



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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## ***2018/2019 Transfer Station Evaluation Committee Charter***

### **Purpose**

The Brookline Selectboard has established the 2018/2019 Transfer Station Evaluation Committee (TSEC) to evaluate future recycling implementation and site improvements of the Transfer Station property, including the estimated costs and revenue for the Town. A report, including specific recommendations, is expected for the March 2019 annual town meeting (or sooner). Members of the committee shall be appointed by the Selectboard. The committee's charter will end at the conclusion of the 2019 town meeting.

Meetings will be noticed and minutes taken consistent with RSA 91-A.

### **Organization**

The TSEC will consist of nine voting members appointed by the Selectboard and will include the following:

- Selectboard Representative
- Transfer Station Lead Attendant
- Town Representative to Souhegan Regional Landfill District
- Town Administrator
- Brookline's DPW Director, once appointed
- Four at-large residents

Each voting member who represents another board or department will be responsible for keeping their respective group informed of the committee's work.

Additional (non-voting) members may join the committee at various points in time at the discretion of the committee. It is expected that one or more of the following may be asked to assist the TSEC during its work:

- Town Planner (for link to Planning Board for any eventual site review)
- Prior Public Works Study Committee members
- Conservation Commission representative
- Subject matter experts

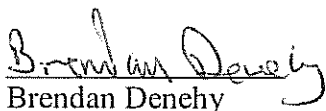
In the event the committee wishes to modify the membership of voting members, approval of the Selectboard is required.

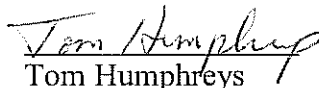
## Scope

The committee will focus on the following tasks:

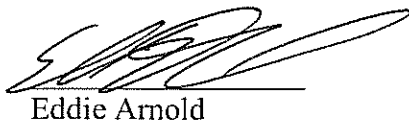
- Elect a Chair, Vice-Chair and Secretary
- Research availability of topographic map(s) for transfer station parcel and identify location of property boundaries
- Conduct a full site walk
- Review the work of last year's DPW Study Committee
- Establish a timeline for the committee's work
- Evaluate implementation of one or two new compactor(s) (\$15,000 of funds available in 2018)
- Evaluate potential changes to the collection, storage/location, evolving NH DES requirements for, and disposal of:
  - Electronics
  - Tires
  - Metal
- Identify alternatives for future use/improvements of the property and layout, including timelines
- Identify alternatives for recycling improvements/implementation, including timelines
- Identify any legal questions/issues of importance and forward them to the Selectboard
- Advise Selectboard of preliminary alternatives as an interim step
- Develop a comprehensive list of pros and cons for each alternative
- Develop estimated costs and/or revenue to the town for each alternative; estimate return on investment for each
- Prioritize alternatives
- Develop final report outlining the committee's work and recommendations
- Assist the Selectboard in developing a presentation and warrant article(s) for town meeting, if needed

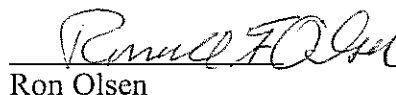
Committee charter adopted on April 23, 2018.

  
Brendan Denehy

  
Tom Humphreys

  
Valerie Ogden

  
Eddie Arnold

  
Ron Olsen