



## APPROVED Meeting Minutes

### 2017 Nashua Region Solid Waste Management District Meeting

January 5, 2017

---

#### **Attendees:**

Sally Hyland	City of Nashua	Frank Ferreira	Town of Pelham
Steve Doumas	Town of Merrimack	Joan P. Cudworth	Town of Hollis
Tom Bayrd	Town of Hollis	Mike Fimbel	Town of Mont Vernon
Bruce Berry	Town of Amherst	Tim Roache	NRPC
Jim Solinas	Town of Brookline	Jill Longval	NRPC
Troy Brown	Town of Litchfield	Karen Baker	NRPC
Marie Maruca	Town of Pelham	Tanya Reinert	NRPC

#### **I. Call to Order**

The meeting was called to order at 10:02 am by Hyland.

#### **II. Approval of the September 1, 2016 Meeting Minutes**

Hyland referred to the draft minutes of September 1, 2016 and asked for comment or if accurate, a motion to approve. Longval noted that the October 6<sup>th</sup> meeting mentioned in the minutes under *VI. Discussion of Solid Waste district Agreements* at the end of Page 4 in the 4<sup>th</sup> bullet did not happen due to a delay in meeting with Attorney Waugh. She added that NRPC staff met with Attorney Waugh on November 1. Cudworth motioned to approve the minutes of September 1, 2016 with a second from Dumas. The motion passed with 2 abstentions.

#### **III. Approval of the December 15, 2016 Meeting Minutes**

Hyland moved to agenda item #3, the draft minutes of December 15, 2016 and asked for comment or if accurate, a motion to approve. Berry motioned to approve the minutes of December 15, 2016 with a second from Cudworth. The motion passed with 3 abstentions.

#### **IV. Report on 2016 Collection Events**

Longval summarized the 2016 collections report. She noted that there were 7 events held representing 1,736 households which is an increase from the 2015 total of 1,696 households. 2016 events had the highest participation rates since 2006 (she noted that the \$10 fee started in 2008) and 37% of participants were first time attendees. Also, April and November events had the

highest participation rates with 339 households in April and 335 household November and the April 2016 event had the highest participation rate of any April event held to-date.

Longval stated that Transfer Stations continued to provide the largest source of information to participants followed by municipal websites. The District manifested a total of 93,385 pounds of waste during the 2016 collection season (82,237 pounds hazardous; 11,148 pounds universal wastes). This is an increase of 8,231 pounds from the 2015 total. Longval noted that paint continues to be the most common item received with 946 households District-wide bringing paint to the collection events; an increase from 2015. Solvents and thinners were the second most common item with lawn and garden products being the third most common item. Lastly, Longval pointed out that Amherst, Merrimack and Pelham had the highest annual participation from residents' to-date. Berry asked if Pelham participation was up due to the event held in Pelham. Longval believed that was the reason.

#### **V. Review of 2017 Collection Schedule**

- Pelham Collection?

Longval noted that the April 22, 2017 collection in Nashua; May 6, 2017 collection in Milford; and the June 1, 2017 collection in Nashua are all funded through the FY2017 DES HHW grant. She asked for input from the group for Fall 2017 events to apply for in the FY2018 grant application. She added that our standard format for choosing collection dates has the Fall events on August 5, October 7, and November 4, 2017. Longval asked the group whether they wanted to host a collection in Pelham in fall 2017. She noted it would fall under our current Veolia contract and suggested August 26<sup>th</sup> or maybe July or the end of November. Longval stated that every member community sent at least 1 resident to the Pelham August 2016 collection event, but she did not see an increase in overall participation from Hudson, Litchfield, or Windham as a result of the Pelham event. She also noted that there was a big increase in participation among Pelham residents with 134 participating. She provided the participation numbers from Pelham going back to 2008 for comparison.

Fimbel commented that success of the event was due in part to Walczak's effort with the town. He asked the Pelham representatives that were present if they were still interested in an event. Ferreira said they are interested and August 26<sup>th</sup> would be good for another collection. Hyland asked if other towns would be interested. Longval commented that there have been discussions with other towns, but no one else has come forward who wants to host. Fimbel suggested tent rentals for the event in Pelham. Longval noted that Veolia set up tents for the Pelham event. Fimbel stated that he was in favor of an August event in Pelham and felt that the 2016 event was successful and that we should do one more year and then re-evaluate. Brown felt it was good to reach out to Pelham and as long as participation stays up and there is money to do it, then it is a good idea.

*After further discussion, Berry motioned with a second from Fimbel: THAT the NRSWMD add an additional collection in Pelham in August of 2017. All were in favor.*

## **VI. FY2018 DES Grant Application**

Longval noted that the funding level for the FY18 DES grant is the same as FY17 at \$0.22/capita. She informed the group that she was applying for \$47,401 with collection dates as follows:

<b>August 5, 2017</b>	<b>August 26, 2017</b>	<b>October 7, 2017</b>	<b>November 4, 2017</b>
	<b>April 21, 2018</b>	<b>May 5, 2018</b>	<b>June 7, 2018</b>

She reminded the group of the outreach component is part of the grant application and stated that this year it would focus on reducing overall waste collected and alternatives for universal waste. Hyland asked if there would still be information provided on the website. Longval said she would do whatever works best for everyone. Fimbel suggested having a link on the HHW signs at the landfills to the website with information on education and efficient use of products. Berry suggested a one pager with the info and link to the NRPC website to hand out along with the surveys at the collection events. Hyland suggested posting it on Code Red that the City uses or social media. Longval noted based on survey results at the collection events, Transfer Stations, Town websites, and the Telegraph are where most people get their information on HHW. Longval noted that she would be submitting the FY2018 grant application by the end of this week. Hyland asked if the new administration will change anything. Longval said she had not heard anything.

