

**MINUTES FOR THE
TRANSFER STATION SAFETY COMMITTEE
Meeting of September 8, 2025
Knightly Meeting Room, 33 Geremonty Dr., Salem, NH**

PRESENT : Voting Members Vice-Chair Wayne Amaral (Municipal Services Director) Secretary Colleen Mailloux (Assistant Town Manager) Geoff Benson (Deputy Director - Public Works) James Pacheco (Facility Foreman) Nicole McGee (Finance Director) Joe Devine (Town Manager) Dave Cantor (Resident)

ALSO PRESENT : Jeff Hatch (Town Council)

Absent: Chair Cathy Stacey (Town Council) Cindy Kenerson (Assistant Financial Director)

CALL TO ORDER: Vice-Chair Amaral called the meeting to order at 4:00 PM

Minutes: Motion by Member Mailloux to approve the minutes from August 4, 2025, second by Member Pacheco

Member Amaral - Yes

Member Mailloux - Yes

Member Benson - Yes

Member Pacheco - Yes

Member McGee - Yes

Member Cantor - Yes

Council Member Hatch - Abstain

The motion passed 6-0 -1

Public Comment - Resident Roland Giguere brought up the metal pile at transfer station getting too tall, people are picking the pile and is afraid that someone has the potential of getting hurt. Member Amaral informed that a meeting would be held this Wednesday, September 10th to discuss the metal pile situation. Member Benson elaborated on the Windfield Recycling company that handles the metal pile removal and that they have unfortunately let things lapse. There was an open discussion concerning the legality of the contract between the town and the company as there is no actual signed agreement; it was more a "good faith handshake" that bound the agreement. Member Benson, Member McGee and Member Cantor discussed conducting bids for the metal pile with other companies to have someone come in and take care of it.

Old Business - Bylaws: Member Mailloux reviewed the bylaws that she put together with the meeting handout. There was discussion about if the purpose of committee needed to be elaborated on within the bylaws, however, it was determined that they seemed to be accurate.

Motion by Council Member Hatch to adopt the bylaws, second by Member Pacheco

Member Amaral - Yes

Member Mailloux - Yes

Member Benson - Yes

Member Pacheco - Yes

Member McGee - Yes

Member Cantor - Yes

Council Member Hatch - Yes

The motion passed 7-0-0

Better Management Practices (BMP): Member Pacheco reviewed the BMP's that were included in the meeting handouts stating that the State hands these out when you do a class

and therefore, he wouldn't advise re-writing things as the State has already done that work for us. Member Pacheco would, however, suggest that we should see what is needed per BMP and use the outline as guidance for implementing things in order to get things to where they need to be within the Transfer Station. Member Amaral agreed and thinks it would be good to make an outline and have it be a fall/winter project. Council Member Hatch interjected that we may not want to get involved in certain things; for example, when you buy a battery at the store, some stores will take back the old battery rather than having to bring it to the Transfer station. Member Amaral asked what type of literature is provided to the public when a Transfer sticker is obtained. Member Pacheco indicated a pamphlet is handed out with information about the Transfer station. Our signage at the transfer station should be updated as well as it doesn't contain all the information that it should be as per the state guidelines. Member Cantor inquired about the municipal code indicating that it hasn't been updated in a long time. Member Mailloux agreed and indicated that this is something that the committee could bring up to the council about updating.

New business - Agenda: Member Amaral discussed that one week before the committee meeting Lisa Perry will email out to the committee inquiring about any topics that are looking to be addressed at the upcoming meeting. Once responses have been received, the agenda will be created and approved by Member Amaral. The agenda will then be emailed to the committee members and uploaded to the town website.

Motion by Member Amaral to make Member Mailloux the voting member representing the Town Manager's office with Member Devine as the alternate, second by Member Benson.

Member Amaral - Yes
Member Mailloux - Yes
Member Benson - Yes
Member Pacheco - Yes
Member McGee - Yes
Member Cantor - Yes
Council Member Hatch - Yes
The motion passed 7-0-0

Follow-Up Items for next meeting:

- Website and permit hours - Member Amaral and Municipal Services Department
- Review of the Municipal Code - Member Mailloux and Member Cantor
- Updating of signage and Ash disposal information - Member Benson and Member Pacheco

Next Meeting: October 20th at 4:00 PM

Motion by Member Mailloux to adjourn at 4:45 PM, second by Member Pacheco

Member Amaral - Yes
Member Mailloux - Yes
Member Benson - Yes
Member Pacheco - Yes
Member McGee - Yes
Member Cantor - Yes
Council Member Hatch - Yes
The motion passed 7-0-0

104 Notes/minutes taken by: Lisa Perry
105 Approved: Transfer Station Safety Committee
106 Date: October 20, 2025