

PROPER DISPOSAL OF GARBAGE & RECYCLABLES POLICY

- A. PURPOSE:** To properly contain and dispose of garbage and recyclable materials according to the procedures of the MHA and the Village of Massena Dept. of Public Works; and to ensure the health, sanitation, and safety of our residents, guests, staff, and property.
- B. COMPLIANCE:** Tenants must abide by this policy and the procedures set forth by the Dept. of Public Works for Solid Waste Collection and Single Stream Recycling effective June 1, 2025.
- C. FAMILY UNIT REQUIREMENTS:**
1. Regular garbage must be in **CLEAR PLASTIC BAGS** and placed in GARBAGE CONTAINERS until roadside pickup.
 2. Disposal of recyclable items- paper, broken down cardboard, plastic, metal and glass are to be placed loosely in recyclable containers until roadside pickup.
 3. The maximum size of containers is 34 gallons, and weight is 40 pounds per container.
 4. ***Trash and recyclables are to be placed on the roadside weekly by 7:00 AM Friday mornings. The Village Department of Public Works will pick up all garbage and recyclables every Friday morning except for holidays which will be noted in the MHA monthly newsletter.***
 5. Containers should be brought back to your storage unit after village pickup.
 6. Garbage cans and recycling bins ARE NOT provided by the MHA. You may purchase CLEAR PLASTIC BAGS, GARBAGE CANS, AND RECYCLE BINS from the seller of your choice, or you may purchase them from the housing authority administrative office at our cost. The cost is listed in the current Schedule of Tenant Charges, and payment is expected at the time of purchase during lobby hours.
 7. All containers and bins are to be stored in your storage shed. Never leave garbage outside. Loose trash is unsightly and attracts flies, rodents, roaches, skunks, raccoons, gulls and other animals. Tenants must not leave garbage near steps or unit entrances. Any trash left outside will be removed and you will be charged according to the current Schedule of Tenant Charges.
 8. Items (such as furniture, appliances, mattresses, electronics, etc.) are not allowed to be left outside of the apartment. Call for a work order to request removal. You will be charged according to the current Schedule of Tenant Charges.
- D. LAUREL TERRACE, GRASMERE TERRACE, 55 VICTORY ROAD REQUIREMENTS:**
1. Regular garbage must be in **CLEAR PLASTIC BAGS** and disposed of in your building's designated trash area. Recyclable items – paper, broken down cardboard, plastic, metal and glass are to be placed loosely in your building's designated recycle bins.
 2. You may purchase CLEAR PLASTIC BAGS from the seller of your choice, or you may purchase them from the housing authority administrative office at our cost. The cost is listed in the current Schedule of Tenant Charges, and payment is expected at the time of purchase during lobby hours.
 3. Removing trash and/or recyclables from any trash area is strictly prohibited.
- E. NONCOMPLIANCE:** Any violation of these procedures shall be considered a violation of your lease agreement, and you are subject to the administrative actions stated in the lease as well as the adopted Admissions and Continued Occupancy Policy (ACOP).

Regular Garbage Information

- Regular garbage must be in clear plastic bags
- Maximum of five (5) thirty-two gallon containers per week
- Maximum weight of forty (40) pounds per container
- Maximum garbage container size is thirty-two (32) gallons
- Garbage containers must be clean and free of odor
- Leaves and grass clippings must be in clear plastic bags
- Brush, shrubs & tree limbs to be placed at curbside (No Roots)

See www.massenaworks.com for more details

Other Recyclables Accepted Directly at the Massena Transfer Station:

STEEL, METAL ITEMS, WHITE GOODS & MAJOR APPLIANCES (with or without Freon)

- Accepted free of charge
- A roll off box is located at the transfer station for year-round drop off

ELECTRONIC WASTE

- Accepted free of charge
- TV & TV peripherals
- Computer & PC peripherals
- See web page for complete list of acceptable items

(www.stlawco.org/Departments/SolidWaste)

- A convenient point is located at the transfer station for year-round drop off

SPECIAL RECYCLABLE ITEMS

- Single Use Batteries – Rechargeable or Non-Rechargeable – accepted free of charge
- Cell Phones – accepted free of charge
- Tires (all sizes) – pay-by-weight, price varies by size & type

MASSENA TRANSFER STATION

49 Dump Rd (off State Rte 420)
Massena, NY 13662
315-764-7312

Open 8am-3pm, M, T, Th, F, Open 8am-12pm Sat
CLOSED WEDNESDAY

VILLAGE OF MASSENA
DEPARTMENT OF PUBLIC WORKS
85 Robinson Rd
Massena, NY 13662
315-769-6823

