

Transfer Station Improvement Committee Meeting (TSIC)
July 18' 2022, 6:00 pm Cook Memorial Library

Present: Kelly Goodson, Richard Doucette, William Farnum, Gabrielle Watson, Sue Stowbridge (remote) Ellen Farnum secretary

Call to Order: 6:05

Approval of amended minutes from 6-20-2022

Changes to the minutes read aloud. Motion to approve amended minutes: Willie F.
Second: Gabrielle W. **Vote:** unanimous

Strategic Waste Advisory Team (SWAT)

Members of TSIC, Tamworth SelectBoard, Northeast Resource Recovery Association and transfer station staff from Tamworth and other NH communities met on July 14, to tour the transfer station and review proposed plans.

Present: Heather Herring: Services NRRRA, ~Bonnie Bethune: NRRRA

Dennis Patnoe: retired transfer manager, Lancaster ~Brian Patnoe: Transfer Station Manager Lancaster, ~Alan Libby: Attendant Tamworth transfer station, ~Tim McGlew Maintenance, Tamworth, ~Glenn Johnson: Tamworth Transfer Station Supervisor

Ken Filpulca: Supervisor Moultonborough, ~Carol Burgess: Wilton Recycling Center, ~Meghan Theriault :DPW Director, Gilford

Gabrielle Watson: TSIC Vice Chair, ~Maud Anderson: TSIC, ~Willie Farnum: TSIC Chair, Kelly Goodson: TSIC Member and Tamworth SelectBoard, ~Karl Behr: Tamworth SelectBoard,

Review of issues discussed:

Gabrielle W. reported that in general, the SWAT members were enthusiastic about the proposed plans. They noted the following positive points in the design:

~Flexible use of space: (recommended having moveable walls for recycling bunkers which allows for flexibility when sorting commodities)

~Excellent quality of glass currently being repurposed

~aluminum and tin are locally sourced (Aron Ricker recycles these).

Further Discussion by SWAT:

~Facility size (recommendation to NOT reduce the storage space. It will be needed!)

~Vertical baler vs horizontal: (recommended vertical, costs less per baler, vertical takes less space and seems to be more reliable.)

~ Recycling plastic: many choices on how to do this! (The best price is maintained if plastic is not comingled.)

~ Consider where in the plan lightbulbs, waste oil, batteries, electronics, tires would be collected (perhaps use central space?)

~Equipment: recommended a large truck scale rather than a smaller one, suggested a Skid Steer in place of a forklift.

~ Staffing (More staff may be necessary.)

~Surveillance recommended

~Suggestion to lower the floor on the building to allow more height for recycling bunkers.

~Recommended SelectBoard members and TSIC visit nearby facilities such as Moultonborough or Gilford. (Megan Theriault from Gilford has offered to share 2 years of data with us as well.)

- ~discussion about recycling compliance (such as fees applied to people not recycling)
- ~Consider having a special revenue fund for repairs, maintenance, improvements. Money would come from transfer station fees. (Requires BOS to establish a fund).
- ~ **NRRA will follow-up the SWAT visit with a report.**

Discussion on how to keep public informed about progress with the Transfer Station Project:

- ~pros and cons of a Facebook page discussed
- ~can we post more frequently on the town website? *(Ellen will discuss this with Becky Mason, who is overseeing the town website and report back.)*
- ~Post more frequently on the Tamworth Exchange? The group agreed that this will be the most expedient for now. We will post on the Tamworth Exchange after we see the NRRA report. *(Ellen will compose a draft version of the SWAT visit. She will review the draft with Maud and Gabrielle.)*

Review Request For Qualifications (RFQ):

TSIC members reviewed a draft of an RFQ. Both Richard D. and Gabrielle W. made some corrections/suggestions in the language.

The draft has a clause about hiring practices for minorities and women. TSIC members suggested that we consult the town to see if there is currently a policy for hiring minority and women consultants. *(Richard and Kelly will follow up)*

Willie will make suggested corrections and send the form to the USDA to see if it meets with their approval. Willie will also talk to Andrea Ansevin-Allen about how long the design process will take.

Kelly G. made a motion that TSIC members present the RFQ to the selectboard to sign once it is approved by USDA. Richard D. Seconded the motion. Vote: unanimous (If this is before the next scheduled TSIC meeting, the group will meet briefly to review the form. Ellen will post this meeting as required.)

July 14th SelectBoard Meeting:

Willie F. attended the SelectBoard Meeting and answered questions about money spent so far.
SEE ATTACHMENT

Adjourned: 7:11 pm

To Do:

Gabrielle W:

- ~Send Willie the changes in language for the RFQ
- ~Review publicity draft of SWAT visit (Ellen will send draft)

Kelly G:

~Consult Town administrator and other selectboard members about an existing policy for women and minority consultants

Richard D.

~Consult Town administrator and other selectboard members about an existing policy for women and minority consultants

Maud A:

~Review publicity draft of SWAT visit (Ellen will send draft)

Willie F:

~ Make changes to RFQ recommended by Gabrielle and Richard, (check existing town policy as well) Send document to USDA

~Consult with Andrea Ansevin-Allen about how long the design should take.

Ellen F:

~Consult with Becky Mason about posting on town website

~Compose draft of publicity on SWAT visit and send to Maud and Gabrielle,