

Town of Sutton

June 2017

Fiscal 2018 Transfer Station Regulations

Hours of operation:

The Sutton Transfer Station is strictly for the use of the residents of the community.

The Transfer Station is open Tuesday 8 AM UNTIL 7PM, Thursday, Friday and Saturday from 8 a.m. until 4 p.m. The Station is closed on Sundays, Mondays, and Wednesdays and all legal holidays.

How do I obtain a sticker?

Stickers are available at the Tax Collectors office located at the town hall Monday through Thursday from 8 a.m. until 4 p.m. and Friday from 9 a.m. until 12:00 p.m.

Online: Download form at Town of Sutton website www.suttonma.org, include a copy of current registration, a check and a stamped, self-addressed envelope.

Stickers are sold at the transfer station. We accept checks only.

Transfer Station Location:

194 Stone School Road

Hours of operation: Tuesday 8a.m. until 7p.m. Thursday through Saturday 8 a.m. until 4 p.m.

Closed Sundays, Mondays, and Wednesdays and all legal holidays

Transfer Station: 508-865-3623

Tax Collector: 508-865-8726

www.suttonma.org for more information

PAY AS YOU THROW

Fees:

Regular annual fee: \$40.00

(July 1st, 2017 through June 30, 2018)

Sticker must be purchased to utilize free recycling

Second vehicle/lost permit: \$ 20.00

Bags available at the Tax Collectors Office, Sutton Center Country Store, Nick's Country Market, Market 32, Crossroads Variety, and Goretto's Supermarket in Millbury.

\$6.25 for 5 – 13 gallon bags

\$12.50 for 5 – 30 gallon bags

MERCURY RECOVERY PROGRAM

ITEMS CONTAINING MERCURY CAN BE DISPOSED OF AT THE BOARD OF HEALTH OFFICE AND AT THE TRANSFER STATION. SOME ITEMS THAT CONTAIN MERCURY ARE THERMOSTATS, THERMOMETERS, BUTTON-CELL BATTERIES, BLOOD PRESSURE UNITS, AND MERCURY SWITCHES,

FLUORESCENT BULBS CAN BE DISPOSED OF AT THE TRANSFER STATION, PLEASE ASK THE ATTENDANT FOR ASSISTANCE.

General Information:

The Sutton Transfer Station is strictly for the use of Sutton residents. The sticker that you purchase allows you to dispose of your **own household waste** generated within your own home and is not for non-household waste.

Disposing of trash from other properties, rental units, or from friends and family is not permitted. These rules were established so that the operation of the Transfer Station is fair and equitable for everyone using the facility.

Transfer Station staff members are available to answer questions and to monitor the operation of the facility. **Any violation** will result in a warning for the first offense and forfeiture of your transfer station sticker without refund for the second offense.

Summer residents may use the Transfer Station but *must* obtain a sticker and pre-purchased bags.

Each vehicle using the Transfer Station is required to have a sticker that is **clearly visible on rear or right rear window**. If you lose your permit or sell your vehicle you must obtain a new sticker from the Tax Collectors office.

The Transfer Station will not accept:

- ◆ Bricks, concrete, or stones
- ◆ 55 Gallon drums or tanks
- ◆ Sheet Rock or Plaster
- ◆ Oil
- ◆ Gas cans/gas tanks
- ◆ Helium tanks
- ◆ Demolition materials
- ◆ Wood Building Material
- ◆ Asphalt shingles
- ◆ Sewage solids, medical wastes, chemical wastes, toxic materials, explosive materials, hazardous or radioactive waste

White Goods (refrigerators, stoves, washers, dryers, hot water tanks, etc.) may be disposed of with a permit obtained in advance at the Tax Collectors Office or the Transfer Station.

Waste deposited into the receptacles must be in the **PRE PURCHASED. BAGS**

The **Town of Sutton** is permitted to utilize the facility for collections from municipal properties. Be assured that this is done with discretion.

For safety's sake, please keep children under 12 in your vehicle and do not double-park at receptacles.

RECYCLING

Paper Products

Newspaper/inserts/magazines/catalogs/
brown paper bags

Plastics

All plastic containers with the recycling symbol Δ **No Styrofoam**.

Cardboard

Please flatten boxes

Tin cans

No Paint cans

Glass

Please dispose of carefully

The **composting area** is available for disposal of leaves and grass clippings only. Brush, trees and stumps are not permitted. A designated area is set aside for Christmas trees from December 26th through January 31st during normal business hours.

DISPOSING OF HAZARDOUS MATERIALS OF ANY KIND IN THE COMPACTORS OR RECYCLING BINS IS DANGEROUS AND AGAINST THE LAW! VIOLATORS WILL BE PROSECUTED.

