


**TOWN OF CARLYLE
POLICY MANUAL**

Policy Description: Tree Branches/Grass Clippings	TOWN OF CARLYLE	
Policy Number: TRE 0020	Original Date: Sept. 15, 2010 Res. #17 Revised: Jul. 21, 2021 Res. #2021-593	

Purpose of Policy: To provide for the removal and use of tree prunings and grass clippings.

Process:

1. From April 1st to September 30th of each year, branches that have been pruned from bushes and trees will be picked up by Public Works personnel from back lanes Monday mornings. These dates may vary, depending on spring and fall weather conditions, and weekly workloads at the discretion of the Public Works Foreman.
2. From April 1st to September 30th of each year, grass clippings, garden refuse, and leaves will be picked up by Public Works personnel from back lanes Monday mornings. These clippings and leaves are to be bagged in clear plastic garbage bags, and are not to have any other household garbage mixed in.
3. Branches are to be kept separate from the grass clippings, garden refuse and leaves.
4. The grass clippings, leaves, and garden refuse will be composted at the Town's transfer station site.
5. Elm trees are not to be pruned from April 1st to August 31st, and at no time are elm tree prunings to be included with other tree branches. Elm tree branches are to be kept separate and the Town office is to be notified so that removal can be done separately, so as to reduce the risk of spreading Dutch Elm disease in our community.
6. After September 30th, grass clippings, garden refuse and leaves will be picked up as time permits. Residents will be required to phone the Town Office to access this service.