



May 6, 2016

RE: Business Refuse and Recycling Collection Program

Dear Sir or Madam,

At its April 2016 meeting, the Woodstock Town Council approved the creation of a new program designed to provide refuse and recycling collection for businesses in the Town of Woodstock who desire this service. The purpose of this letter is to communicate the availability of this service and to offer you the opportunity to participate.

Our basic service includes one 96-gallon refuse cart collected once per week and one 96-gallon recycling cart collected every other week. The price for this basic service is \$10.14 per month. Should you desire additional carts for either refuse or recycling, each additional cart can be added for \$7.02 per month for refuse and \$3.12 per month for recycling. The following are several points that apply for the use of this service:

1. The new service is scheduled to begin with the collection scheduled for July 6, 2016.
2. This service will be provided by our existing refuse and recycling collection contractor. Collection presently occurs on Wednesdays (refuse every week; recycling every other)
3. Businesses may enter and leave the program as necessary, but entering and leaving the program must occur at the beginning of each month. There is no proration of charges for service desired for less than one month of service. Please contact the Town office to cease service.
4. Businesses that choose to participate are required to utilize the provided refuse and recycling carts. No refuse or recycling will be collected that is not in a cart.
5. Carts must be placed on curbs by 7:00am on collection day, but may not be left overnight. They must also be removed by close of business on the collection day.
6. Businesses that choose to participate are required to sign the attached service agreement prior to the beginning of service.
7. The price for the service will be set annually by the Woodstock Town Council during the annual budget formulation.

Please complete the attached form by June 1, 2016 to sign up for this service and return it to the Town office, 135 North Main Street. You may also sign up later, but for purposes of planning, I appreciate your willingness to tell us your intentions early. Please contact me with any questions.

Sincerely,
Reid A. Wodicka
Town Manager