



## **Transfer Committee Meeting**

**October 3, 2023**

**Windsor Town Office**

### **Members Attending:**

Tom Reed, John Deeds, Barbara Seaver-West, Cheryl Pratt, Theresa Haskell – Town Manager

### **Members Absent:**

David Coons – Third Meeting missed

### **Other Attendants:**

Moira Teekema – Transfer Station Committee Secretary

Ray Bates – Chair of the Selectboard – Liaison

### **Call to Order: 6:00pm**

Called by Barbara Seaver-West – Vice Chair

Pledge of Allegiance

### **Updates:**

Sean Teekema has resigned from the position of Chair Person and as member of the Transfer Station Committee.

Discussed Barbara Seaver-West to assume Chair for the Transfer Station Committee.

**VOTE: 3-0-1**

John Deeds, Cheryl Pratt

Ray Bates offered to assist Barbara Seaver-West with duties until she is comfortable with the process of meetings and delegating research.

John Deeds offered to assist Barbara Seaver-West. Tom Reed proposed John Deeds as Vice Chair of the Transfer Station Committee.

**VOTE: 3-0-1**

Tom Reed, Cheryl Pratt

John Deeds proposed writing a Thank You & Gratitude letter to Sean Teekema for his previous dedication to the Transfer Station Committee.

**VOTE: 4-0-0**

John Deeds, Tom Reed

Correction to previous Minutes. Incorrect spelling – Quorum page 1. Resend document in Word Format for review.

Approved previous minutes from August 22, 2023 with correction.

**VOTE: 4-0-0**

Tom Reed, John Deeds

Theresa Haskell made mention of the previous Select Board Meeting on September 12, 2023. Committee members were requested to attend, however, no one showed.

### **Composting Initiative**

Discussion of having a Shredding Day annually for residents. Need to have survey for residents at Transfer Station for interest.

Pressure vessels are still in discussion since we cannot accept these items. Possibility of combining the disposal of pressure vessels on the Hazardous Materials Day at the China Transfer Station

### **Update to Transfer Station Ordinances**

Correction of Section 3 – Hours visibly posted

Discussed how to update this information online for residents to review. Theresa Haskell stated that all accepted ordinances are posted through the Town of Windsor website. The Solid Waste Ordinance must be completely approved by Selectboard to put in as a warrant article for the Special Town Meeting in November. At that point the ordinance shall be updated or approved to post on the town website.

Ordinance will be proposed by Barbara Seaver-West at the next Select Board meeting, October 10, 2023.

Ray Bates suggested to have Theresa write up a separate Warrant Article for the Select Board to review alongside the Site Review Ordinance. Keeping separate to make sure that the proposal is available for this next Select Board Meeting or a future meeting.

Cheryl Pratt discussed previously being able to get rid of yard waste in the Unacceptable Items section #6. The Transfer Station no longer accepts yard waste or raw wood materials because we no longer have a permit to disposed of this waste.

Addition of HDPE distinction in the Acceptable Items section #6.

Section Headings are to be bolded and underlined and subsections to be bolded and italicized.

Remove language in Section 5: Fees. Last sentence. Theresa Haskell suggested to have the Transfer Station Committee suggest starting fees for violations at \$50.00.

A form will be designed for the Transfer Station to allowed Attendants to document all violations so that the Town Office can bill the individual(s) for violations. Each violation will start with a \$50.00 plus disposal fees. Select Board Fee Schedule for the Town of Windsor will include this information on the separate Fee Schedule.

John Deeds requested information on where funds go that are collected for violations. Theresa Haskell explained that these fees go into the Miscellaneous Funds account to pay for Code Enforcement Officer, postage and additional research on individuals for violation, etc.

Vote to accept Solid Waste Ordinance with revisions.

**VOTE: 4-0-0**

Tom Reed, Barbara Seaver-West

### **Discussion of Transfer Station Fees**

Discussion was had about the possibility of having residential stickers on vehicles for Transfer Station Use. South China has implemented this.

The alternative to this is to increase charges per pound for waste disposal. Have been charging \$.10/lb for many years. With the increase in costs for transportation and tipping fees it is reasonable to increase the price. A suggestion was made for \$.20/lb.

John Deeds suggested only an increase to \$.15/lb for the residents would be more reasonable for inflation on all services and products across the state.

John Deeds also requested the current numbers for the Transfer Station budget and costs of operations. Theresa Haskell will provide information at a later time as she did not have documents available at this time. Theresa did mention that knowing last year it was about \$80,000 for operations and with the increase of costs to the town that it would be about \$150,000 estimated for this coming year. Not exact numbers. The State of Maine receives \$2.00/lb of waste disposed. Taxes pay for Transfer Station use as the cost per pound does not cover costs of operation. Cost Analysis will be provided by Theresa Haskell to the Transfer Station Committee.

Requested information on the percentages of new families and new construction in town. Also, what the increase in volume, weights, and traffic will incur. Research can be started by reviewing Building Permits.

Theresa Haskell stated that currently we have the lowest MIL Rate in the area. After review, South China is 12%/mil and Windsor is currently at 14.5%/mil. With reevaluations of properties and utilities in town we will be able to decrease the MIL Rate for Windsor.

Change in price from \$.10/lb to \$.15/lb to be proposed to the Select Board.

**VOTE: 4-0-0**

John Deeds, Barbara Seaver-West

This increase will be effective January 1, 2024 – June 1, 2024. A review of results from increase will be reviewed at this time by the Transfer Station Committee and Select Board. Post Cards will be sent to residents notifying them of increase, effective date, and suggestions of recycling more. Refer to Town Clerks and Town of Windsor website for information.

Barbara Seaver-West also provided post cards with information on Waterville's compost program. Will be discussed by Transfer Station Committee at a later meeting.

### **Compost Initiative**

All paperwork and print outs from Sean Teekema has been provided to the Transfer Station Committee and Theresa Haskell – Town Manager.

Grant information provided by Suzanne Appel. She also offered to handle the grant writing and submissions per the Town of Windsor. At this time the October due date for the fall grant will not be met. This will be attempted in spring for the next round of grants.

Need someone to take on researching and writing grants. All questions can be directed to Theresa Haskell or the Transfer Station Committee. Information can be requested of DEP representatives Mike Parker and Mark King who have assisted with prior requests.

**Meeting adjourned 7:15pm.**

### **UPCOMING MEETINGS:**

**Tuesday, October 17, 2023 at 6pm**

**Barbara Seaver-West will be attending the Select Board Meeting October 10, 2023.**

**Respectfully Submitted,**

Moira Teekema, Transfer Station Committee Secretary