

Sustainability Plan



4/15/2011

INTRODUCTION

In April 2008, Governor David A. Paterson signed Executive Order No. 4 Establishing a State Green Procurement and Agency Sustainability Program, which directs state agencies, public authorities and public benefit corporations to green their procurements and to implement sustainability initiatives. The Development Authority of the North Country's Sustainability Plan consists of sustainability initiatives already in progress and any future initiatives.

SUSTAINABILITY COMMITTEE

The Development Authority of the North Country has an 8 member Sustainability Committee, which is made up of employees from all divisions within the Authority. The committee meets on a bi-monthly basis.

The Development Authority of the North Country was established with environmental stewardship as a guiding principle. The Authority Sustainability Committee's Mission is to provide leadership that will foster an environment of sustainability and environmental consciousness, ultimately guiding the Authority towards becoming the model of environmental stewardship within the North Country Region.

ENVIRONMENTAL POLICY STATEMENT

The Development Authority of the North Country's (Authority's) Environmental Policy commits its organization and employees to act as responsible stewards of the environment and to find ways to improve the environment and quality of life of the citizens in Jefferson, Lewis and St. Lawrence Counties through planning, design, construction, maintenance and operation of its regional infrastructure. The primary environmental goal is to maintain excellence in environmental protection throughout the Authority's service area. The key elements of the Authority's environmental policy are to:

- Meet or exceed all environmental regulations applicable to the Authority's activities.
- Integrate environmental protection and enhancement into planning, design, procurement, construction and operations.
- Minimize the environmental footprint of the Authority by incorporating the three Rs (Reduce, Reuse and Recycle) throughout the organization.
- Support advancement in environmental protection and sustainability through the use of innovative technologies.
- Leverage the Authority's existing partnerships to impact regional environmental improvements.

ENVIRONMENTAL POLICY CASE STATEMENT

▪ Community Benefits

- As a regional organization, the Authority's activities have wide-ranging environmental, health and safety impacts on the residents of Jefferson, Lewis and St. Lawrence County. It is our obligation to ensure that our organization is operating in a sustainable manner that will benefit the communities that we serve now and into the future.
- Developing infrastructure that incorporates environmental improvements is beneficial to the communities we serve and to the Authority. These projects create a positive image of the Authority as a regional organization and improve the quality of life of the residents in the communities we serve (i.e., the Calcium Nature Trail).

▪ Saving Taxpayer Dollars

- Reducing energy losses and improving operational efficiencies lowers operating costs and saves taxpayer dollars.
- Retrofitting and upgrading aging infrastructure with more modern and efficient technology saves operating dollars in the years to come.
- Finding other uses for scrap equipment, reducing waste generated from our facilities, and increasing recycling throughout our organization reduces operating costs.

▪ Improving Employee Health

- Switching to green cleaning products reduces exposure to toxic chemicals; improves indoor air quality by reducing airborne dust and chemical gases and promotes a healthier environment, thereby, lowering sick days and absenteeism.

▪ Saving Natural Resources

- Barton & Loguidice estimates that recycling paper alone in the Authority's service area will increase the life of our landfill by two years.
- Purchasing a ton of paper made from 100 percent recycled paper saves the equivalent of 4100 kwh of energy, 7000 gallons of water, 380 gallons of oil, 60 pounds of air emissions, 17 trees and 3 cubic yards of landfill space.
- Developing an innovative use for waste heat at the landfill will positively impact the carbon footprint of the North Country.
- Strategically replacing our existing fleet with more fuel efficient vehicles would save the Authority significant dollars in fuel costs, while eliminating tons of greenhouse gases generated from our vehicles.

