



TOWN OF STRATHAM Department of Public Works

70 Bunker Hill Avenue • Stratham, NH 03885 • 603-772-5550

MEMORANDUM

TO:	Michael Houghton, Select Board Chair Allison Knab, Select Board Vice Chair Joe Anderson, Select Board
CC:	Bill Roy, Finance Administrator Deborah Bakie, Town Clerk Jim Joseph, Town Clerk
FROM:	Tim Stevens, Director of Public Works
DATE:	6/18/2025
RE:	Transfer Station Fee Schedule & Stratham Resident Sticker Program Update

I am writing to revisit and update a proposal first presented to the Select Board on September 3, 2024, which outlined changes to how resident stickers are issued and used at the Stratham Transfer Station.

This memo outlines two coordinated proposals:

1. A revised **Transfer Station Fee Schedule** based on 2024 disposal data and operational costs
2. Updates to the **Stratham Resident Sticker Program**, including a required ordinance amendment to support its implementation

We request the Select Board's support to proceed with ordinance amendments and final adoption of the new fee schedule and sticker program by the end of **August 2025**, with full implementation effective **January 1, 2026**.

1. Transfer Station Fee Schedule

The updated fee schedule was developed following a line-by-line review of actual 2024 disposal costs, vendor pricing, and materials handling needs. Fees are structured to recover the Town's costs while maintaining clarity and enforceability for Transfer Station staff.

Highlights:

- **Construction & Demolition Debris:** \$30/cubic yard for general debris, \$175/cubic yard for heavy materials like concrete and shingles (based on weight-to-volume cost modeling).
- **Mattresses, Box Springs, Furniture, Fixtures:** Rates reflect vendor charges and average disposal weight at \$122.82/ton.
- **Electronics & Appliances:** Flat fees based on size and cost history. Freon units remain at \$20 to cover removal and handling.
- **Fluorescent Bulbs, Propane, Helium Tanks:** Based on per-unit costs, packaging, and transport.
- **Scrap Metal:** Modest fees applied despite revenue to offset contamination penalties and swap charges.

A complete schedule and cost justification are attached for reference. The new fee schedule will be **formally adopted following ordinance approval, by the end of August 2025**.

2. Stratham Resident Sticker Program

The **Stratham Resident Sticker** will serve as a required permit for:

- Transfer Station access, and
- Parking privileges

Program Changes:

- **Fee:** \$10 per sticker
- **Issued at:** Town Clerk's Office at the time of vehicle registration (or upon proof of residency for vehicles registered elsewhere)
- **One sticker per vehicle** — stickers may not be shared
- **Color-coded by year**, matching the NH state inspection sticker color to simplify enforcement

Transition Details:

- New stickers will be issued starting **January 1, 2026**
- Current 2025 stickers will remain valid **until the resident's 2026 registration month**
- Outreach efforts will include:
 - Handouts from Transfer Station staff
 - Posts on the Town website and Facebook page
 - Inclusion in the Select Board newsletter

3. Proposed Ordinance Amendment:

To support this implementation, we propose amending **Solid Waste Ordinance Chapter 2-01** with the following language:

*No individual shall be permitted to dispose of any material at nor gain access to the Town's Transfer Station without possessing and displaying a valid **Stratham Resident Sticker**.*

Such stickers shall be issued only to Stratham residents and affixed to the upper interior corner of the passenger-side windshield.

Stickers shall be issued at the time of vehicle registration at the Town Clerk's Office and shall remain valid until the same month in the following year.

The sticker color shall match the corresponding annual NH inspection sticker.

Proof of Stratham residency is required at the time of purchase.

The license plate number shall be recorded on the permit, and each vehicle must have its own sticker.

Stickers may not be shared among vehicles.

Recommended Implementation Timeline

- Ordinance First Reading: July 7, 2025
- Public Hearing / Second Reading: August 4, 2025
- Optional Third Reading (if needed): August 18, 2025
- Fee Schedule Adoption: Late August 2025
- Sticker Implementation: January 1, 2026

These changes would make the permitting process easier for residents and improve identification and compliance at Town facilities. We welcome feedback and hope to initiate the formal ordinance revision process at the July 7th Select Board meeting.

