, what is the limit? _____

SECTION III (Work Plan)

Description: The applicant collects, or intends to collect, Do-It-Yourself used oil and/or filters from residents who generate used oil as a household waste when they change their own automotive oil. The applicant is requesting grant funds related to their Do-It-Yourself used oil collection center. Details are provided below.

Line Item (Service or Product)	Cost
Total Estimated Cost	

SECTION IV (AUTHORIZATION)

I certify that, to the best of my knowledge, all of the foregoing information is complete and accurate.

 (Signature of Authorized Person from Section I.I) Date _____

 (Print Name and Title of Authorized Person)

Mail application to:
 NH Dept. of Environmental Services
 Pollution Prevention Section
 29 Hazen Drive, PO Box 95
 Concord, NH 03302-0095

Please contact us with any questions you may have:
 Telephone: (603) 271-2047
 E-mail: UsedOilGrants@des.nh.gov

Example Work Plan

DIY Used Oil Collection Center Work Plan

The below estimates relate to a fenced security system with the specific purpose of controlling activities around the DIY Used Oil Storage Shed at Warren's Transfer Station.

Itemized Costs (estimated):

Chain Link Fence Roll	\$250.00
Gate Opener	\$1,182.98
Gate Frame w/hindges	\$645.28
Conduit 3 x 10	\$501.30
Electrical Cable	\$449.00
Electrician	\$950.00
Trenching for conduit	\$125.00
Welding fencing	\$80.00
<i>TOTAL ESTIMATE FOR PROJECT</i>	<i>\$4,183.56</i>
TOTAL Requested (maximum allowed):	\$2,500.00

The Parts of the Grant Agreement

GRANT AGREEMENT
Subject: FUNDING OF USED OIL COLLECTION CENTERS

The State of New Hampshire and the Grantee hereby mutually agree as follows:

General Provisions

1. Identification and Definition.		1.1. Title/Address:	
NH Dept. of Environmental Services		29 Hazen Drive, Concord, NH 03301	
1.2. Grantee Name:		1.3. Grantee Address:	
Upon GAC Approval		N/A	
1.4. Effective Date:	1.5. Commencement Date:	1.7. Budget Date:	1.8. Grant Limitation:
Upon GAC Approval			
1.9. Grant Officer for State Account:		1.10. State Account Telephone No.:	
NH Dept. of Environmental Services		(603) 271 -	
1.11. Grantee Location:		1.12. Name & Title of Grantee Officer:	
1.13. Acknowledgment: State of New Hampshire, County of _____, known to me for satisfactory purposes to be the person whose name is signed in book 1.11, and acknowledged that he/she executed this document in the capacity indicated in book 1.12.			
1.14.1. Honorary Notary Public or Justice of the Peace:			
1.14.2. Name and Title of Notary Public or Justice of the Peace:			
1.14. State Account Number(s):		1.16. Name & Title of State Account Number(s):	
Thomas S. Bryant, Commissioner NH Dept. of Environmental Services			
1.15. Approval by Addressee General Form Subsection A Exemption:			
By: _____		On: / /	
1.17. Approval by the Governor and Council:		On: / /	

2. Scope of Work: In exchange for grant funds provided by the state of New Hampshire, acting through the agency identified in book 1.1, (hereafter referred to as "the State"), pursuant to RSA 147-B:1, the Grantee identified in book 1.1 (hereafter referred to as the "Grantee") shall perform the work identified and more particularly described in

3. Acceptance: Grantee certifies that it is a legal entity, duly organized and existing under the laws of the State of New Hampshire, and that it is duly qualified to receive and accept the grant funds provided by the State of New Hampshire.

4. Grant Officer: The Grantee shall designate a person to act as the Grant Officer for the purposes of this agreement. The Grant Officer shall be a person who is duly qualified to receive and accept the grant funds provided by the State of New Hampshire.

5. Grant Funds: The State shall provide the grant funds to the Grantee in accordance with the terms and conditions of this agreement. The grant funds shall be used for the purposes of the project described in book 2.

6. Reporting: The Grantee shall submit reports to the State on a regular basis, as required by the State. The reports shall include information regarding the progress of the project, the amount of grant funds used, and any other information requested by the State.

7. Termination: The State reserves the right to terminate this agreement at any time, without cause, if the Grantee fails to comply with the terms and conditions of this agreement.

8. Assignment: The Grantee shall not assign or subcontract any part of this agreement to any other person or entity without the prior written consent of the State.

9. Waiver: The Grantee shall not constitute a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.

10. Indemnification: The Grantee shall indemnify and hold the State harmless from and against all claims, damages, losses, costs, expenses, and attorney's fees, including reasonable attorney's fees, that may be asserted against or incurred by the State, its officers, employees, agents, contractors, subcontractors, or invitees, arising out of or in connection with the performance of this agreement, whether or not such claims, damages, losses, costs, expenses, or attorney's fees are caused in whole or in part by the negligence, active or passive, of the State, its officers, employees, agents, contractors, subcontractors, or invitees, and whether or not such claims, damages, losses, costs, expenses, or attorney's fees are caused in whole or in part by the negligence, active or passive, of the Grantee, its officers, employees, agents, contractors, subcontractors, or invitees.

11. Release: The Grantee shall release, defend, indemnify, and hold the State harmless from and against all claims, damages, losses, costs, expenses, and attorney's fees, including reasonable attorney's fees, that may be asserted against or incurred by the State, its officers, employees, agents, contractors, subcontractors, or invitees, arising out of or in connection with the performance of this agreement, whether or not such claims, damages, losses, costs, expenses, or attorney's fees are caused in whole or in part by the negligence, active or passive, of the State, its officers, employees, agents, contractors, subcontractors, or invitees, and whether or not such claims, damages, losses, costs, expenses, or attorney's fees are caused in whole or in part by the negligence, active or passive, of the Grantee, its officers, employees, agents, contractors, subcontractors, or invitees.

12. Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, the following insurance policies:

12.1. General Liability Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, a general liability insurance policy with a limit of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

12.2. Automobile Liability Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, an automobile liability insurance policy with a limit of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

12.3. Workers' Compensation Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, workers' compensation insurance for all employees of the Grantee.

12.4. Professional Liability Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, professional liability insurance for all professional services performed by the Grantee.

12.5. Other Insurance: The Grantee shall maintain and keep in force and effect throughout the term of this agreement, and for a period of 90 days after the termination or expiration of this agreement, such other insurance policies as the State may require.

13. Compliance: The Grantee shall comply with all applicable laws, rules, regulations, and orders of the State, its officers, employees, agents, contractors, subcontractors, or invitees, and with all applicable laws, rules, regulations, and orders of any other governmental entity.

14. Force Majeure: In the event of a force majeure event, the Grantee shall notify the State immediately and shall take such steps as are reasonable and prudent to mitigate the effects of such event.

15. Assignment: The Grantee shall not assign or subcontract any part of this agreement to any other person or entity without the prior written consent of the State.