POSTAL CUSTOMER
MASSENA, NY 13662

US POSTAGE
PAID
Massena, NY
13662
Permit No.15

VILLAGE OF MASSENA

Department of Public Works

UPDATED RECYCLING SERVICE GUIDELINES (effective 1/1/2013)



Single Stream Recycling – Here's How It Works

**BEGINNING JANUARY 1ST, 2013 ALL RECYCLABLE ITEMS
CAN BE MIXED TOGETHER FOR COLLECTION**

- All recyclable items – paper, plastic, metal & glass – need to be mixed together in a single bin less than 35 gallons in capacity.
- Recyclables should be empty & cleaned of all residue
- Remove & recycle metal caps & lids – it is not necessary to remove labels or metal & plastic rings
- Break down & flatten cardboard boxes as practical
- Plastic bags are NOT recyclable. No string, no trash, no green waste and no plastic bags or plastic wrap of any kind should be mixed with your recyclables.

PAPER

- ✓ Newspaper & Inserts
- ✓ Junk Mail & Circulars
- ✓ Magazines & Catalogs
- ✓ Phone & Paperback Books
- ✓ Brown Grocery Bags
- ✓ Computer & Office Paper
- ✓ Clean & Dry Lightweight /Corrugated Cardboard

NO: Hardcover Books, Napkins, Paper Plates, Tissue Paper or Foil-Faced/Plastic Coated Paper

PLASTIC

- ✓ Codes 1 – 7 Accepted
- ✓ Containers – Jugs, Jars, Bottles & Tubes
- ✓ Cartons – Juice, Milk, Soy, Broth & Soup
- ✓ Aseptic Packaging – Small Juice Pouches, Boxes, Etc.
- ✓ Plastic Food Trays

NO: Plastic Bags or Films, Toys, Styrofoam, Motor Oil Bottles, Furniture, Clothes Hangers or Hard/Brittle Plastics

METAL

- ✓ "Tin" Food Cans
- ✓ Aluminum Food & Beverage Cans
- ✓ Deposit Cans
- ✓ Aluminum Foil
- ✓ Aluminum Plates & Trays
- ✓ Empty Aerosol Cans

NO: Metal-Cardboard Containers (Cocoa & Motor Oil), Silverware or Small Appliances

GLASS

- ✓ Green, Amber & Clear Containers
- ✓ Canning Jars
- ✓ Deposit Bottles
- ✓ Liquor & Wine Bottles
- ✓ Food & Beverage Containers

NO: Broken Glass, Drinking Glasses, Ovenware or Ceramics, Dishes, Mirrors, Window Glass or Light Bulbs

Items That Should Not Be Placed In Your Recycling

***SHARPS**

Do not set out with your recyclables!
Please place sharps in a puncture resistant container, label it "Needles" or "Sharps" and take it to a hospital, clinic or pharmacy.

***Garbage**

***Plastic Bags**

***Styrofoam**

***Ceramics**

***Window Glass**

***Drinking Glasses**

***Lawn & Yard Waste**

***Single Use Batteries**

***Electronics**

***Household Hazardous Waste**

***Light Bulbs**

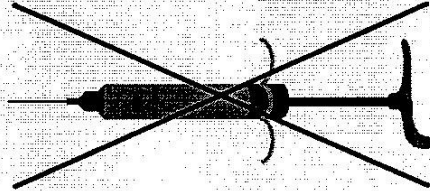
***Paint Cans**

1 Exception to the Rule!

Shredded Paper – Place in a Clear Plastic Bag

Village of Massena
GARBAGE & RECYCLING ORDINANCE

**HOUSEHOLD SHARPS - UNACCEPTABLE REFUSE
FOR VILLAGE PICKUP**



DEAR VILLAGE RESIDENT:

At the December 2, 1997, Village Board Meeting, the Board passed a law that **NO HOUSEHOLD SHARPS (INCLUDING NEEDLES, SYRINGES, AND LANCETS)** can be put in the garbage for Village pick up. This law is for the protection of our Village employees who collect your garbage each week.

If household sharps are discovered in your garbage,
the following fines will be enforced:

1ST VIOLATION..... \$100

**2ND VIOLATION (within one
year of previous violation)..... \$250**

**3RD VIOLATION (and additional
violations within one year of
previous violation \$500**

We urge you to comply with the above restriction. You may dispose of household sharps at Massena Memorial Hospital, Phillips Memorial Home, or the St. Regis or Highland Nursing Homes which have implemented community medical sharps programs.

Thank you for your cooperation.