Please let me know if additional materials or discussion are needed.

Sincerely,

Tim Stevens
Director of Public Works
Town of Stratham



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STRATHAM TRANSFER STATION FEE SCHEDULE

TRANSFER STATION RATES: Effective August 1st, 2025

All Town of Stratham residents must obtain a resident permit sticker from the Town Clerk's Office.

Permits must be affixed to the upper interior corner of the passenger side windshield.

Each vehicle used to transport waste to the Transfer Station must display its own unique permit.

Permits may not be shared between multiple vehicles.

Permits are valid for one year and are renewable at the time of vehicle registration.

For additional details, please refer to the Solid Waste Ordinance, Chapter 2-01.

ACCEPTABLE HOUSEHOLD WASTE AND ASSOCIATED FEES:

Household Waste (must be bagged) No Charge
Household Recycling (must not be bagged) No Charge

Household Compost Pile No Charge

Allowed: leaves, grass clippings, paper, fruit & vegetable scraps

Not Allowed: rocks, meat, bones, dairy, cooked foods

*Bagged material is accepted, but in paper only - **no plastic***

Brush Pile

Allowed: brush, branches, sticks - must be under 6" in diameter

Not Allowed: leaves, pine needles, vines, lumber, pallets, stumps, rocks, asphalt, concrete, or demo materials

The following estimates will be determined by the attendant. If a vehicle is less than full, it is considered LEVEL FULL

Minimum	\$5.00 per load
Up to 8-ft Truck Bed	\$25.00 per load
Dump Trailer	\$45.00 per load

Construction Debris

General Debris (including wood, drywall, insulation, and similar lighter materials) \$30.00 per CY

Heavy Debris (including shingles, concrete, bricks, bathroom fixtures, hot tubs, and similar heavy materials)
..... \$175.00 per CY

Vehicle Loads:

The following estimates will be determined by the attendant. If a vehicle is less than full, it is considered LEVEL FULL

Truck Loads

6-ft Truck Bed (1.5 cubic yards)	\$45.00 for GD / \$262.00 for HD
8-ft Truck Bed (2.5 cubic yards)	\$75.00 for GD / \$437.00 for HD
1-Ton Dump Body (3 cubic yards)	\$90.00 for GD / \$525.00 for HD

Trailer Loads (calculated by [Bed Length x Bed Height x Bed Width] / 27 = Cubic Yards)

Ex.: A 4'x6' trailer with material stacked about 3' high is calculated at [4x6x3]/27= 2.66 CY

Trunks/Misc

Average Sedan (approx. .5 cubic yards)	\$15.00 for GD / \$87.00 for HD
Average Hatchback (approx. .75 cubic yards)	\$22.00 for GD / \$131.00 for HD
Average SUV (approx. 1 cubic yard)	\$30.00 for GD / \$175.00 for HD
Oversized SUV (approx. 1.5 cubic yards)	\$45.00 for GD / \$262.00 for HD

Mattresses & Box Springs

Crib Mattresses	\$10.00 each
Mattresses (any size but crib)	\$60.00 each
Box Springs (any size)	\$25.00 each

Furniture

Sleeper Sofas and Sectionals	\$30.00 each
3-person Sofas	\$20.00 each
2-person Sofas	\$15.00 each
Medium Furniture (arm chairs, dining tables, desks, dressers, bookcases, and similar size pieces) ...	\$10.00 each
Small Furniture (side tables, dining chairs, and similar small pieces)	\$5.00 each

Carpets, Rugs, Runners, etc.

