

Vassalboro Transfer Station

Excerpts from
Select Board Meeting
Minutes
2007-2023



July 17, 2007 Don Breton recognized Tom Richards who asked to make a statement. Tom indicated that on August 18, 2007 while at the transfer station a resident walked behind Tom's truck while he was backing to empty the contents of his truck in the hopper. Had Tom not been paying attention to both mirrors the resident could have been hurt badly. Tom asked that the town manager speak with the transfer station manager to set up a procedure so that this would not happen again.

December 17, 2008 d. Solid Waste disposal operations – Sabins explained her findings of potential savings in the expenses for transportation of our solid waste and requested the Board's support to put the work out to bid. On a motion made by L. Titus, seconded by R. Browne, the Board voted unanimously to authorize Manager Sabins to go out to bid for transportation of our solid waste products. After discussion with Transfer Station Manager Dave Proulx regarding the savings we would also realize by making newspaper and paper recycling mandatory, the Board suggested that Sabins research amending our current solid waste ordinance at the June Town Meeting to include those items as well as the current mandatory cardboard recycling requirement.

October 7, 2009 b. Transfer station attendant position - Since there were many audience members present for the discussion on whether to fill the vacant transfer station attendant position, the Chairman decided to take that agenda item out of order and discuss it at the beginning of the meeting. Selectmen Haines and Titus stated that they had requested to have this discussion during tonight's meeting to meet the Budget Committee's expectations of reducing costs where possible. Public Works Director Gene Field stated that two men are needed at the transfer station because one minute the station could have no customers; the next minute, the place could be swamped with cars and one person alone cannot keep up with it. Also, Gene stated he didn't think the current temporary practice of sharing staff between the two departments was going to work in the wintertime as he needed all of his staff in the trucks plowing snow. New Transfer Station Manager George Hamar expressed concern about working alone at the station because it is dangerous and also because he handles cash there. Other members of the public works staff and the public also expressed their thoughts that the vacant position needs to be filled. With no further discussion, and on a motion made by P. Haines, seconded by L. Titus, the Board voted unanimously to fill the vacant position at the transfer station.

October 7, 2009 4. Tom Richards inquired if the Board has any plans to create another larger transfer station so new improvements can be made. Tom is concerned that the solid waste compactor does not provide enough compaction and the present use of the town backhoe to compact the garbage he considers a dangerous practice. There are no plans for changes at the transfer station at this time.

February 4, 2010 4. Sabins inquired if there was any interest among the Board members to institute a pay-per-bag program at the Transfer Station as a means to reduce the waste stream, increase the recycling rate, and generate revenue. The Board members indicated they were not interested at this time.

October 14, 2010 The Board acknowledged receipt of a \$500 Recycling Grant from the State Planning Office to purchase some new signs for the transfer station facility and a recycling brochure to promote recycling. The grant requires a town match.

March 17, 2011 Compactor repairs – The Selectmen reviewed the proposed repairs needed to the trash compactor at the Transfer Station as prepared by The Valley Company. The Board authorized the work to be done.

May 26, 2011 Recycling grant – The Board acknowledged receipt of a \$22,525 recycling grant award to build a recycling building at the Transfer Station. Discussion was given whether to put additional town funds with the grant money to add a small office and bathroom space on one end of the building. Sabins distributed a worksheet with projected funding and expenses for the proposed project. After discussion, the Board members voiced support to proceed with adding an office space to the project if funding is sufficient to support it. Public Works Director Gene Field suggested that possibly the existing swap shed is in the wrong location and may need to be moved or eliminated. The Board members suggested that Sabins and the staff create a plan for the layout of the transfer station with the new building and bring it back to the Board for discussion.

July 21, 2011 Recycling building update – Building designer Al Hodsdon provided design plans for the proposed building and a summary was provided to the Selectmen. Discussion was given about the change in traffic patterns at the transfer station and the Building Design Committee's desire to have the traffic flow by the recycling center first before the MSW trash compactor. Questions were raised by members of the audience about the recycling program and the building design, and a general discussion was given to provide answers. After discussion, and on a motion made by R. Browne, seconded by P. Haines, the Board voted unanimously to move forward with the plan for the recycling building as presented tonight.

September 29, 2011 Sabins provided an update on the recycling building construction project underway at the transfer station.

October 13, 2011 Swap Shed Program (taken out of agenda order) – Transfer Station Manager George Hamar described how the swap shed program causes traffic flow problems at the transfer station with many repeat “shoppers” throughout each work day, and many of the items left in the swap shed are inappropriate. Other concerns are about possible infestations of bed bugs in clothing and furniture left in the shed. Since the swap shed has been closed during the recycling building construction, George has noticed the traffic at the transfer station has been greatly reduced. George would prefer to eliminate or greatly reduce the swap shed program. A resident in Town recently sent an email to many town representatives listed on the town website seeking to keep the swap shed open, but the resident did not appear at the meeting this evening, even after invitation. Selectman Titus took credit for the original idea of the swap shed program because he had seen it function well in another town and suggested the idea during a budget committee meeting a number of years ago when he served on that committee. L. Titus stated he was not yet ready to give up on the program and wanted to try implementing a new set of rules for operation of the swap shed first to see if the program could be better controlled. Selectman Browne suggested the swap shed could be open one day a month, for example. The Board members asked George and his co-worker Tom O'Rourke to brainstorm ideas to find a solution to the problem and bring the matter back for discussion.

November 10, 2011 Recycle week update – While Transfer Station Manager George Hamar was in attendance at the meeting, the group took the opportunity to hear from George about the plans he had made to observe Recycle Week with an open house at the new Recycling Building on November 12th. An update was also provided to the Board about the progress on the construction of the new Recycling Building and drilled well installation.

November 22, 2011 Tom Richards stated he felt the Board should consider purchasing a new compactor at the Transfer Station. Sabins stated that a replacement reserve has been started.

February 2, 2012 . Swap shed program – Transfer Station Manager George Hamar provided an update to the Board about changes he has made to keep the swap shed program running. The program has been moved to a smaller building at the transfer station, now located near the compactor. This smaller building is the old recycling shed that has recently been replaced by the new larger recycling building. George plans to erect a sign that states what items are acceptable in the swap shed and what items are not. No clothing, sharp objects, or stuffed furniture will be permitted, and resident visits to “shop” in the shed will be limited to once per day while the transfer station is open. George is also working on arranging for a regular Good Will pick up for items not recycled out of the Swap Shed. The Board seemed satisfied with this proposal, and asked George to provide frequent updates as to the success of the program.

March 29, 2012 2. The Board discussed the Budget Committee’s request to reduce the proposed town budget by \$33,000. They reviewed the Town Manager’s proposal to increase projected revenues by \$33,000 rather than reduce the expenditure line by \$33,000. L. Titus suggested considering the elimination of the fire truck reserve funding of \$25,000 and to reduce some of the proposed paving around the new recycling building at the transfer station. No formal action taken.

June 21, 2012 5. P. Haines stated that he would like to acknowledge the work accomplished by Manager Mary Sabins, PW Director Gene Field, Transfer Station Manager George Hamar, and the Fire Department to waive the Maine Department of Labor fine of \$5,600 for labor violations. He stated that excellent work had been done so that the Town only had to pay a \$250 Administration fee to the State.

