

2021 Portsmouth Transfer Station Sticker Application

Dear Portsmouth Residents,

Due to the current status of the Covid-19 pandemic, the Town will only issue Transfer Station Stickers through the mail.

All information needed by the Town **may be mailed to Town Hall or placed in the Tax Payment Drop Box** located at the south side of Town Hall. The Town will mail your sticker to you as quickly as possible. Please allow 3 – 4 weeks for processing. Do not call Town Hall during processing time as that will only increase turnaround time for all.

The Town will send out press releases and will place information on www.portsmouthri.com when Town Hall is open to the public. Until then, thank you for your patience and cooperation during this difficult and stressful time, and we hope you are staying well.

Information Needed by Town for Transfer Station Stickers. Mail to Town or Place in Tax Payment Drop Box Located at the South Side of Town Hall.

For **all** Transfer Station sticker requests, a copy of the valid vehicle registration must be mailed. If your vehicle is not registered in Portsmouth, mail copies of two of the following documents displaying the resident's name and Portsmouth address **in addition to the vehicle registration**:

- Utility bill • Military orders to a local base • Signed lease • Property tax bill • Automobile insurance policy
- Company letter stating that the resident has exclusive use of the vehicle

Mail the following to: **Transfer Station Sticker Program, 2200 East Main Road, Portsmouth, RI 02871-1268.**

- Completed application (next page)
- Copy of current vehicle registration **plus** copies of two **proof of residency** document(s) if necessary – **see above**
- Check or money order payable to “Town of Portsmouth” for correct amount (see application)
- Self-addressed stamped envelope

NOTE: The Town of Portsmouth is not responsible for stickers lost once mailed from Town Hall. **There will be a \$10.00 fee to replace a lost sticker.**

Call the Tax Collector's office with sticker questions at (401) 683-1214.

Questions on waste disposal, the PAYT program or recycling should be directed to Recycling Coordinator Ray Antaya at (401) 643-0359 or email rantaya@portsmouthri.com.

Use of a facemask is required at the Transfer Station, and all residents are expected to maintain appropriate social distancing. Thank you.

2021 Portsmouth Transfer Station Sticker Application

PLEASE PRINT CLEARLY

Name: _____ Phone: _____

Mailing Address: _____ Email Address: _____

Address of Portsmouth Property: _____ Residence? Yes or No

Vehicle information (please complete for each household vehicle for which a sticker is requested):

Plate Number: _____ State: _____ Year: _____ Make/Model: _____

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Annual \$211 ____ Second Annual \$10* ____ One-Week \$50 ____ One-Day (alternate vehicle) \$0** ____

*Residents are allowed two annual stickers per household, valid through January 31st of following year.

**Limit of four (4) One-Day (alternate vehicle) passes a year. Must already have purchased an annual pass. Fill out secondary application (including year, make, and model of alternate vehicle).

PROOF OF RESIDENCY REQUIREMENTS:

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PERMANENTLY AFFIX STICKER TO LOWER PASSENGER SIDE OF WINDSHIELD

Vehicles Transferred/Windshield Replaced: Remove the current sticker from windshield and contact the Tax Office at (401) 683-1214 for further instructions on how to obtain a free replacement sticker.

The Transfer Station is for the disposal of Portsmouth household waste only. No waste from businesses, contractors, landscapers or any form of commercial or agricultural business is accepted.

Hedly Street Transfer Station Hours:

Mon.	7:30 a.m.-4:00 p.m.	Fri.	7:30 a.m.-4:00 p.m.
Tue.	7:30 a.m.-7:00 p.m.	Sat.	7:30 a.m.-4:00 p.m.
Wed.	closed	Sun.	closed
Thu.	7:30 a.m.-7:00 p.m.	Holidays	closed

Visit www.portsmouthri.com for early closings due to holidays or inclement weather.

2021 PORTSMOUTH (HEDLY STREET) TRANSFER STATION GENERAL RULES

Welcome to the Portsmouth Transfer Station, a facility for the disposal of residential household waste. Waste from any form of commercial or agricultural business is not accepted at the Transfer Station. This Transfer Station is a Pay-As-You-Throw (PAYT) facility. Household waste must be disposed of in specially marked Town-approved bags that can be purchased at area stores. The below general information and rules are designed to comply with RIRRC regulations, promote safety, and facilitate the smooth/safe flow of traffic through the Transfer Station.

STICKERS: Each household must purchase a vehicle sticker for entry into the Transfer Station. Sticker sharing between households is not permitted and will be investigated. Stickers must be permanently affixed to the inside of windshield on the lower passenger side or entry will be denied. Remove past year's sticker and dispose of it before affixing your sticker. If your vehicle is sold or windshield is replaced, remove the sticker and return it to the Tax Collector's Office with the vehicle registration for free replacement sticker. Replacement of sticker without returning the old sticker is limited to one per license plate and will cost \$10.

MIXED RECYCLING: Drop off in the Transfer Station's designated Mixed Recycling pit inside the building. Accepted items: 1) paper, cardboard (flattened) and cartons 2) metal cans, lids and foil 3) glass bottles and jars and 4) plastic containers. Recyclables must be loose – NO PLASTIC BAGS. Learn more at rirrc.org/mixed-recycling. Recycling is mandated by state law and fines are imposed for violations.