SPECIAL PERMIT ITEMS

SPECIAL PERMIT ITEMS \$2.00 PER ITEM

CAMPING SIZE PROPANE TANKS

SPECIAL PERMIT ITEMS \$5.00 PER ITEM

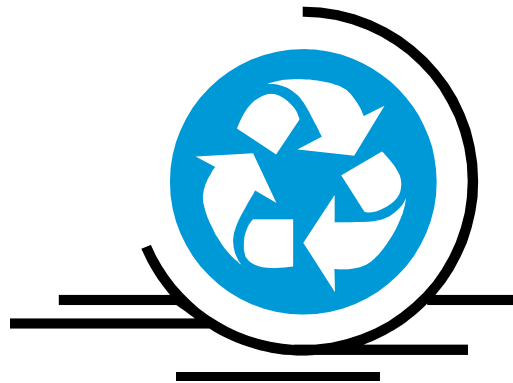
AREA RUG PADS

GALLON OF PAINT

TWIN MATTRESS OR BOX SPRING

WOODEN CHAIR

WOOD BED FRAMES



SPECIAL PERMIT ITEMS \$20.00 PER ITEM

COUCH

TELEVISIONS OR COMPUTER MONITORS /CRT UP TO 20 INCH MONITOR

SPECIAL PERMIT ITEMS \$10.00 PER ITEM

AREA RUGS

BUREAUS

FULL SIZE MATTRESS OR BOX SPRING

PROPANE TANK (EMPTY)

TABLES

TOILETS

SPECIAL PERMIT ITEMS \$25.00 PER ITEM

TELEVISIONS OR COMPUTER MONITORS /CRT OVER 20"

Special Permits may be obtained from the Tax Collectors office (cash or check) or may be purchased at the transfer station (check only)

SPECIAL PERMIT ITEMS \$15.00 PER ITEM

KING OR QUEEN SIZE MATTRESS OR BOX SPRING

LOVE SEAT OR UPHOLSTERED CHAIR

WHITE GOODS / LARGE ITEMS/ METALS FEE

**SUCH AS: HOT WATER HEATER,
MICROWAVE, OR AIR CONDITIONER**

There is no charge for the disposal of Bicycles.

Rates for all categories are based on current costs. The Town reserves the right to make adjustments should rates change.

MORE WAYS TO CUSTOMIZE THIS TEMPLATE

FOOTERS

To change the text at the very bottom of each page of your newsletter, click Headers and Footers on the View menu. Use the Header and Footer toolbar to open the footer, and replace the sample text with your own text.

INSERT SYMBOL

It is a good idea to place a small symbol at the end of each article to let the reader know that the article is finished and will not continue onto another page. Position your cursor at the end of the article, click Symbol on the Insert menu, choose the symbol you want, and then click Insert.

BORDERS

You can use page borders and text box borders to change the appearance of your newsletter. Borders on text boxes help keep different articles separate, and can set off sidebar articles from the rest of the page. To change a text box border, select it, double click its edge and choose the Colors and Lines tab in the Format Auto Shape dialog box.

QUESTIONS AND ANSWERS

Q: I would like to change some of the text box shading to improve the print quality. Can that be done?

A: Yes. To change the shading or color of a text box, select it and double click its borders to open the Format Text Box dialog box. Click the colors and lines tab and then choose the new color from the Color drop-down list in the Fill section.

Q: What's the best way to print this newsletter?

A: Print page 2 on the back of page 1. Fold in half and mail with or without an envelope. For best results, use a medium to heavyweight paper. If you're mailing without an envelope, seal with a label.

Q: I would like to use my own clip art. How do I change the art without changing the design?

A: To change a picture, click on the picture, then point to Picture on the Insert menu and click From File. Choose a new picture, and click Insert.

Inserting and Editing Pictures

Type your sub-heading here

You can replace the pictures in this template with your company's art. Select the picture you want to replace, point to Picture in the Insert menu, and click From File. Choose a new picture and then click Insert. Select the Link to file box if you don't want to embed the art in the newsletter. This is a good idea if you need to minimize your file size; embedding a picture adds significantly to the size of the file.

To edit a picture, click on it to activate the Picture toolbar. You can use this toolbar to adjust brightness and contrast,

Choose a new picture, and click the Link to file box if you don't want to save the art with the newsletter.

Change line properties and crop the image. For more detailed editing, double-click on the graphic to activate the drawing layer. ■

Q: How do I change the text and borders that appear at the bottom of every page?

A: Click Headers and Footers on the View menu. Use the Header and Footer toolbar to navigate among headers and footers, insert date or time, or format the page numbers. To change the text in the footer, select it and type your new text. To change the border, click Borders and Shading on the Format menu.

Q: Can I save a customized newsletter as a template for future editions?

A: Yes. First make any changes you want to this newsletter, and then click Save As on the File menu. Choose Document Template from the Save as type drop down list (the extension should change from .doc to .dot). Save the file under a new name. Next time you want to create a newsletter, choose New from the File menu, and then choose your template.

