



RECYCLING GUIDE

TOWN OF ACTON TRANSFER STATION



PAPER & CARDBOARD

Included	How to Prepare	Not Included
Newspaper & inserts	Loose or in paper bags	Plastic bags (See "Unacceptable Materials")
Corrugated cardboard	Flatten boxes	Paper contaminated with food or vegetable oil (See "Compost", no free-flowing oils)
Chipboard, cereal/pasta/shoe boxes, file folders, cardboard egg cartons	Flatten boxes, plastic windows OK, remove all liners and plastic bags	Used paper towels & napkins (See "Compost")
Office paper, junk mail, magazines, catalogs, glossy paper, phone books, paper bags	Plastic windows OK, paper bags must be clean & empty	Used paper plates & cups (Trash if wax/plastic coating or see "Compost")
Pizza boxes	Grease OK, no food/cheese	Paper contaminated with paint/debris (Trash)
Unused paper plates	No grease, food scraps, or wax coating	Ice cream or frozen food coated packaging (Trash due to plastic coating)
Hard & soft-cover books	Donate or recycle as is	Tyvek mailing envelopes or bubble wrap (See "Unacceptable Materials")
Paper goods	OK with staples, spiral bindings, plastic envelope windows	Waxed cardboard produce boxes (Trash)
		Shredded paper, gift wrap (Trash, not accepted by facility)

Plastic film & plastic bags are NOT permitted in recycling



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COMINGLED GLASS, METAL, PLASTIC

Included	How to Prepare	Not Included
Glass bottles and jars (all colors)	Include in commingled, neck rings OK, rinsed & dry	Window glass, lightbulbs (Trash)
Metal food and beverage cans and lids (steel, tin, aluminum)	Empty, rinsed, & dry, labels OK	Drinking glasses, Pyrex, ceramics (Trash or donate)
Aluminum foil, pie plates, trays	Clean & dry Foil: crumple into 2 inch ball (or larger) for capture by equipment	Metal parts or scrap metal (Send to Scrap Metal area)
Plastic bottles, jars, jugs, or tubs	Clean & dry, plastic caps OK	Latex paint cans (Pop lid to dry then trash)
Bulky / rigid plastic items (plastic toys, rigid wading pools, crates, etc.)	Remove any batteries, deposit in Rigid Plastics area	Styrofoam/polystyrene *Collected on collection days (See "Additional Accepted Materials")
ABSOLUTELY NO PLASTIC BAGS Even with recycle symbol, they tangle & jam sorting equipment. Recycle at stores (see "Unacceptable Materials"), or trash		Compostable ware (See "Compost")
		Gable-top cartons (milk, juice, etc.) (Trash)
		Aseptic rectangular "cartons" (juice boxes, soymilk, etc.) (Trash)
		Aerosol Cans (Trash if empty or see "Unacceptable Materials")
		Dark, soft, or flimsy plastic, plastic lids, plant pots, or food containers (Trash)

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ADDITIONAL ACCEPTED MATERIALS

Included	How to Prepare	Not Included
Styrofoam / polystyrene (rigid Styrofoam packing material, Styrofoam coolers)	Deposit on Styrofoam collection days (typically 3rd Saturday of the month) Visit Actonma.gov/transfer for the latest dates	Food containers, Styrofoam peanuts, Biodegradable/starch peanuts (Trash)
Scrap Metal	Deposit in Scrap Metal area	Wiry material (Trash, jams equipment)
Compact fluorescent lightbulbs, fluorescent tubes	Deposit in Fluorescents area	Incandescent/LED bulbs (Trash)
Button & rechargeable batteries (some hazardous contents including mercury)	Deposit in E-Waste area	Alkaline batteries such as AA, AAA (OK to trash)
Electronics (E-Waste) (cellphones, computers, monitors, CRTs, hard drives etc.)	Deposit in E-Waste area Some items for fee (monitors, computers, TVs)	Batteries must be removed
Concrete, cement, bricks, dirt	Deposit in Concrete/Cement area	
Used motor oil and antifreeze	In disposable container, see gatehouse attendant	Solvents or gasoline
Mattresses	Deposit in Mattress area for a fee	
Freon, refrigerators, car batteries, large items	See gatehouse attendant to deposit for fee	



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YARD WASTE

Included	How to Prepare	Not Included
Grass, leaves, plants, brush, twigs, logs	Bring loose, brush less than 18 inches in diameter	Plastic or paper bags
Wood chips, easily raked material	Bring loose or in bins to dump	Stumps
Christmas trees	Remove tinsel and decorations	

DONATIONS

Included	How to Prepare	Not Included
Gently used items	Clean, dry, & working, bring to Swap Shop	Visit actonma.gov/507/swap-shop for accepted items
Clothing/textiles may be donated at Red Cross, Salvation Army, or Textile Recycling program bins	Clean, dry, and odorless Rips and stains OK Shoes, belts, curtains, bedding OK	Mildewed, damp, or dirty items

COMPOST

Included	How to Prepare	Not Included
Food waste (dairy, deli, bakery, meat & seafood, produce & coffee products)		ANY plastic, bodily fluids, pet waste, cleaning products, glass, trash, free liquids, produce stickers, pizza boxes
Unlined paper products (food & oil OK), used paper towels/napkins, BPI, CMA, or OK Compost certified products	In small compostable bags or dumped loose into collection bins	

Visit or click blackearthcompost.com for full compost guide



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UNACCEPTABLE MATERIALS

Chemicals/Solvents: Oil paints/stains, pesticides, gasoline, arts & crafts supplies (solvents), photo chemicals, pool chemicals, thinners & solvents, mercury devices, liquid mercury (thermostats/switches)

Household/Yard Waste: Asbestos fluorescent fixtures with ballast, large propane tanks, stumps, asphalt shingles, pressure-treated lumber, sheetrock, tires on rims

Other: Medical waste, railroad ties, 55 gallon drums (unless cut in half & ends removed)

Plastic Film: For information and drop-off store locations for recycling plastic grocery bags and other related plastic film items (bread bags, produce bags, dry cleaner bags, cereal box liners, plastic packaging, Ziplock bags, etc.), visit how2recycle.info.

Hazardous Waste: Some items on the “Unaccepted Materials” list may be disposed of during Household Hazardous Waste Day. For more information on Household Hazardous Waste Day, visit actonma.gov/141/hazardous-waste.

Mattresses: Mattresses are collected at the Transfer Station for a fee

ADDITIONAL RESOURCES

Beyond the Bin Recycling Directory: recyclesmartma.org/beyond-the-bin-search

Textile Recycling Information: smartasn.org

Recycle Smart Recyclopedia: recyclesmartma.org

Hard Drive Shredding Release Form: actonma.gov/511/what-to-recycle

Battery Disposal Guide: actonma.gov/511/what-to-recycle

Styrofoam Recycling Guide: actonma.gov/511/what-to-recycle

Donate good-quality building materials: bostonbuildingresources.com

Questions?

Contact Us

Sustainability Office

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Department of Public Works

highway@actonma.gov

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