October 25, 2012 1. Sabins informed the Board that Transfer Station Manager George Hamar planned to have an old roll-off container repaired at the transfer station to save on having to lease a container that we have been using. The leased container will be returned

November 8, 2012 1. Sabins brought to the Board’s attention that there are five acres of land beside the old town landfill for sale. She wondered if the Board had any interest in pursuing purchase of the land at next year’s town meeting for future transfer station expansion and to create a landfill area for glass. The Board expressed an interest in exploring it further and asked that Gene Field and George Hamar explore the property with the owner’s permission to identify a site for a glass landfill.

December 6, 2012 3. Sabins provided an update on the investigation into the land for sale abutting the town transfer station that the Town had considered acquiring in the future. A representative from the DEP had joined Gene and George for a walk on the property. Some evidence that the property contains wetland area was noted. Further research will be conducted by DEP staff and future updates will be provided as information becomes available.

February 14, 2013 3. Transfer Station improvements – Transfer Station Manager George Hamar distributed photos of the existing deteriorating retaining walls at the back of the transfer station where the large waste containers are situated. He referred to the photographs as he described how the leaning railroad ties would be replaced with interlocking cement blocks stacked eight feet high at a distance of approximately 120 feet long, with cement pads on the ground upon which to re-establish the three roll-off containers. Public Works Director Gene Field supported the idea of using cement blocks, stating that cement walls would likely need to be engineered for installation at a public facility and cement blocks do not. Gene plans to utilize his staff and rent an excavator to complete this project. George estimates the work to be done will cost about \$10,000, which he would like the Board's approval to take from his facility maintenance line in his current budget. The available funds are leftover from the transfer station paving project last fall that came in under budget. After discussion, and on a motion made by P. Haines, seconded by L. Titus, the Board voted unanimously to authorize the Transfer Station Manager and the Public Works Department to proceed with the plan as outlined.

March 1, 2013 Sabins read a letter from DEP Representative Mike Parker concerning the site review he conducted along with town staff on the land for sale that abuts the transfer station. The town was interested in purchasing the land for a future inert fill site to bury glass. The DEP has found the land is comprised of mostly wetlands and is unsuitable for our needs. Sabins will contact the landowner to let him know we are no longer interested in the property

May 22, 2013 Backyard composting – L. Titus explained that while reading a magazine ad recently, he saw an ad for compostable polybags for composting kitchen waste. While our transfer station is not licensed to compost kitchen food wastes and the transfer station manager is concerned about disposal of non-compostable plastic bags at the transfer station, L. Titus believes he could find people to put on a workshop to teach a home composting training class on a Saturday afternoon at the transfer station in the early fall if any resident was interested in learning about it.

October 24, 2013 Solid Waste Hauling bids – Sabins distributed a spreadsheet summary of the bids received and announced that the apparent low bidder was Michael Bolster with prices of \$195 per trip to haul MSW to PERC; \$150 per trip to haul bulky waste to Norridgewock; and \$75 per trip to haul recyclables to the China Transfer Station. Transfer Station Manager George Hamar and Attendant Tom O'Rourke spoke up in support of Pine Tree Waste's bid proposal and price of \$115 per trip to haul recyclables to Waterville to their Zero Sort program. George and Tom stated that participation in the zero sort program would save a lot of the work they must perform now, and they feel the public would recycle more if they didn't have to sort the items. After discussion, the Board agreed this was an attractive alternative, but we are uncertain if the Board were to split the bid award to two different contractors, if Bolsters and Pine Tree would each agree to transport one type of rubbish without all types of rubbish. On a motion made by P. Haines, seconded by R. Browne, the Board voted unanimously to delay the decision on the bid award until further information is gathered.

November 7, 2013 Tom Richards stated that he needed more information about the plan to go to zero-sort recycling so he could change his instruction cards and promotional material that he distributes to his customers on his trash pickup route each year in January. Jim Dunning explained that clear plastic bags or cardboard boxes should be used to transport recyclables to the transfer station. Bags that are not see-through are not acceptable.

December 19, 2013 1. Sabins explained that Transfer Station Manager George Hamar has located a used compactor for sale for \$2,000 that could be used for the zero sort program. On a motion made by P. Haines, seconded by R. Browne, the Board voted unanimously to approve the purchase of the compactor.

September 25, 2014 At the request of Ray Breton, and on a motion made by L. Titus, seconded by R. Browne, the Board voted unanimously to waive the transfer station disposal fee for up to 40 tires. This action was taken to assist Mr. Breton with a streamside cleanup project behind the old woolen mill he is undertaking in preparation for the alewife fish passageway project that is scheduled in the near future.

October 23, 2014 2. L. Titus stated that he had talked with staff at the Transfer Station recently and they had great ideas about introducing a pay-per-bag program for garbage disposal that included an incentive program to promote recycling. Lauchlin asked to have the Transfer Station staff attend a Board meeting in the near future to share their ideas with the Board.

November 6, 2014 4. Pay-per-bag System – Transfer Station Manager George Hamar and Transfer Station Attendant Tom O'Rourke shared their ideas about how to promote and encourage more people to recycle. They described how they pull as many recyclables out of the MSW hopper as they can, and wish it wasn't necessary. They wish people would recycle on their own. George and Tom know, and Jim Dunning confirmed, that a mandatory pay-per-bag system would encourage more people to recycle, because disposal of recyclable material would be free and the remaining material would need to be disposed of in a purchased bag. George stated that, at this point, the Transfer Station facility cannot accommodate a large influx of more recyclables, so he is not ready to request implementation of a pay-per-bag system at this time. Another compactor is needed at the Transfer Station to compact the recyclables. Sabins stated that a request for bids for engineering services to prepare a concept design to include a new trash compactor at our transfer station has been prepared and will be mailed to engineering services soon. Jim Dunning suggested the best time to consider a switch over to a pay-per-bag program is at budget preparation time when pressures for funding town programs is being considered. The pay-per-bag program generates revenue from bag sales, and decreases amounts needing to be raised from taxation. L. Titus also suggested that an incentive program could be initiated where one free trash bag could be given for every full bag of recyclables received. If no recyclables are received, the bag fee will apply. No formal Board action taken on this agenda item at this time.

November 6, 2014 2. The Board reviewed bid specifications for engineering services at the Transfer Station and made suggestions for improvements. 3. The Board reviewed the draft contract extension for four years for the zero-sort program with Pine Tree Waste

December 4, 2014 3. Transfer Station Layout and Design Bid – Sabins stated that two bids had been received: \$11,675 from CES, Inc.; and \$9,800 from Hoyle, Tanner & Associates. Sabins indicated a preference for bid award to CES, Inc. because of their experience in the type of project work we are looking for, even though their bid is \$1,875 higher than the low bidder. Board members asked CES Representative Jeff Strang some questions about his company's proposal and his company's past and current history of working for the Town on Transfer Station related projects. CES designed the original station many years ago, and currently performs test well monitoring services at the covered landfill. After discussion, and on a motion made by R. Browne, seconded by P. Haines, the Board voted unanimously to accept the engineering bid from CES, Inc. Further discussion with Jeff ensued concerning when the design plan and related costs are needed for inclusion in the upcoming 2015-16 budget process.

