



## RULES AND REGULATIONS FOR THE USE OF THE TRANSFER STATION AND RECYCLING CENTER

Trash and recyclables shall be accepted from New Boston residents and non-resident property owners only on Tuesdays from 9:00 AM to 6:00 PM, Thursdays from 9:00 AM to 5:00 PM and Saturdays from 8:00 AM to 4:00 PM. The scales will close thirty minutes prior to regular business hours. Commercial haulers will have access to the facility on Tuesdays and Thursdays starting at 7:00 AM with the approval of the station manager.

1. All materials accepted at the New Boston Transfer Station **MUST** be generated in New Boston
2. Any and all material dropped off at the Transfer Station becomes the property of the Town of New Boston. Residents are free to take items from the Swap Shop or other designated reusable areas with the permission of station attendants and at their own risk and for personal use only. Recycled items that are normally sold to market, may be purchased by residents at market price. All such transactions will be done in accordance with the Transfer Station's Standard Operating Procedures.

### SWAP SHOP RULES:

- a. *Items that are still functional and contain all necessary parts and are in working order are permitted.*
  - b. *No restricted materials accepted. (See station manager for complete list)*
  - c. *Shopper's vehicle must display New Boston transfer Station Sticker on vehicle windshield.*
  - d. *Shoppers are encouraged to restrict visits to Swap Shop to two times in one day for not more than 15 minutes*
  - e. *Items are intended for personal use only, not for resale. (The shop is open to approved non-profit organizations and resellers on Tuesday from 4:30-5:30PM. Please see Transfer station Manager for approval.)*
  - f. *The Town assumes no liability for any items removed.*
3. All trash and recyclables shall be placed in designated areas. These areas are marked with appropriate signage. Each year an informational pamphlet, approved by the Board of Selectmen, will be mailed to all residents and will contain current policies, fee structures and other Transfer Station information. Copies will also be available at the Transfer Station and the Town Hall. This information can also be viewed at [http://www.new-boston.nh.us/Pages/NewBostonNH\\_Transfer/index](http://www.new-boston.nh.us/Pages/NewBostonNH_Transfer/index). In the case of conflict between the tri-fold pamphlet and these rules and regulations, the rules and regulations will apply.
  4. Everyone using the Transfer Station shall observe the posted rules and regulations.
  5. Everyone using the Transfer Station is under the jurisdiction of the attendants and shall comply with their direction.
  6. All drivers shall obey the facility speed limits and traffic signs.



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7. Temporary use permits may be obtained at the Town Hall. Contractors **MUST** present a temporary permit to dispose of New Boston generated commercial demolition and debris. Information on obtaining a temporary use permit is available on the Town web site.
8. Resident vehicle permits are required to access the facility. Information on obtaining a vehicle permit is available on the Town web site.
9. Recycling of the materials listed in Section 10 is mandatory in New Boston. If one is not sure of what is recyclable, please ask an attendant or call the facility at 487-5000 before making a trip to the Transfer Station. The Town's recycle percentage goal is, at a minimum, 40% as suggested by New Hampshire Department of Environmental Services Solid Waste Rules.
10. All residents, businesses and commercial haulers of the Town of New Boston must separate the following recyclables from the household and commercial waste. These materials shall be dry and free of food waste and other garbage and placed in designated areas.
  - Glass – anything that shatters. No color separation necessary, green, brown, clear, frosted, blue ceramic, mirrors, plates, cups, glasses and windows removed from the frames. (No automotive windshields)
  - Aluminum Beverage Cans – aluminum beverage cans **ONLY**. (A magnet will not stick to the can.)
  - Tin Cans – pet food cans, dry paint cans, foil items and empty aerosol cans. (Please rinse, labels are okay.)
  - Card Board – all clean, dry, broken down cardboard. (Printed, colored and shine cardboard accepted.)
  - Newspaper – includes inserts.
  - Mixed Paper – all clean paper, junk mail, magazines, phone books, cereal boxes, egg cartons and food boxes, including frozen food boxes. (Anything that rips or tears.)
  - HDEP #2 – opaque or solid color plastic bottles. Please remove caps from bottles. (No blister packing material. No automotive oilcans, these cannot be recycled due to oil residue.)
  - PETE #1 – Clear or see-thru plastic bottles. Please remove caps from bottles. (No butter tubs or yogurt cups.)
11. The Transfer Station will also accept other residentially generated materials that are noted below. The disposal of some items may come with a fee. The fee structure will be subject to change and listed on the annual brochure sent to all residents. Fees are established to cover the cost of disposal for items our Solid Waste agreement prohibits being placed in the



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hopper. Separate disposal arrangements with additional fees are negotiated. Those who generate these items pay those additional costs through our fee structure, not the general public.

