

**2014**

**TOWN OF CORTLANDT**  
**WWW.TOWNOFCORTLANDT.COM**

# Sanitation/Recycling Guide



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**TOWN OF CORTLANDT**

Department of Environmental Services  
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## GENERAL INFORMATION

**DEPARTMENT OF ENVIRONMENTAL SERVICES – SANITATION DIVISION (914) 737-0100 or**

[www.townofcortlandt.com](http://www.townofcortlandt.com)

The Department of Environmental Services provides curbside collection of bulk trash, recycling (paper, plastic, glass, metal), special pick up (tires, freon and special bulk), bulk collection, e-waste drop off and organic waste. The Town is divided into various zones and routes to more efficiently service the residents.

### **Solid Waste Collection (Household Garbage)**



- Garbage collection in the Town is divided into two routes. The northern end of Town and Verplanck are generally picked up on Monday and the southern end of Town is serviced on Tuesday. An alphabetical list is included in this brochure indicating a Monday or Tuesday garbage route. Paper is picked up Town wide on Wednesday and Comingle is picked up Town wide on Thursday.
- Garbage containers must not exceed 34 gallons or a total weight of 70 pounds. **Over-sized cans will not be picked up.**
- The garbage containers must have a secure cover with 2 substantial handles. Bungee cords pose a hazard to Town workers and are not permitted.
- Secure garbage bags (that do not break when picked up) can be placed curbside. The Town is not responsible for breakage or loss of garbage cans.
- Garbage must be curbside before 7:00 a.m. (6:00 a.m. between June 30<sup>th</sup> and September 1st) the day of pick up or can be put out the night before.
- When a holiday falls in a week, all services will be moved forward a day
- During snow events, garbage collection may be cancelled. When that occurs, the schedule will shift and the planned collection for that Friday is cancelled.

**2014 holidays are as follows: New Year's Day, Martin Luther King Jr. Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving and Christmas.**

Please visit us at [www.townofcortlandt.com/sanitation](http://www.townofcortlandt.com/sanitation) for further details

Or call (914) 737-0100.



**The Sanitation Division works summer hours from June 30<sup>th</sup> to September 1st. Please have all items curbside by 6:00 a.m.**

# PAPER, COMINGLE & ORGANIC RECYCLING

## TOWN OF CORTLANDT CURBSIDE RECYCLING PROGRAM

Westchester County asks all residents to comply with its Source Separation Law and recycle

[www.westchestergov.com](http://www.westchestergov.com)

### PAPER RECYCLING

Curbside paper recycling takes place town wide on Wednesday (except when there is a holiday on Monday or Tuesday, see calendar for details). Please place items in a recycling container or in a paper bag or cardboard box. Any paper placed in a plastic bag will not be picked up. The following items must be recycled:

- Newspaper and glossy inserts
- Magazines
- Junk mail
- Telephone books
- Office paper
- Corrugated cardboard
- Grey cardboard (i.e. tissue box)
- Shredded paper
- Gift wrap paper

We do NOT recycle paperback or hard-cover books, waxed paper, paper stained by food (i.e. pizza boxes), plastic and Styrofoam packing material. These items should be placed in the garbage.

### COMMINGLED RECYCLING

Commingle is picked up town wide on Thursdays (except when there is a holiday then it will be picked up on Friday, see schedule for details). Any commingled items in a plastic bag will not be picked up. The following items must be recycled.

#### Metal

- Food and beverage cans (rinse cans but you do not have to remove labels)
- Empty aerosol cans (empty through normal use)

#### Plastic

**Containers marked 1 through 7 on the bottom.**

- Milk, juice and water bottles.
- Shampoo and detergent containers
- Soda bottles (discard cap in the trash)
- Glass
- Clear, green or brown glass jars of any size

#### Do Not Recycle the Following

##### Metal

- Empty motor oil cans
- Kitchen utensils/cookware
- Paint can (empty cans can be placed with regular garbage)
- Hangers
- Scrap Metal
- Any container that held hazardous material

##### Plastic

- 5 gallon plastic pails
- Flower pots
- Plastic shopping bags
- Toys
- Packing material

##### Glass

- Light bulbs
- Drinking glasses
- Mirrors or windows



### ORGANIC RECYCLING

#### Yard Waste

The Town has established regular pick up routes for organic yard waste. Please see the schedule for details. Yard waste will be picked up town wide on these dates. Yard waste must be placed in **brown biodegradable bags** or loosely in garbage cans. Plastic bags cannot be composted. Organic waste in plastic bags will NOT be picked up. The County is encouraging residents to participate in the Love 'Em and Leave 'Em mulching in place initiative. Please visit <http://www.leleny.org/> for more information.

