

Town of Westmore
Selectboard Special Meeting-Transfer Station
Meeting minutes April 1, 2026

In Attendance: David Stevens, William Perkins, Miriam Simonds, Isaiah Casey, Jason Petrarca, Laurie Lakin: in person. Carol Casey via Zoom

Transfer Station Management Plan

Chair David Stevens opened the meeting at 9:30 AM to address the transfer station management plan following recent staffing changes.

The board discussed the various management responsibilities that needed coverage, including assisting residents, weighing and charging for waste, contacting vendors for pickups, facility upkeep, and coordinating with the road crew. Simonds clarified that her role as town representative to NEKWMD involves attending monthly meetings and pursuing policy questions but does not include day-to-day transfer station management.

The board explored having one of the current attendants take on an additional hour per week to handle phone calls and coordination duties. They also discussed the need for updated training from the waste district on proper sorting procedures and handling of materials like hazardous waste.

Regarding operational improvements, Bill outlined physical facility issues, noting that the current tube system creates bottlenecks and suggested removing a partition wall to create more space for recycling boxes. Discussion also advocated for waiting through the summer season to assess actual usage patterns before making costly modifications.

Motion: Bill motioned to remove the Road Foreman as the Manager of the Transfer Station. Isaiah seconded. Motion passed.

Motion: Jason moved that Bill becomes the contact person for questions, complaints, and other items regarding the transfer station, and that Bill talks to the two attendants to see if one of them is interested in handling phone calls to reach out to partners. Isaiah Casey seconded. Motion passed.

Motion: Jason moved to authorize up to \$100 to buy the appropriate cash drop device. Isaiah Casey seconded. Motion passed.

The board agreed to explore rearranging existing equipment during the summer season, such as moving cardboard recycling downstairs and relocating motor oil storage, before considering more expensive renovations.

Motion: Jason moved to adjourn the special meeting at 9:40AM Isaiah Casey seconded. Motion passed.

Minutes prepared by Elaine Cashin-Hey.gov

David Stevens 

Isaiah Casey 

William Perkins 

Jason Petrarca 

Miriam Simonds 