

# Northeast Recycling Council, Inc.

*Ten States United for Environmentally Sustainable Materials Management*

**NERC's mission is to advance an environmentally sustainable economy by promoting source and toxicity reduction, recycling, and the purchasing of environmentally preferable products and services.**

**FY 09 Annual Report  
July 1, 2008 - June 30, 2009**

**139 Main Street, Suite 401  
Brattleboro, VT 05301  
(P) 802.254.3636 (F) 802.254.5870  
[www.nerc.org](http://www.nerc.org) [info@nerc.org](mailto:info@nerc.org)**

## TABLE OF CONTENTS

Introduction .....	- 1 -
Organization .....	- 1 -
Board of Directors .....	- 1 -
Officers of NERC .....	- 2 -
Staff .....	- 2 -
Advisory Members .....	- 2 -
Projects & Programs .....	- 3 -
Contract Funded Projects & Programs .....	- 4 -
Contract Funded Projects & Programs .....	- 5 -
Toxics in Packaging Clearinghouse .....	- 5 -
New York State's Recycling Markets Database .....	- 5 -
Vermont Business Materials Exchange .....	- 6 -
Environmental Benefits Calculator .....	- 6 -
Recycling Economic Information Study Update .....	- 7 -
Rhode Island Environmentally Preferable Purchasing Project .....	- 7 -
Debris Management for Households & Small Businesses .....	- 7 -
Grant Funded Projects .....	- 8 -
<i>State Electronics Challenge - EPA</i> .....	- 8 -
<i>Outreach &amp; Screening to Promote Reduction of Toxic Heavy Metals in Packaging - EPA</i> .....	- 11 -
<i>Diverting Special Event Food Waste to Commercial Composting – EPA</i> .....	- 12 -
<i>Green Hotels in Vermont - EPA</i> .....	- 12 -
Marketing On-Farm Compost for Sustainability & Economic Viability - USDA ...	- 13 -
<i>Manure Management Education - USDA</i> .....	- 14 -
<i>Promoting Source Reduction &amp; Increasing the Use of Recycled Materials through the Green Procurement of Electronics – EPA</i> .....	- 14 -
<i>Recycling Makes Sen\$e: Town, School, &amp; Business Recycling - USDA</i> .....	- 15 -
<i>Unwanted Medications - Community Pharmacy Foundation</i> .....	- 15 -
Ongoing Projects & Events .....	- 17 -
Conferences, Webinars, & Board Meetings .....	- 17 -
Environmentally Preferable Products Listserv (EPPnet) .....	- 17 -
Website .....	- 17 -
Email Bulletin .....	- 18 -
Newspaper Publishers' Agreement .....	- 18 -
Presentations .....	- 20 -
Committee Participation .....	- 21 -
Finances .....	- 22 -
Finances .....	- 22 -
Overview of Budget versus Actual .....	- 22 -
Audit .....	- 23 -
Appendices .....	- 30 -
Appendix A – Conference Agenda .....	- 31 -
Appendix B – Fall Conference Sponsors .....	- 33 -
Appendix C - Advisory Members .....	- 34 -
Appendix D – Website Postings & Updates .....	- 36 -

## **Introduction**

In its 21<sup>st</sup> year, NERC continued to be a dynamic and varied organization committed to all aspects of recycling market development through environmental and economic sustainability. During the past 12 months, NERC staff implemented eight federally-funded projects, seven contract-based projects, and one private foundation project, in addition to holding a multi-day conference and a two-part webinar. All of these activities were designed to address source reduction, reuse, increased recycling, organics management, environmentally preferable purchasing, and climate change.

Ongoing efforts included maintaining and enhancing the NERC website, the EPPnet listserv, the Environmental Benefits Calculator, Email Bulletin, and administering the Toxics in Packaging Clearinghouse.

All project results and related resources were posted on the NERC website.

## **Organization**

### ***Board of Directors***

NERC is lead by a Board of Directors with representatives from each of the ten member northeast states. States may have multiple representatives from different agencies, as in the case of New York. Each state has one vote even when there is more than one member. In FY 2009 NERC's Board of Directors was as follows:

**Connecticut:** Robert Isner  
Connecticut Department of Environmental Protection

**Delaware:** Jim Short  
Delaware Department of Natural Resources

**Maine:** George MacDonald  
Maine State Planning Office

**Massachusetts:** Greg Cooper  
Massachusetts Department of Environmental Protection

**New Hampshire:** Don Maurer  
New Hampshire Department of Environmental Services

**New Jersey:** Guy Watson  
New Jersey Department of Environmental Protection

**New York:** Jeffrey Schmitt  
New York Department of Environmental Conservation

**New York:** Brenda Grober  
New York Empire State Development

**Pennsylvania:** Ken Reisinger  
Pennsylvania Department of Environmental Protection

**Rhode Island:** Sarah Kite  
Rhode Island Resource Recovery Corporation

**Vermont:** Carolyn Grodinsky  
Vermont Agency of Natural Resources

### ***Officers of NERC***

NERC's officers constitute the Executive Committee, which has general administrative oversight for the management of NERC and may act in lieu of the full Board of Directors between meetings. The Executive Committee consists of the President, Vice President, Treasurer, and Secretary. The Secretary is a non-elected position held by NERC's Executive Director. The Executive Committee may constitute subcommittees or working groups, as it deems appropriate.

**President** – Jim Short, Delaware Agency of Natural Resources and Environmental Control

**Vice President** - Jeffrey Schmitt, New York Department of Environmental Conservation

**Treasurer** – Don Maurer, New Hampshire Department of Environmental Services

**Secretary** - Lynn Rubinstein, Executive Director, NERC

### ***Staff***

NERC staff is responsible for project development and implementation, providing member services, organizing conferences and workshops, grant writing and fundraising, and the daily operation of the organization. NERC has five staff, all of whom are full-time with the exception of the Program Manager position. NERC's staff is:

- Lynn Rubinstein, Executive Director
- Mary Ann Remolador, Assistant Director
- Athena Lee Bradley, Projects Manager
- Patricia Dillon, Program Manager
- Moon Morgan, Office Manager

### ***Advisory Members***

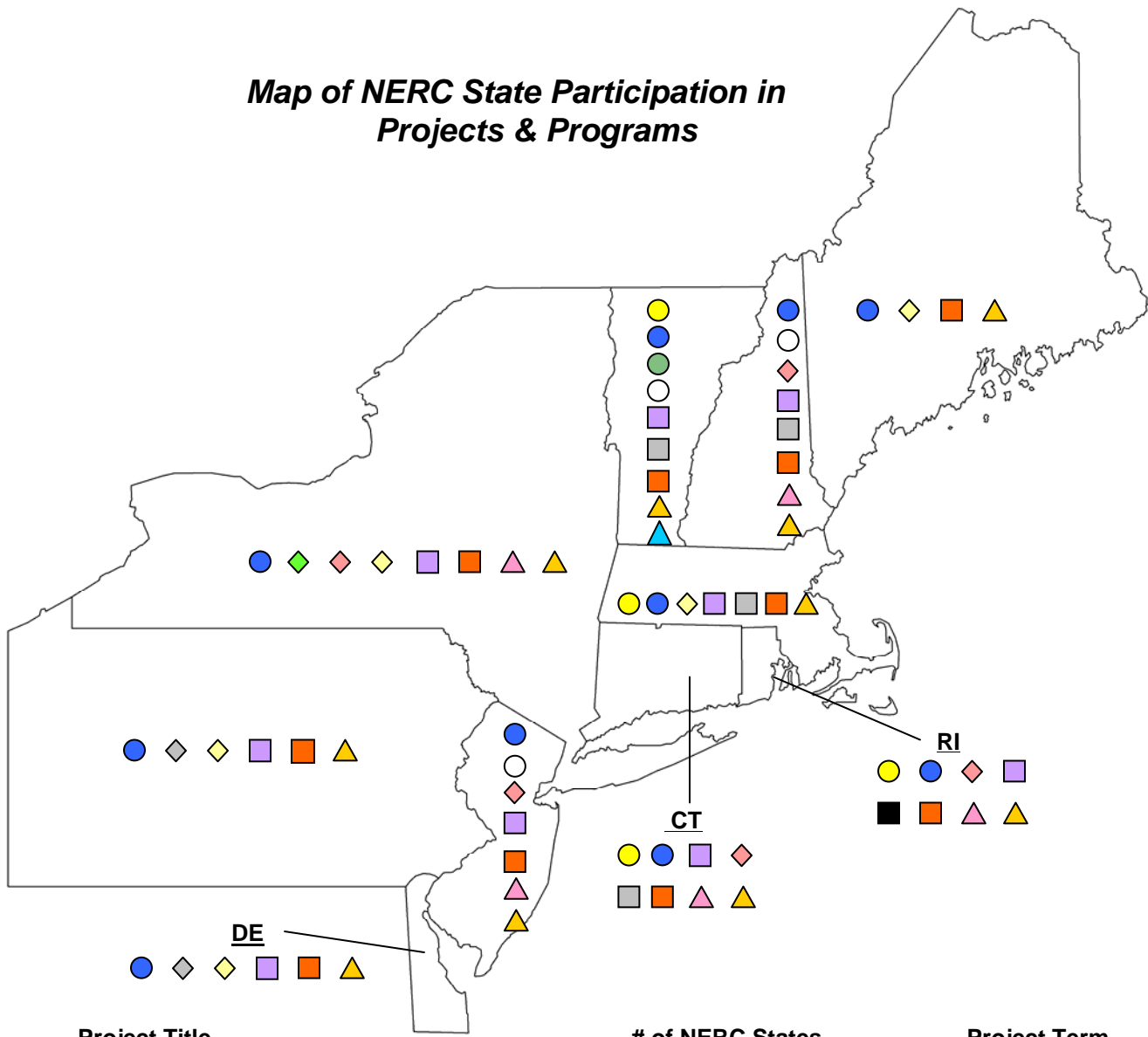
In 1999, NERC's bylaws were modified to allow Advisory Members to join as non-voting members, thereby giving interested businesses and associations the opportunity to participate in NERC. The result has been a broadened and strengthened organization. During FY 2009, there were 47 Advisory Members, a 12% increase from the previous Fiscal Year. Appendix C lists FY 2009 Advisory Members.

## **Projects & Programs**

The projects and programs that NERC develops and implements on behalf of member states, with the goal of promoting the mission of the organization, represent the core of its operation. NERC projects are principally funded in three ways:

- Grants from state and federal agencies, and foundations,
- Dues paid by State and Advisory Members, and
- Contracts with another entity that hires NERC to do work on its behalf.

## Map of NERC State Participation in Projects & Programs



Project Title	# of NERC States	Project Term
● Creating a National Reuse Marketplace (EPA)	4 States: CT MA RI VT	Oct. 1, 2007 - Sept. 30, 2010
● Environmental Benefits Calculator	10 States	Ongoing
● Green Hotels in Vermont (EPA)	1 State: VT	Oct. 1, 2008 – Sept. 30, 2011
○ Manure Management Education (USDA)	3 States: NH NJ VT	Oct. 1, 2007 – March 31, 2009
◆ New York State Recycling Markets Database	1 State: NY	Jan. 1, 2005 – Dec. 31, 2010
◇ Outreach & Screening to Promote Reduction of Toxic Heavy Metals in Packaging (EPA)	5 States: CT NH NJ NY RI	Oct. 1, 2006 – March 31, 2009
◇ Promoting Source Reduction & Increasing Use of Recycled Materials through the Green Procurement of Electronics (EPA)	2 States: DE PA	Jan. 1, 2006 – Dec. 31, 2008
◆ Recycling Economic Information Study Update	5 States: DE ME MA NY PA	Jan. 1, 2008 – Feb. 28, 2009
■ Recycling Makes Sen\$e: Town, School, & Business Recycling (EPA)	9 States: CT DE MA NH NJ NY PA RI VT	Oct. 1, 2006 – Sept. 30, 2008
■ Rhode Island Environmentally Preferable Purchasing (RIRRC)	1 State: RI	Nov. 1, 2006 – April 14, 2009
■ Special Event Composting (EPA)	4 States: CT MA NH VT	Oct. 1, 2007 - Sept. 30, 2010
■ State Electronics Challenge	10 States	Oct. 1, 2006 - Ongoing
▲ Toxics in Packaging Clearinghouse	5 States: CT NH NJ NY RI	Ongoing
▲ Unwanted Medications (Community Pharmacy Foundation)	10 States	June 1, 2006 – Feb. 28, 2009
▲ Vermont Business Materials Exchange	1 State: VT	Oct. 1, 2008 – Sept. 30, 2010

## Contract Funded Projects & Programs

### ***Toxics in Packaging Clearinghouse***

NERC continued to provide administration and staffing to the Toxics in Packaging Clearinghouse (TPCH). TPCH is a membership organization, representing ten state members: California, Connecticut, Illinois, Iowa, Minnesota, New Hampshire, New Jersey, New York, Rhode Island, and Washington. In addition, the Steel Recycling Institute, American Chemistry Council, the Society of Glass and Ceramic Decorated



*The mission of the Toxics in Packaging Clearinghouse is... to develop public policy actions which reduce the amount and toxicity of packaging at the source, before it enters the solid waste stream*

Products, the Paper Recycling Coalition, and the Association for Safe Glass and Ceramic Products are advisory members of TPCH. This year TPCH membership dues were augmented by a \$50,000 Supplemental Environmental Project award from the California Department of Toxic Substances Control for providing information that led to nation's first settlement with monetary penalties attached for packaging that violated state toxics in packaging laws.

In FY09 TPCH released its second major report, [Assessment of Heavy Metals in Packaging: 2009 Update](http://www.toxicsinpackaging.org/projects_publications.html) ([http://www.toxicsinpackaging.org/projects\\_publications.html](http://www.toxicsinpackaging.org/projects_publications.html)), on the status of heavy metals found in retail packaging. The report, based on the screening of over 400 packages using a portable, x-ray fluorescence (XRF) analyzer to detect the presence of four heavy metals regulated by state toxics in packaging laws, has had a tremendous impact on the packaging supply chain. Manufacturers and large retailers like Wal-Mart have imposed new requirements on all of their suppliers to demonstrate compliance with state toxics in packaging laws as a condition of doing business with them. The results of XRF screening informed 33 companies of potentially non-compliant packaging. TPCH was able to work with these companies to bring their packaging into compliance, and directly reduce heavy metals, specifically lead and cadmium, in packaging on retail shelves and in inventory. The report's findings also have helped assure a redesign of their future packaging. This project was funded in part by the U.S. Environmental Protection Agency.

Project Lead: [Patricia Dillon](#)

### ***New York State's Recycling Markets Database***

NERC is engaged in a five-year contract with Empire State Development's Environmental Services Unit (ESU) to compile and maintain its recycling markets database. This is the fourth year of the contract. The database is an online, up-to-date, interactive tool that helps users locate outlets for materials that can be reused, recycled, or composted. The [database](http://www.empire.state.ny.us/Manufacturing_& Environment/Recycle/secondary_markets.asp) ([http://www.empire.state.ny.us/Manufacturing\\_& Environment/Recycle/secondary\\_markets.asp](http://www.empire.state.ny.us/Manufacturing_& Environment/Recycle/secondary_markets.asp)) provides exposure for recycling and reuse operations and helps end users of recovered materials in and around New York State to access the raw materials needed for production. The database, with more than 700 listings, allows users to search for brokers, processors/recyclers, manufacturers, reuse organizations, compost operations, re-manufacturers, or other recycling-related service providers by material type within specific geographic regions.

An [Email Bulletin article](#) about the database was published in February.

Project Lead: [Athena Lee Bradley](#)

### ***Vermont Business Materials Exchange***

NERC received a grant from the Vermont Agency of Natural Resources (VTANR) to administer the [Vermont Business Materials Exchange \(VBMX\)](#) (<http://www.vbmx.org/>). VBMX was first established in 1993 and is one of the original materials exchanges developed and supported by state government in New England. NERC partnered with iWasteNot Systems for the technical components of this project.

Accomplishments in FY 2009 include:

- Developed a new website at [www.vbmx.org](http://www.vbmx.org).
- Prepared a VBMX marketing plan.
- Met with the VBMX Advisory Committee.
- Wrote and distributed a press release announcing improvements at VBMX.
- Maintained quarterly communication with VBMX subscribers by writing and distributing a newsletter about successful exchanges.
- Provided monthly and quarterly ads to the *Vermont Business Magazine* and the *Green Living Journal*, respectively.

Project Lead: [Mary Ann Remolador](#)

### ***Environmental Benefits Calculator***

The [NERC Environmental Benefits Calculator](#) ([http://nerc.org/topic\\_areas/environmental\\_benefits\\_calculator.html](http://nerc.org/topic_areas/environmental_benefits_calculator.html)) is an easy-to-use tool that generates estimates of the environmental benefits of the tons of materials source reduced, reused, recycled, composted, landfilled, or incinerated in a specific area (such as a town or business). The Calculator is available for free on the NERC website, and is usable by any U.S. state, region, county, town, institution, school, college, or business. In FY 09, using dedicated funding from a Connecticut Supplemental Environmental Penalty, NERC completed a comprehensive update to the Calculator, including refinement of its formulas and references, and incorporation of the latest EPA WARM model updates.

An [E-Bulletin article](#) was published about the planned Calculator update in July 2008, and another [article](#) was prepared for the June 2009 E-Bulletin announcing the recently completed updates to the Calculator.

Project Lead: [Athena Lee Bradley](#)



### ***Recycling Economic Information Study Update***

An update of the [2000 Recycling Economic Information Study](http://www.nerc.org/documents/recycling_economic_information_study_final_report_2000.pdf) ([http://www.nerc.org/documents/recycling\\_economic\\_information\\_study\\_final\\_report\\_2000.pdf](http://www.nerc.org/documents/recycling_economic_information_study_final_report_2000.pdf)) was completed on behalf of the states of Delaware, Maine, Massachusetts, New York, and Pennsylvania, and was published and distributed in February 2009. Research undertaken for the update found that the recycling and reuse industry is valued at \$35 billion in those states, with more than 11,000 recycling and reuse businesses employing over 100,000 individuals in the five-state region and paying wages that exceed \$4.2 billion.

As anticipated, the study results indicated that reuse and recycling businesses yield significant environmental benefits. Each year, recycling operations in the five states save the amount of energy needed to power almost two million households, and avoid 6.4 million tons of greenhouse-gas emissions—equivalent to removing almost 3 million cars off the road, according to an estimate by NERC’s Environmental Benefits Calculator using data collected for the REI Update.

The REI Update was prepared by DSM Environmental Services, Inc. and MidAtlantic Solid Waste Consultants on behalf of NERC. Funding for the study was provided by recycling and economic development agencies in Delaware, Maine, Massachusetts, New York, and Pennsylvania.

Project Lead: [Lynn Rubinstein](#). This project was completed this Fiscal Year.