#### Christmas Trees

Christmas trees will be collected during the month of January. Place your tree curbside free of all trimmings, lights, nails etc. Trees placed in plastic bags will not be picked up.



## **ORGANIC(CONT), E-WASTE & BULK TRASH**

### **Brush Pick Up**

Call the Sanitation Department at (914) 737-0100 to schedule a brush pick up.

*Requirements include the following:* Only branches 6 inches in diameter or less can be chipped. Brush must not exceed 10 feet long. Branches should be stacked neatly roadside with butt ends facing roadway. Do not tie or bundle the branches. **We do not chip logs, stumps, lumber, railroad ties, building materials, dead wood, vines or brush with root balls attached. Any brush smaller than 4 feet long should be bundled and tied and placed out for organic waste pick on the scheduled day.**

**No commercial debris removal. When hiring a contractor for yard work they are responsible for removing all debris (per Town Code).**

### **Composting**

Yard waste such as fallen leaves, grass clippings, weeds and remains of garden plants along with organic kitchen waste make excellent composting materials. For more information on composting visit the Westchester County website at [http://www.westchestergov.com/pdfs/ENVFACIL\\_Composting\\_leaves.pdf](http://www.westchestergov.com/pdfs/ENVFACIL_Composting_leaves.pdf)

### **2014 Organic Yard Waste Schedule**

Yard waste placed in biodegradable bags and placed curbside will be picked up Town wide on the following days

|         |              |
|---------|--------------|
| March 7 | August 15    |
| April 4 | September 19 |
| May 9   | October 24   |
| June 13 | October 31   |
| July 18 | November 21  |

### **E-WASTE**

#### **Best Buy Electronics Recycling Program**

Will recycle any electronics regardless of where the item was purchased

<http://www.bestbuy.com/site/Global-Promotions/Recycling-Electronics/pcmcat149900050025.c?id=pcmcat149900050025>

E-Waste is electronic waste. Certain components of some electronic products contain materials that render them hazardous. Some examples of E Waste products include; computers, faxes, copiers, CD and DVD players, phones, TVs, cell phones, microwaves, slow cookers, coffee makers, blenders, radios (items with an electrical cord attached), washers, dryers, stoves and dishwashers.

There are 4 ways to dispose of E-Waste

- Best Buy Electronics Recycling Program (see link)
- Drop these items off at our Sanitation office at 167 Roa Hook Road (near Camp Smith) every Thursday between 1 – 3pm (12-2 pm summer hours)
- Contact the Westchester County HMERF to schedule an appointment at (914) 813-5425 for further details.
- Arrange for a special pickup (Fee required)

Many electronic items contain personal sensitive material. Please remember to remove all personal information from items before recycling.

### **Batteries**

Please visit the following link for information on battery recycling <http://environment.westchestergov.com/residents/recycling-guidelines/household-batteries>



***\*Televisions must be dropped off at Roa Hook Road on E-Waste Days or must be paid for as a special pick up***

### **BULK TRASH COLLECTION**

Bulk pickup is scheduled by 3 routes in the Town and picked up on Fridays. All routes are listed in the back of this brochure or you can visit our website at [www.townofcortlandt.com](http://www.townofcortlandt.com) or call the office at (914) 737-0100. Items for bulk collection must be placed curbside no later than 7:00 am the morning of pick up (6:00 am summer hours). Items can't be placed out more than 2 days before pick up.

