



**CITY OF GARDNER**  
OFFICE OF THE  
**BOARD OF HEALTH ROOM 29, CITY HALL**  
GARDNER, MASSACHUSETTS 01440  
(978) 630-4013  
FAX (978) 632-4682



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## TRANSFER STATION PERMIT INSTRUCTIONS

(Please use second entrance to the Transfer Station marked Recycling Center)

1. Transfer Station permit stickers are currently available with an expiration date of June 30, 2012. Access to the Gardner Transfer Station may be continued after this date only by obtaining a new permit for another year. Residents who subscribe to curbside collection and who are current on their City utility bill receive a 30.00 credit towards their annual sticker fee.

To obtain a Transfer Station permit, bring your driver's license and **vehicle registration** for which the permit will be issued, to the Board of Health Office at City Hall. Office hours are Monday – Thursday 8:00am - 4:30pm., Friday 8:00 am - 1:00 pm.

The Transfer Station permit sticker must be placed on the vehicle at the time of issuance. The sticker must be placed in the lower **driver's side corner** on the inside of windshield.

**In the event your vehicle is sold or a windshield is replaced, the sticker must be REMOVED AND RETURNED to the Board of Health Office for a free replacement sticker. NO EXCEPTIONS**

The permit will allow you to dispose of bulky items (i.e. large items that are not picked up curbside) and may be subject to inspection. All household waste must be contained in the City's yellow PAYT bags or paid by the load using the volume-based fee schedule. See the accompanying sheet for information on volume based fees.

2. The Gardner Transfer Station Permit Sticker is not to be used for waste generated by commercial activities; it is for Gardner residents who wish to dispose of their household items only. Vehicles with a commercial registration/plate may be subject to inspection prior to permit issue. **Hauling for others for a fee is prohibited.** All loads must be secured and covered if necessary to prevent spillage and litter.
3. Your Transfer Station permit number will be assigned your vehicle's registration number. The Transfer Station permit can only be used on the vehicle it was assigned to. **Use of the permit on an unassigned vehicle is illegal and such permit will be revoked.** In order to ensure that only City residents with Transfer Station stickers are using the Transfer Station, a list of the valid permits will be kept in the Board of Health office as well as at the Transfer Station.
4. The Transfer Station Monitor has the right to reject loads that violate the waste ban (see reverse side) or are, in his opinion the result of commercial activities or waste coming from outside the City of Gardner.

Waste Ban Items	How to Handle Banned Items	Details
Asbestos	Friable (Insulation) Non-Friable (Shingles)	Logano (800) 272-0999
Whole Tires	Recycling Center	No Rims \$5.00 fee
White Goods/Appliances/ Televisions/Computers	Recycling Center	Bulk item sticker must be attached- \$15.00
Radioactive Waste	Radiation Control	(617) 727-6214
Lead Acid Batteries	Recycling Center Battery Shed	Auto & Household
Leaves & Yard Waste	Recycling Center	No Plastic bags/Construction Debris
Recyclable Paper	Recycling Center	Cardboard/Mixed Paper
Aluminum	Recycling Center	
Glass & Metal Containers	Recycling Center	
Single Polymer Plastics	Recycling Center	
Mercury Products	Recycling Center	Mercury Products, Fluorescent Bulbs
Scrap Metal	Recycling Center	
Wood Furniture	Recycling Center	Bulk item sticker must be attached- \$10.00
Construction Waste	Recycling Center	Volume-based fee per load
Liquids (Inc. Propane)	Compliance Manager	(978) 355-6821
Flammable	HHW Collection Days	(978) 874-6252 or (877) 874-6252
Hazardous Waste/Oil Based Paint	HHW Collection Days	(978) 874-6252 or (877) 874-6252
Rechargeable (Ni-Cad) Batteries	Recycling Center Battery Shed	

**RESIDENTIAL Recycling Center Hours:** Wednesday, Thursday, Friday 9am – 3pm  
Saturday 7am-1pm

**DISPOSAL FEES:** Trash and Construction & Demolition Waste is charged for by the load based on the volume of the permitted vehicle, or may be brought in City of Gardner PAYT bags without any volume fee.

**Items with individual fees are charged for as follows:**

**15.00 each:** Refrigerator, Freezer, Air Conditioner, Water Heater/Cooler, Television, Stove, Dishwasher, Washer, Dryer, Computer Monitor, Compactor, Upholstered Furniture, Small Engine, Mattress, Box Springs **10.00 each:** Wood Furniture **5.00 each:** Tires **\$1.00 each:** Fluorescent Bulbs, Propane Tanks

**NO CASH OR CHECKS ARE ACCEPTED AT THE TRANSFER STATION.** Loads and items must be prepaid at the Board of Health Office or you can purchase these on-line at [www.gardner-ma.gov](http://www.gardner-ma.gov). At the home page go to on-line payment program and pick Transfer Station. A drop down menu will appear. Purchase your items, put them in your cart, and when finished print off your confirmation sheet. Bring it to the Transfer Station with your items and turn in the Confirmation Sheet.

I have received and will abide by the Transfer Station Permit Rules & Regulations.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Paid 50.00 20.00 \$0.00 (repl- attach old) cash check# \_\_\_\_\_ sticker# \_\_\_\_\_