



SPENCER OFFICE OF UTILITIES & FACILITIES

MEMORANDUM

To: Town of Spencer Residents
From: Steven J. Tyler, P.E., Superintendent, Spencer Utilities & Facilities Office
CC: Adam D. Gaudette, Town Administrator; Eben Butler, Highway Foreman
Date: November 14, 2014
Re: **Sand/Salt Availability for Use by Spencer Residents Only**

The purpose of this memorandum is to summarize the sand/salt availability for use by Spencer residents only. This summary is based upon the Sand and Salt Availability Policy as originally adopted by the Spencer Board of Selectmen on April 2, 2001 and includes revisions by the Spencer Board of Selectmen on December 9, 2013. Relevant policy excerpts and clarifications provided below. A complete copy of the Sand and Salt Availability Policy can be obtained through the Town Administrator's Office.

APPROPRIATE USERS AND QUANTITIES:

1. The materials are made available for the use of residents and residential use only. They are not made available for commercial operators or commercial uses.
2. Materials must be placed into five gallon containers or their equivalent. In order to maintain sufficient available quantities throughout the winter there shall be a quantity limit of four (4) five gallon buckets per day for pick up at any one time. Equivalent container(s) not exceeding 20 gallons in total per day will be allowed.
3. The sand/salt may not be removed in any loose form or bulk form.

LOCATION AND HOURS OF AVAILABILITY:

The sand/salt pile for Spencer residents use only is located at the Spencer Transfer Station, 17 South Spencer Road. Hours of operation are: Wednesdays and Saturdays 7am - 5pm. Plan ahead accordingly. Do NOT get Spencer sand/salt from any other Town location. Transfer Station stickers are not required for sand/salt pickup only, however, if you do not have a current transfer station sticker you will need a valid driver's license or other documentation to demonstrate that you are a Spencer resident.

EVASION OF THIS POLICY:

Any violations of this policy will result in the following actions:

1. Verbal warning will be given to the offender that subsequent violations can lead to being banned from the premises and in the ability to use the materials.
2. Written notification the offender has been banned from the premises and is denied the right to use the materials.
3. Subsequent violations may result in applicature for complaint being made to the District Court for trespassing and/or larceny.