

GUIDE TO RECYCLING ~ TOWN OF ACTON TRANSFER STATION

PAPERANDCARDBOARD		
PAPERANDCARDBOARD	HowtoPrepare	DONOTINCLUDE
Newspaperandinserts	Looseorinpaperbags(noplastic)	Plasticbags(recycleatstores—see“plastic film” recycling info below) Papercontaminatedwithfoodorvegetable oil(to compost) Usedpapertowels,napkins,tissues(tocompost) Usedpaperplates(trashifplasticcoating;toc ompositif100%paper andnoplasticcoating) Paper cups (trash due to plastic coating) Papercontaminatedw/paint/debris(trash) Icecreamorfrozenfoodcoatedpackaging (trash due to plastic coating) Tyvek mailing envelopes or bubble wrap (canberecycledwithplasticbags—see“pla stic film” info below) Waxedcardboardproduceboxes(tocompost)
Corrugatedcardboard	Flattenboxes	
Chipboard/cereal/pasta/shoeboxes, filefolders,cardboardeggcartons	Flattenboxes;plasticwindowsOK	
Officepaper,junkmail,magazines, catalogs, glossy paper, phone books, paper bags	PlasticwindowsOK;paperbags must be clean and empty	
Pizzaboxes	GreaseOK,nofood/cheese	
Unusedpaperplates	Nogrease,nofoodscraps	
Hard-andsoft-coverbooks		
Shreddedpaper	Looseorinpaperbags(noplastic)	
Wrappingpaper	Noplasticsorfoils,noribbons	
PapergoodsOKwithstaples,spiralbindings,plasticenvelopewindows		

COMMINGLED GLASS, METAL, PLASTIC		
GLASS, METAL, PLASTIC	How to Prepare	DONOT INCLUDE
ABSOLUTELY NO PLASTIC BAGS (even with recycle symbol) because they tangle and jam sorting equipment; recycle at stores (see “plastic film” recycling info below), or send to trash		
Glass bottles (all colors)	Remove metal caps and include in commingled; neck rings OK	Window glass, light bulbs, drinking glasses, Pyrex (<i>trash</i>) Ceramic items (<i>trash</i>)
Metal food cans and lids (steel, tin, aluminum)	Do not flatten, clean, labels OK	Scrap metal (<i>can damage sorting equipment; send to scrap metal area</i>) Aerosol cans if partially full (<i>hazardous waste; if empty, OK to recycle w/ cans</i>) Latex paint cans (<i>to trash once paint inside has dried out - pop lid to dry</i>)
Aluminum foil, pie plates, trays	Foil best as 3–4” balls (or larger) for capture by equipment	
Plastic containers labeled #1 thru #7 Clean plastic plant pots OK	Do not flatten, plastic caps may be left on, neck rings OK	Styrofoam™ goes to dedicated bin for Styrofoam™ only—see info on page 2 PLA compostable ware (<i>to compost</i>) Latex paint cans (<i>to trash once paint inside has dried out - pop lid to dry</i>)
		Gable-top cartons (milk, juice, etc.)
		Aseptic rectangular “cartons” such as juice boxes, soy milk, soup stock

- **SEE GATEHOUSE ATTENDANT for these items handled at no charge:** button batteries, rechargeable batteries, cell phones, fluorescent light bulbs, sharps, antifreeze, scrap metal; **and for these items handled for small fee:** monitors & televisions & CRT's, hard drives, bulky items such as small propane tanks.
- **TRANSFER STATION INFO, SWAP SHOP GUIDELINES, BULKY ITEM COUPON FEES** available at www.acton-ma.gov/index.aspx?nid=149
- **“PLASTIC FILM” RECYCLING:** for information and drop-off store locations for recycling plastic grocery bags and other related “plastic film” items (bread bags, produce bags, dry cleaner bags, cereal box liners, plastic

packaging on paper towels, ziplock bags, etc.), see www.plasticfilmrecycling.org/s01/s01dropoff.html

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ADDITIONAL MATERIAL ACCEPTED FOR RECYCLING

Material	How to Prepare	DONOT INCLUDE
RIGID PLASTIC		
Rigid plastic objects with no recycle symbol (plastic toys, rigid wading pools, crates, etc.)	Remove batteries from toys, etc. Deposit in Rigid Plastics area	Metal parts or batteries not OK Soft plastics, such as vinyl hoses, inflatable pools (<i>trash</i>)
STYROFOAM™		DONOT INCLUDE
Rigid Styrofoam packing material, Styrofoam coolers	Deposit in dedicated Styrofoam™ bin Must be clean	Food containers (<i>trash</i> - can contaminate load)
Styrofoam™ peanuts	In plastic bag to prevent blowing	Biodegradable/starch peanuts (<i>compost</i>)
SCRAP METAL		DONOT INCLUDE
Scrap metal	Deposit in Scrap Metal area	Wiry material (<i>trash</i> - jam equipment)
FLUORESCENT LIGHT BULBS		DONOT INCLUDE
Compact fluorescent light bulbs, tubes	See gatehouse attendant	Incandescent bulbs (<i>trash</i>)
BATTERIES		DONOT INCLUDE
Button & rechargeable batteries (b/c hazardous contents incl. mercury)	Bring to gatehouse	Alkaline batteries such as AA, AAA (OK to <i>trash</i>)
YARD WASTE, CLEAN WOOD		DONOT INCLUDE
Grass, leaves, plants, brush, twigs	Bring loose	Plastic bags
Wood chips, easily raked materials	Bring loose, in bins/bucket to dump	Stumps
Clean wood (to be chipped for mulch)	No paint or stain, no metal, no pressure-treated, no plywood, maximum 4-ft length	
Christmas trees	Remove tin self from trees	
E-WASTE		DONOT INCLUDE
Electronics (plug-in or battery): computer, printer, scanner, etc.	Check at gatehouse	Batteries must be removed Cell phones go to gatehouse entrance
DONATION AREA		DONOT INCLUDE
Gently used items may be donated to the Transfer Station Swap Shop	Clean, dry, in working condition	See Swap Shop guidelines for accepted items (link on page 1)
Clothing/textiles may be donated to Red Cross or Salvation Army	All clean, dry, odorless textiles accepted: rips, stains OK; shoes, belts, curtains, bedding OK	Mildew or damp or dirty items
Returnable bottles/cans may be donated to Acton Community Supper	Remove metal caps, add to commingled; neck rings OK	
CONCRETE, CEMENT, BRICKS, DIRT		
Concrete, cement, bricks, dirt	Deposit in Concrete/Cement area	
WASTE OIL		DONOT INCLUDE
Used motor oil	Transport in disposable container	Solvents or gasoline
USED ANTIFREEZE		
Used antifreeze	See gatehouse attendant	

UNACCEPTABLE ITEMS



Chemicals/Solvents: oil paints/stains, pesticides, gasoline, arts & crafts supplies (solvents), photo chemicals, pool chemicals, thinners & solvents, mercury devices, liquid mercury (thermostats/switches)
Household/Yard Waste: asphalt shingles, asbestos fluorescent fixtures with ballast, pressure-treated lumber, large propane tank, sheetrock, stumps, tires on rims
Other: medical waste, railroad ties, 55 gallon drums (unless cut in half with ends removed)

Some items on the "unacceptable" list may be disposed of during Household Hazardous Waste Day. For more info on Household Hazardous Waste Day, see www.acton-ma.gov/index.aspx?nid=141