

**City of Schenectady**  
**Solid Waste and Recycling Brochure**  
*January, 2007*

Includes Current Official Rules and Regulations  
for Solid Waste Storage and Collection

**Material Preparation Requirements and  
Property Management Requirements**

Rules and Regulations contained within this brochure are an  
integral part of the City Ordinance as stated in City Ordinance Section 161-4L

■ **YARD WASTE (INSTRUCTIONS ON BACK COVER)**

■ **MILK CARTONS, JUICE CARTONS, DRINK BOXES**

■ **TIRES AND HAZARDOUS MATERIALS**

■ **RECYCLING CONTAINERS**

■ **GLASS JARS AND BOTTLES**

■ **PLASTIC BOTTLES**

■ **METALS**

■ **NON-RECYCLABLE SOLID WASTE COLLECTION**

■ **PAPER PRODUCTS**

■ **PROPERTY MANAGEMENT & ENFORCEMENT OF RULES**

# Questions ? ? ?

IF YOUR RECYCLABLES DO **NOT** GET PICKED UP **CHECK:**  
**ARE THEY:**

- ✓ CLEAN, PROPERLY PREPARED AND OUT FOR COLLECTION BY 6:00 A.M.?
- ✓ IN THEIR PROPER RECYCLING CONTAINER WITH THE LIDS ON LABELED

*If you have done these things, then Call the Dispatcher's Office*  
**382-5144**

*between 8:00 a.m. and 4 p.m. Monday thru Friday*

**WE WILL TRY TO REMEDY THE SITUATION!**

**OUR DEPARTMENT NEEDS YOUR HELP TO RUN THE LARGEST CURBSIDE RECYCLING PROGRAM IN SCHENECTADY COUNTY.**

For answers to recycling questions call the

**RECYCLING HOTLINE 382-5144**

## NEW ITEMS INTRODUCED!

Drink boxes and milk/juice cartons can now be set out with your other recyclables.

Here's how to do it:

- 1) Remove straws and caps. Empty.



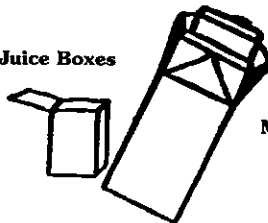
- 2) Rinse & Flatten



- 3) Place in bin with other containers.



Juice Boxes



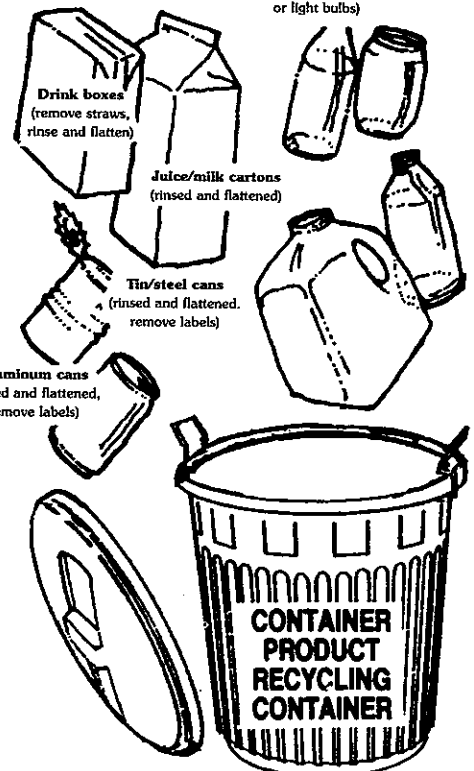
Milk and Juice Containers

You might hear them called gable top containers or aseptic packaging. It is especially important that this material be well rinsed because the milk and juice will cause unbearable odors at the recycling facility and at the manufacturer.

Place milk cartons, juice cartons and drink boxes with your tin, plastic and glass recyclables directly into the container marked "Container Product".

Do **not** sort them or place them in paper or plastic bags first.

