

TOWN OF SOUTHBOROUGH TRANSFER STATION – RECYCLE. IT IS THE LAW

Transfer Station Hours of Operation: Wednesday through Saturday from 8:00 a.m. – 6:00 p.m. Gate at entrance & exit will close **immediately at 6:00 p.m.** All users should plan on coming well before 6:00 p.m., especially if they are recycling materials, brush, or large quantities of refuse.

RULES AND REGULATIONS Effective July 1, 2007 (adopted by Board of Selectmen on June 5, 2007)

Only cars and pickup trucks (see vehicle definitions) registered to Southborough residents, garaged at a Southborough address, carrying **residential household trash** will be admitted to the town transfer station. All other vehicles are excluded.

A sticker to prove residency must be purchased annually.*

*Sticker must be placed on the outside of the vehicle, on the driver's side rear bumper or driver's side rear window on the vehicle being registered; sticker must be visible at all times.

I. Residential Vehicle Definitions

- A. Cars: All passenger cars, station wagons, SUVs, mini-vans and full-size window vans registered as passenger vehicles.
B. Pickups: All single rear wheel pickup trucks and vans with a gross vehicle weight (GVW) rating no greater than 9,200 lbs.

Exceptions:

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| (1) No pickups with bed hoists or dump bodies | (3) No walk-in type vans |
| (2) No high cube vans | (4) No utility trailer over 10 ft in length |

II. Sticker Purchasing Procedure, Fee Schedule and Special Recyclable Items

- A. Purchasing Procedure: Residents may purchase stickers at the Public Works Department, 147 Cordaville Road, Monday through Friday from 7:30 a.m. to 4:00 p.m., or by mail – **OR ONLINE at www.southboroughtown.com** – **NO CASH TRANSACTIONS.** Copies of the resident's valid driver's license, vehicle registration and proof of residency** must accompany the application whether the transaction is being performed in person or by mail. The new sticker must be in place by September 15 of each year or the vehicle will be denied access to the transfer station. If you should change vehicles or lose your sticker during the course of the year, it is your responsibility to pick up a replacement sticker at the Public Works following the above procedure, there is no cost for a replacement sticker, and the same information is required to receive a replacement sticker as the original sticker. **THE STICKER FEE IS NON-REFUNDABLE.**

*Sticker must be placed on the outside of the vehicle, on the driver's side rear bumper or driver's side rear window on the vehicle being registered, sticker must be visible at all times.

** Valid proof of residency will be in the form of a utility bill, from the current or the preceding month, addressed to the resident at the Southborough address or other documentation as approved by the DPW Superintendent. **A water bill or property tax bill will not be considered as proof of residency.**

- B. Sticker Fee Schedule

- (1) Resident vehicles: \$110 fee for 1st sticker, 2nd sticker is free; \$50 fee for each additional sticker after the second.
- (2) Senior Citizens (if you will turn age 65 between September 15 and December 31 of the calendar year in which you are requesting a sticker) No charge for 1st or 2nd sticker; \$50 fee for each additional sticker after the second.
- (3) Replacement sticker: no charge.
- (4) Under extenuating circumstances a temporary one day pass may be issued to valid sticker holders at the discretion of the DPW Superintendent. The issuance of temporary passes shall be limited to a maximum of two passes per sticker year per household.

- C. Residents utilizing a commercial hauler are required to pay the \$110 annual fee for one sticker. The hauler will present a list of its customers to the Town as specified in its contract.

- D. THE SOUTHBOROUGH TRANSFER STATION WILL NO LONGER ACCEPT CATHODE RAY TUBES (CRTs), CRTs ARE COMPUTER MONITORS AND TELEVISIONS THAT HAVE PICTURE TUBES. THERE WILL BE CRT COLLECTION DAYS WHERE THESE CAN BE RECYCLED FOR A FEE. IT IS AGAINST THE LAW TO DISPOSE OF CRTs AS REFUSE.**

- E. Permit for Special Recyclable Items: Residents bringing refrigerators, air conditioners and dehumidifiers to the transfer station must obtain a Special Item Recycling Permit*** for the item and will be subject to the following limitations and procedures:

- (1.) The resident must COMPLETELY fill out the Special Recyclable Item permit either on-line, by mail or in person at the Public Works Office. The completed form must be affixed to the item being recycled.
- (2.) Each household is limited to recycling ONLY THREE OF EACH ITEM PER STICKER YEAR. It is illegal to not recycle these items. Households wanting to dispose of a fourth of any item must get special permission from the Public Works Superintendent.

