

Draft Transfer Station Improvement Committee (TSIC) Minutes  
September 20, 2021  
Cook Memorial Library.

**Call to order:** 6:12 pm

**Present:** Willie Farnum, Gabrielle Watson, Kelly Goodson, Ian Haskell,  
Ellen Farnum (secretary)

**Approval of August 30<sup>th</sup> minutes**

Moved to approve: Willie F., seconded: Kelly G.

**Vote:** unanimous vote to approve August 30<sup>th</sup> minutes

**CIP Meeting:**

Willie attended the August 31st Capital Improvement Program meeting (CIP) to answer questions on the transfer station project. After discussion, the CIP agreed to recommend that \$200,000 be added to the budget for 2022. The CIP report will be given to the SelectBoard in October of 2021.

**Other Funding Sources:**

~There will also be an additional sum of \$150,000 available through the American Rescue Plan Act (ARPA) that could potentially be used for a septic system at the Tamworth Transfer Station. The CIP has designated this sum for 2023.

~ Town voters appropriated \$100,000 in 2021 for improving/renovating the transfer station

~Discussion of test pits: Kelly and Willie reported that the SelectBoard is eager to put in a septic system for the transfer station. The SelectBoard is scheduling a septic system designer to dig a test pit at the transfer station. Ideally, these test pits will be coordinated with the proposed future plan in mind, and will give information not only on water, but on whether there is ledge in the potential construction area. Kelly recommended that TSIC members attend the Thursday SelectBoard meeting.

**Motion to send a letter** to the SelectBoard made by Gabrielle W. Second: Ian H.

**Vote:** unanimous vote to send the following letter:

In order to save the town funds and inform efficient investments, the Tamworth Station Improvement Committee respectfully asks that the proposal to include additional test pits to assess potential septic systems be in locations as follows:

~Location of proposed septic system on the Knox plan,

~Locations of proposed excavation to construct the proposed building on the Knox plan.

The purpose is to take the proposed Knox plan into consideration, and to have a conversation with Knox Engineering regarding the specific locations.

(Secretary Ellen F will send to the Town Administrator)

**Engineer Bruce Knox**

Bruce Knox met with the SelectBoard on 9-2-2021 and answered questions about the plan. (Link to watch presentation at about 14:24) [https://youtu.be/s5vwOomY\\_zA](https://youtu.be/s5vwOomY_zA)

Willie F. attended the meeting and reported that the TSIC timeline may need to be adjusted.

~Discussion on how to break down the project:

Kelly and Gabrielle felt it was very important to have phase one of the project include the bathroom/water/shower to address safety and health concerns for employees. Ideas include:

~Attaching bathroom to the current building,

~Building the bathroom in a place where it could be connected to a possible new building.

Willie expressed concern that this might cost more money; he would like to see phase one of the project include both a new building, bathroom and staff break room. Willie is also concerned that momentum for the project in its entirety would be lost.

~Selling points for this improvement include the current cost of the rented outhouse, which is a significant monthly expense.

~Cost for any needed wetland application permits and possible future remediation need to be added to the overall project cost.

### **Grant Writing:**

Gabrielle reported on research into grant money:

~ NH beautiful provides 20% of the cost of new transfer station equipment.

Applications for grants are considered every 2 months, and the money needs to be spent in 9 months. Possible equipment that might qualify: compactor, forklift, baler.

~American Rescue Plan

Gabrielle will contact Town Administrator Karen and SelectBoard Chair Becky Mason to discuss the possibility of using \$70,000 in unexpended funds for Transfer Station improvement. This money could potentially cover costs for a municipal composting program.

~Gabrielle has also begun a template for a potential grant proposal but needs more info about past recycling expenses and income. Gabrielle will send out a boiler plate grant request sheet, and Ellen will send it to all TSIC members. All suggested changes/comments should go through Secretary Ellen. She will compile the comments to be reviewed at a future meeting.

### **Other Business:**

Governor Sununu withdrew the Covid exemption that allowed town committees to meet remotely. Therefore, it is imperative that we have a quorum of four TSIC members physically present at each meeting. The group decided to seek out alternate members. If the nominees are approved by the SelectBoard, they would attend meetings, receive minutes and information and could step into a meeting and vote at meetings if regular members could not attend.

3 suggested alternates:

Richard Doucette, Sue Stowbridge, Maud Anderson,

~Jim D now has a conflict with Monday nights: Ellen will send out a calendar to try to find an alternate time for the group to meet.

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**Bond Cost:**

Willie has consulted with a citizen with municipal financial experience and consulted the CIP documents about funding sources. Pursuing a bond significantly increases the project cost. Therefore, it is not recommended.

For example:

~Landfill closure cost \$1,051,905. It was funded by a 20-year bond with a 3.72 % interest rate. The total cost: 1,459,719.89. That is an increase of 38.72 % over the original price.

Cost of Bond: 407,814 (\$20,390 per year for 20 years.)

~School Addition:

3.2 million, financed by a 20-year bond with a 4.87% interest rate.

The total cost was \$4,758,400.04, which is a 48.7% premium over the original price.

Cost of Bond: 1558,400. (77,920 per year for 20 years).

~Discussion about the need for voters to appropriate money for a phase of the project each year. Willie believes that you can have a multiyear appropriation. (With a 2/3 vote, voters can designate a sum for the current year, the following year, and the year after so that the vote occurs only in the first year.)

**Update Recycled Commodities**

From May to September the price for baled recyclables has increased. Willie read some of the information from an NRRA document. He will make the information available to TSIC members by posting on the google documents page or will send the info via email.

~Discussion: Pay as You Throw programs.

Kelly shared the experience of one of her relatives with a program that charges citizens for their trash. These programs provide incentives to recycle. Usually, a household is allowed a certain amount of free trash disposal. If they exceed their allowance, they are charged a disposal fee.

**Survey**

Tamworth Recycling Project (TRP) members are considering a survey at the transfer station. They wondered if TSIC would like help gathering specific information.

At this time, TSIC members do not feel that a survey would be helpful.

**Single Stream Recycling:**

Maud Anderson has volunteered to help Willie and Ian research information/cost associated with single stream recycling. TSIC members welcome this help!

**Regionalization Letter:**

Willie came with a draft letter to send to select boards in surrounding towns.

Ellen will send TSIC members an edited electronic version of his letter that can be reviewed and voted on at the next meeting.

**Clarify TSIC's Objective Statement:**

Discussion postponed until next meeting.

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To Do List:

**Gabrielle:**

- ~Template for grant sent to Ellen: (E. will mail it to other members.)
- ~Contact Becky Mason and Karen Anthony RE: unexpended funds
- ~ Contact Richard D about becoming an alternate

**Willie:**

- ~send current NRRA monthly pricing guide to TSIC members. Also post on google document page

Contact Ian and Maud to begin work researching Single Stream

**Ellen**

- ~Send approved letter to SelectBoard
- ~Compile info on the grant template submitted by TSIC members into a document to be discussed at next meeting
- ~Alternate meeting-time schedule
- ~ Ask Maud & Sue S to be alternates,
- ~Complete a first-edit Willie's paper, then send to TSIC members~
- ~Send mission statement draft to Gabrielle

8:00 pm Meeting adjourned

Minutes by E. Farnum, Secretary