



## 2025 Annual Solid Waste Management Report For Licensed Landfills

Licensed transfer stations and storage sites must complete and submit this reporting form to the Maine Department of Environmental Protection (DEP) by **April 30**, annually, to meet the annual reporting requirement in accordance with 38 M.R.S. § 1310-N(6-D). **We prefer that you complete and submit the form electronically**, but you may print a paper copy to fill out by hand. If you fill out a paper copy by hand, **we prefer that you scan and email** an electronic copy, but you can mail the paper copy to the Department if you wish.

- Please use the facility name and license number as it appears on your DEP license and include this information with any attachments that are provided separately so that we can match them to the proper facility.
- **If filling out the form electronically and emailing, the form *must include an electronic signature*.**
- A page with additional blank space has been provided in case you need more space.
- **Please keep a copy of this report for your own records.**

<p>Please <b>email</b> (or mail) one copy of your signed and completed report to:</p>	<p>Vincent Prescott  <a href="mailto:vincent.prescott@maine.gov">vincent.prescott@maine.gov</a>          Maine Department of Environmental Protection          17 State House Station          Augusta, ME 04333</p>
<p>For questions regarding your annual report fee, invoice, or payment, contact:</p> <p><i>(Do not send payments to the Maine DEP)</i></p>	<p>Gerry Travers  <a href="mailto:geraldine.travers@maine.gov">geraldine.travers@maine.gov</a></p>
<p>If possible, please make invoice payments via our <a href="https://www.maine.gov/dep/paymentportal">online payment portal</a>;  <a href="https://www.maine.gov/dep/paymentportal">https://www.maine.gov/dep/paymentportal</a></p> <p>You may also send your annual report fee payment and payment stub to the Natural Resources Service Center.</p> <p>If you have more than once invoice, you may submit one payment for the total amount, but please include all invoice stubs with your payment.</p>	<p>Make checks payable to:</p> <p><b><i>Treasurer, State of Maine</i></b>          Natural Resources Service Center          155 State House Station          Augusta, ME 04333</p>

For help with questions about your license, operations, the annual report form, trouble with the format of this report, or if you are not sure if this is the correct form for your facility, please contact your project manager. If you are not sure who your project manager is, please feel free to contact someone from your nearest regional office or Unit Supervisor Eric Hamlin by phone at (207) 694-9389 or email at [eric.p.hamlin@maine.gov](mailto:eric.p.hamlin@maine.gov)

Derek DeCastro (Portland)	<a href="mailto:derek.decastro@maine.gov">derek.decastro@maine.gov</a>	(207) 592-2879
Dominique DiSpirito (Bangor)	<a href="mailto:dominique.dispirito@maine.gov">dominique.dispirito@maine.gov</a>	(207) 441-0732
Julie Coats (Bangor)	<a href="mailto:julie.m.coats@maine.gov">julie.m.coats@maine.gov</a>	(207) 592-3879
Randee Vetter (Portland)	<a href="mailto:randee.vetter@maine.gov">randee.vetter@maine.gov</a>	(207) 451-2554
Shannon Conti (Augusta)	<a href="mailto:shannon.conti@maine.gov">shannon.conti@maine.gov</a>	(207) 446-8433
Stacy Cannon (Bangor)	<a href="mailto:stacy.cannon@maine.gov">stacy.cannon@maine.gov</a>	(207) 441-9051
Vera Maheu (Augusta)	<a href="mailto:vera.a.maheu@maine.gov">vera.a.maheu@maine.gov</a>	(207) 451-2294

- All data should be for the previous calendar year (January 1 – December 31).
- **If a stand-alone annual report is attached, please make sure to address all required items.** If using the attached form, please do not leave any areas of the form blank. If the item is not applicable to the facility, please denote it as such. If you are uncertain, or do not have complete information, mark the items as “unknown” or label it as an “estimate”. Please contact your DEP landfill project manager for assistance.
- **Please do not customize or modify the form without specific approval.**
- The electronic copy of this report may be sent via email, a digital download account, a mailed USB flash drive or similar device. If emailing, please also include your project manager as a cc on the email.

Facility Name: \_\_\_\_\_ Report Year: \_\_\_\_\_

DEP License Number: \_\_\_\_\_

**Contact Information**

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Town/Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Landfill Manager and Physical Address of Facility**

Landfill Manager: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Please check here if a stand-alone annual report is being submitted. If so, submit this cover sheet only along with your report.