### ***Rhode Island Environmentally Preferable Purchasing Project***

Through a contract with the Rhode Island Resource Recovery Corporation (RIRRC), NERC developed a strategy for a statewide Environmentally Preferable Purchasing (EPP) program. NERC compiled information about the [Environmentally Preferable Purchasing Practices of the Ten Northeast States](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf) ([http://www.nerc.org/documents/environmentally\\_preferable\\_purchasing\\_by\\_northeast\\_states.pdf](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf)). The information was used to help the RIRRC and the other project participants—the Rhode Island Department of Environmental Management and the Rhode Island Department of Administration—determine how to design a strategy for green purchasing in their state. The analysis can and will be used by other states looking to implement more proactive EPP initiatives.

Project Lead: [Mary Ann Remolador](#). This project was completed this Fiscal Year.

### ***Debris Management for Households & Small Businesses***

Through a contract with EPA, NERC developed a [resource guide](http://nerc.org/documents/debris_management_guide.pdf) ([http://nerc.org/documents/debris\\_management\\_guide.pdf](http://nerc.org/documents/debris_management_guide.pdf)) for individuals and small businesses about managing waste after a natural disaster. The information is presented in a simple format, organized by material type (such as furniture, computers, carpet, books, paint, etc.). The resource provides guidance on “pre-disaster” preparedness, such as, turning off appliances prior to a storm, “recovery” options, including cleaning recommendations, and “recycling or proper disposal” options. A special emphasis is on the importance of keeping materials segregated for recycling

(e.g., metal appliances and computer monitors), for mulching (clean wood and yard debris), or for hazardous materials collection (paint, solvents, etc.). A copy of the Guide on CD, along with a letter introducing it, was mailed directly to all town administrators in New Hampshire. Press releases about the Guide were sent to state emergency planning offices, recycling associations, major recycling journals, state municipal associations, and other agencies in NERC member states.

An article about the Guide was published in the September 2008 [NERC Bulletin](#).

Project Lead: [Athena Lee Bradley](#). This project was completed this Fiscal Year.

## **Grant Funded Projects**

### ***State Electronics Challenge - EPA***

EPA funding allowed NERC to develop and pilot the State Electronics Challenge (SEC) in the ten northeast states, with the goal of improving the lifecycle management of electronic equipment by adapting and replicating the Federal Electronics Challenge program at the state, regional, and local levels. The SEC promotes:

- Environmentally preferable purchasing of electronics using the Electronics Product Environmental Assessment Tool (EPEAT<sup>®</sup>),
- Improved operations and maintenance of equipment (e.g., power management),
- Reuse and donation programs, and
- Recycling of electronic equipment.

During FY 2009 several milestones were achieved:

- Fourteen (14) new Partners joined, bringing the total to 30 at the end of the Fiscal Year:

- [Town of Gill, Massachusetts](#)
- [Town of Windsor, Connecticut](#)
- [Town of Warwick, Massachusetts](#)
- [Town of Brattleboro, Vermont](#)
- [Connecticut Department of Environmental Protection](#)
- [SUNY New Paltz](#)
- [Ulster County, New York](#)
- [Greenfield Department of Public Works](#)
- [Town of Glastonbury, Connecticut](#)
- [Centre Region Technology Program](#)
- [City of Easthampton, Massachusetts](#)
- [Connecticut River Estuary Regional Planning Agency](#)
- [City of Middletown, Connecticut](#)
- [Delaware Department of Natural Resources and Environmental Control](#)

A complete list of Partners can be found at [http://stateelectronicschallenge.net/current\\_partners.html](http://stateelectronicschallenge.net/current_partners.html)

- Three SEC Partner-Only Training Teleconferences were held:
  - Environmental Management Standards for End-of-Life Management
  - Extending the Life of Computer Equipment
  - End-of-Life Management
- Presentations about the SEC were made to two organizations:
  - EPA Region 8 Solid Waste Webinar Series
  - ICLEI (Local Governments for Sustainability)
- A national committee was formed to develop a plan for the national expansion of the SEC. That plan was written and posted ([http://stateelectronicschallenge.net/documents/Plan\\_for\\_National\\_Expansion\\_SEC.pdf](http://stateelectronicschallenge.net/documents/Plan_for_National_Expansion_SEC.pdf))
- The [SEC website \(www.stateelectronicschallenge.net\)](http://www.stateelectronicschallenge.net) was maintained and expanded. In particular, the end-of-life management, and operations & maintenance resources were expanded and updated.
- An SEC logo was designed and incorporated into the website.



- A new resource was developed to assist SEC Partners in achieving power management goals. The computer power management guide was posted on the SEC website ([http://stateelectronicschallenge.net/pdf/sec\\_computer\\_power\\_management\\_guide%20.pdf](http://stateelectronicschallenge.net/pdf/sec_computer_power_management_guide%20.pdf)).
- In December, the first full calendar year of the SEC program implementation was marked and in the late winter and early spring Partners began submitting annual reporting forms and requests for recognition. The information provided was used to calculate the environmental impacts of the Partner accomplishments through the SEC, and these were provided in individual write-ups to the Partners, as well as posted on the SEC website (<http://stateelectronicschallenge.net/accomplishments.html>).
- Five Partners received recognition and awards from EPA New England and Region 2 for their SEC accomplishments, and six were recognized by the SEC for having completed lifecycle accomplishments:

Partner	Level of Award	Lifecycles
<a href="#">State of Maine*</a>	Silver	Procurement and End-of-Life Management
<a href="#">City of Keene,* New Hampshire</a>	Silver	Procurement and End-of-Life Management
<a href="#">Providence, Rhode Island* School Department</a>	Silver	Procurement and Operations & Maintenance
<a href="#">Northeast Kingdom Waste Management District</a>	Silver	Operations & Maintenance and End-of-Life Management
<a href="#">Connecticut Department of Environmental Protection*</a>	Bronze	Procurement
<a href="#">New York Department of Environmental Conservation*</a>	Bronze	Procurement

\* Received U.S. EPA award in addition to SEC recognition.

- Several Email Bulletin articles were published about the SEC:
  - [New Massachusetts & New York State Electronics Challenge Partners](#)
  - [Extending Life of Computers – SEC Partner Only Teleconference](#)
  - [SEC First Anniversary Celebrated with 3 New Municipal Partners](#)
  - [Environmental Management Standards for End-of-Life Electronics & Extending Life of Computers Teleconferences](#)
  - [SEC Partner List Swells](#)
  - [25th State Electronics Challenge Partner](#)
  - [30th State Electronics Challenge Partner Joins](#)
  - [Plan for National Expansion of State Electronics Challenge Published](#)
  - [Significant Climate Change Benefits Accomplished by Government Agencies in the Northeast](#)
  - [First Delaware State Electronics Challenge Partner](#)

Project Leads: [Lynn Rubinstein](#) and [Patricia Dillon](#)

## ***Outreach & Screening to Promote Reduction of Toxic Heavy Metals in Packaging - EPA***

The goal of this project was to reduce the amount of toxic heavy metals, particularly lead, cadmium, mercury, and hexavalent chromium, entering the solid waste stream in New England by preventing the introduction of these metals into packaging at the source. Under this grant, using an x-ray fluorescence (XRF) analyzer, TPCH screened over 400 packages, made up of over 600 packaging components, for the presence of four heavy metals restricted by state toxics in packaging laws. The results of the XRF screening were used: 1) to initiate dialogues with over 30 companies selling and distributing potentially non-compliant packages; 2) to identify areas for targeted education and outreach to industry; and 3) to detect trends in the presence of toxics in packaging, compared to the [initial TPCH screening project](http://www.toxicsinpackaging.org/adobe/TPCH_Final_Report_June_2007.pdf) ([http://www.toxicsinpackaging.org/adobe/TPCH\\_Final\\_Report\\_June\\_2007.pdf](http://www.toxicsinpackaging.org/adobe/TPCH_Final_Report_June_2007.pdf)) in 2005/2006.

TPCH also developed, posted on its website, and disseminated [several new outreach documents](http://www.toxicsinpackaging.org/resources.html) (<http://www.toxicsinpackaging.org/resources.html>), including:

- Quality Assurance Considerations for Toxics in Packaging
- Sector-Specific Toxics in Packaging Fact Sheets for
  - Home Furnishings Industry
  - Shopping, Mailer, and Produce Bags
  - Overview for Packaging Supply Chain

Project Lead: [Patricia Dillon](#). This project was completed this Fiscal Year.

## ***Creating a National Reuse Marketplace for Materials Exchanges - EPA***

This project will result in a web-based network of eight material exchanges—the *Reuse Marketplace* website. This one site will allow browsers to easily search the available listings of the participant exchanges. NERC partnered with iWasteNot Systems for the technical components of this project.

Accomplishments in FY 2009 included:

- Identified and received commitments from six of the eight participant exchanges—EcoStar Exchange (MA), Massachusetts Material Trader, ReCONNstruction Center (CT), Vermont Business Materials Exchange, Solid Waste Information Exchange (SWIX) (FL), and the Rhode Island Resource Xchange.
- Developed individual websites for the six exchanges.
- Initiated the design of the Reuse Marketplace website.

Two additional exchanges are expected to join the project in FY 2010.

Project Lead: [Mary Ann Remolador](#)

### ***Diverting Special Event Food Waste to Commercial Composting – EPA***

EPA support will enable pilot food waste composting at special events that will lead to a model guidance document and documentation of the effects of food waste diversion. One pilot was held this year—Taste of Cambridge in Massachusetts. Planning for events in Vermont and Connecticut, as well as writing case studies and food waste management plans for events held in previous years, were part of the efforts this Fiscal Year.