December 4, 2014 . 2. Mike Farrell stated he had read the Selectmen's agenda and minutes on the town website and became concerned when he read there was discussion about a possible implementation of a pay-per-bag program at the Transfer Station. Mike does not favor such a program if it means he will have to pay taxes for the transfer station AND pay-per-bag to dispose of his garbage. The Board told him there is no plan to implement such a program at this time; only discussion. Mike also inquired why, earlier in the meeting, didn't the Board try to get the higher engineering bidder down to the lower bidder's price by just asking him if he would. It was stated that it was not common practice in the public sector to ask for bid prices and then try to talk the bidders down to a lower price.

February 26, 2015 5. CES Engineering report on Transfer Station layout changes – CES Representative Chris Snowdeal introduced himself and gave a brief summary of the qualifications and historical origin of the CES Company. Using enlarged copies of his designs placed on an easel for ease in viewing, Mr. Snowdeal described the two options for layout changes his company is proposing for traffic flow improvements at the Transfer Station. Both options include removal of the old transfer station office and compactor building to be replaced by another building, the floor of which to be strategically placed overtop of two compactor canisters on a cement pad below, one for municipal solid waste; the other for single stream recyclables. The two project options varied by the size of the building, and one plan included building a new facility entrance with a larger two lane drive-through building; the other option was for using the same facility entrance/exit used now with a smaller two lane building that must be backed into by patrons. The prices were nearly \$1.3 million for the larger building and new entrance; the other option was priced at nearly \$1 million. The Board agreed they like the concept of the plans but funding them will be a challenge. The Board thanked Chris for his work and took no other formal action.

May 21, 2015 3. Transfer Station Trash Compactor – The Board reviewed email correspondence between Transfer Station Manager George Hamar and The Valley Company who repairs and refurbishes our trash compactor. The Town compactor was diagnosed to have a minor cylinder seal leak, and the compactor floor, wall, and shoes are all worn. Total parts and labor to repair and refurbish the compactor to buy us an estimated 3-5 years of additional life expectancy for the compactor is estimated at about \$5,000. After discussion, and on a motion made by L. Titus, seconded by R. Browne, the Board voted unanimously to go ahead with the repairs to the Transfer Station compactor, estimated to be around \$5,000.

August 4, 2015 3. Sabins informed the Board that the roto-phase power unit for the compactor at the transfer station was down, and needed repairs are being sought by the Transfer Station Manager. Also, she stated that a tree alongside the town office driveway was blown down during the past weekend wind and thunderstorms. The public works department will clean up the tree when time allows.

September 24, 2015 2. Tom Richards questioned why the transfer station staff is putting furniture in the dumpster, and he wanted to know why the bulky waste is being combined with the regular trash. Sabins explained what she had been told by the transfer station manager that he tops off a load of regular trash with bulky waste just before shipping to make sure he has a full trailer load. We pay the hauler by the load, not weight to haul the canister to PERC. Tom also stated that he is considering purchasing a compactor truck for his trash collection route, but the transfer station manager suggested Tom would need to seek an alternative site for trash disposal if he did purchase one, as large volumes of compacted garbage would be difficult for them to handle at the transfer station. General discussion was given, with no formal action taken by the Board.

November 19, 2015 2. L. Titus spoke with Transfer Station Manager George Hamar to seek ideas to submit for the available grant for municipal collaborative effort. George suggested a regional transfer station. No action was taken by the Board.

March 24, 2016 . George Hamar had requested to spend \$1,800 for 30 interlocking cement blocks to build a retaining wall for a canister to handle overflow of MSW at the transfer station. George is attempting to reconfigure the site for easier disposal of MSW and recyclables in canisters placed next to each other. The zero-sort canister has already been relocated this week and placed near the canister for MSW. The Board did not support the purchase of blocks at this time. They prefer to wait to evaluate the traffic flow at the transfer station as a result of the recent layout changes

May 2, 2018 5. Bulky waste hauling bid – The Board reviewed a spreadsheet summary of the five bids received as prepared by Sabins. Based on the recommendation of Sabins and Transfer Station George Hamar, and on a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to award the three-year contract to the low bidder named Central Maine Disposal for the following prices:

YEAR ONE: \$125 hauling cost per trip with a tipping fee of \$70.00 per ton.

YEAR TWO: \$128.75 hauling cost per trip with a tipping fee of \$70.00 per ton.

YEAR THREE: \$132.61 hauling cost per trip with a tipping fee of \$70.00 per ton.

May 31, 2018 d. Transfer Station Report – this being the first report from the Transfer Station Manager, Selectman Melrose indicated that he would like some additional information about disposal costs for each type of waste being disposed of. Sabins indicated she would work with the Manager to amend the form

June 14, 2018 5. Sabins reported that she had received a call from China Selectman Irene Belanger, who offered to have the Town of Vassalboro join the China Transfer Station for trash disposal. The Vassalboro Selectmen expressed no interest in this offer, and no action was taken.

June 28, 2018 5. Brief discussion was given about the DEP composting grant opportunity now available. J. Melrose will talk with Transfer Station Manager George Hamar to see if he has ideas for use of the grant.

July 12, 2018 2. Sabins informed the Board that due to increases in steel prices, the price for the needed transfer station roll-off container has gone up. An extra \$1000 to \$1500 will be needed over what was approved at town meeting. Sabins will email the Town Auditor to seek opinion on continued purchase

August 23, 2018 Roll-off containers – Transfer Station Manager George Hamar stated that Bolsters (the current trash hauler) is willing to buy our two old roll-off containers that are no longer road worthy, and will pay \$400 each for them. George stated that he has been using them for storage at the transfer station, but can do without them and wants to use the proceeds from the sale toward the purchase price of a new roll-off container that was authorized at town meeting. The price of the container has gone up since budget and town meeting time. After discussion, and on a motion made by R. Browne, seconded by J. Melrose, the Board voted unanimously to sell the two old containers to Bolsters for \$400 each. *Chairman Titus gave Selectman Browne a quick summary of the action the Board had taken thus far in the meeting.*

7. Single-sort recycling program – Chairman Titus explained that he and Sabins had attended an open house tour at the Fiberight facility in Hampden a month or more ago, and that discussion was given during the tour about a section of the building that will be dedicated to handling recyclables from single-sort programs among member towns. Sabins stated that she had received word from Fiberight Representative Shelby Wright that Fiberight has hopes to be able to receive single-sort products by the end of October or the first of November. For now, until the new Fiberight disposal option becomes available, the Town will continue to accept single-sort recyclables as we have done for several years and dispose of it with the municipal solid waste at the Norridgewock Landfill.

September 19, 2018 3. Sabins explained that we have learned that the repair costs for the backhoe will be greater than expected. The rear cylinder needs to be replaced and the other resealed. New parts are anticipated to cost \$3,300, plus labor. Money could be saved if reconditioned parts are used, but a two week wait period will be incurred, which will cause a severe hardship in the operations of the transfer station for Transfer Station Manager George Hamar. After discussion, and on a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to approve the repair of the backhoe cylinder with new parts.