16. Waiver: The Grantee shall not constitute a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.

- EXHIBIT A**
Grantee Obligations
- The Grantee shall purchase materials and/or ocean services to establish, improve, or operate a used oil collection center in accordance with the terms and conditions of this agreement and as detailed in Exhibit A attachment-1 (the "work plan").
 - The Grantee agrees to construct and operate said used oil collection center in accordance with all applicable State and Federal laws and regulations.
 - The Grantee shall complete its project within one year of the grant award date unless prior written approval for an extension of the time has been received from the Department of Environmental Services.
- EXHIBIT B**
Method of Payment
- The State agrees to pay the Grantee the Grant Monies upon the successful completion of the Project. Successful completion shall mean that (1) the Grantee has fulfilled the terms and conditions of this agreement, and (2) the Grantee's accounting records, including invoices and receipts for all materials purchased and services rendered, have been submitted to DES. The payment of funds to the Grantee shall not be construed as a waiver by DES of any past, present or future right, claim or cause of action related to the performance of this agreement.
 - Upon fulfillment of the terms and conditions of this agreement, including all of the conditions of a successful completion of the Project, the State shall pay to the Grantee the amount of reimbursable costs as determined by DES, not to exceed \$2,500,000, or the amount provided in RSA 147-B:12, 1-3, whichever is less.
 - Grantee expenses not directly associated with the Project shall not be reimbursable by the State. Grantee personnel costs shall not be reimbursable pursuant to provision 5.1 of this agreement.
 - The Grantee agrees to pay for all Project costs in excess of the amount of reimbursable costs authorized under this agreement.
 - The Grantee agrees to submit invoices and receipts itemizing Project costs for which reimbursement is sought to the N.H. Department of Environmental Services, Waste Management Division, Used Oil Program, P.O. Box 96, Concord, NH 03302-0096, within one year of the grant award date.
 - The Grantee agrees that no Grant Monies shall be paid by the State unless and until DES has reviewed and determined that such costs or expenditures qualify for reimbursement under the terms of this agreement and all applicable state and federal requirements, provided that payment of funds to the Grantee shall not be construed as a waiver of any past, present or future right, claim or cause of action related to the performance of this agreement or any applicable state or federal law.

- EXHIBIT C**
Special Provisions
- The State reserves the right to audit the Grantee's expenditures for the Project and to retract and/or seek reimbursement for Grant Monies paid to the Grantee whenever, subsequent to payment of Grant Monies, it becomes known that any of the terms and conditions of this agreement were, in fact, not fulfilled.
 - It is understood that through the State's approval and/or payment of said Grant Monies for the Project, the State, including DES, Waste Management Division, its officers and employees, assumes no liability regarding this Project, including, but not limited to, liability for injury, death, or property damage that might arise during or from this Project or during or from the State's participation in the Project. Notwithstanding the foregoing, nothing in this agreement shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby preserved to the State. This covenant shall survive the termination of this agreement.
 - DES may exercise its authority to modify, suspend or terminate the Project if it determines that the Project poses a threat to human health or the environment.
 - The Grantee shall allow DES to have access to and conduct any monitoring of the Project deemed necessary by DES to ensure its compliance with the terms of this agreement and with state and federal statutes and regulations.
 - The Grantee shall maintain insurance as documented by Exhibit C attachment-1 (the "Certificate of Liability Coverage").

ACORD Insurance Form

ACORD CERTIFICATE OF LIABILITY INSURANCE				OP ID SX TROP105	DATE (MM/DD/YYYY) 01/05/09
PRODUCER Barlocker Ins. Svs. - Salinas License #0580438 232 Monterey Street Salinas CA 93901 Phone: 831-424-6404 Fax: 831-424-0140		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
INSURED Tropical Creations, Inc. Tropical Creations Landscape Mgmt, Inc. Tropical Creations Interior Landscapes, Inc. 18555 Eddy St Northridge CA 91324		INSURERS AFFORDING COVERAGE		NAIC # 13978	
INSURER A: Florista' Mutual Insurance Co INSURER B: INSURER C: INSURER D: INSURER E:					
COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INSR ADP LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PB11994	01/01/09	01/01/10	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	FMA008218	01/01/09	01/01/10	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
A	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	EX09452	01/01/09	01/01/10	EACH OCCURRENCE \$ 1000000 AGGREGATE \$ 1000000 \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY INDUSTRY OR PARTNER'S STATUTE OFFICIAL RATES EXCEEDED? If yes, describe under SPECIAL PROVISIONS below OTHER	WCN3017809	01/01/09	01/01/10	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1000000 E.L. DISEASE - EA EMPLOYEE \$ 1000000 E.L. DISEASE - POLICY LIMIT \$ 1000000
A	Property	BP11994	01/01/09	01/01/10	BPP \$80,000 Ded \$500
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS					
CERTIFICATE HOLDER NH DES Proof Of Insurance			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE		
ACORD 25 (2001/08)			© ACORD CORPORATION 19		

Certificate of Authorization

Certificate of Authorization: Lancaster

I, Jean E. Oleson, Town Clerk of Lancaster, New Hampshire, hereby certify that
on July 6, 2009, the Board of Selectmen voted to authorize
Date of Meeting

Dennis Patnoe to sign contracts on behalf of the Town with respect to
Grantee Signor

Grant contracts with the New Hampshire Department of Environmental Services.