DIVERSION ITEMS: • books • clothing/shoes • yard waste • asphalt/brick/concrete (ABC) • construction / demolition (C&D) debris • scrap metal • **empty** propane tanks (if possible, remove valves) • mattresses • box springs • appliances (A/C units, dehumidifiers, dishwashers, ovens, refrigerators/freezers [with doors off], washers/dryers, water coolers) • tires • motor oil. Diversion items must be separated and placed in their designated disposal areas outside the Transfer Station building. Carpets (cut into 3 foot by 3 foot sections and bundled [tied]) and furniture (e.g., tables, couches, ottomans, chairs) go into the "Bulky Waste" bin. If item is not specifically listed above, it must be cut up and placed completely inside a PAYT bag.

YARD WASTE: Drop-off is available March 15th - December 31st and must be in paper bags or transported in containers not greater than 64 gallons when brought to the Transfer Station. Tarps/sheets to transport yard waste is not allowed. Yard waste too large to fit in bags or containers must be cut to a length of 3 feet or less and bundled with biodegradable material. Tree limbs or brush greater than 2 inches in diameter are not accepted. Yard waste cannot contain: • ABC • compost (e.g., fruits, vegetables, food waste) • dirt • plastic bags • sod.

PROHIBITED ACTIVITIES: • loitering • scavenging • soliciting • smoking • sweeping out or cleaning of vehicles • pedestrian traffic into the Transfer Station building. Trailers of any kind, for any reason, are not allowed. Children and pets must remain in vehicles.

FEES: The following items require a per item fee as they represent a cost to the Town. All fees must be paid at the Tax Collection Window at Town Hall prior to going to the Transfer Station. **Fees are subject to change.**

1. TIRES: Passenger tires (less than 20 inches): \$5/tire. Truck tires (20 inches to 24 inches): \$10/tire. Please remove rims.
2. MATTRESSES or BOX SPRINGS: Call the Transfer Station at (401) 293-5865 first to ensure space is available in mattress container prior to bringing recyclable mattress or box spring. When in clean, dry and in recyclable condition: Free if placed in mattress container. When in wet, damaged contaminated condition or if mattress container is full: \$70.
3. C&D and ABC MATERIALS: See next page.

HOURS: Monday, Friday and Saturday: 7:30 a.m. to 4:00 p.m. Tuesday and Thursday: 7:30 a.m. to 7:00 p.m..
Closed on Wednesday, Sunday and holidays. Those not inside the gate at closing time will be turned away.

**FAILURE TO COMPLY WITH THESE RULES AND REGULATIONS
MAY RESULT IN LOSS OF TRANSFER STATION PRIVILEGES AND/OR FINES.**

2021 PORTSMOUTH (HEDLY STREET) TRANSFER STATION
2021 Construction/Demolition (C&D) and Asphalt, Brick and Concrete (ABC) Policy

C&D and ABC are not allowed in the compactor pits and must be free of debris and litter!

C&D and ABC collection is for **residents' personal household projects only**. Annual Transfer Station sticker holders receive four C&D and/or ABC passes provided by the Tax Collector's Office on an as-needed basis. A C&D or ABC pass is good for one load of C&D or ABC, respectively (must be disposed of in respective bin). Each load must be in containers and volume may not exceed 32 gallons. Weekly Transfer Station sticker holders must purchase passes for any C&D or ABC loads.

Each additional load up to and including 32 gallons of C&D or ABC may be disposed of in the respective bin for a \$50 fee per load by purchasing additional pass(es). Residents may purchase additional passes at the Tax Collector's Office in Town Hall located at 2200 East Main Road open Monday through Wednesday (8:30 a.m. to 4:30 p.m.), Thursday (8:30 a.m. to 6:30 p.m.), and Friday (8:30 a.m. to 2:30 p.m.). Please provide your pass(es) to the check-in agent when you arrive at the Transfer Station to dispose of your C&D or ABC. The Town of Portsmouth is not responsible for lost passes.

C&D is limited to: • wood (including painted, treated and coated wood and wood products) • wall coverings • plaster • sheetrock/wallboard/drywall (less than 5% in a load, by volume) • plumbing fixtures • non-asbestos insulation • roofing shingles and other roofing coverings • glass • electrical wiring and components (containing no hazardous waste) and pipe and metals that are incidental to any of the items listed above.

If possible, please strip C&D products of metal and place metal in "Scrap Metal" bin.

C&D loads absolutely cannot contain items regulated as hazardous waste such as: • asbestos • electrical fixtures containing hazardous liquids such as fluorescent light ballasts or transformers for fluorescent lights • 55-gallon drums • fuel tanks • solvents • non-latex paints/paint cans • any container with more than 1 inch of residue remaining on the bottom.

ABC is limited to: • asphalt • brick • concrete • ceramics (e.g., tile) • clay pots • pottery • rock.

ELECTRONIC WASTE (E-WASTE) AND HAZARDOUS WASTE (LIQUID OR SOLID) ARE NOT ACCEPTED AT THE PORTSMOUTH TRANSFER STATION! Visit <http://indiecycle.blogspot.com> or <http://atoz.rirrc.org/items/e-waste> on how to dispose of various types of electronic waste. Visit www.rirrc.org/ecodepot on how to dispose of various types of hazardous waste.

Visit the "Transfer Station & Solid Waste" page at <http://portsmouthri.com/182/Transfer-Station-Solid-Waste> for detailed additional information what services the Town of Portsmouth offers at the Transfer Station, including "Frequently Asked Questions" in the right-hand sidebar, which are listed directly at <http://portsmouthri.com/Faq.aspx?TID=25>.

For detailed additional information what can be recycled and diverted visit <http://atoz.rirrc.org>.