

• **Transfer Station and Recycling Center Review Committee Agenda**

Date: December 11,2023 **Time:** 2:30 pm **Location:** Town Hall-4 Signature Drive

Topic 1: Approve minutes from 8.28.2023 meeting

Topic 2: Review of User fees at the Transfer Station – (Discussion & Vote)

- Does the committee have recommendations on where to increase user fees? I have attached a mock up on pricing on some of the areas I think should increase.
- Asking Committee members to look over the user fees, make increases and approve so we can submit to The Select Board for review on 1/3/2024.

*From Conner’s email: I would like to ask the Transfer Station and Recycling Center Review Committee to consider the best ways to achieve a 20% increase in revenue. We had talked about having revenue increases start at the beginning of 2024. This gives a relatively short window to prepare this recommendation and have it ratified by the Select Board. If possible, I would target having a recommended fee schedule ready for Select Board review by 1/3/24 in order for them to make a decision on 1/8/24 (effective 1/9/24).

Topic 3: Transfer Station Operational Hour Increase: (Discussion &Vote)

- There is money in next years budget to increase hours of operation.
- I am recommending that we continue with the Thursday hours 1:00pm to 5:00pm. Residents are already use to those hours. We will be able to set up a consistent schedule not only for residents, but employees as well. If we stay with Thursday hours, we can have a clear and consistent schedule. This will also help if a holiday should fall on a Tuesday we would not have to open on an “off” day the next day we would be open is Thursday, if the holiday is on a Thursday, we are open on Saturday. Residents were not taking advantage of us opening on a different day or having earlier hours.
- Does anyone have any other recommendations for days and hours to be open?

Topic 4: CMA Site visit: (Informational)

- Lew and I met with Adam and Nick from CMA. They observed how residents utilized the Transfer Station, from the MSW building, to bulk/demo and how they pulled into the spots up at recycling. They are hoping to have an update to us in a couple months. Adam did state they were running behind.

Topic 5: Task order from CMA (Informational)

Attached in the email is the task order from CMA so the review committee has an understanding of CMA's scope.

Topic 6: Topics for the next meeting (Discussion)

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