LIST OF GREEN INITIATIVES

The following list of initiatives includes Executive Order No. 4 requirements and Authority specific Green Initiatives:

Paper Reduction:

- Print double-sided
- Set printer and copier defaults to double-sided printing
- Format draft and final documents as single spaced rather than double spaced
- Establish specified decreased margin widths
- Use a fax label instead of a full cover sheet
- Encourage electronic filing of e-mails to reduce printing of e-mails
- Encourage copies of reports and other documents be submitted electronically
- Use CD ROM or company websites instead of paper catalogs
- Installation of warm air hand dryers in bathrooms to reduce paper towel waste
- Cancel duplicate catalogs and subscriptions
- Don't print multiple copies of handouts for meetings; let attendees bring their own
- Use projectors for meetings to avoid needing multiple printouts

Purchasing:

- Purchase rechargeable batteries
- Purchase of copy paper, janitorial paper, and other paper supplies (note pads, envelopes, paper towels, etc.) shall be composed of 100% post-consumer recycled content whenever possible
- All copy and janitorial paper shall be process chlorine-free
- Purchase green office supplies, like soy based ink pens, pens/pencils made with recycled content, etc.
- Purchase green cleaning supplies
- Disposable kitchen products will not be purchased by the Authority; employees are encouraged to bring their own reusable kitchenware

Printing:

- All Authority publications shall be printed on 100% post-consumer recycled content paper
- All necessary printing for internal use will be double-sided

Reuse:

- Reuse folders, files and binders
- Reuse training materials and books
- Refill toner cartridges
- Return spent toner cartridges to supplier
- Minimize color printing
- Set up a reuse area where employees can drop off and pick up office supplies
- Utilize trade-in or take-back programs when making purchases

Shipping and Mailing:

- Reuse boxes, mailers, etc.
- Reuse polystyrene foam packing peanuts
- Avoid large mailings by sending out notification post cards or emails
- Use internal mail instead of mailing documents between facilities whenever possible

Cleaning and Maintenance:

- Use refillable plastic containers for cleaning supplies
- Use washable towels instead of paper towels
- Reuse mop heads and cleaning cloths
- Use concentrated cleaners
- Do not mandate plastic liners in trash cans
- Avoid the use of hazardous pesticides within facilities
- Ensure cleaners use green cleaning products in our facilities
- Lease shop rags that are reusable

Recycling:

- Authority facilities will be equipped with recycling bins and staff will recycle paper, cardboard, plastics, metals and any other materials that are deemed recyclable

Furniture:

- Buy new furniture from sustainably managed forests
- Refurbish equipment and office furniture for reuse
- Keep an inventory of furniture available in storage to be referenced before making new purchases

Tracking/Reporting:

- The WQ and SWMF Division Managers will ensure that all items required per EO#4 are in an Excel spreadsheet that will be updated on a monthly basis

Power Conservation

- All non-essential workstation PCs will be “shut down” on a nightly basis to conserve energy; system hibernation and standby are not allowed as these modes still consume electricity

For more information on Executive Order 4 compliant contracts, environmentally preferable contracts, and approved specifications, please click here: [EO4 Information](#).

For more information on the Authority’s Environmental Policy and sustainability initiatives, please click here: [Environmental Policy Information](#).

GREEN CLEANING PRODUCTS USE POLICY

The purpose of the Green Cleaning Products Use Policy is to strengthen the Authority's environmental stewardship by developing standard policies on the use of environmentally sound cleaning products. Click on the following link to access the Authority's [Green Cleaning Products Use Policy](#).

PESTICIDE USE POLICY

The purpose of the Authority's Pesticide Use Policy is to encourage the use of natural products through an Integrated Pest Management (IPM) Program. IPM solutions help protect human health, economic well being and the environment. Pesticides contain toxins, and if improperly used, may injure health, property, humans, wildlife, and the environment. Click on the following link to access the Authority's [Pesticide Use Policy](#).

RECYCLING POLICY

The Development Authority of the North Country (DANC) is committed to protecting and improving the environment by recycling a variety of commonly used materials such as plastic bottles, glass bottles, aluminum cans, newspaper, mixed paper, corrugated cardboard and phone books. When possible, the Authority purchases environment-friendly products such as paper containing 100 percent recycled material and non-hazardous products such as mercury free fluorescent light bulbs. The Authority also recycles hazardous and electronic materials such as batteries and toner cartridges. Click on the following link to access the Authority's [Recycling Policy](#).