Full Room Carpeting and Extra-Large Rugs (over 120 sq feet)	\$25.00 each
Large Area Rugs (8'x10', 9'x12' or larger)	\$15.00 each
Medium Area Rugs (5'x8', 6'x9')	\$10.00 each
Small Area Rugs (4'x6', 3'x5' or smaller)	\$5.00 each

Light Fixtures

Bulbs	\$2.00 each
Ballasts (must be removed from lighting fixture)	\$5.00 each

Electronics

TV's and Monitors (over 50")	\$20.00 each
TV's and Monitors (under 50")	\$15.00 each
Printers, Copiers, Fax Machines, Speakers, Radios	\$10.00 each

Appliances

Freon Units (Air Conditioners, Refrigerators, Freezers, other items with Freon)	\$20.00 each
<i>**Refrigerator and freezer doors must be <u>removed</u> prior to being brought to the transfer station.</i>	
Washing Machines, Dryers, Stoves, Ovens, and other large appliances	\$15.00 each
Microwaves, blenders, small grills, and other small appliances	\$5.00 each

Other Metal Items

<i>**All gas and batteries must be <u>removed</u> prior to being brought to the transfer station.</i>	
Lawn Mowers, Snow Blowers, Water Heaters, Furnaces, etc.	\$15.00 each
Bikes, Scooters, etc.	\$5.00 each

Fire Extinguishers, Propane, & Helium Tanks (must be empty)

Fire Extinguishers	\$5.00 each
<i>**Must be completely discharged and empty prior to being brought to the transfer station, with a hole punched into it.</i>	
1 lb Tank	\$3.00 each
20 lb Tank	\$10.00 each
Larger than 20 lb Tanks	\$25.00 each
Helium Tanks	\$5.00 each

PROHIBITED ITEMS:

- Aerosol Cans
- Ammunition, Explosives, Fireworks, Flares
- Antifreeze
- Asbestos
- Batteries
- Biosolids
- Medicine
- Mercury Containing Devices
- Oil-Based Paint
- Pesticides
- Smoke Detectors
- Tires

****THE ATTENDANT HAS THE RIGHT TO REFUSE ANY PART OR WHOLE LOADS****



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Transfer Station Fee Update – Explanation of Proposed Fees

This update reflects actual 2024 costs, vendor charges, and operational needs. Where applicable, per-ton costs, swap fees, and average weights/volumes were used to establish flat or volume-based fees that are transparent, equitable, and easy for staff to apply at the Transfer Station.

In the 12-month period from March 2024 to March 2025, the Town collected approximately \$64,000 in revenue from Transfer Station users, including permit sticker fees and charges for items brought to the facility. During the same period, the Town incurred approximately \$88,000 in disposal costs alone, not including labor, equipment, or operational overhead. This gap highlights the need for updated fees to more fairly distribute the actual costs of operating the Transfer Station, ensuring the facility remains available, properly maintained, and financially sustainable for Stratham residents.

1. Construction & Demolition (C&D) Debris

General C&D Debris – \$30.00 per cubic yard

- The Town pays **\$122.82 per ton** for C&D disposal.
- A typical 30-yard roll-off averages **4.25 tons** of material, costing **\$522.49 per load**.
- Each swap incurs a **\$222.26 haul fee**, bringing the **total cost per container to \$744.75**.
- Divided by 30 yards: **\$24.83 per cubic yard**.
- A **\$30/cubic yard rate** allows us to recover costs and provide a buffer for minor weight variation.

Heavy C&D Debris – \$175.00 per cubic yard

- For heavier debris (bricks, shingles, concrete, bathroom fixtures, etc.), a separate rate applies.
- These items weigh on average, **2,500–4,200 lbs per cubic yard** (1.25–2.1 tons).
- To figure out a volumetric conversion, if a 30 yard roll off was filled with this type of debris, using the lower weight of 2,500 lbs per cubic yards, the cost to swap the roll off would be \$4,828.00. Divided by 30 yards is \$160.93 per yard.
- The proposed **\$175 rate** better aligns with the cost of disposing of the heavier materials.