Glass bottles and jars  
all colors and sizes  
(do not include broken glass, mirrors, windows or light bulbs)



■ MILK CARTONS, JUICE CARTONS, DRINK BOXES

# TIRE DISPOSAL

No curbside pickup for tires.

No plastic tires.

No solid rubber tires.

No equipment tires.

However, you may contact the Water & Soil Conservation District on Hetcheltown Road  
**399-6980**

## COMMON HAZARDOUS WASTES AND DISPOSAL

Common household products when disposed of improperly can be dangerous to your health, can pollute our streams, rivers, and the underground water supply, can disrupt operations at the sewage treatment plant and can harm the men who handle your trash. These products will have the following words on their labels:

**POISON, CORROSIVE, CAUSTIC,  
VOLATILE, FLAMMABLE, EXPLOSIVE,  
REACTIVE, DANGER. DO NOT PUT  
HAZARDOUS MATERIALS IN THE  
TRASH.**

Leftovers, with their label, can be given to a neighbor, local church or theater group or store safely until the next Countrywide Household Hazardous Waste (HHW) Collection Day.

You can help by buying the smallest amount possible, purchasing the least toxic product and by supporting funding programs for HHW. Contact Recycling at 382-5144 for more information

### Used Motor Oil?

**Recycle your Used Motor Oil.** Used motor oil is responsible for the largest single source of oil pollution in our waterways. Help solve the used motor oil problem. New York State law dictates that any retail outlet selling more than 500 gallons of motor oil must accept up to 5 gallons of your used motor oil per visit per day.

Two recycling containers will be necessary for each dwelling unit. One recycling container will be used for tin, plastic, glass, milk cartons, juice cartons, and drink boxes. The other recycling container will be used for telephone books, junk mail, newspaper, magazines, corrugated cardboard and brown grocery bags.

Each recycling container must have two stickers attached that identifies the recyclable material within the container. They must be attached on opposite sides of the container. The stickers are available in the City Clerks Office, Room 107, at City Hall, and the Department of Neighborhood Revitalization, Room 9 City Hall, to residents of Schenectady at no charge. The blue paper products stickers will say "Paper Product" while the yellow sticker for food and drink containers will say "Container Product."

Food and drink containers that are required to be recycled must be prepared according to the instructions in this brochure and placed directly in the "Container Product" recycling container. **Do not sort them or place them in plastic or paper bags first.**

Paper goods should be sorted and prepared according to the instructions in this brochure and placed in the "Paper Product" container.

**Plastic bags will not be allowed in the recycling containers for any reason. If they appear in a recycling container, the recyclable material in the container will not be collected. Recyclable material placed curbside for collection that is not contained within a recycling container will not be collected.**

**RECYCLING CONTAINERS:**

**Must be provided by residents and display two identical stickers that identify the contents. The City of Schenectady provides the stickers.**

**Must be durable and have tight fitting lids**

i.e., plastic or metal garbage can or other recycling container)

**Must be kept clean and dry.**

(Lids must remain on until waste collectors arrive.)

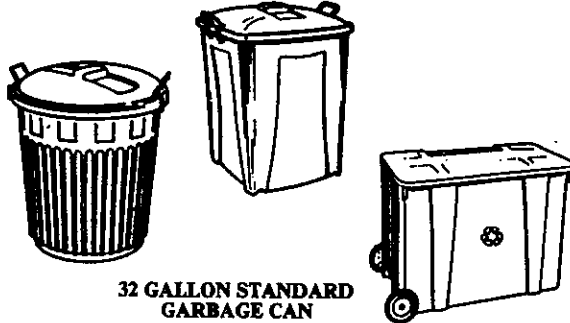
**Must be at the curb by 6:00 a.m. on the regular collection day.**

They are allowed to be at the curb after 2:00 p.m. on the evening before the collection day.)

**Must not exceed 40 gallon capacity.**

**YES**

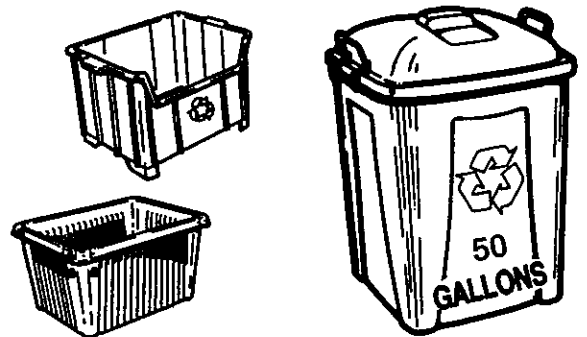
**WITH LIDS**



**NO**

**NO LIDS**

**OVER-SIZED**



**RECYCLING CONTAINERS**

# GLASS BOTTLES AND JARS CAN BE RECYCLED IF YOU FOLLOW THESE RULES:

- ✓ ALL BOTTLES AND JARS MUST BE CLEAN, EMPTY AND UNBROKEN.
- ✓ CAPS AND LIDS MUST BE REMOVED AND PLACED WITH THE TRASH.
- ✓ PLACE RECYCLABLE UNBROKEN GLASS IN THE RECYCLING CONTAINER MARKED "CONTAINER PRODUCT".
- ✓ PLACE NON-RECYCLABLE AND BROKEN GLASS IN THE GARBAGE (SOLID WASTE). PLACE BROKEN WINDOW GLASS IN CARDBOARD BOX, SEAL IT AND MARK IT "BROKEN GLASS".

## WHAT TYPES OF GLASS RE RECYCLABLE?

### RECYCLABLE GLASS



**YES**

**ALL GREEN, WHITE AND BROWN BOTTLES AND JARS**

**LABELS CAN REMAIN ON**



City of Schenectady Waste Collectors will sort your food and beverage containers by hand. It will be unsafe if you place broken glass in the recycling container.

Redeem bottle deposits. You will save money, discourage scavengers, and comply with N.Y.S. Law.

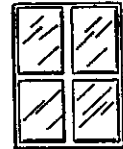
**Place tin, plastic and glass recyclables directly into the recycling container marked "Container Product". Do not sort them or place them in paper or plastic bags first.**

### NON-RECYCLABLE GLASS (PLACE WITH TRASH)

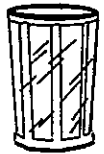


**NO**

**NO Broken Glass  
NO Window Glass**



**No Drinking Glasses**



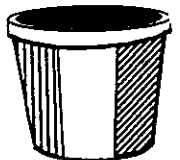
**No Lightbulbs**



**No Ceramic Mugs,  
Cups or Plates**



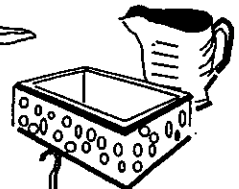
**No Clay Flower Pots**



**No Crystal**



**No Oven Ware**



**No Ornaments**



## ■ GLASS JARS AND BOTTLES

# RECYCLE PLASTIC BOTTLES WITH NECKS!

## ACCEPTABLE

Clean plastic bottles *with* necks can be recycled by our plastics recycling plant. Remember to *remove caps* and throw them away. Labels can remain.



Check for the Neck!  
*If the neck is smaller than the body, it is a bottle*



Soft drink bottles\*



Milk and water jugs



Detergent and fabric softener bottles and other laundry products.



Shampoo, conditioner, liquid soap and cleanser bottles.



Salad dressing bottles, syrup, Ketchup and mustard (etc.) squeeze bottles.

\*Return for Deposit

In other words, any clean bottle with a neck! And no caps or lids!

## NOT ACCEPTABLE

The following items are **NOT** recycled by our plastics recycling plant and should **NOT** be mixed in with your plastic bottles.



No caps, lids or spray pumps.



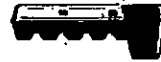
No Margarine tubs or yogurt cups.



No bags or stretch wraps.



No pesticide, herbicide, solvent, oil or paint containers.



No egg cartons or foam cups.



No food storage or microwave containers.



No flower pots or toys.