This authority has not been amended or annulled.

Jean E. Oleson
Signature of Town Clerk

12/7/2012
Date

Jean E. Oleson, Lancaster Town Clerk

Notarization

State of New Hampshire, County of Coos. On 12/7/12 before me,
Date

Charity Blanchette, the undersigned officer, personally appeared
Printed Name of Notary Public or J.P.

Jean E. Oleson, who acknowledged herself to be the Town Clerk of the
Town of Lancaster, New Hampshire, and that she, Town Clerk being authorized
to do so, executed the foregoing instrument for the purposes therein contained.

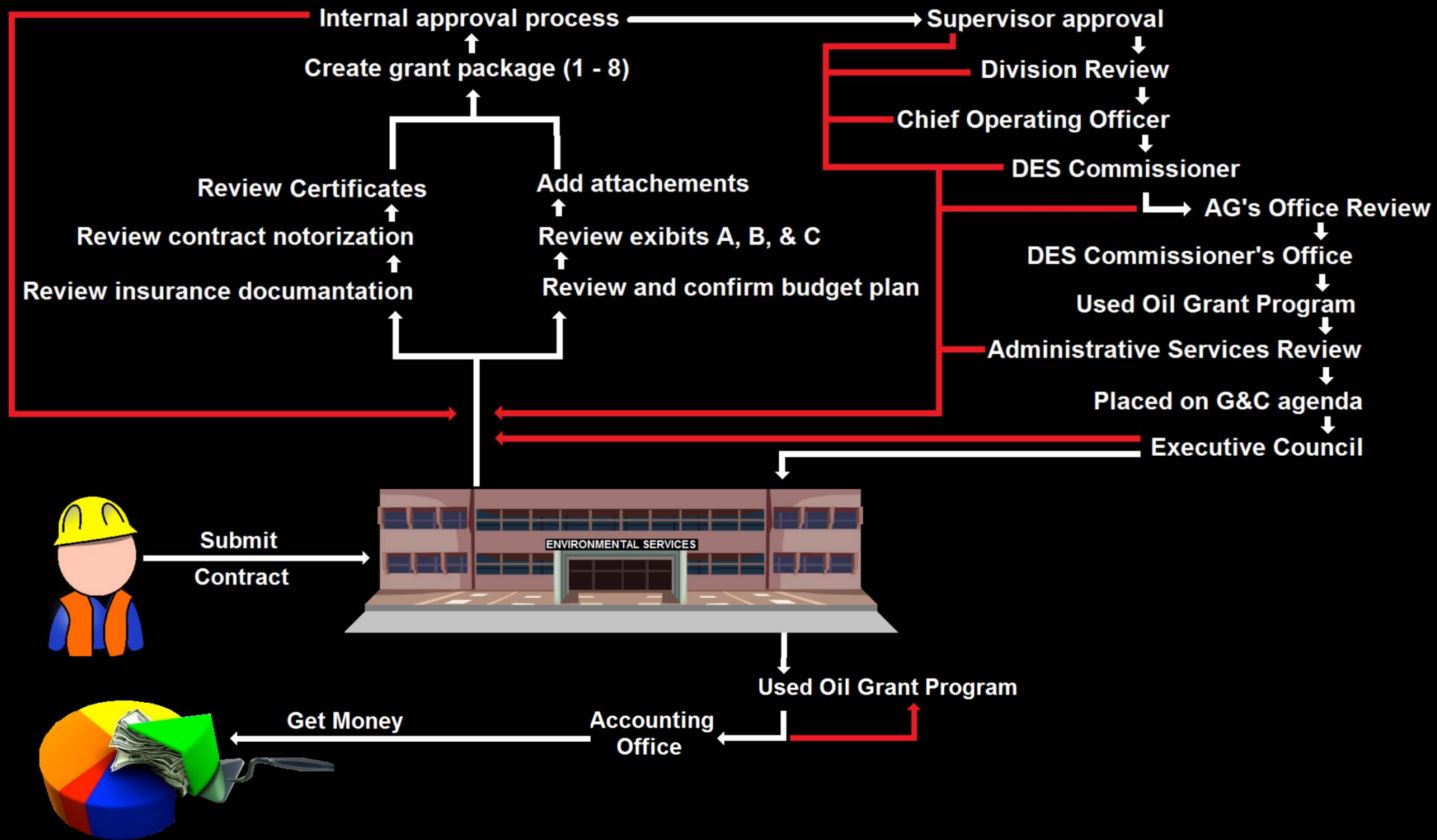
In witness hereof, I hereunto set my hand and official seal.

