

**Draft Transfer Station Improvement Committee Minutes**  
**Tues, January 4, 2022 6:00 pm Cook Memorial Library**

**6:01 Call to Order:** Alternate Member Richard Doucette was asked to stand in for Ian Haskell

**Present:** Willie Farnum, Kelly Goodson, Gabrielle Watson, Richard Doucette, Maud Anderson (6:10) Sue Stowbridge (remote) Ellen Farnum (secretary)

**Approval of December 7, 2021 minutes**

**Motion to approve:** Gabrielle W. **Second:** Kelly

**Vote: Unanimous**

**Review/approve revised minutes:**

*~To assist the town to build a facility that will provide a safe working environment to employees and to the public using the facility.*

*~ To research and recommend options whereby Tamworth can optimize recycling, manage its waste responsibly, and save the town money.*

**Motion to approve:** Gabrielle W. **Second:** Kelly G.

**Vote: unanimous**

**Report on the 12/16 Select Board Meeting/ USDA Grant request:**

Willie and Gabrielle attended the SelectBoard meeting on December 16<sup>th</sup> and presented a proposal for a USDA grant. The grant would potentially cover 35% of improvements/renovations for the Tamworth Transfer Station.

~TSIC requested that Tamworth SelectBoard approve and submit the grant application and contract with an environmental engineer to do an environmental impact study. (H. E. B. Engineers are available and willing to do the work)

~Funds for the environmental study could come from the money set aside at town meeting last year. (HEB estimate: \$6,750)

**The grant application was not approved.**

SelectBoard members Kelly G. and Aaron Ricker voted in favor of submitting the grant, SelectBoard members Emery Roberts and Melanie Streeter were opposed.

(SelectBoard chair Becky Mason was absent)

Later in the meeting (after members from the public spoke in favor of submitting the grant) a request was made to reconsider; the motion to reconsider failed.

**Grant Deadline:**

The grant application was due December 17<sup>th</sup>. Willie spoke to USDA representative about submitting the grant late (if TSIC can get SelectBoard approval). The USDA representative felt strongly that a late submission was better than no submission. There is money available. A late submission may make it harder to get the competitive grant, as our project will no longer be eligible for the state pool and will instead need to compete with other projects nationally.

**Discussion:**

TSIC will again present the application in front of the full 5-member board on January 6th. Below are suggested talking points:

- ~The purpose of submitting the grant proposal is to provide voters with an opportunity to accept the grant funds for a transfer station improvement project at the March Town Meeting. Seeking outside funding is a primary goal of TSIC. (*Gabrielle will speak to this*)
- ~ This proposal represents the most comprehensive plan possible for the transfer station, (currently estimated at 1.4 m). The project design is flexible and could be downsized. Grant money will automatically be adjusted to cover 35% of whatever the final project is. (*Willie*)
- ~Review last year's vote at town meeting (suggest reading from the minutes from the 2021 warrant.) Capital Reserve Funds were set aside by the voters, therefore the cost for the engineer review would come from money already allocated (*Willie*)
- ~Money should be set aside for the transfer station in the same way that you plan for upgrades to highway department equipment. The transfer station is an essential service. (*Kelly*)
- ~DES HB 413 establishes a goal to reduce the amount of solid waste disposed of in the state by 25% by 2030 and by 45% by 2050. (*Maud*)
- ~*Richard* will be available to speak to the grant process. The environmental review report is necessary for most grant applications.

### **TSIC Final Committee Report to SelectBoard:**

Willie went over a draft outline for a final report to present to the SelectBoard.

The detailed report will include minutes, letters from other towns on regionalization, grant information and draft plans for the transfer station as well as other pertinent info. Gabrielle noted that a brief executive summary should be included in the Town Report. (*Maud and Gabrielle will work on this*)

### **Public Informational Meeting:**

~A public presentation on transfer station improvement plans will be scheduled in late January or early February. The meeting will be designed to share information and listen to public comments and suggestions. The public meeting is also a requirement of the grant application. (*Once a date is set, Ellen will notice meeting in local paper and on Tamworth Exchange and contact USDA as required*).

