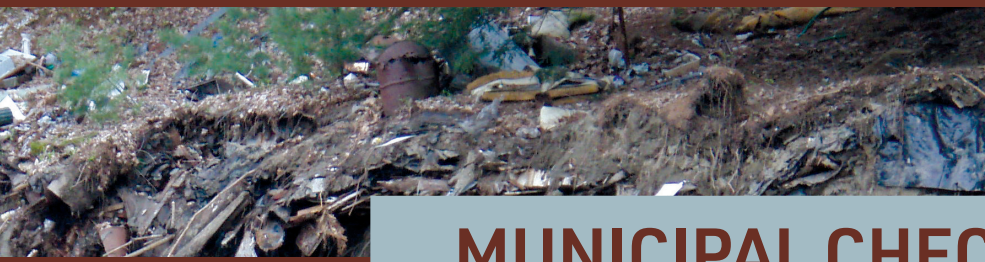


CLOSED LANDFILLS



MUNICIPAL CHECKLIST

This Closed Landfill Checklist is designed to help make sure that municipal officials understand the actions they should take **every year** to reduce the potential environmental contamination from closed landfills and to protect the health and safety of their community.

- One Checklist should be filled out for EACH of the closed landfills located in the town. Many towns have *more than one* closed landfill - one that long-time residents remember using, (often near the location of the current transfer station) and one or more that was used before that one opened. Municipal officials should make sure they know about the location and condition of all the landfills in their community.
- This Checklist should be filled out **every year** in January or February by one or more senior municipal officials, such as the Selectboard Chair, the Town Manager, the Director of Public Works, and/or the Town Clerk. Please consult with others to fill out this Checklist as thoroughly as possible.

A more detailed guide to closed landfill management, *Closed Landfills: Guide to Best Management Practices & Requirements* is available at: https://www.newmoa.org/closed_landfill_bmps/

CHECKLIST

Name: _____ Today's Date: _____

Position in Town: _____

Landfill Name: _____

Landfill Street Address: _____

Date began accepting waste: _____ Date ceased operation: _____

1: Is there a town position that includes responsibility for maintaining the landfill? ☐ YES ☐ NO

Position: _____

Name of person currently employed in that position: _____

2: Has the landfill been mowed at least once in the past year? ☐ YES ☐ NO

Date of mowing: _____

3: If applicable, has the level of methane gas in the soil been measured (in % Lower Explosive Limit (LEL)), at the property boundary on all sides of the landfill at least once in the past year? ☐ YES ☐ NO

What was the highest level in % LEL: _____ Date of measurement: _____

4: If there are structures located at the same property as the landfill, has the level of methane gas been measured inside each structure at least once in the past year? ☐ YES ☐ NO

What was the highest level in % LEL: _____ Date of measurement: _____

5: Have walkover inspections been conducted at least twice a year by a knowledgeable municipal employee and/or a professional engineer? ☐ YES ☐ NO

Date of **SPRING** inspection: _____ | Date of **FALL** inspection: _____

6: Have you reviewed the results of each inspection? ☐ YES ☐ NO

7: Have all deficiencies noted in the inspections been properly addressed? ☐ YES ☐ NO

8: If the landfill is regulated, has the required groundwater and surface water monitoring occurred and the results transmitted to the state? ☐ YES ☐ NO

Date(s) of sample collection: _____ Date(s) of report submission: _____

9: If the landfill is regulated, has the required inspection report(s) been submitted to the state? ☐ YES ☐ NO

Date(s) of report submission: _____

10: Has a notice been added to the deed for the property noting that it contains a landfill? ☐ YES ☐ NO

You should be able to answer “YES” to **EVERY** question. If not, please implement the changes required so that “yes” is the answer to everything.



NORTHEAST WASTE MANAGEMENT OFFICIALS' ASSOCIATION

NEWMOA is a non-profit, non-partisan, interstate association whose membership is composed of the state environment agency programs that address pollution prevention, toxics use reduction, sustainability, materials management, hazardous waste, solid waste, emergency response, waste site cleanup, underground storage tanks, and related environmental challenges in Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, and Vermont (www.newmoa.org).

This document was developed by NEWMOA with input from the Project Partners:

- New Hampshire Department of Environmental Services (NHDES)
- Northeast Kingdom Waste Management District (NEKWMD)
- Vermont Department of Environmental Conservation (VT DEC)

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