## **VII. Review of Veolia Contract Extension Proposal**

Longval explained that the current 3 year contract with Veolia runs through calendar year 2017 and that she contacted Veolia Environmental to inquire about a 1-year contract extension as a renewal option per the request of Berry at the June 2, 2016 meeting. She noted that Veolia will no longer offer a flat rate, as they have lost money on every one of our collections. Longval said that quantities of waste are going up faster than participation rates. There were 40 additional households in 2016 and 8,231 additional pounds of materials. Additionally, Veolia has gotten a number of strange items at our events that were costly to dispose of. Longval also pointed out that according to Veolia, the new pricing structure leaves them with very thin margins. She referred to the sample pricing included in the agenda packet based on items collected at the October 1, 2016 collection. Longval noted the details/pricing per event:

- Would utilize storage facility to greatest extent possible to control costs
- Would communicate clearly at each event about what ships and what stays in facility
- Satellite events would be more costly because we don't have the storage option
- Nov. event would also potentially be more costly because everything would have to ship
- Rates guaranteed for calendar year
- Rates typically hold for 2-3 years, Veolia will do their best to hold pricing if NRSWMD signs a multi-year service agreement (potential for 2-3% swing)

Berry asked how this would work in relation to the cost fluctuation. Longval noted that in some other communities, they set a cap on waste collected. There was discussion from Hyland and Cudworth regarding the price of bulbs and that they were cheaper to dispose of through the Landfill. Berry asked how difficult it would be for Veolia to come up with more examples. Hyland asked if we should go out to bid again. Maruca asked if they were the only ones in the game.

Hyland said there are more companies out there and referred to a few that have merged over time. Both Hyland and Berry said they would like to have more examples over the past year to see where we are for cost using material collected during the 2016 events and Veolia's new pricing structure. Berry also said it would be good to have a history of their disposal costs using our 2016 calendar events. Hyland asked when we would have to do our RFP. Longval said it would be in the summer.

There was discussion on the amount of material that can be brought to the collections. Longval noted there is no limit on the amount that can be brought to a collection but the \$10 fee only covers up to 10 gal or 20lbs of waste; if participants have more, they will be charged accordingly. She also noted that this info is on the website and is visually shown (a box full of materials equaling the 10gal/20lbs). Hyland asked how much was taken in for October user fees. Longval stated \$2,338.00.

Hyland passed around a potential list of vendors. Longval explained as part of the RFP process, we ask for references, call them and also put a call into NH DES. She asked the group if there was any interest for an in-person meeting with Veolia. Hyland commented that the flat rate for setup for collection events was high. She added that there really is no need to meet if we are going to go out to bid and we can meet when we get the proposals. Berry felt they should evaluate Veolia's examples from 2016 and if it looks more expensive across the board, then maybe it's not viable. He asked if Veolia would be in support of a higher flat rate. Brown said they need a snapshot of all 7 events of data to evaluate.

Solinas has questions about the process and asked about the current cost per event and whether that is for a 2 person crew. Hyland explained the process and amount of Veolia staff at the collections is generally 9 to 16 per event. Longval noted that they utilize the storage facility to store partial containers of material so they can top off at the next event. Solinas said he was trying to understand the dollar cost on all the items. Longval noted that the current contract with Veolia is a flat rate and not per pound on material. She also stated that it has been a struggle to get vendors to quote a flat fee in the past on RFQs. Doumas felt it would be easier to get the data request that Berry suggested first and then try and get a flat rate based on that. Hyland had concerns that they would not go for it.

Berry noted that there are only 4 options that we have to choose from: User fee increase, dues increase to towns, grant funding increases, or we cap the material brought to collections. There was further discussion on these options. Hyland talked about the paint care program as an alternative for different kinds of paints. There was discussion on fluorescent bulbs and which facilities accept them. Fimbel suggested surveying all the towns in the district on what they offer their residents and the associated costs on those accepted materials/item. Berry felt there should be some education disposal of items and what each landfill accepts. There was further discussion on flat rates. Hyland asked about getting the data in a spreadsheet.

### **VIII. FY 2017 Mid-Year Financial Report**

Longval reviewed the mid-year financial report. She stated that the checking balance is \$315,059 and there is \$93,235 in the money market. She talked about the sizeable legal fees of \$1914 for development and review of the Cooperative Agreement. She also noted the additional \$16,250

that was for the extra event in Pelham. Longval stated that the capital reserve account reached the annual maximum in November which puts the Capital Reserve at \$50,902. Hyland asked what was owed. Longval said just the last 2 months to NRPC.

Fimbel asked if they thought the balance was too high in the eyes of the public and selectmen. He asked if this included the DES grant money. Longval stated that we don't get the DES reimbursement until we get the final manifest of the fiscal year, which is typically not be until the next fiscal year. She also noted that the vendor contracts run on the calendar year while the grants are on a fiscal year. Berry felt the district was not extravagantly funded and that DES grant funding is never guaranteed. In addition, some of that balance may be absorbed with the new pricing. Longval stated that the municipal assessments have remained flat since 2011.

#### **IX. Other Business**

Longval noted that the next meeting will be on March 2 at 10:00am at the NRPC office. She also informed the group that she would be ordering the numbers for the Transfer Station signs and that if anyone needed any numbers, other than needed for the collection events to let her know. Numbers would be delivered in late March or early April. Lastly, she noted that she would have outreach materials for the March meeting. Hyland said they should also have the draft cooperative agreements and the Veolia data for the March meeting as well. She asked that these be sent prior to the meeting for review.

***Motion to adjourn came from Berry and seconded by Cudworth. The meeting ended at 11:23am.***