October 4, 2018 3. On a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to authorize the payment for the new roll-off container as presented by Bookkeeper Jean Poulin. Payment will be from the following accounts: Capital Improvements, \$6,000; sale of town property, \$800; and transfer station building maintenance, \$56.26.

January 10, 2019 d. Transfer Station Report - On a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to accept the report as presented. Discussion ensued about continuing with the single stream recycling program and entering into a contract agreement with Coastal Resources of Maine (Fiberight) to accept our product. The Board agreed they want to continue to encourage recycling. Sabins indicated that the current hauling contract with Bolsters for household solid waste and recycling will expire on March 31st and needs to be put out to bid again. Sabins will prepare draft bid specifications and bring them back to the next meeting for discussion.

January 24, 2019 9. Single Stream Recycling Agreement – Selectman Melrose stated he wants to revisit the discussion on continuing the single stream program that was discussed and agreed to at the previous meeting. He stated that the whole Fiberight system is recycling, including a pulping process. He thinks the Fiberight recycling process is better than what the Town can do on its own. John also described a visit he had made to the China Transfer Station with China Selectman Irene Belanger to view their operations. They have five employees that operate their transfer station, and they process a lot of the recyclable waste on site. John also stated that he is not in favor of a three year bid process this year for solid waste transportation as was discussed at the last meeting. He would prefer a one year bid, with an option to renew. Selectman Browne agreed that eliminating the single sort program at our station and putting all recyclable material together with the household garbage and sending it to Fiberight mixed together would eliminate the need for facility revisions at our transfer station. After discussion, and on a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to decline to enter into an agreement with Fiberight for separate single stream recycling.

10. Solid Waste Transportation bids – In light of the vote just taken to decline to enter into a separate single stream recycling contract with Fiberight, which results in eliminating the single stream (a/k/s zero-sort) recycling program in Vassalboro immediately, Sabins stated that she will revise the bid documents again to remove all references to the zero-sort recyclables, and she will change them to reflect a one year bid with an option to renew. Board members commented they would like any bidders to have an option to propose other methods of transporting our trash, such as tractor trailers. On a motion made by L. Titus, seconded by R. Browne, the Board voted unanimously to approve the plan as stated above. This item will be revisited at the next meeting.

11. Transfer Station facility improvements – Selectman Melrose expressed concern about the aging backhoe and the compactor at the Transfer Station. He stated the traffic flow at the station is also sometimes a free-for-all. He explained that he had been giving the traffic flow some thought, as he used a diagram he had prepared to show how the traffic flow could be improved to provide a greater level of organization for the public. He feels the Selectmen should develop a 5-year plan to develop the site. Selectman Melrose encouraged the Board to think through a strategy and to hire an engineer to develop a plan. He estimates the cost of the engineer's services to be around \$5,000, and he feels we should use this amount for a budget proposal for the coming year.

February 7, 2019 2. J. Melrose stated that as a result of a minor accident at the transfer station, a railing was broken.

March 21, 2019 3. Selectman John Melrose stated that he had spoken with resident and MDOT Engineer David Allen about the survey work John desires to have done at the transfer station to consider whether to move the location of the driveway entrance. David is willing to help the town with this project. The topic will be placed on the next agenda.

April 4, 2019 5. Transfer Station layout – J. Melrose suggested appointing a working group to establish the parameters for a potential new transfer station entrance and layout. Melrose stated that he felt the town PW crew could do the work, as the proposed change in driveway location is no more complicated than the work the PW team accomplished at the Reynolds Road intersection. His main objective in making a change is public safety by avoiding traffic backup. J. Melrose stated he would put the scope of work for the working group in writing. The Board agreed by consensus to form the working group, and Melrose stated he would work with Sabins to create an outline.

April 18, 2019 5. Transfer Station layout – J. Melrose suggested appointing a working group to establish the parameters for a potential new transfer station entrance and layout. Melrose stated that he felt the town PW crew could do the work, as the proposed change in driveway location is no more complicated than the work the PW team accomplished at the Reynolds Road intersection. His main objective in making a change is public safety and to by avoiding vehicles backing up to tip their trash traffic backup. J. Melrose stated he would put the scope of work for the working group in writing. The Board agreed by consensus to form the working group, and Melrose stated he would work with Sabins to create an outline.

May 2, 2019 3. Sabins informed the Board that the Town has been notified that the company named Central Maine Disposal that hauls our bulky waste from the transfer station and provides portable toilet services for town events has been sold to Casella, a division of Pine Tree Waste. No immediate changes in services are expected at this time.

May 2, 2019 7. J. Melrose reported that MDOT Engineer Dave Allen had investigated the latest proposed new access point for the transfer station, and he found that the proposed site would not be adequate. The Board asked Sabins to have PW Director Gene Field attend a future meeting to discuss the relocation of the transfer station access driveway.

August 15, 2019 5. DEP Representative Matthew Young explained to the Board that he is conducting Per- and Poly-fluoroalkyl Substances (PFAS) testing and he is seeking the Board's approval to collect one water sample from the Transfer Station to compare the Transfer Station's test results to the results from other residential water samples near the Transfer Station that he hopes to collect. Chairman Titus stated that because PFAS existence has been recently discovered, no one knows what level of PFAS is a dangerous level, and he is not in favor of sampling at the Transfer Station. If levels at nearby residences are high, then Matthew can sample the Transfer Station. Matthew stated that the DEP is willing to pay for the testing now, but the Town would have to pay later at a cost estimated at \$300. Matthew also stated that if a problem is found at the nearby residences, the Town would be required to contribute to remediation. J. Melrose agreed with Chairman Titus' plan to test the town well after the residences have been tested. Selectman R. Browne thinks the Town should consider being proactive and allow the testing now. After discussion, Matthew agreed he would come back to the Board with a report from residence testing and request a town sample again if needed.

6. Public Works Director Gene Field appeared at the meeting to provide an update on several items he has been working on. The first update was on the town grader repairs that are still underway but on track even though parts are becoming harder to find, with repairs still estimated at \$20K. The second update was on the culvert work that is needed on the Cross Hill Road. Gene reported that he plans to submit an application for grant funding to assist with the needed culvert repairs and that a grant workshop will be held in another week or two to provide training on the grant application. Gene stated he has considered putting cement below the culvert opening to prevent water from going under the culvert. Lastly, the possibility of changing the location of the Transfer Station entrance was briefly discussed. Gene asked Transfer Station Manager George Hamar to share his thoughts on the proposed entrance changes. George said he appreciated the time and effort spent on contemplating and designing the entrance changes, but felt we need to continue to look at other options. George expressed concern about the driveway exit location as well as the traffic circulation pattern within the compound that has been proposed in latest drafts. Chairman Titus then appointed a discussion panel consisting of Selectman John Melrose, Town Manager Mary Sabins, PW Director Gene Field, Transfer Station Manager George Hamar, and other heavy transfer station users designated by George, to brainstorm ideas for entrance and traffic flow changes at the transfer station.

7. Capital Planning for Transfer Station – Transfer Station Manager George Hamar advised the Board that both the roto phase power supply and the trash compactor have been broken down and out of service recently, but are repaired and back in service now. Chairman Titus asked when do we quit fixing and consider replacement. Discussion was given as to the capital equipment that would need to be purchased and/or repaired to continue to offer the current level of services. It was suggested that we should obtain prices to replace what we have now (i.e.: new cement pad and new trash compactor, and wiring upgrades if necessary).