- Used Motor Oil – residential used oil must be water and anti-freeze free. See attendant for proper disposal of residentially generated and contaminated oil and used anti freeze.
- Fluorescent bulbs
- Used clothing
- Scrap metal
- Vehicle batteries
- Tires
- Appliances
- Furniture – such as upholstered chairs and couches, mattresses and carpets.
- Construction rubbish
- Gas cylinders and propane tanks
- Leaves and brush – *Residential waste only-no commercially collected materials will be accepted. There shall be an annual limit per household of 5 pick-up truck bed or utility trailer loads.*

12. Contractors and private haulers must follow facility policies and may only bring materials generated in the Town of New Boston to the facility. Commercially generated hazardous waste will not be accepted by the New Boston Transfer Station.
13. The New Boston Transfer Station accepts residentially generated household waste though it reserves the right to refuse any materials that it deems hazardous and may not be able to dispose of safely.
14. The New Boston Transfer Station will adhere to requirements, all permits, contracts, State laws (referred to as RSA's), as amended, and local ordinances necessary to continue operations. The Standard Operating Procedures of the facility will also conform to the above.
15. New Boston will sponsor a regular Residentially Generated Household Hazardous Waste Collection Day to be administered by a licensed and bonded contractor. A mailing will notify residents with the date, time, procedures and acceptable materials.



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16. The New Boston Transfer Station is not a hazardous waste facility and cannot accept or store any such items. The Transfer Station will assist any resident with information regarding the proper disposal of such materials whenever possible.
17. Enforcement – the Town of New Boston reserves the right to inspect for content any materials brought to the facility to insure compliance with the recycling mandate, vendor contracts, State of New Hampshire Solid Waste Rules and local ordinances. At all times, the Transfer Station management, staff, and Transfer Station Advisory Committee will seek to educate residents as to the value of recycling and appropriate procedures for doing so. If, however, a resident or commercial hauler fails to comply with the procedures noted herein, Transfer Station management will follow the enforcement procedures listed below, copying all notices to the Town Administrator and the Board of Selectmen and, in some cases, making recommendations for corrective action.
  - Residential Users – if an individual resident does not comply with the Transfer Station Rules and Regulations after several attempts by the staff to educate them and being given a copy of the annual brochure explaining clearly what the proper procedures are for recycling, they will be given a verbal warning. Spot checks of subsequent loads to the Transfer Station will be used to determine better compliance. If compliance is still lacking a written warning will be issued again detailing what needs to be done to insure compliance. A second written warning may be accompanied by a temporary suspension of privileges. Again, spot checks of subsequent loads will be used to determine appropriate compliance with the rules and regulations. If a third offense occurs, the Transfer Station Manager will make a recommendation regarding a loss of privileges to the Board of Selectmen. Illegal dumping fines will be levied at the rate of one hundred and fifty dollars (\$150.00) per occurrence.
  - Commercial Haulers – will be given a copy of the Rules and Regulations of the Transfer Station and a copy of the brochure as it comes out annually. Commercial Haulers will sign a contract, stating that they have read the Rules and Regulations of the Transfer Station and that they will abide by them, accordingly. If a commercial hauler does not comply with the Transfer Station Rules and Regulations a verbal warning will first be issued. Upon a second offense a written warning will be issued, which may be accompanied by a fine or a suspension of privileges, or both. A third offense may result in loss of privileges to use the facility. Fines will be levied at the rate of one hundred and fifty dollars (\$150.00) per occurrence.

**Amended and Approved by Board of Selectmen – August 20, 2007**  
**Amended and Approved by the Board of Selectmen-May 7, 2012**