



Act 148, Vermont's Universal Recycling & Composting Law requires:

- ⊗ All trash cans in public spaces and public buildings to have a recycling bin next to them
- ⊗ Common recyclables can no longer be disposed of in the landfill and must be diverted to be recycled
- ⊗ All food scraps, as of July 1, 2020, will no longer be able to be disposed of as trash and must be captured from the waste stream

## FREE TECHNICAL ASSISTANCE

LRSWMD provides free services to help event planners:

- ⊗ Develop strategies to reduce the amount of waste produced during your event
- ⊗ Make the sorting process easier by taking control of the waste stream
- ⊗ Create a solid waste management plan to make sure materials get to the right place
- ⊗ Post and provide signage for easier separation of materials
- ⊗ Train staff and volunteers to ensure everyone knows:
  - ↪ General requirements for recycling at events
  - ↪ What materials can/can't be recycled (and/or composted)
  - ↪ Positive ways to help attendees and vendors get discarded materials into the right collection bin
  - ↪ Where the collected materials belong and how they need to be managed

All technical assistance is provided by the LRSWMD at no cost to events hosted within the District. Please contact [outreach@lrswmd.org](mailto:outreach@lrswmd.org) or call 802.888.7317 and [visit our website for more information](#).

## STAKEHOLDER INVOLVEMENT

Get everyone involved; this could be one person or several, vendors, and organizations. Vendors will create the majority of waste, which makes them a major stakeholder in your event. As the organizer, you can be in control of the products that are used at your event.

- ⊗ Advise vendors of recyclable and compostable packaging
- ⊗ Encourage waste minimization. Are straws really necessary, for example?

## WASTE REDUCTION TEAM

Emphasize the "training" aspect of learning by doing. Event participants should do the sorting themselves but having volunteers present to coach participants to the correct bin is the most effective way to ensure success in

achieving a clean materials stream. If possible, enlist volunteers to be “sorting attendants” or “Green Team Members” to educate event participants and coach attendees to place resources in the correct containers.

It is also a great initiative to involve the community and promote local groups. Your team could include: *Local students, Master Composters or Master Gardeners, Sports teams, Local businesses, Community groups and volunteers, Rotary members, Lamoille Waste Warriors, Others.*

By recruiting and training as many volunteers as possible, you will have a “Waste Reduction Team” available to assign to various tasks. Volunteers stationed by your disposal stations can supervise what goes into the bins and will also help to educate and increase public awareness of your efforts. This will help reduce contamination and increase the amount of waste that is diverted.

### FOOD SERVICE

The majority of the waste found at large events is organic and can be composted. It is essential that food service providers are aware of the waste minimization goals of your event.

- 1 Donate excess food to local shelters, food banks or soup kitchens. [Food shelf info can be provided.](#)
- 1 Utilize area composting facilities for food scrap disposal
- 1 Rent equipment like tablecloths or utensils instead of using one-time items.
- 1 Serve food “to order” instead of pre-packaging or serving buffet style
- 1 If reusable items are not available, use compostable or recyclable plates and cutlery
- 1 Provide condiments in bulk instead of individual packets
- 1 All drinks should be served in recyclable bottles, cans or cups
- 1 Ban polystyrene, aka Styrofoam, packaging from the event. It cannot be recycled in our District.

### SITE PLANNING AND DISPOSAL STATION PLACEMENT

A site map will allow you to visually consider appropriate locations to place your composting and recycling stations. Make sure all involved have the map and that it is even accessible to the public for large events. Strategic placement of disposal stations and clear signage is vital to the success of your waste reduction plan. The golden rule of waste reduction at events is: *Leave no garbage can standing alone.* Where there is a trash container, there should also be a recycling container and if appropriate, a composting container.



#### DISPOSAL STATION PLACEMENT

- 1 Keep all types of containers clustered together, in the same order and color coded for easy identification and use.
- 1 Make sure the containers are:
  - 1 Accessible and conveniently located
  - 1 Located near food and eating areas
  - 1 Near entrances and exit points



# SUSTAINABLE MATERIALS MANAGEMENT PRACTICES FOR PLANNING LARGE- OR SMALL-SCALE EVENTS

- ☞ Close to crowded areas
- ☞ Ensure they are accessible by all

## SIGNAGE

Plenty of education is essential for successful recycling. Adequate and effective signage can serve this important role. Your signs may incorporate simple wording or even images of the different materials that can be placed in each container. Signs are also available from LRSWMD.

- ♻️ Make sure signs are CLEAR. Pictures work well. Too many words and people will stop reading. [Pre-designed signs can be found here.](#)

Ensure signs are attached to each container: **COMPOSTING | RECYCLING | LANDFILL**

- ♻️ Place signs at eye level to catch attentions and ON containers for reminders.

## DECORATIONS AND GIVEAWAYS

Consider the environmental impact of raffle prizes, giveaways, centerpieces or decorations to be used at the event. Minimize packaging and choose sustainable production of these items when possible.