***Special Item Recycling Permits can be obtained at www.southboroughtown.com, by mail and at the same location and times as the Transfer Station Stickers. **NO PERMITS ARE AVAILABLE AT THE TRANSFER STATION.**

III. General Information

Stickers will now have the license plate numbers of the vehicle that they are assigned to written on them. Vehicles with stickers that do not match the vehicle's plate number will be in violation of the Transfer Station Rules and Regulations. Residents whose plate number is on a sticker that is attached to a vehicle with a different plate number are also in violation of the Transfer Station Rules and Regulations. **A STICKER IS VALID ONLY IF IT IS AFFIXED TO A VEHICLE WHOSE PLATE NUMBER MATCHES THAT WRITTEN ON THE STICKER AND IF IT IS PERMANENTLY AFFIXED IN THE CORRECT LOCATION ON THE VEHICLE. ALL AREAS OF THE TRANSFER STATION ARE RESTRICTED TO CURRENT SOUTHBOROUGH RESIDENTS WITH A VALID STICKER. A STICKER IS NO LONGER VALID IF THE RESIDENT HAS MOVED FROM SOUTHBOROUGH. REMOVING MATERIALS FROM RECYCLING BINS, COMPACTORS AND GOODWILL IS PROHIBITED. SALVAGING PARTS IN THE METAL PILE IS PROHIBITED ON SITE. CLIMBING INTO OR ONTO BINS, COMPACTORS OR THE METAL PILE IS PROHIBITED**

IV. Violations and Fines

In compliance with Article III entitled, "Transfer Station, Violations and Fines" of Chapter 36 of the Code of the Town of Southborough entitled "Selectmen" the following shall apply:

- 36.6 Pursuant to the duly promulgated Rules and Regulations of the Board of Selectmen, valid transfer station stickers will be required for all residents utilizing the transfer station and its related facilities.
- 36.7 Failure to adhere to the provisions of the Selectmen's Rules and Regulations, as duly posted at the Transfer Station, will result in the issuance of a warning letter from the Superintendent of the Department of Public Works.
- 36.8 Subsequent violations of the Rules and Regulations at the Transfer Station, after the first warning letter has been issued, will result in a \$100 fine for each subsequent violation. Anyone who enters the Transfer Station without a valid transfer station sticker shall be subject to a \$250 fine for each offense. Fines shall be paid within thirty (30) days on notification from the Board of Selectmen.
- 36.9 The Board of Selectmen will govern the process for administrating the imposition of fines, which may be appealed to the Board of Selectmen or their designee within thirty (30) days of the date of notification by the Town. After due notice and hearing, the Board of Selectmen or their designee shall have the authority to uphold, modify or repeal any such fine imposed. No fine will be delinquent while an appeal is pending before the Board or their designee. Violators shall have ten (10) days to pay said fines if notified by the Selectmen or their designee that the appeal has been denied. No transfer station sticker will be issued to residents with delinquent fines.
- 36.10 The Police Department is further authorized to prosecute any delinquent unpaid fines pursuant to the applicable provisions of state statute.

FOR INFORMATION CALL THE TRANSFER STATION (508) 485-2511

UNACCEPTABLE WASTE

(1) State Waste Ban Law

The following items **MUST** be recycled per Massachusetts State Regulations 310 CMR 19.017 and thereby prohibits disposal in the Transfer Station Compactor.

- Paper	- Glass Containers	- ALL Plastic Containers	- Yard Waste	- Lead Acid Batteries
- Cardboard	- Metal Containers		- Leaves	- White Goods (Get Permit)

These recyclables in addition to many others are collected at the Recycling Center. Refer to the Recycling Guide for a complete list of all acceptable items.

(2) Other items in addition to (1) above that are prohibited from the Transfer Station Compactor per Massachusetts State Regulations or contractual agreement with Wheelabrator Millbury, Inc. are:

Acids Ammunitions, Explosives & Ordinance Material Animal & Human Remains Asbestos Asphalt Bath Tubs Biological Waste Brick Cable	Cathode Ray Tubes (TVs and Computer Monitors) Caustics Cesspool or Other Human Waste Chemicals Cleaning Fluids Drugs Empty Chemical Containers Fill Firearms Flammables Gravel	Hazardous Waste Hot Loads Insecticides Liquid Waste Loam Non-burnable Construction Material Oil Based Paint Oils-Crankcase, Cutting, Drained Paints (liquid) Pathological Waste	Pesticides Petroleum Products Poisons Radioactive Material Scrap Metal Sheetrock Tree Logs, Stumps Wallboard Wire Wood (greater than 4 ft. or 4 ft. wide and/or 4 in. diameter)
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ACCEPTABLE WASTE

ITEMS THAT MUST BE DISPOSED IN TRANSFER STATION COMPACTOR

Any and all furniture (remove springs from sofa beds) Mattresses and box springs (all types) Non-recyclable plastics Plastic toys	Pots and pans Toilets Porcelain sinks Small kitchen appliances (may also be left at Swap Shop if useable)	Miscellaneous hardware (screws, nails, bolts and nuts) Garbage (wrapped, bagged – discard with household rubbish) DRIED LATEX Paint	Ashes & sawdust (cold & bagged) Construction Debris (limit 3-32gal barrels) Demolition Debris (limit 3-32gal barrels)
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TRANSFER STATION, 147 Cordaville Rd. (Rt. 85), 508-485-2511, **Wednesday through Saturday 8 a.m. to 6 p.m.**

Disposal instructions may change at any time and without notice

DO NOT LITTER! SECURE YOUR TRASH BEFORE LEAVING HOME