There were several articles about the project published this year:

- [NERC December Email Bulletin](#).
- “[SolarFest 2009 Is a Zero Waste Event!](#),” SolarFest news bulletin; June 10, 2009, and also on the SolarFest website.
- “[Annual Taste of Cambridge Pledges to Produce Zero Waste or ‘Darn Close’](#)” Cambridge (Massachusetts) Chronicle, June 8, 2009.

Project Lead: [Athena Lee Bradley](#)

### ***Green Hotels in Vermont - EPA***

NERC received an EPA Resource Conservation Challenge (RCC) grant to conduct a three-year demonstration of source reduction, food rescue and diversion, recycling and pollution prevention at Vermont hotels. NERC’s partners for this project are the Green Hotels in the Green Mountain program, the Vermont Food Bank, and the Vermont Convention Bureau.

The combined expertise of NERC and staff of the Green Hotels in the Green Mountain program provides each participant hotel with information on how to be environmental stewards, save money, and how to become a member of Vermont’s Green Hotels Program. Topics addressed with each participant hotel include:

- Reducing their overall waste stream.
- Recycling the different material streams they generate.
- Collecting food waste for composting.
- Composting grass clippings and leaves on-site.
- Donating unused prepared foods to the Vermont Food Bank.
- Understanding their waste disposal contract and services.
- Reducing the toxicity of cleaning products and pool systems.
- Reducing energy and water consumption.

Accomplishments in FY 2009 include:

- Identified two participant hotels—Sheraton Hotel, Burlington, and the Comfort Inn and Suites, St. Johnsbury.
- Conducted waste audits at each hotel.
- Wrote a Waste Reduction and Environmentally Preferable Purchasing Plan for each hotel.
- Conducted training of kitchen staff at one hotel.
- Conducted two site visits at each hotel.
- Obtained and analyzed recycling and composting tonnage data from each hotel.

- Calculated the environmental benefits of each hotel's reuse and recycling efforts.
- Maintained contact with the Vermont Food Bank to obtain data on food donations from one of the participant hotels.

Project Lead: [Mary Ann Remolador](#)

***Marketing On-Farm Compost for Sustainability & Economic Viability - USDA***

NERC was awarded a 4-year grant from the Northeast Sustainable Agriculture Research and Education (SARE) Program to provide technical assistance and support to farmers to expand the marketing of compost.

Through the project, NERC will assist on-farm compost operations in Massachusetts, New York, New Jersey, and New Hampshire. Twenty farm operations and state agencies from the four states have committed to working with NERC to develop and implement marketing initiatives.

NERC and project team members will provide the tools to help farmers:

- Explore compost production as a value-added activity that supports their current business operations.
- Understand the importance of quality control and compost recipe development.
- Learn how to acquire the necessary permits to operate and market compost in their states.
- Explore potential feedstocks and pricing structures.
- Develop marketing and sales strategies to effectively meet local and regional demand.
- Develop and implement compost marketing plans.

Project outputs will include:

- Seven free field day/workshops for farm participants and agricultural professionals from around the NERC region.
- A Compost Marketing Toolkit.
- Direct technical assistance to farmers in developing and implementing compost marketing plans.

Articles about the project were in an [Email Bulletin article](#) published in the April NERC Bulletin, and in "[Three-Year Grant for Marketing On-Farm Compost](#)," June 2009, *BioCycle Magazine*.

Project Lead: [Athena Lee Bradley](#)

### ***Manure Management Education - USDA***

The [Manure Management Education Project](http://nerc.org/manure_management.html) ([http://nerc.org/manure\\_management.html](http://nerc.org/manure_management.html)) assisted small and hobby farmers and livestock owners to understand and adopt best management practices for handling and using manure. Through the project, 440 people attended 20 workshops in three states—New Jersey, New Hampshire, and Vermont. More than 100 towns were represented at the events, with travel to the workshops ranging up to more than 100 miles. More than 650 Manure Management Handbooks and Resource Toolkits were copied to CD and distributed. Free technical assistance on manure management was provided to more than 80 farmers through on-farm visits, and telephone and email contact. A list of workshops and events conducted through the project are in Appendix E.

Several Email Bulletin articles relating to the project were written, along with press releases and newspaper ads promoting the workshops:

- [Manure Management Education Resources Posted](#)
- [Manure Management Workshops in Vermont & New Hampshire](#)
- [Bringing Manure Management Education to Farmers.](#)
- [Comprehensive Guide to Manure Management Education Posted](#)

Feature articles about the project and workshops appeared in:

- [On-Farm Compost Production and Sustainable Agricultural Practices Discussed](#), *Country Folks*, December 1, 2008.
- [The End Game of Horse Care: A USDA Program Educates Owners on Managing Manure](#), *Mid-Atlantic Horse* (Lancaster Farming), January 2009.

Project Lead: [Athena Lee Bradley](#). This project was completed this Fiscal Year.

### ***Promoting Source Reduction & Increasing the Use of Recycled Materials through the Green Procurement of Electronics – EPA***

The goal of this project was to promote source reduction, pollution prevention, and increase the use of recycled materials through the environmentally preferable purchasing of computers by public and private sector institutional purchasers in Delaware, Pennsylvania, and other EPA Region 3 states<sup>1</sup>. This project specifically promoted the use of the Electronic Product Environmental Assessment Tool (EPEAT) ([www.epeat.net](http://www.epeat.net)); a procurement tool that identifies computer products that meet specified environmental performance criteria.

To accomplish the project goal, NERC launched an outreach campaign targeting institutional purchasers that included teleconferences, direct contact, technical assistance, and presentations to target audiences. Resources were developed for purchasers and information technology staff about EPEAT, including a fact sheet, PowerPoint presentations, model procurement language, and calculations of the environmental benefits of purchasing EPEAT registered computer products. NERC's outreach campaign reached almost 500 individuals in state and local government, businesses, and colleges and universities in Region 3. While it is difficult

---

<sup>1</sup> The original scope of the project focused on Delaware and Pennsylvania. Over the course of the project, we were able to engage purchasers in other EPA Region 3 states as well.



to measure the direct impact of this outreach on specific procurements, NERC was confident that its efforts raised the level of awareness about EPEAT, and in some cases influenced purchasing decisions and the incorporation of EPEAT into procurement specifications. For example, as a result of this project, the Commonwealth of Pennsylvania and the Pennsylvania State University (Penn State) purchased over 56,000 EPEAT registered computer units in 2008. The environmental impacts of this procurement included greenhouse gas reductions equivalent to removing 2,454 passenger cars from the road and energy reductions equivalent to the electricity to power 1,620 households for a year.

This grant also provided a critical foundation for the State Electronics Challenge, an EPA-funded project launched by NERC which also promoted EPEAT.

A final report on this project, along with an Email Bulletin article, were posted on the NERC website: [Climate Change Benefits in EPA Region 3 – Buying Green Computers](http://www.nerc.org/documents/bulletin/200904.html#climatechangeapril09) (<http://www.nerc.org/documents/bulletin/200904.html#climatechangeapril09>).

Project Leads: [Patricia Dillon](#) and [Lynn Rubinstein](#). This project was completed this Fiscal Year.

### ***Recycling Makes Sen\$e: Town, School, & Business Recycling - USDA***

NERC worked with 32 towns, including making 22 presentations of the [Recycling Makes Sen\\$e workshops](http://www.nerc.org/recycling_makes_sen$e.html) ([http://www.nerc.org/recycling\\_makes\\_sen\\$e.html](http://www.nerc.org/recycling_makes_sen$e.html)), in an effort to increase reuse and recycling by businesses, schools, and municipal offices in Connecticut, Delaware, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont. In addition, NERC developed and distributed a [Recycling Makes Sen\\$e Guide](http://www.nerc.org/documents/town_business/recycling_makes_sen$e_guide.pdf) ([http://www.nerc.org/documents/town\\_business/recycling\\_makes\\_sen\\$e\\_guide.pdf](http://www.nerc.org/documents/town_business/recycling_makes_sen$e_guide.pdf)) that outlines a step-by-step approach to starting or expanding recycling. CDs of the Guide, [workshop PowerPoint presentation](http://www.nerc.org/documents/town_business/recycling_makes_sen$e_ppt.pdf) ([http://www.nerc.org/documents/town\\_business/recycling\\_makes\\_sen\\$e\\_ppt.pdf](http://www.nerc.org/documents/town_business/recycling_makes_sen$e_ppt.pdf)), and town- and state-specific recycling resources were provided to workshop attendees.

Project Lead: [Mary Ann Remolador](#). This project was completed this Fiscal Year.

### ***Unwanted Medications - Community Pharmacy Foundation***

This project had NERC staff working with retail pharmacies around the United States to encourage the development of unwanted medication collections and to assist in their implementation. Five pilot collections were held during the project with case studies were published and posted for each

([http://www.nerc.org/topic\\_areas/unwanted\\_medications\\_collections.html](http://www.nerc.org/topic_areas/unwanted_medications_collections.html)):

:

- Ukrop's Super Markets, Richmond, VA
- Big Y Pharmacy, Tolland, CT
- CVS Pharmacy, Windsor, CT
- Eaton Apothecary, Wellesley, MA

These pilots resulted in the diversion of 333 gallons of medication from 275 individuals; averaging 1.2 gallons per person.