- Limit the number of giveaways
- Make sure all items purchased are reusable, recyclable or compostable
- Instead of pre-filled goodie bags, allow attendees to select only the items they *actually* want. This will avoid unwanted items finding their way quickly into the trash.
- Distribute items to attendees that will help them reduce waste (e.g. cloth bags, reusable bottles, native plant seeds, potted plants, etc.)

## EDUCATE, EQUIP AND EMPOWER!

Education is a crucial part of reducing waste at events. People need to be informed, given the tools, and empowered to do the right thing. It is also good marketing and can be a promotional tool for the event.

Everyone at the event should know what is recyclable and compostable and where to place these items. The more ways you communicate this, the more successful you will be in reducing waste. Think REDUCE>>REUSE>>RECYCLE as you go through the list.

Below are some suggestions for weaving materials management throughout your event experience:

- ♻️ Posters and Signs
- ♻️ Visuals at vendor booths highlighting that they participate in materials management and reminding customers to sort responsibly
- ♻️ Flags or directional lawn signs strategically placed to direct attendees to sorting station(s)
- ♻️ Staff stations with volunteers
- ♻️ T-shirts for staff with the recycling logo or event logo
- ♻️ Press and Media Releases in advance of and following the event
- ♻️ Waste Reduction Goals and information printed on tickets and invitations
- ♻️ Use a recycling logo as a hand stamp for entry to reinforce the message
- ♻️ Regular announcements throughout the event to make attendees aware of your zero-waste goal



## SUSTAINABLE MATERIALS MANAGEMENT PRACTICES FOR PLANNING LARGE- OR SMALL-SCALE EVENTS

### LAMOILLE WASTE WARRIORS



Lamoille Waste Warriors may be available to volunteer at your event. Waste Warriors are volunteer educators who have been trained by the LRSWMD to help event attendees sort their discarded materials correctly. They are a friendly, enthusiastic, and cheerful presence at your sorting stations that can answer questions about which items go into each bin, make sorting fun, and reduce contamination in your trash, recycling, and composting containers.

Waste Warriors ARE NOT members of the event's clean-up crew or waste management team. They don't empty collection containers, transport bags of materials, pick up litter, or do other tasks that the event staff is already required to do. By teaching attendees where to put their discarded items, Lamoille Waste Warriors make the event's work easier—but they don't do the work for you.

There's no fee for Lamoille Waste Warriors or staff training for volunteers and organizers of your event. PLEASE NOTE: We cannot guarantee that Lamoille Waste Warriors will be available for your event, even if your request is approved.

We will prioritize requests from events that are:

1. Keeping food scraps out of the landfill
2. Taking steps to reduce waste and control the waste stream
3. Developing their own team of Waste Warriors for future events



### LAMOILLE SOIL ORGANICS PROGRAM



Lamoille Soil is happy to provide composting services for your event. The list of acceptable materials is included in the last page of this document. Should you like more information on Lamoille Soil services and associated costs, please contact [outreach@lrswmd.org](mailto:outreach@lrswmd.org) or call 802.888.7317.

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LRSWMD: LAMOILLE SOIL FOOD SCRAP PROGRAM

Acceptable and Unacceptable Compost Materials List



**YES**, these items can be composted.

- Meat, Bones
- Fruits, Vegetables, Peels & Pits (**Stickers and ties removed**)
- Dairy (*milk, cheese, yogurt, etc.*)
- Cooking Oils, Grease, Fats, Dressings
- Soups, Sauces
- Fish, Seafood, Shellfish & Shells
- Coffee Grounds & Filters
- Flour, Sugar, Bread, Pasta, Grains
- Eggs & Eggshells
- Spices, Salt, & Condiments
- Moldy, Spoiled, & Expired Food
- Human & Pet Hair
- Cut flowers
- Nuts & Shells
- Carbon-Rich Materials (*shredded white office paper, brown paper bags, shredded cardboard, leaves, clean sawdust*)

**NO**, these items cannot be composted.

- Metals & Glass (*including aluminum foil*)
- Plastic (*including biodegradable plastics, or plastic-lined paper*)
- Plastic Foam (aka StyroFoam)
- Sugar & Condiment Packets
- Hazardous Waste
- Cosmetics
- Pharmaceuticals/Medications
- Wax-Coated Paper Products (*juice/milk cartons or frozen food boxes*)
- Compostable Bags, Utensils, Cups\*
- Produce Stickers (aka PLUs)
- Human & Pet Waste
- K Cups
- Dryer & Vacuum Lint
- Paper Products (*plates, cups, napkins, paper towels, tissues, etc.*)

\*Prior approval is required for any serve ware (plates, straws, cups, knives, forks or spoons) to be included in the tote(s), and all serve ware items must be listed on the Biodegradable Product Institute (BPI) "Certified Compostable Products" list. (<https://www.bpiworld.org/CertifiedCompostable>)

COMPANY SIGNATURE: \_\_\_\_\_

LRSWMD SIGNATURE: \_\_\_\_\_

*DISCLAIMER: Should you wish to collect a material not explicitly listed in this agreement, please contact [compost@lrswmd.org](mailto:compost@lrswmd.org) for approval. Materials found in totes that are not listed as an acceptable item or did not receive prior approval may be subject to a contamination fee.*