



**Selectmen's Work Session Summary  
Regarding the Transfer Station  
April 16<sup>th</sup>, 2015 and April 18<sup>th</sup>, 2015**

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Meeting commenced at 14:00 hrs. on Thursday, April 16<sup>th</sup>, 2015.

In attendance: Ken Ross-Raymond, Peter Ballou, Joseph Schmidl, Edward Sawyer, Steven Wheeler

Discussion began by reviewing a draft *Operation Plan* created by Selectman Schmidl. The discussion walked through the draft plan, and made corrections and additions as necessary. The discussion identified the following potential issues regarding the operation of the Transfer Station:

- The Transfer Station lacks a sign near the entrance listing what wastes are accepted. Mr. Wheeler indicated such a sign is located in the facility, and could be moved to the required location.
- The glass being processed at the Transfer Station as processed glass aggregate (PGA), but is being buried onsite, as the Town's Road Agent has had no need for it. Ed Sawyer is to look into the possibility of adding glass to the plastic and tin recycling stream, and the Selectmen are to ask the Road Agent if he will consider using the PGA on Town projects.
- Certain disposal containers at the Transfer Station still lack protective structures to prevent people from falling off edges. The Selectmen are to look into the situation again on Saturday, April 18<sup>th</sup>, at 10:00 hrs. Selectman Schmidl is to contact the Town's insurance company to obtain the specifications for protective structures.
- According to the operators, the *Operation Plan*, certifications, and other paperwork are not available at the Transfer Station, and are required to be. This has not been done for fear of the materials being stolen should someone break into the storage building. This situation will be rectified by creating a portable file containing all required paperwork.
- A fire extinguisher is required to be at the Transfer Station during operating hours. The fire extinguisher used has not been checked to be sure it meets inspection requirements.
- The operators indicated that cellular phone coverage is spotty at the Transfer Station, creating a possible safety hazard due to lack of emergency communication.
- Selectman Ballou expressed frustration that the Town has set aside a substantial sum for upgrades to the Transfer Station, including the possibility of compactors and electrical service, but there is not a definitive plan to execute any such improvements. Selectman Schmidl suggested the upcoming Public Hearing would be a good opportunity to see if any citizens are interested in contributing ideas on the matter.
- In Appendix A, the list of solid waste disposal fees will be updated. Ed Sawyer recommended reviewing the list of fees, and proposing to raise any that do not cover the Town's cost for subsequent disposal. This will be done at the Public Hearing that will be held to present and approve the Operation Plan, when complete.

The meeting was continued to Saturday, April 18<sup>th</sup>, at 10:00 hrs. at the Transfer Station.

Meeting recommenced at 10:00 hrs. on Saturday, April 18<sup>th</sup>, 2015.

In attendance: Joseph Schmidl, Edward Sawyer, Steven Wheeler, Bill Coughlin

Selectman Schmidl checked his cell phone, and verified adequate signal to make a call (recognizing that signal strength typically varies during any given period). The operators showed Selectman Schmidl the following features:

- The location where PGA is being used as fill to expand the Transfer Station.
- The area where the operators recommend building an operation center, which would allow the operators a good view of the operating areas, while protecting them from inclement weather, insects, and cold. They recommended a 10 by 12 ft. building located along the top of the retaining wall between the paper and glass recycling areas. There appears to be sufficient room to plow between such a building and the bollards protecting the monitoring wells located nearby.
- Metal fencing that could be used as a protective measure along the side of the plastic and tin roll-off.
- A former metal gate that could be used as a protective measure along the side of the construction and demolition debris roll-off. Selectman Schmidl is to obtain the specifications for such a barrier, as not all of the gate may be necessary. The proposal is to install it as a gate that could be opened for dumping directly into the roll-off, but left in place when pickup trucks are unloaded from their beds.
- The face of the pole shed covering the paper roll-off could be used to create a protective measure along the side of the paper roll-off.

The meeting concluded at 11:00 hrs. Selectman Schmidl is to have the draft *Operating Plan* prepared in time for the Wednesday, May 6<sup>th</sup>, 2015 Selectmen's Meeting, when a Public Hearing on the document will be held.

Recorded by Joseph Schmidl, Selectman

Meeting Summary reviewed and accepted at the May 6<sup>th</sup>, 2015 Meeting.

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Selectmen, Town of Salisbury