*Plastic items that are not bottles with necks cannot be recycled in the program.*

Place tin, plastic and glass recyclables directly into the recycling container marked "Container Product". Do not sort them or place them in paper or plastic bags first.

## Here's How to Prepare Your Plastic Bottles



1. Remove caps and pumps and *throw them away.*



2. Rinse. You don't need to remove labels.



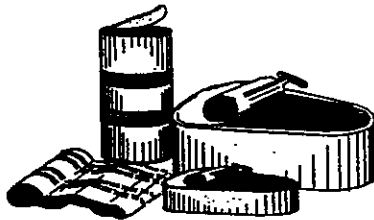
3. Crush plastic bottles by carefully stepping on them so they take up less room. P.S. Don't slip! Hold onto a countertop or doorway.

■ PLASTIC BOTTLES

## METALS CAN BE RECYCLED IF YOU FOLLOW THESE RULES

- ✓ REMOVE PAPER LABELS FROM TIN CANS.
- ✓ CLEAN AND FLATTEN (FLATTEN TO THE BEST OF YOUR ABILITY).
- ✓ PLACE CLEAN FLATTENED CANS IN THE RECYCLING CONTAINER MARKETD "CONTAINER PRODUCT"
- ✓ FOLLOW DIRECTIONS FOR RECYCLING OTHER METAL ITEMS.

### WHAT TYPES OF METAL CANS ARE RECYCLABLE?



#### METAL CANS

ALUMINUM, STEEL, TIN  
FOOD AND BEVERAGE  
CONTAINERS ONLY!

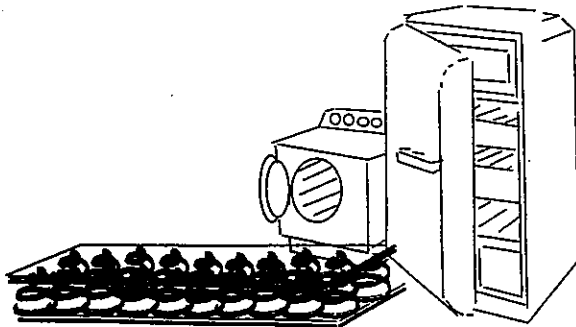


#### NON-RECYCLABLE METAL CANS:

NO AEROSOL CANS  
NO GAS OR OIL CANS  
NO PIE PLATES  
NO ALUMINUM FOIL  
NO PROPANE CONTAINERS  
NO PRESSURIZED CONTAINERS  
NO PAINT CANS

(Remove lid, allow paint to harden. When paint is moisture free place can and paint with trash.)

### WHAT TYPES OF WHITE GOODS AND BULK METALS ARE RECYCLABLE?



#### BULK METAL INCLUDE BUT ARE NOT LIMITED TO:

100% metal objects such as:

Desks, metal cabinets, bed springs, bed frames, etc. All plastic, wood, fabric, or any other material other than metal must be removed from metal objects before collection.

#### WHITE GOODS INCLUDE:

Stoves, hot water heaters, dryers, tubs, sinks and refrigerators + freezers with doors removed.

**CALL: 382-5144**

**CALL FIRST IF YOU WISH TO DISPOSE OF METAL ITEMS  
THAT ARE NOT MENTIONED ON THIS PAGE.**

METAL ITEMS: Should be placed neatly alongside trash barrels at curb on your regular collection day by 6:00 a.m.

# NON-RECYCLABLE SOLID WASTE (GARBAGE, TRASH, REFUSE) COLLECTION

All solid waste (garbage, trash and non-recyclable refuse) must be at the curb by 6:00 a.m. on the regular collection day. Solid waste and recyclables may not be placed out for collection earlier than 2:00 p.m. the day before it is to be collected.

Residents must place all non-recyclable solid waste in clear or translucent bags, unless it is too large or inappropriate to do so.

Non-recyclable trash that is too large or otherwise inappropriate to place in a plastic bag may be placed at the curb along side of the properly bagged trash.

Solid waste placed loose in a trash receptacle will not be accepted.