## **BULK (CONT), SPECIAL SERVICES & WESTCHESTER COUNTY RECYCLING**

Items that can be placed out for bulk pick up **include:** furniture, carpeting and padding (cut in 3 x 9 length or smaller and taped), trash cans clearly marked as trash, dishwashers, dryers, washing machines, stoves, file cabinets, desks, water heaters, aluminum siding, bicycles), metal fencing (no cement bottoms), plumbing pipe (4 ft lengths), snow blowers, lawnmowers (no gas or oil), swing sets (dismantled with no cement bottoms), Heating units must be free of oil (certified cleaning required), space heaters (free of kerosene) and propane tanks (must be completely empty with entire center valve removed). For pull out couches the frame must be removed before placing curbside.

**General Rule of Thumb:** pile should be able to fit in the back of a pick up truck. Larger piles may be subject to additional fees.

**ALL METAL PRODUCTS MUST BE PILED SEPARATELY FOR PICK UP AS THIS MATERIAL IS RECYCLED**

**CONTRACTOR DEBRIS IS SUBJECT TO ADDITIONAL CHARGES**

### **2014 Bulk Schedule is as follows:**

#### **Route 1 Pick Up Fridays**

- January 10
- February 7
- March 14
- April 11
- May 16
- June 20
- July 25
- August 22
- September 26
- December 5

#### **Route 2 Pick Up Fridays**

- January 17
- February 14
- March 21
- April 25
- May 23
- June 27
- August 1
- August 29
- October 3
- December 12

#### **Route 3 Pick Up Fridays**

- January 31
- February 28
- March 28
- May 2
- June 6
- July 11
- August 8
- September 12
- October 10
- December 19



### **SPECIAL SERVICES (FEE REQUIRED)**

Special bulk pickups, any item containing freon and tire pickup can be scheduled for a fee through the Sanitation division. Please mail payment to Town of Cortlandt, 167 Roa Hook Rd., Cortlandt Manor, NY 10567. Or drop off payment at Roa Hook Road or Town Hall. A pick up date will be provided along with instructions and a special sticker if required. The Town does not take credit card payments.

**Special bulk pickups** – cost \$25 and follow the same guidelines as our regular bulk pick up

**Freon** – any items containing freon such as refrigerators, freezers, air conditioners and dehumidifiers require a special pickup. The cost is \$ 15 and a special sticker is required. Reminder all doors must be removed as required by law.

**Tires** – The Town will recycle tires up to 16” rims. Limit 8 tires per household. The cost is \$1.00 without rims and \$ 3.00 with rims. Special stickers are required for pick up.

**Television** – A \$ 15.00 fee is required for each television

### **2014 WESTCHESTER COUNTY RECYCLING**

The Town never picks up hazardous waste. Westchester County has a drop off location in Valhalla. You must call (914) 813-5425 to make an appointment or go online to [www.westchestergov.com/recycling](http://www.westchestergov.com/recycling) for more details.

Other important links

#### **Motor Oil**

<http://www.dec.ny.gov/chemical/8786.html>

#### **Other Special Waste**

<http://environment.westchestergov.com/images/sotri es/pdfs/specialwastes.pdf>

## Highway & Water Dept.



### **HIGHWAY DIVISION**

140 8<sup>TH</sup> Street, Verplanck, NY 10596  
(914) 737-0075

Services provided by the Department include the following:

- Snow plowing and salting
- Sidewalk Maintenance
- Town Drainage systems (please do not dump yard waste (including grass clippings and branches) near any drainage ditch or piping.
- Asphalt patching and repair (to report a pothole please call the Highway Department)
- Street light/Traffic signal repair (When calling to report a street light please try to obtain a pole #)
- Guiderail installation/repair
- Sign maintenance
- Roadside tree removal (Tree removal from private property is not included in this service)
- Dead animal removal (We do not remove animals from private property. On weekends please contact the Police)
- Call the Sanitation Division to schedule a brush pick up
- Any work performed in the Town Right of Way requires a permit. Please contact (914) 737-0100 for more information on a Road/Utility Permit.

