

# **DALTON TRANSFER STATION SWAP SHED**

## **SWAP SHED POLICIES**

**SWAP SHED HOURS:** Saturdays from 10 am – 1 pm, year-round, *if* Swap Shed Team Members (trained volunteers) are available to staff the shed. In warmer months (April through Oct), the Swap Shed will open at 9 am, if Team Members are available. If Swap Shed Team Member(s) are not available, the Swap Shed will be closed. If the Swap Shed is closed, nothing may be left at the shed. Open hours are subject to change based on the availability of Swap Shed Team Members. See the posted “open hours” sign. The Swap Shed will not be open during extreme weather.

**PURPOSE:** The purpose of the Dalton Transfer Station Swap Shed is to keep items out of the landfill and to provide a free outlet for unwanted items that are still usable. The program is run entirely by volunteer “Swap Shed Team Members,” with guidance from Northern Berkshire County Solid Waste Management District.

**INTENT:** To make items available to all Dalton Transfer Station permit holders, and not to allow one or a few persons to monopolize the facility. Therefore, any Swap Shed Team Member has the right to restrict or refuse an individual’s access to the facility.

Swap Shed items are free to Dalton Transfer Station permit holders for personal use. Dealers and resellers are not allowed to use the Swap Shed. The Swap Shed is for residential/personal use only, NOT commercial or resale.

Space is limited. The Swap Shed is not intended to accept every unwanted item in town.

### **RULES:**

- The Swap Shed is open to Dalton Transfer Station permit holders only. Vehicles of Swap Shed users must have a current Dalton Transfer Station Sticker.
- When the Swap Shed is closed or unstaffed, items are NEVER to be left outside, inside, or near the shed. NO EXCEPTIONS!
- Only drop off items during open hours when a Swap Shed Team Member is present. **Transfer Station Attendants are NOT Swap Shed Team Members and will not accept items. Do not give items to Transfer Station Attendants; they are not allowed to staff the Swap Shed.**
- To leave items, residents must check with a Swap Shed Team Member to ensure they are acceptable. Absolutely NO exceptions! If this rule is not followed, the existence of the Swap Shed may be threatened.
- Only Swap Shed Team Members may attend to residents and vehicles that are dropping off items.

## *Swap Shed Policies: Page 2*

- Only Swap Shed Team Members are allowed to accept incoming materials.
- Swap Shed Team Members have the right to refuse items that do not meet acceptable item guidelines. Please refer to the list of Acceptable & Unacceptable Items.
- Acceptable items may vary or change depending on space, season, duplicate items, and other considerations.
- If an item is not accepted, Dalton Transfer Station has recycling and disposal options for many items. Published fees will apply; see Transfer Station Attendant or town website.
- Large loads of donations (i.e. boxes of leftovers from yard sales or house clean outs) may be difficult to sort out and find space for in the shed, so they may be rejected. Space is limited.
- Due to the need to close promptly at the Swap Shed closing time, large loads of donations might not be accepted 30 minutes before the shed closes.
- Swap Shed users may not stay for more than 15 minutes, and may not wait around for “good stuff” to come in. Parking space is extremely limited; users should be mindful of other residents coming and going.
- Swap Shed users may not take away large amounts of materials. A limit of 5 outgoing items per vehicle may be enforced as needed.
- Items must be clean and in good working order.
- Items should be assembled. If necessary to disassemble transport, please check in with a Swap Shed Team Member to make sure the items will be accepted, then reassemble the item at the Swap Shed.
- All items are offered without warranty of any kind. Any items taken from the Swap Shed are taken at the resident’s own risk. Any future disposal fees are the responsibility of the resident who takes the item.
- Idling of vehicles is not allowed.
- Smoking and vaping is not allowed in the Swap Shed or the transfer station.
- Swap Shed Team Members and Transfer Station Attendants must also follow these rules.
- **Respect and civility are expected of all residents, Swap Shed Team Members, and others. Use common courtesy when interacting with others. Do not cause disturbances or disruptions. Any person failing to comply with this policy will be asked to leave. Police will be called if needed.**

Questions and volunteer inquiries should be emailed to: [dfye@dalton-ma.gov](mailto:dfye@dalton-ma.gov)

# ACCEPTABLE & UNACCEPTABLE ITEMS

This list will be updated as needed and may change depending on space and other considerations. Swap Shed Team Members will decide whether the items presented will be accepted. Additional items might not be accepted due to space limitations or other considerations. Due to the need to close promptly at the Swap Shed closing time, large loads of donations might not be accepted 30 minutes before the shed closes.

## YES - ACCEPTABLE ITEMS:

Below are examples of items that are generally accepted. Swap Shed Team Members can refuse items based on condition, inappropriate items, seasonal items, duplicate items, etc.

**All items must be clean and in working condition.**

<ul style="list-style-type: none"><li>✓ Appliances (small household): e.g. toaster, toaster oven, iron, blender, mixer, lamps (all <u>must</u> be working)</li><li>✓ Arts &amp; Crafts materials (no hazardous materials or hazardous waste)</li><li>✓ Artwork, knick-knacks, picture frames</li><li>✓ DVD movies, CDs in good condition</li><li>✓ Holiday decorations, when in season (if electronic, <u>must</u> be working)</li><li>✓ Home décor</li><li>✓ Household items: e.g. kitchenware, dishes, glasses, utensils, pots and pans</li></ul>	<ul style="list-style-type: none"><li>✓ Office supplies</li><li>✓ Pet supplies (no food items)</li><li>✓ Reusable shopping bags (clean, good condition)</li><li>✓ Seasonal items (in season)</li><li>✓ Sporting Equipment (in good condition, no skis or ski boots)</li><li>✓ Tools: hand and power only, small only (must be working)</li><li>✓ Toys, games, puzzles (complete, working)</li></ul>
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## NO - UNACCEPTABLE ITEMS:

Below are examples of items that are not accepted. Swap Shed Team Members may refuse items based on condition, inappropriate items, seasonal items, duplicate items, and more.

<ul style="list-style-type: none"><li>☒ Appliances (major): e.g. refrigerators, stoves, washers, dryers, dishwashers, air conditioners, dehumidifiers</li><li>☒ Auto parts, auto fluids, auto batteries</li><li>☒ Batteries</li><li>☒ Books (use the book box instead)</li><li>☒ <b>Car seats (infant/child)</b></li><li>☒ Chemicals</li><li>☒ <b>Clothing</b></li><li>☒ Computers/printers/fax machines</li><li>☒ Construction materials</li><li>☒ Fire Extinguishers</li><li>☒ Food</li><li>☒ <b>Furniture</b></li><li>☒ Fragranced items</li><li>☒ Hazardous waste products</li><li>☒ <b>Helmets, safety harnesses/gear</b></li></ul>	<ul style="list-style-type: none"><li>☒ Herbicides, pesticides</li><li>☒ <b>Highchairs, infant safety items</b></li><li>☒ Large items (grills, doors, tires)</li><li>☒ Life vests</li><li>☒ Liquids</li><li>☒ Mattresses, box springs</li><li>☒ Medical equipment &amp; supplies</li><li>☒ Paints, stains, spray paint</li><li>☒ Tanks: propane, helium, insulation</li><li>☒ Smoke detectors, carbon monoxide detectors</li><li>☒ Soiled, wet, or mildewed items</li><li>☒ Skis, ski boots of any type</li><li>☒ Toilets, sinks, plumbing</li><li>☒ Toys in intermixed boxes</li><li>☒ VHS tapes, cassette tapes</li><li>☒ Weapons, ammunition, fireworks</li></ul>
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