September 5, 2019 5. Transfer Station facility layout – This item was revisited again at Selectman Melrose's request. Prior to the meeting, J. Melrose had prepared a list of four transfer station issues that he deemed needed to be addressed and resolved as follows: 1. Do we approve the relocating of the access drive to improve safety? 2. Do we favor improving internal traffic management? 3. Do we favor staying with the current use of containers and compactors? 4. Do we favor infrastructure improvements? After discussion and analysis, the Board made the following plans of action for each numbered item: 1. R. Browne stated he is not in favor of relocating the road access to the transfer station and that it is not a priority of his. He wants to use the reserve funds to replace the aging compactor. After more discussion, the Board agreed to have Sabins ask PW Director Gene Field to prepare an estimate of costs including time and materials to move the entrance to the location over the glass landfill area. 2. J. Melrose would like to complete item #1 and then revisit this item #2. Item #3: The Board agreed to stay with the current use of containers and compactors. Item #4: Sabins is working on obtaining a price for compactor replacement with the vendor who installed the compactor we have now and will report back.

October 29, 2019 4. Compactor replacement – Sabins distributed copies of a compactor replacement proposal with prices that she had just received prior to the meeting, but had not had the chance to review. After brief discussion, the Board agreed by consensus to postpone discussion on this topic until the next meeting to give everyone time to review the new proposal. The Board answered questions from the audience about funding for the compactor replacement. Chairman Titus explained that a compactor replacement fund had been established approximately 10 years ago with small amounts set aside into the fund each tax year. The fund has been tapped a few times to purchase roll-off containers at the transfer station. Brief discussion was also given about replacing the tall tower at the transfer station with a lean-to type structure of a lower stature that would cover the entire MSW disposal area, including where the open top container is now. The Board asked Sabins to call the MDEP and speak with their representative that covers our area and transfer station, for their input on the proposed plan.

November 14, 2019 4. Transfer Station compactor replacement – Sabins explained that she had spoken with Engineer Al Hodsdon to obtain a price for him to create the design of the new structure to overtop the compactor area at the transfer station. The Board asked Sabins to obtain a second price for comparison. The Board also expressed interest in obtaining prices from the engineers to study the layout of the transfer station to make recommendations for improvement. Selectman Browne recommended we set a maximum price we are willing to spend, then task each engineer with proposing a design with that amount of money. After discussion, and on a motion made by L. Titus, seconded by J. Melrose, the Board voted unanimously to set a price range of \$80K to \$100K less \$37K for a new compactor and \$12K for the structure design. The remainder of the funds would be for the structure and concrete.

December 12, 2019 4. Mike Poulin requested discussion amongst the Board members on the TIF amendment topic and articles that he had requested at previous meetings. Mike stated that the topic was tabled at previous meetings and he would like a decision from the Board if they support the concept of changing the TIF Development Plan or not. Mike would like to see TIF funds used toward the transfer station renovations the Board has discussed at length at several meetings. Chairman Titus stated that he is open to the idea of other uses for the TIF fund, but the two uses presently listed in the Plan are the ones we set up. He believes the Transfer Station renovation expenses are likely not authorized from the TIF fund as written. Chairman Titus suggested that the Town could consider hiring Central Maine Growth Council (CMGC) Representative Garvan Donovan to provide suggestions as to what the fund could be used for, and payment for his services could come from the Fund. J. Melrose agreed that Mr. Donovan may know if the Fund could be used for Transfer Station expenses. Mr. Poulin offered that revisions to the TIF Development Plan would make the document an enabling document; the current document is restrictive. Chairman Titus stated that he supports CMGC's help on this project, and that it may open the door to a future relationship with CMGC. R. Browne expressed reservation that a new relationship with CMGC may be similar to the Town's past relationship with KVCOG where dues money was paid to belong to the association, but little benefit to the Town was experienced from the expense. After discussion and on a motion made by J. Melrose, seconded by R. Browne, the Board voted unanimously to hire Central Maine Growth Council to see what amendment to the TIF Development Plan we could entertain that would provide broader benefit to Vassalboro residents.

5. Resolution concerning recycling and support of LD 1431 – The Board members discussed their interpretation of the proposed resolution proposed by the Natural Resources Council of Maine that they were being asked to support. The resolution supports the concept of requiring manufacturers to pay for disposal of packaging. R. Browne stated he was opposed to signing the document because it is too wide open. Chairman Titus commented that rules like that would make Maine a tough place to do business. After discussion, the Board agreed by consensus to pass over this agenda item. No further action was taken.

February 20, 2020 4. Engineering proposals for Transfer Station layout design – Sabins began discussion by reminding the Board that this topic had been first approached last fall and one engineering firm had provided a proposal and price to conduct a study of the transfer station layout and to provide options for adding a new compactor. At that time, the Board had asked Sabins to obtain another price from another engineering firm for comparison. The work on obtaining a second price was delayed a few months due to other pressing projects. The second proposal arrived last week and is now the topic of discussion at this meeting. After brief discussion and review, and on a motion made by J. Melrose, seconded by L. Titus, the Board voted unanimously to accept the proposal from Engineer A.E. Hodsdon of Waterville for \$13,300. Selectman Browne expressed concern about the upcoming proposed town budget and stated he would like to know where the budget is headed before we commit to any large restructuring project at the Transfer Station.

April 16, 2020 3. Engineer Al Hodsdon joined the virtual meeting to discuss with the Board their desires for the outcome of his engineering study at the transfer station. Chairman Titus began the discussion by recollecting that the Board had agreed several months ago to place a price parameter on the project of between \$80K to \$100K, which would include the engineer's fees and the price of the new compactor. Al stated that his understanding was that he is being asked to look at the existing structure, and traffic flow. He commented that he feels the traffic at the transfer station flows reasonably well, now that the traffic flows in a counterclockwise direction. He will look at it again. J. Melrose stated that a review of the transfer station compound had been conducted by CES a few years ago and made recommendations for a structure that is beyond the Town's means. Al stated he would like to see the study and Sabins agreed to mail a copy to Al. J. Melrose also informed A. Hodsdon that MDOT Traffic Engineer Dave Allen recommended moving the entrance to the transfer station toward the east for site distance purposes, toward the area that is now used for porcelain disposal. Al expressed concern that the price parameters set for this work may not include enough money. He will begin his work and report back.

August 20, 2020 3. Engineer Al Hodsdon distributed handouts to Board Members of his proposed design plan in draft form for the new layout at the Transfer Station to include the addition of a new trash compactor, a new shed roof over the open top container, and a new control building for the compactor. In order for this particular plan to come to fruition, however, Al explained that the Town would need to acquire land from the abutter for driveway access. General discussion about the plan was given. This being the first opportunity that Transfer Station Manager George Hamar had been given to review the draft plan, he had some questions for Al about the logistics of the proposed traffic pattern flow. Al agreed to meet with George to discuss his concerns, and then bring a final report back to the Selectmen at their meeting on September 17th.

