

INSTRUCTIONS FOR OBTAINING A RESIDENTIAL TRANSFER STATION PERMIT

1. Transfer Station Permits can be obtained on-line at www.town.medfield.net. (Credit card accepted.)
2. Applications may also be downloaded from the town's website and mailed or brought to the DPW office in the Town Hall.
3. Please have your registration for the vehicle(s). Leased cars and cars that are not registered in Medfield, please attach a copy of your insurance stating that your vehicle is **principally garaged in Medfield**.
4. We accept cash or check. No credit or debit cards will be accepted at the office
5. The Transfer Station permit must be permanently affixed to the lower corner of the driver's side front windshield.

Applications can be mailed to:

Town of Medfield—DPW
459 Main Street
Medfield, MA 02052

Please include application, copy of your registration, copy of your insurance (if your vehicle is leased) and a check.

POLICIES AND REGULATIONS
Revised February 2019

1. The designated Transfer Station for the duly permitted residents of the Town of Medfield is located at 123 North Meadows Road. A permit is **REQUIRED** to utilize services.
2. The Transfer Station area is for the disposal of residential household refuse generated only in the Town of Medfield, or in accordance with any reciprocal emergency management agreement with another municipality.
3. The Director of Public Works shall act as agent for the Board of Selectmen for administration of the Transfer Station.
4. The Attendant in Charge shall be obeyed at all times and materials shall be deposited in accordance with his/her instructions or in the absence of specific instructions as directed by signs. Refuse shall be cleanly and completely deposited at the designated locations unless directed otherwise by the Attendant in Charge. The Attendant is authorized upon an individuals failure to satisfactorily establish the origin of refuse, to prohibit the disposal in the Transfer Station. The Attendant in Charge is also authorized to request evidence that a vehicle is registered or principally garaged in Medfield.
5. All refuse deposited in the Transfer Station area becomes the property of the Town of Medfield. Commercial salvage rights may be issued by the Board of Selectmen for such fees and under such conditions that it may determine.
6. Items of refuse may be removed by individuals subject to the approval of the Attendant in Charge.

POLICIES AND REGULATIONS
(Continued)

7. Areas shall be maintained to receive recyclables including (when markets are available), but not limited to, old newsprint, aluminum, glass, metal cans, plastic, returnable plastic, cardboard and aluminum beverage containers, used clothing, white goods and yard waste. Recycling is mandatory.
8. No person shall set fire to any materials in the Transfer Station area and no person shall deposit any ashes that are not completely extinguished.
9. No person shall discharge a firearm within the Transfer Station area.

VIOLATION

Any person violating the Policies and Regulations shall be fined as indicated:

Fist Offense — \$25.00

Second Offense — \$50.00

Subsequent Offenses — \$100.00

The Transfer Station is open to all residents of the Town of Medfield with a **VALID PERMIT**.

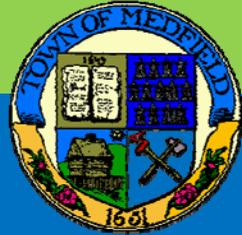
Special permits/passes can be requested at the DPW Office in the Town Hall or by calling (508) 906-3003.

Follow the Transfer Station and Recycling Committee on Facebook; www.facebook.com/MTSARC

** For more information**

Sign up for "Notify Me" to receive alerts and notifications from the DPW by visiting www.town.medfield.net.

MEDFIELD TRANSFER STATION



The Transfer Station provides residents a cost-effective way to recycle and dispose of residential trash.

Recycling is **mandated** by the Town and the Mass Department of Environmental Protection.

Violators of the Policies and Regulations that are included here within are subject to a fine and/or permit revocation. If residents have any questions regarding how to comply with these policies and regulations, please see the Attendant in Charge or contact the Department of Public Works (DPW).

HOURS				
	Wed	Fri	Sat	Sun
All months	9-4	9-4	9-4	
May—Sept	9-4	7:30-4	9-4	
April & Nov	9-4	9-4	9-4	9-4
July & Aug	9-7	7:30-4	9-4	
Closed holidays. Subject to change.				

LOCATION

123 N. Meadows Road (Route 27)
(508) 906-3003

A PERMIT IS REQUIRED

SEE BACK FOR DETAILS

MIXED RECYCABLES / SINGLE STREAM THE DETAILS

These items can be placed in the compactors. All items should be clean of debris, food, and grease.

Aluminum and Tin Cans - aluminum, steel beverage and food containers. Foil, foil trays. Labels can stay on. Empty and rinsed clean.

NO - metal hangers. Return to dry cleaner or recycle with metals behind the Tip Floor.

Cardboard and Boxboard- no greater than 3' x 3', flattened. Corrugated cardboard, boxboard (cereal, pasta, tissue boxes, paper towel rolls, brown paper bags, shoe boxes, etc.)

NO - packing materials inside boxes (ex Styrofoam, peanuts), soiled pizza boxes, or food debris.

Glass Bottles and Jars - clear and colored glass. Containers should be empty and rinsed. Remove lids.

NO - light bulbs, Pyrex cookware, plate glass, drinking glasses, windows, mirrors

Mixed Paper - newspaper, magazines, catalogs, envelopes (including plastic film window), office paper, phone books. (Shredded paper – place in paper bag and close/staple the top; label “shredded.”)

NO - wrapping paper or tissue paper, photos or metallic paper.

Plastic Bottles and Containers - #1-7, yogurt cups, laundry detergent, milk/juice containers, juice boxes (not pouches), soup/broth cartons, aseptic/tetra pack containers, etc.)