Solid waste material found to contain recyclable material will be tagged and left at the curb.

Residents may bring their garbage to the transfer station on Weaver Street for a nominal fee.

The City of Schenectady Waste Collection Department collects the following items on a weekly basis along with your regular trash providing they are prepared in accordance with the following rules.

**APPLIANCES:** Stoves, hot water heaters, washing machines, dryers, tubs and sinks. Refrigerators and freezers with the doors removed.

**BULK METALS:** 100% metal objects such as desks, metal cabinets, bed springs, bed frames, etc. (see instructions in this brochure.)

**YARD WASTE:** Only grass clippings, leaves and small twigs, and other vegetation (see instructions in this brochure). Branches must be no more than 4 feet in length, no more than 3 inches in diameter, and bundled into a reasonable size to lift.

• **Plastic bags of yard waste are not acceptable and will not be collected. Use 30 gallon paper biodegradable bags only!**

• **The City of Schenectady does not collect loose leaves at the curb.**

The Schenectady County Compost Facility will accept loose leaves, brush and branches at 192 Hetcheltown Road. Call first for information - 399-6980.

**PIZZA BOXES:** Must be placed in clear plastic bags with regular garbage. Pizza boxes are not recyclable.

**ANIMAL FECES:** May be mixed with garbage. Not more than 1 lb. of animal feces per bag will be collected.

**BULK WASTE:** Household furniture including televisions, stuffed chairs, couch, wooden or plastic furniture.

\***MATTRESSES:** Must be folded and tied so one person can pick up the mattress by the tied rope.

\***BOX SPRINGS:** May be placed at the curb along side of the garbage.

\***HIDE-A-BED SOFAS:** Must have the spring assembly removed. The spring assembly and the sofa will be collected separately.

\***RUGS:** Rugs must be cut into four foot (4') strips and rolled into rolls that are not more than twelve inches (12") in diameter and tied well.

**SYRINGES:** May be placed in a durable plastic jar that has a secure and tight fitting top (i.e., plastic peanut butter jar). The top must also be secured with tape so that it will not fall open.

**Plastic jars containing syringes may be placed with the regular trash. DO NOT place plastic jars containing syringes in a recycling container.**

**PAINT CANS:** The City Waste Collection will not pick up liquid paint. Cans of paint must have the lids removed in a ventilated area allowing the paint to dry. Once the paint has dried place the cans and dried paint in a see through bag for collection. Do not replace lids before disposal. Paint cans with lids on will not be collected. Remember, it is against regulations to set out paint in a liquid form! Call the Waste Collection Department for information about paint recycling.

## SPECIAL ITEMS THAT ARE NOT COLLECTED CURBSIDE

**TIRES:** City residents can take tires to the Weaver Street Transfer Facility for a fee, or to the Schenectady County Water & Soil Conservation Dist. on Hetcheltown Road for a fee. **Tires are not collected curbside by the City.**

**CONSTRUCTION DEBRIS:** Building materials, doors, wood, paneling, shingles, block, fencing, concrete, plaster, sheetrock, etc. Curbside collection of construction and demolition debris is not provided. For proper disposal of construction debris call the Schenectady Transfer Facility, 374-1124.

*For more information call the Waste Collection Department  
at 382-5144.*

■ **NON-RECYCLABLE SOLID WASTE COLLECTION**

# HOW TO PREPARE PAPER PRODUCTS FOR RECYCLING

**\*\*\* NOTICE \*\*\* Junk Mail, Catalogs and Telephone Books are now Recyclable.**

Clean items only.