October 1, 2020 3. Engineer Al Hodsdon provided a handout to the Board Members and Sabins containing the latest proposed revisions to the layout and traffic pattern at the Transfer Station. Mr. Hodsdon indicated that he has spoken with the abutting landowner, William Spaulding, and Mr. Spaulding has expressed a willingness to work with the town to either sell a portion of his land or to provide an easement over his land, to create a new exit driveway out of the transfer station to improve traffic flow. A question and answer session ensued. With suggestions made at the meeting, Mr. Hodsdon agreed more planning and research is needed. He will perform the additional work and report back at a later meeting.

January 7, 2021 a. Chris French introduced the topic of food waste composting at the transfer station and asked VCC member Betsy Poulin to elaborate. The VCC is hoping that during the redesign of the Transfer Station that an area will be designated for food waste composting. Betsy described a vendor named ScrapDogs in the mid-coast area that provides buckets to customers to collect the food waste in and described how the customer would receive an allotment of compost for membership fees. Sabins stated she had called the Executive Director Mike Carroll of the Municipal Review Committee (MRC) to inquire if the Town was required under contract to send all food scrap wastes to the waste plant in Hampden when it opens again. Mr. Carroll indicated we were under contract with the MRC to provide 1,300 tons of municipal solid waste each year. If we remove food waste from the waste stream, we possibly may not reach our contract minimum tonnage. 119
further action taken at this time.

January 7, 2021 2. Chairman Melrose inquired about needed repairs to the backhoe after damage was incurred at the transfer station recently. Sabins stated it was still a work in progress

February 18, 2021 4. Transfer Station Renovations – Engineer Al Hodsdon joined the virtual meeting by phone. He explained that he had contacted the vendors for solid waste compactors and learned that the manufacturer's selling price for compactors has increased dramatically since receiving the initial estimates due to COVID-19. Prior to the meeting, Al had emailed his proposed renovation plan for the layout at the transfer station. He suggests swinging the compactor 45 degrees from the present location, which will allow space for a second compactor positioned at the same angle to be located beside the existing compactor. Implementing the plan as presented, Al estimates the cost would be \$318K. Al said he could prepare the bid specifications and be prepared to put the work out to bid in 3-4 weeks. Chairman Melrose asked Al if he could prepare a phased plan for this project that could be implemented over a few years that would make the project more budget friendly. R. Browne stated that he prefers to wait to see if prices will decrease once the virus subsides. Al encouraged the Board to think about doing all of the project now, even if it meant borrowing funds because money is cheap to borrow right now at 2.5% to 2.75%. After discussion, Chairman Melrose suggested Sabins could set up a meeting with Transfer Station Manager George Hamar, Engineer Hodsdon, Sabins, and Chairman Melrose to develop a phase-in plan.

March 4, 2021 6. Budget Deliberations – R. Browne stated he felt the town should wait on transfer station renovations. He thinks we should just replace the aging compactor. He doesn't want to keep dumping money into developing a plan, saying "We got what we got". He'd like to see a cover over the top of the canister to prevent water/snow from adding weight to the can. He feels we should have ample money set aside already to purchase the replacement compactor and the cover (pole barn or whatever design). Chairman Melrose asked R. Browne to sketch out or write down his ideas to share with Engineer Al Hodsdon to develop. On another matter, both R. Browne and J. Melrose agreed to move the proposed \$17,500 in the fire department budget for a new furnace at the North Fire Station to the capital improvement section of the budget, since the furnace is considered a long-term investment.

March 18, 2021 8. Transfer Station Renovation- discussion was given again regarding the cost estimate previously provided by A.E. Hodsdon Consulting Engineers which outlined two options for upgrading the Transfer Station. The 1st was an estimate for all proposed work at a cost of \$318K. The 2nd proposal broke out the work over a two-year period with expenses for phase 1 listed at \$166K and phase 2 listed at \$152K. Chairman John Melrose explained how he believed the two-year approach could work and we could reduce some of the costs. His suggestions were that the PW department might be able to topple and remove the two structures to make way for new ones at a cost less than \$8,000. John also questioned the need to extend the retaining wall in Phase I for \$4,000 when we know from experience we can operate for extended periods with the current set up while the compactor is out of service. And third, John suggested we do not need to move the pole in Phase I and can therefore defer \$2,000 in expense. If those three items came out, the \$166,000 Phase I estimate drops to \$152,000 including a contingency of \$15,000. With the proposed increase in reserve funding of \$25,000 for the transfer station in FY21-22, we will be short about \$56,000 to complete Phase I. John suggested that it seems prudent to at least discuss with the Budget Committee this bare bones approach and get everyone's view on adding this amount from surplus or defer everything for another year. R. Browne stated that he felt we just need to get a new compactor in place that works and make other changes after that. Put a roof over it to keep the water out. Rob would be happy with that approach. B. Redmond agreed. The electrical systems need to be upgraded for the new compactor as well. Chairman Melrose asked Sabins to talk with Engineer Al Hodsdon to see what cost would be involved to just replace the old compactor with a new one and upgrade the electrical systems for comparison purposes.

March 24, 2021 2. Review of the Transfer Station layout – Chairman Melrose reiterated the options for changes at the Transfer Station as proposed by Engineer Al Hodsdon in his latest proposal. A tour of the facilities was given to Selectman Redmond as this was only her second time visiting the facility. Discussion was given and ideas for facility changes were swapped. After lengthy discussion, all members agreed at a minimum, the compactor and related electrical system needs to be replaced. Further renovations may come at a future time. The Board members agreed it would be helpful to them to visit the Town of China's transfer station to get ideas on the compaction system they are using, including the covering over the containers. Melrose stated he will call China Selectman Irene Belanger to make an appointment for the group to tour their facility.

April 1, 2021 6. Transfer Station Renovation – J. Melrose reviewed his e-mail he sent to Mary Sabins on 3/29/21 which outlined a revised financial plan to add a new compactor and related electrical components at the Transfer Station, which B. Redmond and R. Browne had expressed at the previous Select Board Meeting they would like to move ahead with. John's revised plan with reduced scope of work would cost \$37K less than the Engineer's proposal. J. Melrose explained that if the Board were to budget an additional \$60K from surplus to add to the current transfer station reserve request of \$25K for a total of \$85K in funding for the reserve, he feels the Board next fiscal year will be in a better financial position to make changes at the transfer station. Discussion ensued. B. Redmond stated she thinks John's plan is a good idea and that we are headed in the right direction. R. Browne expressed concern about taking too much from surplus this year (\$310K) and asked if the surplus funds can sustain this much of a withdrawal. Chairman Melrose assured the Board members that according to his calculations, the surplus balance will still be within the Surplus Balance Policy threshold. R. Browne stated he would be okay with the plan as long as it doesn't affect the taxpayers. B. Redmond asked if Transfer Station Manager George had been included in this plan. Chairman Melrose indicated he was not, but there is still more planning to do by all involved. After extended discussion and on a motion made by B. Redmond, seconded by J. Melrose, the Board voted unanimously to increase the budget request from surplus by \$60K with the intent to increase the transfer station reserve budget amount from the original request of \$25K to \$85K.

