

Town of Needham Select Board

Policy Number:	SB-PERS-005
Policy:	RTS Employee Use Policy
Date Approved:	October 22, 2024
Date Revised:	
Approved:	

Policy:

The policy of the Needham Select Board is to allow Needham Town employees access to the facilities at the Recycling and Transfer Station (RTS) at the same rates and fees as Needham residents. As Needham employees spend a considerable amount of time in Needham, access to the facility will assist them in affordably and sustainably disposing of waste and recyclables.

Procedure:

Town Employees may obtain access to the RTS in the following manner:

1. The individual who is a current employee of the Town of Needham will request a sticker from the Treasurer's office.
2. The Treasurer's office will verify employee status with HR and will issue a sticker after status is confirmed.
3. The sticker will give the employee access to the facility during regular open hours.
4. All fees and requirements that are imposed on Needham residents will also apply to employees.