In addition, a best management practice guidance document and companion quick guide were written and published to support the safe and legal collection of unwanted medications by retail pharmacies. These resources are posted on the NERC website, and have been widely publicized:

- [Best Management Practices for Holding Unwanted Medication Collections: A Legal & Safe Approach for Community Pharmacies](http://www.nerc.org/documents/unwanted_medication_collection_bmp_11_08.pdf)  
([http://www.nerc.org/documents/unwanted\\_medication\\_collection\\_bmp\\_11\\_08.pdf](http://www.nerc.org/documents/unwanted_medication_collection_bmp_11_08.pdf))
- [Quick Guide: Holding an Unwanted Medication Collection for Community Pharmacies](http://www.nerc.org/documents/unwanted_medication_collection_quick_guide_11_08.pdf)  
([http://www.nerc.org/documents/unwanted\\_medication\\_collection\\_quick\\_guide\\_11\\_08.pdf](http://www.nerc.org/documents/unwanted_medication_collection_quick_guide_11_08.pdf))

In the seven months since their posting, more than 800 downloads of the full guidance document and 400 of the companion quick guide have occurred. In addition, 500 CD's of the two documents were produced and distributed.

Two presentations about the project were made this Fiscal Year:

- North American Hazardous Materials Management Association Annual Conference
- Massachusetts Health Community Network (Needham)

A comprehensive PowerPoint that summarizes the substance of the guidance documents was developed and posted: [Collecting Unwanted Medications the Legal & Safe Way](http://www.nerc.org/topic_areas/documents/CollectingUnwantedMedicationsJanuary2009_000.pdf)  
([http://www.nerc.org/topic\\_areas/documents/CollectingUnwantedMedicationsJanuary2009\\_000.pdf](http://www.nerc.org/topic_areas/documents/CollectingUnwantedMedicationsJanuary2009_000.pdf))

NERC also provided substantive technical assistance and support to 13 community pharmacies and programs in 11 states. NERC continues to receive requests for advice and support, as well as requests to make presentations about how to hold an unwanted medication collection in a community pharmacy.

There were three Email Bulletin articles published about the project:

- [Unwanted Medication Collections – 2 New Case Studies](#)
- [New Guidance Documents Posted for Unwanted Medication Collections](#)
- [Holding an Unwanted Medication Collection - Presentation Posted](#)

Project Lead: [Lynn Rubinstein](#). This project was completed this Fiscal Year.

## Ongoing Projects & Events

In addition to contract and grant funded projects, many ongoing programs and projects support NERC's mission and provide value to NERC members and the northeast region.

### ***Conferences, Webinars, & Board Meetings***

NERC conferences are unique in the region. They focus on emerging issues and are designed for professionals in the fields of recycling and recycling market development. There is in-depth information exchange and professional presentations as well as ample time for networking. Close to 70 individuals participated in the fall conference. The agenda for this conference is available in Appendix A. NERC received generous sponsorship support for the conference. Appendix B lists these sponsors.

In the spring, NERC held a two-part webinar series on the *Power of Purchasing*. The well-attended events included more than 100 people at each of the two webinars from 19 states and Canada. Participants included state agencies, city and county offices, national parks, non-profit organizations, and consultants.

NERC's Board of Directors met three times, including a day-and-a-half planning session. Minutes from these meetings were posted on NERC's website.

### ***Environmentally Preferable Products Listserv (EPPnet)***

In 1998, NERC established EPPnet, the Environmentally Preferable Products Listserv. EPPnet is the only national listserv dedicated to the topic of environmentally preferable purchasing. EPPnet enables users to easily and immediately share product specifications, vendors, prices, strategies for achieving green product procurement goals, and federal procurement policies. The EPPnet Archive is an online searchable database that stores the messages posted on EPPnet. The Listserv and Archive are accessible only to approved subscribers. There were approximately 375 subscribers at the end of the Fiscal Year.

### ***Website***

The [NERC website \(www.nerc.org\)](http://www.nerc.org) continues to be one of the organization's most effective outreach and education tools. It is a comprehensive resource covering a wide range of topics related to recycling market development, source reduction, recycling, composting, and environmental purchasing. NERC strives to further enhance the utility of the website by continually updating the site, including the addition of new publications and links. A list of new and updated postings is found in Appendix D.

NERC's website was visited almost 80,000 times; averaging approximately 7,000 unique visits a month in Fiscal Year 2009.

### ***Email Bulletin***

This monthly electronic newsletter provides regular updates on NERC activities, as well as state and advisory member developments. The Bulletin is published 11 times a year and has approximately 600 subscribers. It is posted and [archived](http://www.nerc.org/documents/bulletin_archive.html) ([http://www.nerc.org/documents/bulletin\\_archive.html](http://www.nerc.org/documents/bulletin_archive.html)) on the NERC website.

### ***Newspaper Publishers' Agreement***

Another year of monitoring for the [Northeast Newspaper Publishers' Agreement](http://www.nerc.org/adobe/Nercnrtf.pdf) (<http://www.nerc.org/adobe/Nercnrtf.pdf>) was completed, but data collection and analyses took a different route this time. As in 2005—the last full year of data collection—the Newspaper Association of America (NAA) sent out a survey and asked approximately 900 newspapers to provide recycled content data. NAA asked for the total metric tons of newsprint used, the metric tons of recycled newsprint fiber used, and the percentage of recycled fiber in the newsprint. After an initial request in August 2008 and numerous follow-ups, NAA was unable to obtain sufficient data to calculate the aggregate recycled content of newsprint for 2007. As a result, NERC sought alternative methodologies for assessing the status of the use of recycled content by newspaper publishers in the region. Two sources of information were of great value.

The Pulp and Paper Products Council (PPPC) of Canada and the Connecticut Department of Environmental Protection generously provided data for calendar 2008. The PPPC provided cumulative data for all mills shipping newsprint to the ten northeast states. The PPPC data reflect the average recycled content of newsprint sold into the region at 29.5%. Data from 2008 reported to Connecticut (CT) indicates an average recycled content of 32.5%. The higher average rate reported by CT may be a result of mills adjusting their recycled content to meet the needs of their customers in that state.

The Northeast Newspaper Publishers' Agreement, which has been in place since the fall of 2001, establishes a goal of increasing usage of recycled content newsprint in the region and achieving a minimum recycled content of 27%. Twelve (12) newspaper publishers and one statewide newspaper publishers association are signatories to the Newspaper Publishers' Agreement.

<b>NORTHEAST</b>	<b>Total Metric Tons Newsprint Purchased</b>	<b>Tons Recycled Newsprint Fiber</b>	<b>% Recycled Fiber of Total Newsprint</b>
<b>1997- Baseline Estimate</b>	2,375,000	644,000	27%
<b>2001</b>	1,529,783	440,790	28.8%
<b>2002</b>	1,339,465	380,110	28.4%
<b>2003</b>	1,643,212	403,012	24.53%
<b>2004</b>	2,229,478	656,189	29.4%
<b>2005</b>	2,062,267	672,299	32.6%
<b>2008*</b>	1,491,137		29.2%*

\* Reported by PPPC.

The signatories to the Northeast Newspaper Publishers' Agreement are:

- Bangor Daily News
- Dow-Jones
- Gannett
- Hartford Courant
- Journal Register
- Massachusetts Newspaper Publishers Association
- Media News
- New York Times
- North Jersey Media Group
- Providence Newspapers – Belo
- Star Ledger
- Syracuse Newspapers
- Tribune Publishing

## **Presentations**

Staff regularly make presentations about NERC's projects and resources. This Fiscal Year, staff made 17 presentations.

<b>Event</b>	<b>Presentation Title</b>
<b>July 2008</b>	
EPA Region 8 Solid Waste Webinar Series	The State Electronics Challenge
ICLEI (Local Governments for Sustainability)	The State Electronics Challenge
<b>August 2008</b>	
Professional Recyclers of Pennsylvania Annual Conference	The Electronic Product Environmental Assessment Tool (EPEAT)
<b>October 2008</b>	
North American Hazardous Materials Management Association	Managing Unwanted Medications the Legal & Safe Way
North American Hazardous Materials Management Association	The Electronic Product Environmental Assessment Tool (EPEAT)
<b>November 2008</b>	
EPA Region 3 Teleconference – Pollution Prevention Program	The Electronic Product Environmental Assessment Tool
National Pollution Prevention Roundtable (NPPR)	Greening the Package: Get the Lead Out (and other heavy metals)
<b>January 2009</b>	
Massachusetts Health Community Network	Managing Unwanted Medications the Legal & Safe Way
MassRecycle's College of Green Offices	Creating a Successful Recycling Program
<b>February 2009</b>	
Northeast Organic Farming Association of Vermont	Manure Management
<b>April 2009</b>	
State Electronics Challenge Partner Only Teleconference	Computer End-of-Life Management
4 <sup>th</sup> Annual Wal-Mart Sustainable Packaging Exposition	Toxics in Packaging Requirements
BioCycle International Conference 2009	Manure Management for Sustainable Agriculture and Small Livestock Operations
<b>June 2009</b>	
Northeast Resource Recovery Association's 28 <sup>th</sup> Annual Recycling Conference & Expo	Materials Exchanges, Changing Reuse! Who's Who in Recycling Resources
Massachusetts WasteWise Forum	Material Exchanges
Northeast Resource Recovery Association's 28 <sup>th</sup> Annual Recycling Conference & Expo	Disaster Debris Management for Households and Small Businesses
Northeast Resource Recovery Association's 28 <sup>th</sup> Annual Recycling Conference & Expo	NERC's Environmental Benefits Calculator

### ***Committee Participation***

#### **Pennsylvania Recycling Markets Center (PA RMC)**

Assistant Director Mary Ann Remolador represents NERC as an ad hoc member of the Markets Center Board of Directors. The PA RMC's mission is to expand and develop more secure and robust markets for recovered secondary materials, stimulate demand for products with recycled content, and research and maintain up-to-date market trend data. The Center provides direct support to generators, haulers, processors, manufacturers, and end-users of recycled materials and products.