April 15, 2021 3. Town Meeting Warrant Articles – The Board reviewed a newly revised draft of the warrant articles that was distributed by Sabins. After discussion and on a motion made by B. Redmond, seconded by R. Browne, the Board voted unanimously to amend Article 11 to the following language: *To see if the Town will vote to authorize the Selectmen to expend Transfer Station Reserve funds up to \$156,000 to provide up to two operational trash compactors and such other improvements at the transfer station facility as the Select Board deem necessary. (The balance of the transfer station reserve is estimated to be approximately \$156K).* Other warrant articles were briefly discussed, but no other changes were made. The final warrant will be signed at the next Board meeting. It was also noted that an estimate has been received from a vendor who proposed installing two new compactors at the transfer station.

April 29, 2021 4. John Green to discuss his request for a key to access the Transfer Station – John Green requested to be on the April 29th agenda to discuss his request for having a key to the Transfer Station facility, for after-hours access. John Green was not present at the meeting. J. Melrose stated that he believed a problem arose a couple of times this past winter when the Transfer Station was closed during inclement weather. Due to the closure, John Green was unable to access the Transfer Station to unload his trash he had collected the day before for his business. M. Sabins stated John Green had come into the Town Office and wanted to know why he can't have a key to the Transfer Station. She spoke about the Town's liability if something were to happen during off hours. M. Sabins also stated she spoke with George Hamar, the Transfer Station manager, to inquire if he was accessing the facility off hours, as that was a comment John had made during the meeting. George stated that he was entering the Transfer Station a half hour prior to regular hours to off load his garbage that he had collected from his business. She encouraged George to work it out with John to come to a resolution that would work for everyone and not impact the Town's liability. Several people from the audience had questions and comments in favor of J. Green having a key, as he was doing the town a service by disposing of garbage. Residents spoke that in the past, there was a key allowed for the previous owner of J. Greene's business and that key had been taken away and they wanted to know why. No decision was made and it was agreed upon to allow the two men time to work it out between themselves.

July 14, 2021 7. Transfer Station Compactor – 1. Selectman French stated that resident Mike Poulin had asked him about the process the Board will undertake and when the second compactor will be obtained at the Transfer Station as approved at town meeting. Chairman Browne stated that delivery of the compactor may be hindered due to COVID-19 related delays in production. Chairman Browne stated that he recollected the plan is to install a new compactor and electrical center, then update the old equipment. Mike Poulin said he wants to know what the plan of action is. Chairman Browne stated that he will work with Sabins on the project. Sabins offered to contact the two or three vendors that had provided a price previously to get their prices updated for consideration. 2. Selectman Chris French mentioned that he is a customer of trash hauler John Green. Chris said he wanted to bring up the topic of a key to the transfer station for John Green to allow him to have access to the transfer station when the station is closed to the public. After brief discussion, both Selectmen Browne and Redmond stated they felt we would be asking for trouble if we give a key to the transfer station to non-employees. No further action taken.

July 14, 2021 2. Sabins warned the Board that the transfer station budget was overdraft at the end of the fiscal year on 6/30/21. Transfer of funds from another department budget to cover the overdraft will need to be approved at the next meeting.

August 12, 2021 8. Trash Compactor prices – Discussion was given as to the compactors being proposed by the different vendors and how those machines compare to the existing compactor. C. French stated that he had called one of the vendors to help him understand the electrical components that will be required, and to clarify the horse power of the machines being proposed. It was determined that some of the proposals have a smaller horse power machine than the existing machine. Transfer Station Manager George Hamar recommends a bigger horse power motor with a bigger hopper. Chairman Browne agreed. The Board asked Sabins to contact the vendors to seek updated proposals with 15 and 20 horse power compactors, to be reviewed at a future meeting. PW Director Gene Field stated that he and contractor Ray Breton had looked at the retaining wall where the new compactor will be located. Ray Breton stated that he recommends putting a rail on the existing retaining wall to prevent further damage to the wall. Gene said he has also asked Dave Bernhardt to look at the wall to get his opinion as well. George also mentioned that he is concerned about frost lifting the rails in the ground that the compactor bin slides on. No action was taken on this topic tonight by the Board. All agreed more information is needed.

September 2, 2021 . Transfer Station Compactor – Chairman Browne stated that the Board needed to make a decision on this topic and he encouraged input from all Board Members. C. French described in detail the research he has performed on the requirements to power the compactors. After discussion, the Board favored the proposal from Tom McGuire and asked Sabins to invite Tom to attend the 9/16 Board Meeting to discuss his proposal further. C. French will call Central Maine Power to get a price from them to extend 3-phase power to the transfer station.

September 16, 2021 4. Transfer Station Compactor – Tom Maguire of Maguire Equipment was present at the meeting and discussed in detail with the Select Board his proposal for trash compacting equipment at the Transfer Station. Discussion was given as to the pros and cons of 15 and 20 horse power motors, 40-yard versus 45 or 50-yard compactor cans, and also a 4-yard compactor versus a 5.5-yard compactor, and whether to purchase one of each. If we purchase two 5.5-yard compactors, one could be installed now where the present open top container is located; the other 5.5-yard container could be installed later as weather permits in the location of the existing compactor after the cement pad is repaired and extended to accommodate the length of the new longer machine. After lengthy discussion and on a motion made by C. French, seconded by B. Redmond, the Board voted unanimously to enter into an agreement with Maguire Equipment to purchase two (2) Marathon RJ 550 (5.5 yard) 15 horse power compactor machines now, with one machine to be installed now at the open top location; the other machine to be installed in the spring to replace the existing Marathon 450 machine. We also agree to purchase from Maguire Equipment two new Roto-phase converters to replace the existing, and to purchase two (2) new 45-yard containers at a price yet to be determined from Maguire Equipment.

7. Audience member Mike Poulin inquired what would happen to the surplus transfer station reserve funds (if any) after the compactor project is complete. Sabins replied the Select Board would determine whether to reinvest in the reserve or carry forward into next year to continue the project. We will know more after the compactor replacement project is complete.

November 18, 2021 5. Transfer Station equipment update – C. French inquired if the Board members thought the Board should be planning now for a structure over the open top container. The Board asked Sabins if there has been any additional update from the vendor we plan to purchase the compactor and containers from. Sabins said there was no update and apparently no plan to do any work until spring. The Board asked G. Field about his understanding for the timing of the pad replacement/repair for installation of the new compactors. Gene stated that his recollection was that the new compactor was to be installed and operational first, then repair/replace the existing pad and compactor. The new additional compactor is larger than the existing machine and requires a larger pad. Chairman Browne stated he does not want to spend any more money for a covering structure until the new equipment is in place. C. French asked if an engineering study is needed for a building. R. Browne stated he is not comfortable spending more money for engineering service. He is concerned about return on investment for engineering services. C. French stated he wants to protect our investment on the equipment and cover it. R. Browne stated he has spent all he wants to spend right now. Sabins will get a status update on the equipment order from the vendor for discussion at the next meeting. Gene repeated that his understanding was we were install the new compactor, then remove the old one for replacement.

January 20, 2022 2. C. French asked for an update on the installation of the transfer station compactor equipment. Sabins will get update for next meeting.

February 24, 2022 4. Other – C. French stated that he felt Transfer Station Manager George Hamar needed equipment at the transfer station to crush bulky waste. Chris distributed a handout of a G140 Pre Crush Static Compactor for discussion. He stated that he would like to have Sabins research to see if she could find an equivalent piece of equipment made in the USA. Chairman Browne stated that he was not interested in purchasing more equipment for the transfer station. Brief discussion ensued with no formal action taken by the Board.

March 17, 2022 3. C. French stated that the transfer station was a hot-button issue for him and he wants the Board to consider forming a Transfer Station Committee like the Town of China has to consider matters and future needs related to the Transfer Station. Chairman Browne stated he would need to think about that suggestion. Rick Denico offered that he would have two names of potential committee members if the Board decided to form a committee

May 12, 2022 3. C. French asked Gene about the concrete pad work needed at the transfer station for the new compactor. Gene said the amount of pad work needed has yet to be determined. 9. At C. French's request, Sabins provided an update on the installation of the trash compactors at the transfer station.

May 26, 2022 7. Solid Waste Sustainability Committee – Resident Amy Davidoff prepared and wrote a mission statement and name for the Solid Waste Sustainability Committee that she would like the Select Board to consider for adoption. Amy wants the committee to pursue and investigate disposal options, and to help the town be prepared for federal grant opportunities. She considers the committee to be fact finders; the Select Board would be decision makers. It was reported that Transfer Station Manager George Hamar is uncomfortable with the Committee proposal and Board decision making. He doesn't want to be saddled with decisions made by others about his transfer station operations. Chairman R. Browne stated that he doesn't want to make any decision without George being on board with the idea. C. French stated that many residents in town hire trash removal service and have never set foot in the transfer station. C. French also mentioned that he is uncomfortable with some of the language in the proposed mission statement. Sabins confirmed that she had spoken with George earlier in the day and that he is not comfortable with the proposal. Amy stated that she will speak with George again. No formal action was taken by the Board.

June 23, 2022 5. Trash compactor covering – With approximately \$31K remaining in the compactor replacement account, C. French asked Transfer Station Manager George Hamar to sketch out ideas for what he wants for a covering over the compactors. R. Denico suggested a backing to prevent blow-back in the face is needed. George agreed to sketch out his ideas and to provide them at the next meeting on July 14th.

July 14, 2022 6. Trash compactor covering – Transfer Station Manager George Hamar distributed copies of two sample covering option ideas that he had drafted. He proposed removal of the existing tower and constructing a Quonset hut covering over the two compactors at an estimated cost of \$48K. Until the covering can be permanently installed, a temporary catwalk needs to be installed before winter at an estimated cost of \$2K - \$3K. There are currently approximately \$31K remaining in the fund for this project which is not enough for the proposed Quonset hut. Chair B. Redmond stated that she would go to the transfer station on Saturday morning to view the project area, as she was not familiar with it. Further discussion on this topic will be held at a later time.

7. Trash hauling contract extensions – After brief discussion, and on a motion made by C. French, seconded by R. Denico, the Board voted unanimously to accept the prices for contract extension for one year as provided by both companies (Casella and Bolsters).

September 29, 2022 6. Trash compactor covering – Transfer Station Manager George Hamar was present at the meeting but explained to the Board that he had nothing new to share since he appeared at a previous meeting. He still desires to have a boardwalk and also a covering over the compactor controls made before snow flies this winter. After discussion, the Board encouraged George to talk with PW Director Gene Field to see if his team could help build these items before winter

December 8, 2022, 5. Transfer Station compactor cover – Board member C. French stated that he wants to do an RFP to plan and budget the next steps for a covering over the new compactors at the transfer station for budget purposes next year. He wants an RFP to design a building and make blueprints. Resident Tommy Richards asked if the covering would prevent the freezing of trash inside the compactor and the transporting of the same trash back and forth because the can cannot empty out. Discussion ensued. C. French said that maybe nothing will come of it, but we need to get a price so we can make a decision. C. French motioned to have the town manager work with Transfer Station Manager George Hamar and Public Works Director Gene Field to create an RFP to cover up the compactor at the Transfer Station. The motion was seconded by R. Denico and voted unanimously by the Board.

January 19, 2023, 6. Discuss Transfer Station Compactor Cover

G. Hamar presented information regarding a metal compactor cover. Safety is a concern, however with people backing up vehicles to the hopper. D. Phillips suggested a “drive around” similar to China’s transfer station. Other ideas included hiring another employee, looking at abutting properties and adjusting hours. A. Miller will meet with George and reach out to our local senators to see if there are any grants available. R. Denico motioned to table the discussion, seconded by C. French; 3-0.

Thursday, February 2, 2023 9. Transfer Station – Three proposals were presented to the board. The board is interested in setting up a taskforce to look into this matter further. A. Miller has a call in to Sen. Angus King’s office to see what type of grants might be available. B. Redmond will check with Amy Davidoff to see if she is interested in serving on the taskforce.

Thursday, February 16, 2023 4. Discuss Transfer Station Taskforce - C. French suggested appointing a taskforce to review the transfer station and present a proposal for next year’s budget session. The plan is to meet once a month, no more than 75 minutes. He will serve as member as well. The Town Manager and Transfer Station Supervisor will serve as advisory members. He said his priority is to review safety and to see what grants might be available to offset the taxbase. On a motion by R. Denico, seconded by B. Redmond the board unanimously approved the taskforce.

On a motion by C. French motioned, seconded by R. Denico the board unanimously agreed to appoint the following people to the taskforce: Christopher French, Amy Davidoff, Maggie Stickle, Jim Webb, Zach Smith, Dan Bradstreet and Doug Phillips.

5. Discuss Trash hauling - A. Miller reported that the contract with Bolster’s Rubbish Removal will expire on August 14, 2023. G. Hamar said that he is happy with the services and has proposed a \$5,000 a year increase in next year’s budget. G. Hammar noted there is a limited pool of trash haulers in the area and will make some phone calls, following up at the Mar. 16 meeting.

August 17, 2023 9. Discuss Transfer Station – The selectboard agreed to delay sending out RFP's on a new transfer station building until after more discussion with the Taskforce.

Thursday, September 21, 2023 7. Discuss Transfer Station Taskforce Request for RFP – The Town Manager reported the Transfer Station Taskforce agreed to ask the selectboard to send out Requests for Proposals for engineering design and costs for a new transfer station. C. French noted that the group is looking to improve safety and would like to avoid a “backup” design for motorists, adding the taskforce has a design in mind that includes two lanes in the center with compactors on both sides. He added that a representative from DEP met with the group and cautioned everyone about proper ventilation given the proximity to the landfill. The taskforce is recommending an open-ended building. D. Phillips said the group would like to get RFP's out and look at the concept the crew designed and come up with more concrete ideas. R. Denico motioned to allow the Town Manager to send out an RFP for design for a new transfer station and to open those bids on Nov. 16; seconded by M. Poulin; 3-0.

Thursday, October 19, 2023 12. Tax Increment Finance District – The Town Manager reported he spoke with a representative at the state's Department of Economic and Community Development regarding Municipal Tax Increment Financing. Considering there has been a change at the legislature that allows towns to use up to 50% of TIF funds for municipal buildings tied with economic development, the town would have to change the TIF ordinance to allow that to happen. There must be at least one public hearing and notice must be posted at least 10 days before the meeting, he said. M. Poulin noted that these funds could be a significant source of funding for the transfer station.