

MINUTES OF MEETING

A meeting of the **Ad Hoc Transfer Station Review Committee** was held in Meeting Room A of the CJH Municipal Center, 1 School St. Bethel, CT on November 10, 2016

**Present:** A.J. Bernard, Kitty Grant, B.J. Liberty, Kevin Sheehan, ex-officio Paul Szatkowski

**Absent:** Nick Ellis

**Guests:** Transfer station manager Mike Flanagan

The meeting was called to order at 6:37 pm by AJ Bernard.

Pledge of Allegiance was said.

Minutes of the October 6, 2016 meeting were approved with a motion made by K. Grant, second by K. Sheehan, all in favor.

Old Business:

Report on Transfer Station by M. Flanagan: Progress has been made on the sign but it is still not finalized.

The lack of running water and facilities at the Transfer Station has come to the attention of the Selectmen and plans are being developed to rectify that situation.

Update on town survey by K. Grant: Several surveys have been received and one issue that comes up frequently is the permit fee. B.J. Liberty noted that even if permit fees were eliminated, proof of residency should still be required to avoid the town being burdened with additional expenses arising from out-of-towners dumping their garbage at the Bethel Transfer Station. The present sticker system could be kept with stickers being issued at the Transfer Station to persons with a valid driver's license. More paper surveys are available to be completed in the Bethel Municipal Building and in the Bethel Library

Ad Hoc Transfer Station Committee report to the Board of Selectmen on November 1, 2016 [three-page preliminary report is attached, 80-page addendum is omitted – prepared by A.J. Bernard and B.J. Liberty]: A.J. Bernard reported that no action was taken at the Selectmen's meeting. However, the Town Attorney did indicate that a four-year commitment for a compactor lease could be a problem. The town's agreement with HRRRA will expire in 2019 and in order to be open to all possibilities at that time, all contracts should have the same termination date. Any RFP will have to take that time frame into consideration. In the meantime, it is recognized that if no other action is taken, the Bethel Transfer Station will have to replace a truck and containers. Selectman Szatkowski assured the Committee that the Selectmen are aware of that and alternatives will be looked at well in advance of the HRRRA agreement expiration.

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TOWN OF BETHEL  
TOWN CLERK

New Business:

Committee chairperson A.J. Bernard formed two new sub-committees to gather more information.

One sub-committee will research the Bethel Transfer sub-lease possibility. Tasks will include identifying interested operators, creating a RFP, and determining what items need to be included on a lease agreement. Members of this sub-committee will be Nick Ellis, Kevin Sheehan, and A.J. Bernard.

The other sub-committee will research the possibility of a second compactor which will be used for garbage at the Transfer Station. Tasks will include placement, additional costs, and design needed to handle large, "hard" items such as sofas. Members of this sub-committee will be Kitty Grant, B.J. Liberty, and A.J. Bernard.

The next meeting of the Transfer Station Committee will be on December 1, 2016. Meeting dates for 2017 will be determined at that time.

K. Grant made a motion to adjourn the meeting, seconded by B.J. Liberty, all in favor. The meeting was adjourned at 7:35 pm.

Respectfully submitted,



Linda Curtis  
Recording Secretary

## Preliminary Report

From the Ad-hoc Bethel Transfer Station Committee to the Selectmen of the  
Town of Bethel

October 28, 2016

Since we began meeting our process has included the following:

We reviewed the current Bethel Transfer Station (BTS) state permit, current state regulations, and also the draft of the Comprehensive Materials Management Strategy. We considered the timing of the end of the HRRRA contract in June 30, 2019 and the unknown impact of future regional contract agreements.

Our members have visited the current BTS operation. The committee has obtained a partial survey from the Bethel engineering office to review the idea of extending use of the property. After doing a site walk and looking at the map, the committee felt that while good for the town electrical grid, the proposed solar farm will restrict the ability to expand the services of the BTS. The BTS has seven waste containers needing replacement or repairs and a truck needing constant repairs or replacement. The cost to repair or replace the containers is almost the same, estimated between \$30,000 to \$35,000. In addition, we found that there was no running water for over a year which is a health and safety concern.

Members have visited the Winters Brothers transfer station located on White Street in Danbury and their single stream facility in Shelton as well as the food composting facility on Great Plain Road, Danbury owned by Jeff Demers.

This committee sought and received information from most of the area's garbage haulers in the Bethel area for better usage and increased volume of material for the BTS. This information included their vision for leasing or co-venturing the facility and an alternate vision of installing a compactor for recycling.

A public survey of the services available at the BTS was offered on-line and at the transfer station. Replies were very positive both on the service the town supplies and the friendly, helpful staff, with varying results on the current permit fee and awareness of services available. Since there was limited availability, the survey will be further extended to the community at Town Hall and the library.

To address the need to increase awareness of the BTS, a Facebook page has been created, Matt Knickerbocker wrote an article published in the Penny Saver, and the committee voted five months ago to have a larger sign for the BTS at the entrance off RT. 53. The sign has been in deliberation within the various town departments for five months and has not reached the town's paint department yet.

As a result of our work, the BTS committee has voted that the best avenue for the service, growth and usability of the BTS is as follows, with the caveat that the estimated costs have been provided by construction companies and are not binding.

- Replace the seven recycling containers with a single stream compactor that would need a trench for electrical service and a concrete pad. The compactor will be serviced by a hauler and will free up the staff to keep the BTS open another day and a half as well as eliminating the need to repair/replace containers and truck.

Cost Compactor	\$000.00	with contract to hauler
Electrical trench	\$7,568.00	(copy of pricing enclosed)
Cement pad	\$13,300.00	(copy of pricing enclosed)

We would sell the truck for \$1,500 as a "minimum price" and the seven containers at \$500.00 each, total \$5,000 proposed as part of a multi-year contract to pick up our MSW and recyclables.

To recap the numbers: we spend \$21,000 for the installation of the compactor

We sell truck and containers and earn a minimum \$ 5,000.

Eliminate truck/container repair, truck fuel costs.

Today the yearly cost without the compactor is \$13,000 (hauling and tipping fees)  
with the compactor yearly estimated cost \$6,500 due to the  
reduction of hauling trips and tipping fees

With the compactor, we will get rebated to the town \$10.00 per ton on recyclables and a rebate to HRRA \$10.00 per ton for all single stream recyclables material, the transfer station will be open an additional day and a half, and repair/replacement costs are eliminated. The proposed compactor is something that can be done quickly and will save the town money in the near future.

In addition, we suggest further work:

- Continue to look into a partnership with private haulers. This includes a thorough evaluation of the property available to the transfer station and possible access through other town or MetroNorth property, site requirements, current and pending state and federal regulations, and impact on current services and costs to Bethel residents.
- Clarification of usage of property. A portion of the large map supplied by the Bethel Engineering Department is enclosed and marked as having 1.19 acres but in an onsite inspection, the map portion credited to the BTS includes the driveway that will also be used by the solar farm. With the solar farm also using the driveway, will the BTS gate need to be relocated closer to the BTS entrance and will that cost be charged to the solar farm or to BTS?
- Investigate the feasibility of a second compactor for the MSW.

We respectfully submit this preliminary report for your review and suggestions.

A. J. Bernard, Chairman  
Kitty Grant, Vice Chairman  
Nick Ellis  
B. J. Liberty  
Kevin Sheehan

With special thanks to  
Paul Szatkowski, Selectman  
Mike Flanagan, Manager BTS, who supplied our requested information quickly  
Linda Curtis, Secretary

Enclosed:

Informal, non-binding quotes:

- Copy of electrical trench quote
- Copy of compactor pad quote
- Copy of compactor information
- Copy of BTS land area
- Copy of Bethel assessor's card for entire complex
- Copy of CT proposed Comprehensive Material Management Strategy