Volume Estimation

- Standard truck bed sizes have been used to simplify on-site volume assessment:

Vehicle Type	Volume	General C&D	Heavy C&D
6-ft truck bed	1.5 CY	\$45.00	\$255.00
8-ft truck bed	2.5 CY	\$75.00	\$437.50
1-ton dump body	3.0 CY	\$90.00	\$525.00

- Trailers are measured using: **Length × Width × Height ÷ 27**.
- For trunks or mixed vehicles, attendants will make visual estimates.
- Staff are instructed to **remove large items** (furniture, appliances, electronics, etc.) before estimating and those will be billed separately.

2. Brush Pile

- The Town is implementing fees for brush disposal to reflect the operational burden of managing this material. It takes an average of 4 to 8 hours per week, utilizing two DPW employees and five pieces of equipment, to process the brush pile. These resources are diverted from other critical maintenance and operational tasks.
- Fees are based on vehicle size:

Vehicle Type	Fee
Minimum/Small Load	\$5.00
Up to 8-ft Truck Bed	\$25.00
Dump Trailer	\$45.00

3. Mattresses & Box Springs

Item	Fee
Mattress	\$60.00
Box Spring	\$25.00
Crib Mattress	\$10.00

- Disposal vendors charge **\$55 per mattress** and **\$20 per box spring**, regardless of size (excluding crib mattresses).
- Items are removed from the C&D roll-off and billed separately.
- Includes additional disposal cost from tonnage (~\$4.30 for mattresses, ~\$2.76 for box springs).
- Crib mattress fee was determined by average weight.

4. Furniture (Disposed in C&D Roll-Off)

Item Type	Est. Weight	Fee
Small Chair / Side Table	~25–35 lbs	\$5.00
Armchair	~70–80 lbs	\$10.00
Loveseat	~100–120 lbs	\$15.00
Couch / Sofa	~150–180 lbs	\$20.00
Desk / Dresser	~50–60 lbs	\$10.00

- Fees based on weight × tonnage rate (\$0.0614/lb from \$122.82/ton).
- Flat rates ensure staff don't need to weigh or calculate—just identify the item.

5. Bulbs – \$2.00 per bulb

- In 2024, we collected **0.1275 tons** of bulbs and paid **\$0.89/ton** for disposal.
- Total disposal cost was minimal, but **transportation was \$539**, and **packing boxes cost \$130**.
- Total cost: **\$669**, for an estimated **365 bulbs** → **\$1.83 per bulb**.
- Rounded to **\$2 per bulb** to simplify.

6. Electronics

Item	Fee
TVs & Monitors (≤ 50")	\$15.00
TVs & Monitors (> 50")	\$20.00
Printers, Copiers, Fax Machines	\$10.00

- In 2024, we paid **\$3,271.45** for 7.91 tons of electronics disposal, plus a **\$330.60 surcharge**, totaling **\$3,602.05**.
- Estimated 211 units disposed = **\$17.07 per item average**.
- Flat fees are tiered by size for simplicity and alignment with disposal weights.

7. Scrap Metal & Freon Units

Item Type	Fee
Light Metal	\$5.00

Item Type	Fee
Heavy Metal	\$15.00
Freon-Containing Units	\$20.00

- Scrap metal generated revenue in 2024 (~\$10,948) but incurred **\$5,554.91 in swap and facility fees**.
- Light metal includes small items like fans and microwaves; heavy metal includes lawnmowers, water heaters, and cast iron.
- Freon units incur a **\$8 per-unit charge** for certified removal. Current \$20 fee maintained to cover handling and recovery.

8. Propane & Helium Tanks

Tank Type	Fee
1 lb Propane Tank	\$3.00
20 lb Propane Tank	\$5.00
>20 lb Propane Tank	\$10.00
Helium Tank	\$5.00

- We paid **\$1 per propane tank** and **\$2.75 per helium tank**, plus **\$250 in transportation**.
- 144 total tanks = average cost **\$2.86 per unit**.
- Fees are tiered by size for fairness and operational simplicity.
- Fire extinguishers must be completely discharged and empty prior to being brought to the transfer station, with a hole punched in it.