### **Other ways to share TSIC plans:**

#### **~Zoom Face to Face:**

Gabrielle has set up an opportunity to share information and TSIC plans via a Zoom Face to Face on February 23<sup>rd</sup>. TSIC members are encouraged to attend.

### **Other grant opportunities:**

TSIC will continue to research all other available grant money. Below are a few possibilities:

Northern Borders Regional Commission Grant: could be up to a million dollars. This organization funds infrastructure projects. For example, NBRC partially funded the broad band project in Sandwich.

NH Charitable Association

Tamworth Foundation

### **Other Business:**

**~Budget Hearing January 13<sup>th</sup> at the Tamworth Town House:**

TSIC will recommend that money be again included in the Capital Reserve Fund for transfer station improvements. If possible, this could be planned for the next 3 years. (\$305,543 per year). If other grant monies are received, the cost to the tax payers would be reduced, and unexpended funds returned to voters.

**Important Town Dates:** Please scroll down to see the timeline for important town dates.

**To Do List**

**All TSIC Members:**

**~Jan. 6<sup>th</sup> SelectBoard Meeting (6 pm)** In-person if possible, remote option is also available.

**~January 13<sup>th</sup> Budget Hearing Town House**

**~TBA: Public Hearing Late Jan, early Feb.**

(Ellen will email suggested dates (based on availability of Runnells Hall) so that we can have as many TSIC members attend as possible)

**~February 23<sup>rd</sup> Library Face to Face program (Zoom)**

**Willie:**

- ~Continue work on end of year report,
- ~Proposal for budget hearing
- ~Planning for Public Informational Meeting
- ~ Library Face to Face program

**Gabrielle:**

- ~Help Maud with the Executive report for the town report
- ~ Library Face to Face program

**Maud:**

- ~Help Gabrielle with the Executive report for the town report

**Ellen:**

- ~Contact J. N. about the availability of Runnells Hall for Public meeting
- ~contact TSIC members about availability for Public Meeting, select date and post notice to Tamworth Exchange and Conway Sun. (also send copies of posting to USDA)
- ~ Update TRP members on TSIC progress

**Next TSIC Meeting January 17<sup>th</sup>, 2022**

**Timeline for important town dates:**

Wednesday, January 19, 2022

First day for candidates in towns with non-partisan official ballot system to file declarations of candidacy with town clerk. [RSA 669:19; 652:20 – seventh Wednesday before town meeting]

Friday, January 28, 2022

Last day for filing declarations of candidacy with town clerk in towns with non-partisan official ballot system. Town clerk's office must be open at least from 3 to 5 p.m. [RSA 669:19; 652:20 –

the Friday next following the first day for candidates to file declarations of candidacy on January 19]

Tuesday, February 1, 2022

Last day for 25 or more voters or 2% of the total, whichever is less, but in no case fewer than 10 voters, to petition select board to include an article in the warrant. [RSA 39:3 – fifth Tuesday before town meeting]

Friday, February 4, 2022

Last day for giving notice of February 11th public hearing on annual budget. [RSA 32:5, I – 7 days before budget hearing]

Friday, February 11, 2022

Last day to hold at least one public hearing on annual budget (can hold supplemental public hearings after 2/11 provided the first public hearing is on or before 2/11). [RSA 32:5, I & V – 25 days before town meeting]

Monday, February 21, 2022

Last day for select board to post warrant and budget at all polling places and at clerk's office or town hall. Warrant shall state place, day and hour of election, hours polls are open, and which items are to be voted on by ballot. [RSA 39:5; 31:95; 669:2 – 14 clear days before town meeting]

Tuesday, March 1, 2022

Annual town report with budget must be available by today. [RSA 31:95; 41:14 – at least 7 days before town meeting]

Tuesday March 8, 2022

Town Meeting voting day

Wednesday March 9, 2022

Floor deliberative session of Town Meeting

All dates can be seen here

[https://www.nhmunicipal.org/sites/default/files/uploads/calendars/2022\\_march\\_traditional\\_town\\_meeting\\_1.pdf](https://www.nhmunicipal.org/sites/default/files/uploads/calendars/2022_march_traditional_town_meeting_1.pdf)

7:35 Meeting adjourned

E. Farnum minutes