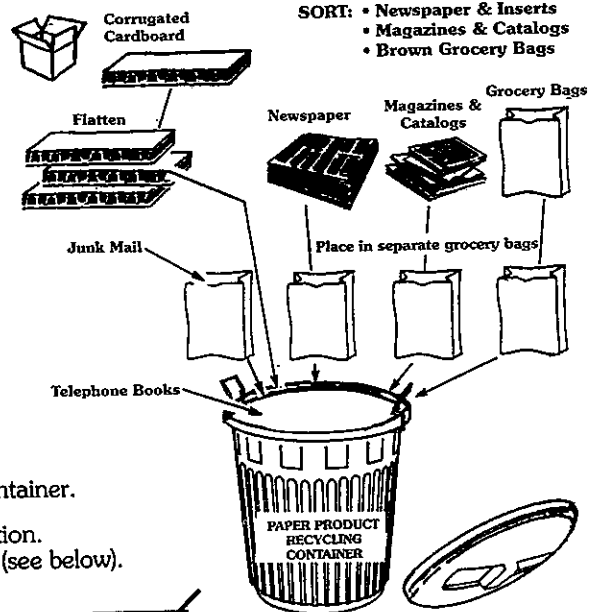
Separate junk mail, newspapers, grocery bags, and magazines/catalogs from each other by placing each in a separate brown paper bag.

Place the paper bags of recyclables into the "Paper Product" recycling container.

Flatten corrugated cardboard and place it in the "Paper Product" recycling container. **Corrugated cardboard that is too large to fit in the recycling container may be tied in bundles and placed next to the "Paper Product" recycling container on collection days in dry weather.**

Place telephone books into "Paper Product" container.

Lid remains on all recycling contain until collection.  
**No plastic bags allowed.** No contamination (see below).



**TELEPHONE BOOKS**



**NO PIZZA BOXES**

## CARDBOARD



... is cardboard that is flat on both outer layers and has a wavy insert between the outer layers OR heavy paper with alternating ridges and grooves for protecting packages etc.

## NEWSPAPER

All clean newsprint and all that comes with it.

## MAGAZINES & CATALOGS

Publications that are bound and with a paper cover.

## BROWN PAPER GROCERY BAGS

Are ordinary empty brown bags, i.e., lunch and grocery bags.

## JUNK MAIL

Paper brochures, envelopes (including window envelopes), office paper, fax paper, letterhead stationary, writing paper, any paper that comes in the mail.

## ■ PAPER PRODUCTS

No soiled paper products (food, drink and other).

No contamination from paint, soap, chemicals, urine, animal feces, etc.

No metal strips.

No packing material, plastic tape.

No hard cover or paperback books

Remember - rain water contaminates paper products, so leave the lid on until the collectors arrive.

Contaminated paper products will be collected as solid waste

No Ripping. Do **not** tear corrugated cardboard into small pieces to fit them into the recycling container.

If corrugated cardboard boxes do not fit in your recycling container, boxes must be flattened, tied in bundles and placed at the curb next to the Paper Product Recycling Container on dry days only.

On April 11, 1994 legislation was passed that gave Code Enforcement powers to the Recycling Coordinator, Waste Collection Supervisors and others. They are empowered to issue appearance tickets for violations of the garbage, rubbish and refuse sections of the City Code and the "Pooper Scooper" Law. In addition, they are empowered to write Violation Notices and Appearance Tickets for violations of the open areas, garbage and refuse sections of the Housing Standards Chapter of the City Code.

The City of Schenectady's current Solid Waste and Recycling Brochure together with the provisions of the City of Schenectady Code of Ordinances are the official listings of recycling, garbage refuse and waste rules and regulations pursuant to Section 161-4L of the City Code. Henceforth, Waste Collection Department rules that are stated in the most current version of the Solid Waste and Recycling Brochure will be enforced in the following manner.

The City may recover all costs for abatement of violations (section 161-L, section (167-55D2). Waste that is found at the curb or on private property that does not conform to current Waste Collection Department rules or is in violation of the City Code and that present a health, safety and welfare hazard will be collected by the Waste Collection Department. The property owner will be charged for the cost of extraordinary waste collection and/or cleanups. Unpaid charges will be added to their properties taxes.

