

Transfer Station Improvement Committee May 16, 2022

6:06: Call to Order

Present: Willie Farnum, Gabrielle Watson, Richard Doucette, Ian Haskell, Kelly Goodson Sue Stowbridge (remote)

Ellen Farnum Secretary

Approve Minutes from 3/21/22

Motion to approve: Willie F., Second: Ian H. **Vote:** Unanimous

Public Comment:

Ellen reviewed two emails she received for TSIC:

1. Alan Phenix: wants to see plastic recycled, wants a swap shop:

Discussion on Swap-Shop:

There seems to be a lot of public interest in a swap-shop building at the transfer station.

(Emails, discussion on Tamworth Exchange and Sandwich Board)

TSIC transfer station renovation plans do not include a Swap Shop.

~Willie believes that locating a space for a Swap Shop in the planned building would prove dangerous to the public due to baling and equipment used for moving recyclable materials.

~Current funding through the USDA Grant and the town appropriation is not sufficient to support a second building.

~There is potential space available by the Rt. 25 entrance for a separate building: TSIC members suggest contacting the Tamworth Recycling Project (TRP) group to see if they would be interested in collecting information and pursuing funding separately. (Ellen and Kelly will contact TRP)

2. Question (anon.Tamworth Resident) on ability of the group to accept private donations:

TSIC has no ability to accept donations. Would TRP be interested in working with the Tamworth Foundation to establish a way to accept donations? Perhaps money could fund a Swap Shop or help purchase needed equipment that exceeds the financial scope of the current project. (Ellen and Kelly will discuss with TRP.)

91A Right To Know Request

Discussion: How to submit data, and reminder that the deadline to submit documents is May 31st.

USDA Grant

~There is a small glitch with a number for the USDA Grant: the Tamworth Town Administrator is working on fixing this.

~Richard had a question on the status of the grant: the final grant will require a BOS acceptance letter. (Willie believes this has been sent but will check.)

Recommendation: Post all official documents in our google space so they are available for review. (Willie will post or send to Gabrielle to post.)

Once the grant is accepted TSIC will move forward.

1. The first step is to set up a meeting with USDA staff member Andrea Ansevin-Allen, the Tamworth Town Administrator, Tamworth Financial Advisor, and available SelectBoard and TSIC members. This will probably be a daytime meeting for the convenience of the USDA and Tamworth Office Staff. (Willie will contact USDA and set up meeting, Ellen will publicly notice if more than 3 TSIC members plan to attend.)
2. Request for Proposal (RFP): An RFP will need to go through the Tamworth Selectboard.

Discussion: There are several options for pursuing an RFP. TSIC and SelectBoard could ask for separate bids: one for design, one for construction, or they could search for a bid that would cover both design and construction.

Recommendation: Gabrielle suggested that the bidders present their information directly to BOS and TSIC. This would allow for questions and would increase the knowledge base of both BOS and TSIC members. (This request should be part of the RFP proposal).

~Could NRRA's SWAT team look at designs and make suggestions? (Willie and Ellen will inquire and set up meeting)

~Willie believes that engineers and architects affiliated with USDA will also be available to discuss feasibility of design/construction.

3. After the designs are presented, plan a Public Meeting to give interested Tamworth Citizens an opportunity to comment and ask questions.
4. Explore other grant possibilities.
 - ~ Northern Borders Grant: Gabrielle believes there is money available through this agency. (Richard will pursue further information).
 - ~NH the Beautiful: (Gabrielle will find out more information)

~NH Charitable~ (Ellen will contact Maud and see if she has time to find information; if not, Kelly will pursue.)

~EDA Public works grant: Gabrielle will pursue

~DES and LRPC: Ellen will contact Paige Wilson (DES) and LRPC for additional grant information

Scheduling TSIC Meetings:

TSIC will continue to meet once a month on the third Monday. Next meeting: June 21st.

7:20 Adjourned

To Do:

Willie:

~ Check on grant status:

~ Post all official documents to google

~ After letter of acceptance arrives: Set up meeting with USDA, BOS, town administrator, town finance staff and TSIC members

~Contact NRRA and discuss their ability to help review plans (with Ellen)

Gabrielle:

Find info on NH Beautiful Grant

Find info on EDA Public Works Grant

Richard:

Northern Borders Grant

Kelly:

Discuss Swap Shop and handling donations with TRP (With Ellen)

Ellen:

~ Publicly notice TSIC meetings when necessary,

~contact NRRA (with Willie)

~contact Paige Wilson (DES) and LRPC

~ Discuss Swap Shop and handling donations with TRP (With Kelly)

~Contact Maud to see if she can find info on NH Charitable

Minutes E. Farnum