NO - large rigid plastic, plastic bags, Styrofoam or straws.

SPECIAL RECYCLING EVENTS

The Department of Public Works and the Medfield Transfer Station and Recycling Committee (TSARC), sponsor recycling events throughout the year. These events include Medfield Green Months (May and October) for special collections to benefit charities, as well as Styrofoam packaging collection and electronic events.

ADDITIONAL RECYCLING COLLECTIONS

Appliances - in designated area behind the Tip Floor Building. Remove doors from appliances.

Ash - cooled. Deposit in pile on the right along edge of TS before SWAP area.

Batteries: NiCad, Lithium & Button - place in recycling shed. Tape positive end of all batteries. Alkaline batteries can be disposed of in trash.

Bulky Rigid Plastics (over-sized) - including Little Tikes toys, buckets, etc. Clean plastics should be placed in the Rigid Plastics Dumpster to the right of the Tip Floor Building. No Vinyl. *Remove batteries.*

Deposit Cans and Plastic Bottles - place in receptacles to left of Tip Floor Building.

Fluorescent Bulbs (CFL's) - in blue recycling shed.

U.S. Flags - place in box in blue recycling shed.

Latex paint - Dry out and hand to attendant.

Lead acid batteries - Hand to attendant.

Mattresses and Box Springs—place in container next to the Tip Floor Building. Fee may apply.

Metals - (ex. Curtain rods, lawn furniture, grills) - place in dumpster behind the Tip Floor Building

Plastic Bags - Clean, dry, remove receipts. Plastic bags and film labeled #2 and #4. Any film and packaging that has the How2Recycle label. Including product/case wrap, grocery bags, zip close food storage bags, air pillows (deflate). Remove labels. Place in containers in-front of single stream compactors. Can also be recycled at local supermarkets. Info-plasticfilmrecycling.org

Propane and helium tanks - behind the Tip Floor Building. Must be empty.

Seasonal Greens & Pumpkins - Christmas Tree collection in designated area. Garland and wreaths on tip floor. Place pumpkins in Yard Waste.

Yard Waste - leaves and grass clippings can be disposed of behind the Tip Floor Building. Composted yard waste is available for residents' personal use to the left of the leaf pile across from the truck doors of the Tip Floor Building.

CHARITY COLLECTION BINS

These bins support various charities and organizations such as: the Epilepsy Foundation, Medfield Schools, Medfield Home Committee, Goodwill, Salvation Army and the Town's recycling initiatives

Baby Items - Baby clothes and small toys are ok. **NO** - equipment such as cribs, car seats, swings, exersaucers, bassinets, seats, etc. These items cannot be donated due to safety concerns. Consider the SWAP area.

Books, DVDs – in marked bins, or deliver to Medfield Public Library.

NO - VHS tapes, encyclopedias.

Furniture - Small items less than a side table.

NO - larger furniture. Consider the SWAP area or donating to charities.

Household Items - Household items that are in good condition (not broken) and can be reused without repair.

Textiles & Clothing - Clean, dry textiles (clothing, shoes, belts, towels, linens) should be placed *bagged* in a donation bin. Textiles of rag quality should be in a bag labeled as “Rags.” All clean, dry textiles are desired. Area rugs are ok.

NO - carpet, wet or dirty textiles

Donations - If you would give it to a friend, donate it. If it's not that good, it's trash or bring to the SWAP. Please don't donate items that cannot be resold by our charity partners.

SWAP AREA

Drop items with a useful life here. The Swap Area is usually open 9 to 3, May through September depending upon weather. No drop-offs after 2:30 p.m. Household items that can be used by someone else can be left in the Swap Area for others to choose. At other times, place household items in the collection bins. Items may be designated as trash or diverted to charities.

NO - televisions.

FOOD WASTE DROP OFF PROGRAM

Vegetable scraps, raw/cooked food, meat, fish and bones can be deposited in Food Waste totes to the right of the Tip Floor Building. Food is

transported off site for composting.

NO liquids or plastic bags. Biodegradable liners permitted, only. Biodegradable liners are available at Wills Hardware.

THE TIP FLOOR

You may not use the Tip Floor for any recyclable or prohibited items.

PROHIBITED ITEMS

- Automotive vehicles, parts, motor oil.
- Explosives, ammunition, and hazard materials.
- Boulders, brick, concrete, asphalt, trees, stumps and tree butts in excess of 8" in dia.
- Gypsum (wallboard).
- Dead animals.
- Sewage treatment residue, septic tank sludge.
- Building/remodeling/construction material/debris (unless a small amount is specifically permitted by the Director of Public Works).
- Non-residential trash and recycling.
- Mercury-added products including button batteries, fluorescent bulbs, CRTs and electronic devices containing mercury such as those backlit with fluorescent bulbs.
- Medical waste and sharps (deposit in lobby of the Public Safety Building— 112 North Street). Pharmaceuticals/drugs can also be disposed at the Public Safety Building.
- Household Hazardous Waste.

HOUSEHOLD HAZARDOUS WASTE (HHW)

Hazardous materials are PROHIBITED from disposal at Medfield Transfer Station. These items include: solvents, cleaning products, pesticides, chemicals, materials with asbestos, motor oil, and oil paint. Medfield holds an annual HHW Day in Spring. At other times, contact the DPW for information: (508) 906-3003. Medfield collaborates with eight towns which provide options for disposal of HHW during the year.

Electronics - Special collection days will be held. Watch for details. At other times, electronic items are accepted at Best Buy or Electronic Redux in Norfolk. Fees may apply.