

6/16/20

Transfer Station Siting Committee

In March 2020 the voters of Alexandria approved the purchase of a 17-acre tract of land immediately southeast of the intersection of Cass Mill Road and Route 104. The purpose of the purchase is to provide a permanent location for the Alexandria Transfer Station, which is now located on leased property at the east end of Smith River Road.

The Selectboard is hereby appointing a group, called the **Transfer Station Siting Committee** (TSSC), to plan for and manage this transition. The TSSC is expected to function until the present transfer station on Smith River Road has been closed and its site rehabilitated.

1. Membership of the TSSC The Committee will consist of Ken Hall (currently Transfer Station manager), Jeff Cantara (currently Road Agent), Steve Whitman (currently chair of the Recycling Committee), and Sue Hunt, who is an Alexandria resident living on property abutting the new site. The Selectboard members (currently Chet Caron, Bob Piehler, and George Tuthill) and the Selectboard Administrative Assistant (currently Jennifer Dostie) will be members of the TSSC as well. The Committee may choose a chairperson from its membership.
2. Charge to the Committee The TSSC is charged with the following tasks.
 - a. Develop a flexible vision for the Town's waste and recycling programs, with multiple horizons in time – that is, say, 5-year, 10-year, and 20-year goals. This may include various forms of inter-community cooperation.
 - b. Assess the new site as to topography, accessibility, and underlying materials.
 - c. Seek out and evaluate possible transfer station designs for the near term (the “initial phase”), but with a view to possible future development.
 - d. Select a design for the initial phase, and estimate the costs associated with the necessary site modifications and construction. As a sub-task, estimate costs of stockpiling and processing of underlying materials, as well as cost savings that might accrue through the Town's use of these materials.
 - e. Estimate the costs that would be associated with the closure of the current transfer station – that is, the remediation costs for the old site.
 - f. Based on c), d) and e) above, develop a sequence of development steps for the opening of the initial phase at the new site, and closure of the old site, with estimated costs for each steps.
 - g. Seek out and evaluate possible sources of external support in the form of grants.

- h. Based on these estimates, recommend a timeline for the transition, with associated yearly costs, A recommendation for any 2021 costs should be provided by October 2020, in time for consideration by the Budget Committee and the creation of a warrant article. Recommendations should be in writing, with appropriate supporting documentation.
3. Meetings TSSC meetings will be held regularly, on a schedule determined by the members. They will be advertised in advance and open to the public.
4. Method of Operation Although there is substantial expertise within the TSSC, the Committee members can and should educate themselves further regarding transfer station design and operations – e.g., by visiting other communities and consulting appropriate professional sources. The group should explicitly seek out community input.
5. Regular reporting The TSSC should report at least quarterly at a regularly-scheduled Selectboard meeting. These meetings are video-recorded and broadcast on public access television, so this will serve to inform the community of the Committee’s progress at frequent intervals.
6. Expenses TSSC members who incur incidental out-of-pocket expenses (e.g., mileage) in the course of the Committee’s work should provide invoices to the Selectboard for approval and reimbursement. Expenditures expected to exceed \$500 require prior approval by the Selectboard.