### **REMINDER**

Town Ordinance requires that no vehicle be placed on any Town streets, highway or roads between the hours of Midnight and 7:00 a.m. any day during the period of November 15<sup>th</sup> through April 15<sup>th</sup>. In addition, parked vehicles will be ticketed during all snow removal operations regardless of the hours.

Please be patient during snow removal operations and do not shovel or plow snow into roadways as it creates a hazardous condition and violates NYS Highway Law.

**Illegal Dumping is Punishable by a  
Mandatory Fine**

**(Minimum Fine \$250.00)**

**Please call Code Enforcement at  
(914) 734-1010 to report any illegal dumping**

**Please Note: Construction and Tree  
Planting is not Permitted in a  
Town Right-of-Way**



### **WATER DIVISION**

The Town of Cortlandt Water Department has relocated to 167 Roa Hook Road.

For Maintenance Issues Please Call  
(914) 734-1026

For Billing Questions Please Call  
(914) 737-7676

## **Stormwater**

### **Solutions to the Pollution**

#### **Easy things you can do every day to protect our water**

**Stormwater** is water from rain or melting snow that flows from rooftops, paved areas and lawns that doesn't soak into the ground but runs off into waterways.

As it flows, stormwater runoff collects and transports soil, animal waste, salt, fertilizers, oil and grease, pesticides, litter and other potential pollutants. This pollution can enter groundwater, streams, lakes, ponds and river and can even affect the quality of our drinking water.

Increases in impervious surfaces cause more stormwater runoff. Because less water is soaking in, flooding can become more frequent and more destructive.

The Town of Cortlandt is a regulated Storm system community and has enacted updated Town ordinances governing stormwater. To learn more visit our website at:

[www.townofcortlandt.com/stormwater](http://www.townofcortlandt.com/stormwater)

#### **Lawn Care**

Most lawns tested in Westchester County did NOT need more phosphorus. If you must fertilize, use phosphorus-free fertilizer (where the middle number on the bag is zero). Excess fertilizer flows into streams, lakes, rivers and reservoirs, where it can degrade drinking water, lead to algae and plant growth and contribute to fish kills. Don't fertilize when rain is expected. Leave grass clippings on the lawn to recycle nutrients. More information on lawn care is available in the Town of Cortlandt Sanitation Website.

#### **Septic System Maintenance**

Failing septic systems can contaminate groundwater, drinking water and surface flows. Most of the Town of Cortlandt is serviced by individual septic systems. These septic systems should be pumped and inspected regularly. Do not pour chemicals, paints, fats, or excess medications down your pipes. Driving on or parking on septic fields may damage them.

#### **Scoop the Poop**

Please pick up after your dog or cat. It doesn't matter the size of the animal – all animal waste has an impact. Animal waste is easily carried by runoff, washing off roads and lawns. Pet waste contains harmful bacteria and phosphorus that can promote the growth of weeds, and algae. Scoop the poop and dispose of pet waste in the garbage.

#### **Only Rain down the Drain**

All our storm drains lead eventually to someone's drinking water. Don't dispose of waste down the drain or into any of the ditches, swales, street drains or stormwater outfalls that convey stormwater.

#### **Landscaping Help**

Keep vegetation and organic material on the soil, especially on slopes. Landscape to limit the steepness or length of slopes. Build a buffer of vegetation by watercourses to help filter sediment. Replace the lawn at water's edge with shrubs, hedges or trees. Anything that slows the flow of water will help give time for the pollution to be removed.

#### **Care for your Car**

Little drops of oil and gas add up. One pint of oil can cause an oil slick the size of a football field. Take used motor oil to gas stations. NEVER pour it down the drain. Take other fluids to approved recycling locations. More information about this is in the Town of Cortlandt Sanitation Website. Use saw dust or kitty litter to clean up leaks and spills in your driveway. Wash your car on your lawn if possible to capture runoff.

#### **Reporting Stormwater Polluters**

Your actions or the action of your neighbor can affect water resources. We are all downstream of someone. No polluted water should be allowed to go into our stormwater system. If you notice pollution of Stormwater you can report the details to the Town of Cortlandt Stormwater Hotline at (914) 293-0900.

**Cortlandt's Stormwater Hotline (914) 293-0900**