#### **EPA “What is the Climate-Waste Prevention Connection?” Webinar Series Planning Committee**

Executive Director Lynn Rubinstein helped EPA New England and Region 2 plan for a three-part webinar series it held in the summer of 2009. This assistance included participating in several calls to develop agendas, suggest speakers, identify goals and objectives for the series, and to help identify marketing tools and strategies for the series.

## Finances

### *Overview of Budget versus Actual*

	Budget (Revised March '09)	Actual	% Difference
<b>Revenue</b>			
Conference Sponsorship	\$7,000	\$8,000	14%
Grants/Consulting	\$377,231	\$288,797	-23%
Interest	\$8,000	\$8,005	0%
Membership Dues	\$104,050	\$132,018	27%
Membership, Advisory	\$32,600	\$43,250	33%
Registrations	\$18,000	\$19,990	11%
State Travel Accounts	\$3,000	\$4,233	41%
Reimbursed Expenses	\$2,059	\$2,592	26%
Unrestricted Contributions	\$0	\$50,027	-
Drawdown	\$96,572	\$68,915	-29%
<b>Total Revenue</b>	<b>\$648,512</b>	<b>\$625,827</b>	<b>-3%</b>
<b>Expenses</b>			
Advertising	\$542	\$542	0%
Bank Service Charges	\$1,800	\$1,868	4%
Contract Labor	\$180,000	\$171,596	-5%
Equipment Purchase	\$2,500	\$2,047	-18%
Equipment Repairs	\$1,000	\$863	-14%
Gifts Given	\$10	\$62	520%
Insurance	\$2,000	\$2,724	36%
Internet	\$3,750	\$3,372	-10%
State Travel Costs	\$3,000	\$3,505	17%
Office Supplies	\$2,250	\$3,024	34%
Payroll	\$346,745	\$337,659	-3%
Postage	\$750	\$1,311	75%
Printing (copying)	\$2,250	\$2,226	-1%
Professional Services	\$5,000	\$4,608	-8%
Program - Meeting Expenses	\$17,285	\$18,119	5%
Registrations	\$1,500	\$1,589	6%
Rent	\$12,750	\$12,756	0%
Subscriptions	\$130	\$370	185%
Telephone	\$4,000	\$4,551	14%
Travel	\$12,000	\$15,707	31%
Restricted TPCH Funds to be carried over to FY10	\$49,250	\$37,328	-24%
<b>Total Expenses</b>	<b>\$648,512</b>	<b>\$625,827</b>	<b>-3%</b>



***Audit***

**CASH BASIS FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITORS' REPORT**

**JUNE 30, 2009**

**TABLE OF CONTENTS**

**INDEPENDENT AUDITORS' REPORT**

**FINANCIAL STATEMENTS**

Statement of Assets, Liabilities, and Net Assets – Cash Basis

Statement of Support, Revenue and Expenses – Cash Basis

Notes to Cash Basis Financial Statements

To the Board of Directors  
Northeast Recycling Council, Inc.  
Brattleboro, VT

We have audited the accompanying statement of assets, liabilities and net assets – cash basis of Northeast Recycling Council, Inc. (a Vermont nonprofit organization) as of June 30, 2009, and the related statement of support, revenue, and expenses – cash basis for the year then ended. These financial statements are the responsibility of the Organization’s management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, these financial statements were prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and net assets of Northeast Recycling Council, Inc. as of June 30, 2009, and its support, revenue, and expenses for the year then ended, on the cash basis of accounting, as described in Note 1.

Brattleboro, VT  
August 21, 2009

**NORTHEAST RECYCLING COUNCIL, INC.**  
**STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS – CASH BASIS**  
 June 30, 2009  
 (See Independent Auditors' Report)

**ASSETS**

**CURRENT ASSETS**

Cash and cash equivalents	<u>\$ 392,289</u>
---------------------------	-------------------

**LIABILITES AND NET ASSETS**

**CURRENT LIABILITES**

Credit cards payable	549
----------------------	-----

**NET ASSETS**

Unrestricted	286,987
--------------	---------

Temporarily restricted	<u>104,753</u>
------------------------	----------------

<b>TOTAL NET ASSETS</b>	<u><u>391,740</u></u>
-------------------------	-----------------------

<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 392,289</u></u>
---	--------------------------

The accompanying notes to cash basis financial statements are an integral part of these statements.

**STATEMENT OF SUPPORT, REVENUE AND EXPENSE – CASH BASIS**

	Unrestricted	Temporarily Restricted	Total
<b>SUPPORT AND REVENUE</b>			
Grants	\$160,182	\$ -	\$160,182
Membership dues	95,998	43,000	138,998
Advisory membership dues	35,250	-	35,250
Consulting project fees	124,787	53,828	178,615
Conference fees	19,990	-	19,990
Conference sponsorships	8,000	-	8,000
Miscellaneous	3,873	-	3,873
State travel - member meetings	-	4,000	4,000
Interest income	7,048	839	7,887
Net assets released from restrictions - satisfaction of purpose restrictions	59,274	(59,274)	-
<b>TOTAL SUPPORT AND REVENUE</b>	<b>514,402</b>	<b>42,393</b>	<b>556,795</b>
<b>EXPENSES</b>			
Program services			
Grant programs			
U.S. EPA	82,081	-	82,081
USDA	32,718	-	32,718
Community Pharmacy Foundation	13,374	-	13,374
Total grant programs	128,173	-	128,173
Council programs			
State travel expenditures	5,133	-	5,133
Non-grant programs	235,699	-	235,699
Conferences, webinar, & member meetings	46,218	-	46,218
Total council programs	287,050	-	287,050
Total program services	415,223	-	415,223
Support services			
General & administrative	150,957	-	150,957
Fundraising	22,169	-	22,169
Total support services	173,126	-	173,126
<b>TOTAL EXPENSES</b>	<b>588,349</b>	<b>-</b>	<b>588,349</b>
<b>CHANGE IN NET ASSETS</b>	<b>(73,947)</b>	<b>42,393</b>	<b>(31,554)</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>	<b>360,934</b>	<b>62,360</b>	<b>423,294</b>
<b>NET ASSETS, END OF YEAR</b>	<b>\$ 286,987</b>	<b>\$ 104,753</b>	<b>\$391,740</b>

The accompanying notes to cash basis financial statements are an integral part of these statements.

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

**Organization and Nature of Activities** – Northeast Recycling Council, Inc. (the Organization) was organized to provide information, education, and research on the benefits of recycling and recycling-related economic development in the Northeast region of the United States of America. The Northeast Recycling Council, Inc. was incorporated in Vermont on September 1, 2000, as a nonprofit organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes. The Organization was originally founded as a program of the Council of State Governments in 1988, and completely separated from the Council of State Governments on September 30, 2001, under a memorandum of understanding.

**Cash Basis of Accounting** – The Organization’s policy is to prepare its financial statements on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under that basis, the only asset recognized is cash, and the only liability recognized is credit cards payable. All transactions are recognized as either cash receipts or disbursements, and non-cash transactions are not recognized. The cash basis differs from generally accepted accounting principles primarily because the effects of outstanding program fees (accounts receivable), outstanding grants (grants receivable), grants received in advance (deferred revenue), and unpaid obligations (accounts payable and accrued expenses) at the date of the financial statements are not included in the financial statements. In addition, donated materials and services are not recognized, furniture and equipment are not capitalized, and depreciation is not recorded.

**Cash and Cash Equivalents** – The Organization considers all highly liquid investments available for current use and with an initial maturity of three months or less to be cash equivalents.

**Net Assets** – The Organization reports information regarding its cash basis financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. There were no permanently restricted net assets on June 30, 2009.

**Support and Revenue** – Contributions, grants, program, and other revenue are recorded as support and revenue when received. Contributions, grants, and fees are available for unrestricted use unless specifically restricted by the donor, grantor, or program user. If contributions, grants, and fees are received with donor, grantor, or program user stipulations that limit their use, they are recorded as temporarily restricted support and revenue. When a donor, grantor or program user restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restriction. When contributions are received in the same reporting period in which donor-imposed restrictions are satisfied, the contribution is reported as unrestricted.

**Estimates** – The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities, disclosures, and revenues and expenses. Accordingly actual results could differ from those estimates.

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

**Concentration of Support and Revenue** – The Organization received cash for grants of \$100,156 from the United States Environmental Protection Agency (EPA) and \$38,667 from the United States Department of Agriculture (USDA). The Organization received membership dues of \$95,998 from ten states in the northeast United States: Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont. These receipts accounted for 18%, 7% and 17%, respectively, of the Organization’s total support and revenue for the year ended June 30, 2009.

**Functional Allocations and Expenses** – The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs including fixed overhead expenses have been allocated among the programs and supporting services benefited based on time estimates by the Executive Director.

**Compensated Absences** – All regular employees who work at least twenty hours per week accrue compensated absences according to the Organization’s personnel policy. Upon termination of employment, employees receive payment for unused compensated vacation only. Compensated absences are charged to payroll expense when paid; \$20,343 was paid for the year ended June 30, 2009. Accrued compensated vacations, not recorded as a liability, are estimated to be \$20,014 at June 30, 2009.