Charity Blanchette
Signature of Notary Public or Justice of the Peace



Commission Expiration Date: 3/30/2016

The Big Picture



Reimbursement

- Cover Letter
- Receipts
- Proof of Payment
- Photocopy of P37

Three weeks with accounting

Reimbursement

GRANT AGREEMENT
Subject: FUNDING OF USED OIL COLLECTION CENTERS

The State of New Hampshire and the County hereby mutually agree as follows:

General Provisions

Date: 12/21/2012 Page: 15 of 38
Priority Account: 283028

NH 03301
28 Rd., Acworth, N.H.
Grant Limitation: 500.00
Per Mile: 500.00

Connecticut River Bank, N.H.

TOWN OF LITCHFIELD 055469

VENOR	ARROW Equipment, Inc.	04/03/12					
ORDER REF. NO.	YOUR INVOICE NO.	INVOICE DATE	INVOICE AMOUNT	AMOUNT PAID	DISCOUNT/TAXES	CHECK AMOUNT	
039218	23473	03/16/12	5,678.00	5,678.00	0.00	5,678.00	

Check total 5,678.00

RECEIVED
JUL 17 2013

State of New Hampshire
Department of Environmental Services
Thomas S. Burack, Commissioner
Celebrating 25 Years of Protecting
New Hampshire's Environment

February 14, 2012

Jason Hoch, Town Administrator
Town of Litchfield
2 Liberty Way, Suite 1
Litchfield, N.H. 05652

Subject: Town of Litchfield, Used Oil Collection Grant Approval - RSA 147-B: 13, 1

Dear Mr. Hoch:

Please be advised, on February 8, 2012 the Governor and Council approved your grant application in the amount of \$2,500.00. The Town of Litchfield may apply funds toward the purchase of used oil collection services listed in the approved work plan (copy attached), provided that all terms and conditions of the enclosed grant agreement are observed.

Litchfield is reminded that funds awarded through this approval are to establish or operate used oil collection centers/program, and that all receipts for completed work must be submitted by February 22, 2013. Please call me at (603) 271-6424 (or toll free at 1-888-TAKEOIL) if you have any questions regarding the grant process, the terms and conditions of this approval, or the proper management of used oil collection centers.

Thank you for your participation in this important recycling effort.

Sincerely,
Tim Noury
Tim Noury, Waste Management Specialist
Fund Management Section
Waste Management Division

Eligible for: \$ 2,500.00
Approved for: \$ 2,500.00
Liquidated: \$

OKAY TO PAY BY 04/03/12
Vendor code: 177 8022

D.R. [Signature]
Waste Management Coordinator

Proof of Payment
Receipts
Cover Letter
Copy of P37

Enclosure: Approved Grant Agreement & Work Plan

