

**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 10<sup>th</sup> 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

**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

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

68  
69 **New business - Agenda:** Member Amaral discussed that one week before the committee  
70 meeting Lisa Perry will email out to the committee inquiring about any topics that are looking to  
71 be addressed at the upcoming meeting. Once responses have been received, the agenda will  
72 be created and approved by Member Amaral. The agenda will then be emailed to the committee  
73 members and uploaded to the town website.

74  
75 Motion by Member Amaral to make Member Mailloux the voting member representing the Town  
76 Manager's office with Member Devine as the alternate, second by Member Benson.

77 **Member Amaral - Yes**  
78 **Member Mailloux - Yes**  
79 **Member Benson - Yes**  
80 **Member Pacheco - Yes**  
81 **Member McGee - Yes**  
82 **Member Cantor - Yes**  
83 **Council Member Hatch - Yes**  
84 **The motion passed 7-0-0**

85  
86 Follow-Up Items for next meeting:

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

91  
92 **Next Meeting:** October 20<sup>th</sup> at 4:00 PM

93  
94 Motion by Member Mailloux to adjourn at 4:45 PM, second by Member Pacheco

95 **Member Amaral - Yes**  
96 **Member Mailloux - Yes**  
97 **Member Benson - Yes**  
98 **Member Pacheco - Yes**  
99 **Member McGee - Yes**  
100 **Member Cantor - Yes**  
101 **Council Member Hatch - Yes**  
102 **The motion passed 7-0-0**

103

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