## NOTE 2 – CONCENTRATION OF CREDIT RISK

The Organization maintains several bank accounts at three banks. Accounts at an institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Cash and cash equivalents did not exceed federally insured limits on June 30, 2009.

## NOTE 3 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following at June 30, 2009:

Toxics in Packaging Clearinghouse	\$ 49,912
Connecticut Supplemental Environmental Program	933
California Supplemental Environmental Program	48,348
State Travel Funds	<u>5,560</u>
	<u>\$ 104,753</u>

During the year, funds held for a Connecticut Supplemental Environmental Program were required to be held in a separate bank account.

#### **NOTE 4 – NET ASSETS RELEASED FROM RESTRICTIONS**

Temporarily restricted net assets were released from grantor and program user restriction by paying expenses satisfying the restricted purposes as follows:

Toxics in Packaging Clearinghouse	\$ 41,058
Connecticut Supplemental Environmental Program	11,967
California Supplemental Environmental Program	1,652
State Travel Funds	<u>5,133</u>
	<u>\$ 59,810</u>

#### **NOTE 5 – CONTINGENCIES**

The Organization participates in various federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subjected to audit and adjustment by the grantor agencies. Therefore, to the extent the Organization has not complied with grant requirements, refunds to the grantors may be required. In the opinion of the Organization, there are no significant contingent liabilities to these matters and no provision has been recorded in the accompanying financial statements for such contingencies.

#### **NOTE 6 – OPERATING LEASE COMMITMENT**

As of April 16, 2008, the Organization entered into a one-year non-cancelable operating lease for its office facility requiring rent of \$10,896 annually. The lease grants the Organization the right to renew the lease for an additional one-year term. Rent expense for the year ended June 30, 2009 was \$11,752, including \$820 of shared expenses. The lease was renewed for an additional year on April 22, 2009. Minimum rental payments for the year ended June 30, 2010 are \$11,112.

#### **NOTE 7 – RETIREMENT PLAN**

The Organization maintains a salary investment plan which qualifies under Section 403(b) of the Internal Revenue Code. This plan allows eligible employees to contribute up to 5% of their annual compensation to the plan. The Organization matches employee contributions two-for-one. The Organization made contributions of \$21,678 in 2009.

The Organization also maintains a supplemental retirement plan which qualifies under Section 403(b) of the Internal Revenue Code. Eligible employees can contribute to this plan. The Organization does not make a matching contribution.

## **Appendices**

- A. Conference Agenda
- B. Conference Sponsors
- C. Advisory Members
- D. Website Postings & Updates
- E. Workshops & Events as part of Manure Management Education Project



## Appendix A – Conference Agenda

### Tuesday, October 28, 2008

- 8:00 **Registration & Continental Breakfast**
- 8:30 **Welcoming Remarks**
- James Short, Delaware Department of Resources and Environmental Control  
President, NERC Board of Directors
- 9:00 **Recycling Economic Information Project 2008**
- Ted Siegler and Natalie Starr, DSM Environmental Services, Inc.
- 10:30 **Break**
- 10:45 **Industrial Materials Recycling**
- Elizabeth Olenbush, Industrial Resources Council
  - Greg Wirsén, Construction Materials Recycling Association
- 12:30 **Lunch**  
**Advisory Member Lunch - *By Invitation Only***
- 2:00 **Greening the Supply Chain**
- Matthew DeLuca, Green Mountain Coffee Roasters
  - Kristina M. Stefanski, The Stop & Shop Supermarket Company LLC
- 3:45 **Break**
- 4:00 **Recycling News Roundtable**
- 5:00 **Adjourn**

### Wednesday, October 29, 2008

- 8:00 **Registration & Continental Breakfast**
- 8:30 **Welcoming Remarks**
- Jeff Schmitt, New York Department of Conservation; Vice President, NERC Board of Directors
- Product Stewardship Topics**
- 9:00 **Compact Fluorescent Lights (CFL) Recycling Programs**
- Terri Goldberg, Northeast Waste Management Officials' Association (NEWMOA)
  - Karen Knaebel, Vermont Department of Environmental Conservation
- 10:45 **Break**
- 11:00 **CRT Markets, Issues Affecting Them, and Future Prospects**
- Robert Tonetti, EPA Headquarters
  - Tom Fatcheric, Uniwaste

12:30 **Lunch** - Wiggins Dining Room

1:30 **Perspectives on Plastic Bags and Recycling Initiatives**

- Patty Moore, Moore Associates
- Sarah Kite, Rhode Island Resource Recovery Corporation

3:30 **Adjourn**

## Conference Exhibitors

### **Innov-x Systems**

100 Sylvan Road, Suite 500  
Woburn MA 01801  
781 938-5005  
www.inov-xsys.com  
Andrea Klos, Regional Sales Manager  
aklos@innov-xsys.com

### **iWasteNot Systems**

1048 Thousand Islands Parkway  
Mallorytown ONT Canada K0E1R0  
800 630-7864  
www.iwastenot.com  
Norm Ruttan, President and CEO  
normruttan@iwastenot.com

### **Martindale Associates**

65 Avco Road Unit M  
Bradford MA 01835  
www.martindaleassoc.com  
Nicole Voight, Senior Account Executive  
nvoight@martindaleassoc.com

### **Newtech Recycling Inc.**

600A Apgar Drive  
Somerset NJ 08873  
732 469-9774  
www.newtechrecycling.com  
Jim Entwistle, President  
jim@newtechrecycling.com

### **Rechargeable Battery Recycling Corporation**

9222 Jeffery Road  
Great Falls VA 22066  
703 759-7400  
www.rbrc.com  
Hugh Morrow, Northeast Recycling Manager  
hmorrow@rbrc.com

### **Synergis – Zero Waste Group**

21 Truesdale Lake Drive  
South Salem NY 10590  
914 977-3400  
www.zerowastegroup.com  
Neil Cutler  
neil@zerowastegroup.com

### **World Reuse, Repair & Recycling Assn. (WR3A)**

C/o Good Point Recycling  
P.O. Box 1010  
Middlebury VT 05753  
802 377-9400  
www.wr3a.org  
Robin Ingenthron, President  
robin@wr3a.org

**Appendix B – Fall Conference Sponsors**



[American Chemistry Council](#)



**American Forest & Paper Association**

[American Forest & Paper Association](#)



**The Association of Postconsumer  
Plastic Recyclers**

[The Association of Postconsumer Plastic Recyclers](#)



[Casella Waste Systems, Inc.](#)



[National Solid Wastes Management Association](#)



[Public Service Enterprise Group](#)



[Sharp Electronics](#)



[Steel Recycling Institute](#)

## Appendix C - Advisory Members

### Sustaining Members



[Eastern Regional Conference of the Council of State Governments](#)



[Newspaper Association of America \(NAA\)](#)



[Public Service Enterprise Group \(PSEG\)](#)



[American Chemistry Council](#)



[Casella Waste Systems, Inc.](#)



[Curbside Value Partnership](#)



[Metech Secure Recycling Solutions](#)



[Sharp Electronics](#)



[Electronic Recyclers International](#)



[Institute of Scrap Recycling Industries, Inc.](#)



[Electronic Manufacturers Recycling Management Company](#)



[PharmaTurns Solutions](#)



[Sims Metal Management, Inc.](#)



[Steel Recycling Institute](#)



[UNICOR](#)



[WeRecycle!](#)

Supporting Members reported on next page.

## Supporting Members

- [Association of New Jersey Recyclers](#)
- [BioCycle](#)
- [Castle Ink Cartridges](#)
- [Center for Integrated Waste Management \(University of Buffalo\)](#)
- [Centre County Solid Waste Authority](#)
- [Colling Swift Hynes](#)
- [Connecticut Daily Newspapers Association](#)
- [Connecticut Recyclers Coalition](#)
- [Connecticut Resource Recovery Authority](#)
- [Corcoran Environmental Services, Inc.](#)
- [DSM Environmental Services](#)
- [GreenTEK Industries](#)
- [Housatonic Resources Recovery Authority](#)
- [International Association of Electronics Recyclers \(IAER\)](#)
- [Interstate Refrigerant Recovery](#)
- [Maine Resource Recovery Association \(MRRA\)](#)
- [National Center for Electronics Recycling \(NCER\)](#)
- [National Recycling Coalition](#)
- [New England Biosolids & Residuals Association \(NEBRA\)](#)
- [New York State Legislative Commission on Solid Waste Management](#)
- [Northeast Resource Recovery Association \(NRRRA\)](#)
- [Omblogo](#)
- [Pennsylvania Recycling Markets Center](#)
- [Professional Recyclers of Pennsylvania \(PROP\)](#)
- [Rechargeable Battery Recycling Corporation \(RBRC\)](#)
- [Resource Recycling Magazine](#)
- [Rhode Island Department of Environmental Management](#)
- [Rockland County Solid Waste Management Authority](#)
- [RRFB Nova Scotia](#)
- [Supreme Asset Management & Recovery \(SAMR\)](#)
- [UNTHA America Shredding Technology](#)
- [World Reuse, Repair and Recycling Association \(WR3A\)](#)

## Appendix D – Website Postings & Updates

Thirty-three (33) web pages/documents were updated and 61 new documents were posted to NERC's website. Among these were the following:

1. *(updated)* [State Agency's Program Contacts](http://www.nerc.org/state_information/index.html)  
([http://www.nerc.org/state\\_information/index.html](http://www.nerc.org/state_information/index.html))
2. *(updated)* [Environmental Benefits Calculator](http://www.nerc.org/documents/environmental_benefits_calculator.html)  
([http://www.nerc.org/documents/environmental\\_benefits\\_calculator.html](http://www.nerc.org/documents/environmental_benefits_calculator.html))
3. *(new)* [Environmentally Preferable Purchasing by Northeast States](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf)  
([http://www.nerc.org/documents/environmentally\\_preferable\\_purchasing\\_by\\_northeast\\_states.pdf](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf))
4. *(new)* [Email Bulletin – 11 issues](http://www.nerc.org/documents/bulletin_archive.html)  
([http://www.nerc.org/documents/bulletin\\_archive.html](http://www.nerc.org/documents/bulletin_archive.html))
5. *(new)* [FY 2009 Operating Plan](http://www.nerc.org/documents/fy09_operating_plan.pdf)  
([http://www.nerc.org/documents/fy09\\_operating\\_plan.pdf](http://www.nerc.org/documents/fy09_operating_plan.pdf))
6. *(new)* [FY 2008 Annual Report](http://www.nerc.org/documents/annual_report_2008.pdf)  
([http://www.nerc.org/documents/annual\\_report\\_2008.pdf](http://www.nerc.org/documents/annual_report_2008.pdf))
7. *(new)* Board Meeting Minutes:
  - [August 2008](http://www.nerc.org/documents/meetings/august_2008_meeting_minutes.pdf)  
([http://www.nerc.org/documents/meetings/august\\_2008\\_meeting\\_minutes.pdf](http://www.nerc.org/documents/meetings/august_2008_meeting_minutes.pdf))
  - [October 2008](http://www.nerc.org/documents/meetings/october_2008_meeting_minutes.pdf)  
([http://www.nerc.org/documents/meetings/october\\_2008\\_meeting\\_minutes.pdf](http://www.nerc.org/documents/meetings/october_2008_meeting_minutes.pdf))
  - [March 2009](http://www.nerc.org/documents/meetings/march_2009_meeting_minutes.pdf)  
([http://www.nerc.org/documents/meetings/march\\_2009\\_meeting\\_minutes.pdf](http://www.nerc.org/documents/meetings/march_2009_meeting_minutes.pdf))
8. *(new)* [What NERC Does for Its Members](http://www.nerc.org/documents/documents/What_NERC_Does_for_its_Members.pdf)  
([http://www.nerc.org/documents/documents/What\\_NERC\\_Does\\_for\\_its\\_Members.pdf](http://www.nerc.org/documents/documents/What_NERC_Does_for_its_Members.pdf))
9. *(new)* Presentations from the Fall 2008 Conference and Spring 2009 Webinar (16 documents in the [members-only](http://www.nerc.org/member/) area of the NERC website  
(<http://www.nerc.org/member/>))
10. *(new)* [Comparison of State Solid Waste Master & Management Plans](http://www.nerc.org/documents/solid_waste_management_plans_for_the_nerc_states.html)  
([http://www.nerc.org/documents/solid\\_waste\\_management\\_plans\\_for\\_the\\_nerc\\_states.html](http://www.nerc.org/documents/solid_waste_management_plans_for_the_nerc_states.html))
11. *(new)* [Guide to Providing Manure Management Education to Small Farm & Livestock Operations](http://www.nerc.org/documents/manure_management/guide_to_providing_manure_management_ed.pdf)  
([http://www.nerc.org/documents/manure\\_management/guide\\_to\\_providing\\_manure\\_management\\_ed.pdf](http://www.nerc.org/documents/manure_management/guide_to_providing_manure_management_ed.pdf))
12. *(new)* [Best Management Practices for Holding Unwanted Medication Collections: A Legal & Safe Approach for Community Pharmacies](http://www.nerc.org/documents/unwanted_medication_collection_bmp_11_08.pdf)  
([http://www.nerc.org/documents/unwanted\\_medication\\_collection\\_bmp\\_11\\_08.pdf](http://www.nerc.org/documents/unwanted_medication_collection_bmp_11_08.pdf))
13. *(new)* [Quick Guide: Holding an Unwanted Medication Collection for Community Pharmacies](#)

[http://www.nerc.org/documents/unwanted\\_medication\\_collection\\_quick\\_guide\\_11\\_08.pdf](http://www.nerc.org/documents/unwanted_medication_collection_quick_guide_11_08.pdf))

14. *(new)* [Collecting Unwanted Medications the Legal & Safe Way](http://www.nerc.org/topic_areas/documents/CollectingUnwantedMedicationsJanuary2009_000.pdf) – Presentation  
([http://www.nerc.org/topic\\_areas/documents/CollectingUnwantedMedicationsJanuary2009\\_000.pdf](http://www.nerc.org/topic_areas/documents/CollectingUnwantedMedicationsJanuary2009_000.pdf))
15. *(new)* [Recycling Makes Sen\\$: A program to help businesses, schools, and municipalities increase recycling and reuse](http://www.nerc.org/recycling_makes_sen$e.html)  
([http://www.nerc.org/recycling\\_makes\\_sen\\$e.html](http://www.nerc.org/recycling_makes_sen$e.html))
16. *(new)* [Recycling Economic Information Study Update](http://www.nerc.org/documents/recycling_economic_information_study_update_2009.pdf)  
([http://www.nerc.org/documents/recycling\\_economic\\_information\\_study\\_update\\_2009.pdf](http://www.nerc.org/documents/recycling_economic_information_study_update_2009.pdf))
17. *(new)* [Environmentally Preferable Purchasing by the Ten Northeast States: A Compilation of Survey Responses](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf)  
([http://www.nerc.org/documents/environmentally\\_preferable\\_purchasing\\_by\\_northeast\\_states.pdf](http://www.nerc.org/documents/environmentally_preferable_purchasing_by_northeast_states.pdf))
18. *(new)* [NERC in the News](http://www.nerc.org/nerc_in_the_news.html) ([http://www.nerc.org/nerc\\_in\\_the\\_news.html](http://www.nerc.org/nerc_in_the_news.html))
19. *(new)* [Explaining the Connection Between Climate Change & Recycling: A Layperson's Guide](http://www.nerc.org/documents/relationship_between_climate_change_and_recycling.ppt)  
([http://www.nerc.org/documents/relationship\\_between\\_climate\\_change\\_and\\_recycling.ppt](http://www.nerc.org/documents/relationship_between_climate_change_and_recycling.ppt))
20. *(new)* [Green Procurement of Electronics in EPA Region 3: NERC's Outreach Campaign to Promote EPEAT®](http://www.nerc.org/documents/EPEAT_Region_3_Final_Report%20pdf.pdf)  
([http://www.nerc.org/documents/EPEAT\\_Region\\_3\\_Final\\_Report%20pdf.pdf](http://www.nerc.org/documents/EPEAT_Region_3_Final_Report%20pdf.pdf))
21. *(updated)* [Carpet Recycling Infrastructure in the Northeast](http://www.nerc.org/documents/carpet_recycling_infrastructure_in_northeast.pdf)  
([http://www.nerc.org/documents/carpet\\_recycling\\_infrastructure\\_in\\_northeast.pdf](http://www.nerc.org/documents/carpet_recycling_infrastructure_in_northeast.pdf))
22. *(updated)* [Fact Sheet: Electronic Product Environmental Assessment Tool](http://www.nerc.org/documents/electronic_product_environmental_assessment_tool.pdf)  
([http://www.nerc.org/documents/electronic\\_product\\_environmental\\_assessment\\_tool.pdf](http://www.nerc.org/documents/electronic_product_environmental_assessment_tool.pdf))
23. *(updated)* [Materials Exchanges in the Northeast](http://www.nerc.org/documents/material_exchanges_in_the_northeast.html)  
([http://www.nerc.org/documents/material\\_exchanges\\_in\\_the\\_northeast.html](http://www.nerc.org/documents/material_exchanges_in_the_northeast.html))

In January 2009, NERC took over administration of the [Vermont Business Materials Exchange](http://www.vbmx.org) ([www.vbmx.org](http://www.vbmx.org)) website.

NERC also administers the following websites:

- [Toxics in Packaging Clearinghouse](http://www.toxicsinpackaging.org/) (<http://www.toxicsinpackaging.org/>), for which three new documents were posted and seven documents were updated, and
- [The State Electronics Challenge](http://www.stateelectronicschallenge.net) ([www.stateelectronicschallenge.net](http://www.stateelectronicschallenge.net)), for which seven new documents were posted and nine documents were updated.

## **Appendix E - Workshops & Events as part of the Manure Management Education Project**

### Workshops and Events Conducted in Vermont

- September 6 & 7, 2008, 20th Annual Vermont Sheep and Wool Festival. NERC sponsored a booth and gave out 150 Manure Management Handbooks and Toolkits.
- Sept. 27, 2008, 2008, Northeast Animal-Power Field Days, Tunbridge. Two workshops were conducted, with 25 people attending; more than 125 copies of the *Handbook* and *Resource Toolkit* were distributed at the event.
- October 3, 2008, in conjunction with Fall Foliage Ride at the Green Mountain Horse Association in South Woodstock. Nine people attended the workshop specifically geared toward horse owners.
- November 13, 2008 at Billings Farm & Museum in Woodstock. Ten people attended the workshop.
- November 5, 2008 in Winchester Stables, Newfane. Four people attended the workshop
- November 8, 2008 at Evergreen Equine of Vermont in West Windsor. Twenty-four people attended the workshop.

### Workshops and Events Conducted in New Hampshire

- November 1, 2008 at the Cheshire Horse in Swanzey. The workshop was attended by 19 people.
- January 31, 2009 at the Chester Town Hall. The workshop was attended by 29 people.