Solid Waste Department rules that are enforceable in this manner include but are not limited to the following:

Garbage and recyclables may not be placed at the curb before 2:00 p.m. on the day before collection. They must be at the curb by 6:00 a.m. on collection day. Empty containers must be removed from the curb within 12 hours after collection. Waste that is generated in one location in the City of Schenectady may not be placed for collection at another non-contiguous location in the City of Schenectady.

Solid waste and recyclable material shall be stored at basement or grade level in tightly covered containers, out of sight when possible. Solid waste and debris shall not be stored on open porch areas or in areas that are visible to the public. Solid Waste Supervisors shall be authorized to determine proper storage locations, sufficiency of containers, and the curbside location where trash may be placed for collection.

The City Code of Ordinance include the following provisions:

**Non-Compliance with Property Maintenance Requirements, Article VIII sections 167-46 Open Areas and 167-49 Garbage and Refuse.**

Yards, courts and vacant lots shall be kept clean and free of fire hazards and physical hazards, Section 167-46D.

Adequate sanitary facilities and methods shall be used for the collection, storage, handling and disposal of garbage and refuse and in accordance with the city ordinances in effect. 167-49A.

In dwellings, it shall be prohibited to store accumulated garbage or refuse in public hall and stairways. 167-49B,

Refrigerators and similar equipment with locking mechanisms shall not be discarded, abandoned or stored on premises accessible to children without first removing the locking devices of the hinges of the doors. 167-49C.

Junked vehicles, equipment and materials shall not be stored in open areas of premises. 167-49D.

It is the expressed desire of the Mayor, City Council, Neighborhood Associations and other members of the community that the above mentioned City laws be enforced. The Waste Collection Department sincerely wishes that this notice will motivate those who are not in compliance with the above mentioned laws to do what is necessary to meet compliance and thereby avoid the cost and inconvenience of being cited.

**■ PROPERTY MANAGEMENT & ENFORCEMENT OF RULES**



**YES**



**NO**

**YARD WASTE**

Grass, leaves, pruning and plant materials must be placed in 30 GALLON PAPER BIODEGRADABLE BAGS.

**NO LOOSE LEAF COLLECTION!**

Brush and branches less than 3 inches in diameter will be collected if they are trimmed to 4 feet or less in length, tied in a manageable size bundle and placed at the curb by 6:00 a.m. on the regular collection day.

No branches over 3 inches in diameter.

No garbage, trash or recyclables.

**No plastic bags (use 30 gallon paper biodegradable bags). NO LOOSE LEAF COLLECTION.**

No animal feces.

No dirt, rocks.

No poorly tied bundles (if the bundle falls apart when lifted, the collector will not take it).

No bundles over 4 feet in length.

Cornell Cooperative Extension and other prominent organizations have studied the value of recycling grass clippings by leaving them on the lawn. They have concluded that a person will benefit his or her lawn and also save the work and expense of collecting the clipping by following a few simple rules. For example, keep clippings short (one inch or less), do not cut more than 1/3 of the blade of grass, keep grass between 2 and 3 inches high, and keep your blade sharp.

**"Do Grass Clippings Cause Thatch?"**

No Clippings do not cause or contribute to thatch. Thatch is the "woody" lower portion of grass and is caused by improper mowing, over-fertilization and lack of water. Thatch 1/2 inch thick or more will impede the flow of water and nutrients.

**LISTED BELOW YOU WILL FIND FREQUENTLY CALLED NUMBERS WITHIN THE CITY ADMINISTRATION:**

Assessment Department	382-5075
City Clerks Office	382-5035
City Court Room Office	382-5077
Department Development	382-5147
Economic Development	382-5147
Housing	382-5055
Engineering Department	382-5082
Bureau of services	382-5116
Bureau of Emergencies	
After 4:00	382-5123

Signal Control	382-5065
Finance department	382-5010
Bureau of Receipts	382-5016
Fire Department	911 or 374-3111
Law Department	382-5073
Consumer Protection	382-5061
Mayors Office	382-5000
Office of General Services	382-5144
Parks & Recreation Department	382-5144
Police Department	382-5200
Animal Control	382-5264
Water Department	382-5023