**I have examined this report to the best of my knowledge and believe this report is true, accurate and complete.**

\_\_\_\_\_  
Signature of person completing this form

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of person completing this form

This report includes information on solid waste handling and disposal per 06-096 C.M.R. ch. 401, § 4(D) and § 7(G)(21), as applicable, for the following facility and/or municipalities, as applicable (**please list all users**):



Facility Name: \_\_\_\_\_ Report Year: \_\_\_\_\_

DEP License Number: \_\_\_\_\_

- B. Estimates of the capacity of the landfill used during the past year and of the landfill's remaining capacity.

**Table 1 – Landfill Capacity**

Item	Amount	Unit
Landfill capacity used by daily cover - this year		
Landfill capacity used by waste - this year		
Total landfill capacity used - this year		
Total landfill capacity used		
Constructed landfill capacity remaining		
Total licensed landfill capacity remaining, including to-be-constructed		

**NOTE:** If reporting in tons, please provide a site-specific ratio of in-place weight to volume so that the remaining airspace in cubic yards may be determined.

If reporting in tons, list ratio of in-place weight to volume: \_\_\_\_\_

- C. A description and estimate of the amount of cover material used in the past year.

- D. A description of changes in the operations manual during the past year.

- E. Proposed changes to the operations manual or other aspect of the landfill's operations.

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DEP License Number: \_\_\_\_\_

- F. A summary of responses to spills, fire, accidents and unusual events that occurred at the landfill in the past year.

Spills:

Fires:

Accidents:

Unusual Events:

- G. Updated cell development plans for subsequent two-year periods, as needed, highlighting any changes to the approved plan.

- H. Copies of reports prepared in accordance with the landfill's Hazardous and Special Waste Handling and Exclusion Plan.

- I. A report on the results of the landfill's inspection and maintenance performed in the reporting year.

- J. If applicable, documentation of system failures and repair measures.

Facility Name: \_\_\_\_\_ Report Year: \_\_\_\_\_

DEP License Number: \_\_\_\_\_

### SECTION 3: FACILITY SITE CHANGES

The annual report must document minor changes to the facility site not requiring departmental approval that have occurred during the reporting year. Also, minor aspects of the facility site proposed to be changed in the current year may be described in the annual report. Changes handled in this manner are those that do not require licensing under minor revision or amendment provisions of 06-096 CMR ch. 400.

Check here if not applicable

### SECTION 4: ENVIRONMENTAL MONITORING Check here if not applicable

The following monitoring information may be required to be included in the annual report. If any of this information is submitted with the facility's periodic monitoring reports, only a summary of that information is required in the annual report. Evaluations must be done in accordance with all approved monitoring plans for the landfill. Please note that all the below items may not be applicable to all licensed landfills. Contact your respective DEP landfill project manager if you need assistance.

Check here if a separate report is attached or will be submitted by a consultant on your behalf.

Consulting company's name: \_\_\_\_\_

(a) An evaluation of data gathered for each surface water and ground water monitoring point for the landfill, including a statistical analysis of the data where appropriate.

Facility Name: \_\_\_\_\_ Report Year: \_\_\_\_\_

DEP License Number: \_\_\_\_\_

(b) An evaluation of the quantity and quality of leachate generated by the landfill during the past year, including a comparison of the past year's leachate monitoring results to previous years' results.

(c) An evaluation of the quantity and quality of liquid found in the leak detection and removal system during the past year, including a comparison of the past year's results to the previous years' results.

(d) An evaluation of the gas monitoring results for the past year, including a comparison of the past year's results to the previous years' results.

(e) An evaluation of the air monitoring results for the past year, including a comparison of the past year's results to the previous years' results.

(f) An evaluation of the condition of each monitoring well.

Facility Name: \_\_\_\_\_ Report Year: \_\_\_\_\_

DEP License Number: \_\_\_\_\_

(g) Any changes to any aspect of the approved monitoring programs proposed in response to the changes in operation or design of the landfill, or environmental effects attributable to the landfill or its ancillary structures.

(h) An evaluation of the stability and settlement monitoring data collected at each monitoring point.

#### **SECTION 5: FINANCIAL ASSURANCE**

The landfill owner or operator must submit an annual update on cost and documentation of any changes made to the financial assurance instrument in accordance with 06-096 CMR ch. 400, § 11.

#### **SECTION 6: ATTACHMENTS**

Please list any attachments appended to this Landfill Annual Report Form: