



DRAFT Meeting Minutes
Nashua Region Solid Waste Management District Meeting
June 12, 2018

Attendees:

Tom Bayrd	Town of Hollis	Mike Fimbel	Town of Mont Vernon
Joan Cudworth	Town of Hollis	Troy Brown	Town of Litchfield
Steve Doumas	Town of Merrimack	Jay Minkarah	NRPC
Eric Hahn	Town of Amherst	Jill Longval	NRPC
Marie Maruca	Town of Pelham	Tanya Reinert	NRPC
Frank Ferreira	Town of Pelham	Karen Baker	NRPC
Sally Hyland	City of Nashua		

I. Call to Order

The meeting was called to order at 10:05 am by Hyland with introductions. Cudworth informed the group that Bayrd would be retiring at the end of June. Hyland thanked him for his participation in the NRSWMD. She also noted that Berry announced his retirement at a previous meeting.

II. Approval of the April 5, 2018 Meeting Minutes

Hyland referred to the draft minutes of April 5, 2018 and asked for comments or if accurate, a motion to approve.

Cudworth motioned to approve the minutes of April 5, 2018 with a second from Doumas. The motion passed with Fimbel abstaining.

III. Discussion Regarding 5-Year Budget Projections

Longval referred to the memo included in the agenda packet and proceeded to explain the FY19-23 budget projections. She stated that the Nashua Region Solid Waste Management District’s Household Hazardous Waste (HHW) collection program is an incredibly valuable resource to the community. In 2018 it served 1,808 households and removed 98,284 pounds of hazardous waste from the environment. To continue serving the community the program must remain financially solvent. She added that the District’s expenses have been rising, in large part due to an increase in participation rates and volume of material collected at HHW events. She referred to table in the memo which showed the district’s income compared to expenses over the past years. She also noted that expense have exceeded income and this pattern will continue if no changes are made to increase revenue or decrease expenses. Hyland noted the District’s recognition of the important role municipal dues play in the program’s finances, and their vote to increase the dues by 10% in FY19, adding that this was an important first step, but it does not solve the District’s financial imbalance. Longval stated in order to keep 6 events and maintain a \$75,000 minimum balance, dues would need to be raised by 12% in FY20, 15% in FY21 and 3% in FY22. With this scenario, after FY22, the dues could remain flat at the FY22 level. Longval referred to the summary table showing the District’s financial position over the next 5 fiscal years using this municipal dues scenario. She also reviewed tables that demonstrated what

happens over the next 5 years if municipal dues do not increase and expenses do not change. Lastly, Longval talked about opportunities to decrease expenses in order to keep municipal dues in check, including potentially eliminating 1 collection event for a total of 5 per year.

Fimbel noted that at the Mont Vernon Selectmen meeting, an audience member asked that if the District decides to cut one event, that they maybe consider extending the 5 collections by being open 1 more hour.

Maruca asked if it cost more to have satellite events. Longval said the event itself does not cost more, however, all the material has to be shipped, unlike at the Nashua events where they have the storage building. Cudworth suggested a 20% increase per carload. Longval noted that user fees are about 9% of the budget and if we increase them, they become 11% of the budget. Fimbel suggested maybe encouraging attendees to give more. Longval stated that there has been a \$10 fee since 2008 and it has never been raised. Cudworth stated that at the Hollis Transfer Station, they had to increase their fees. She added that every little bit helps.

Longval noted that they did have the option to do a 6-month budget if the group needed more time to think and that the FY20 dues could be held off until the December meeting to vote on. She added that FY19 dues have already been adopted. Fimbel asked about the current Veolia contract. Longval stated that it is a 3-calendar year contract (2018-2020) with a flat fee per event assuming 6-7 events per year. Longval also noted that she completed the DES Hazardous Waste Certification training this past quarter and during the class, the instructor asked how many participants had a clean DES inspection. She stated that she was the only one that raised her hand. She added that Veolia has a very good reputation and felt that you should go with the vendor with the best reputation. Hyland also commented on her happiness with Veolia and that they have enough staff for the events and good people working for them. She referred to the materials that have showed up at collection events and how they have been handled accordingly. Hyland added that for the amount of work that is done, it is well worth it. Longval noted that they also do what they can to keep costs in check. Cudworth agreed with Hyland and noted they are now running into other hazards such as swollen batteries that will need to be disposed of properly.

Hyland stated that almost 100,000 pounds of hazardous materials were kept out of the waste stream in 2017. She added that before this meeting she was ready to drop an event, but after this past Thursday's collection event which was steady for 3 hours, she changed her mind. She felt that they will exceed the 2017 waste collected.

Hyland asked the group what their communities can tolerate for an increase. Fimbel added that if it becomes too difficult to gain access to these events, HHW will end up in the woods and it is necessary to maintain 6 events. Dumas suggested splitting the difference between municipal and residential costs. Longval proposed a \$15 user fee and a 10% municipal increases. There was discussion further on how to go about this. Suggestions were to set the user fee for the second half of FY19. Brown asked if there were repeat event participants and what are they bringing. Longval noted fertilizers, paint, etc. She stated that in 2017, there were 1,808 households of which 38% were first time attendees. Brown stated that he would support a \$5 increase in the user fee. He added that the economy is doing well so now is the time to increase that fee. Brown asked Longval how much is brought in by user fees. Longval stated that the District collected \$19,806 in user fees in 2017. Hyland commented that for many years the dues remained flat and were only increased when necessary due to harder times. Brown said he would like to maintain 6 events but see a more level municipal dues increase; for example, 10%. There was further discussion.

Hyland referred to the Paint Care initiative and suggested focusing on that. She added that they will not come back to NH until they know they can make progress. She added that if they could get it passed it would reduce costs.

IV. Adopt Annual Budget for FY19

Brown motioned for a 10% dues increase for FY20 and increased user fees to \$15/vehicle for calendar year 2019. Fimbel seconded the motion. After further discussion Hahn suggested there be a motion for each. Brown and Fimbel rescinded their motions.

Doumas motioned to increase the user fees to \$15 per vehicle to cover up to 10 gallons or 20 pounds of waste. Ferreira seconded the motion. All were in favor and the motion passed.

Brown motioned to adopt the FY19 budget with 6 collection events with an estimated ending balance of \$112,613. Fimbel seconded the motion. All were in favor and the motion passed.

V. Adopt Municipal Assessments for FY20

Longval showed the group what the group what the municipal dues for FY20 looked like with the 10% increase.

Brown motioned to adopt the FY20 municipal dues with a 10% increase. Fimbel seconded the motion. All were in favor and the motion passed.

VI. Adopt Schedule A Scope of Work for NRPC for FY19

Longval explained that the Schedule A outlines the Scope of Work for NRPC for FY19. Longval said she could present the specific collection event schedule after she sits down with Nashua, Milford, and Pelham and this can be adopted at the September meeting.

Ferreira motioned with a second from Brown to adopt the Schedule A Scope of Work for NRPC for FY2019 All were in favor and the motion passed.

VII. Elect NRSWMD Chair FY2019

Longval stated that Hyland had volunteered to remain in the position of chair of the NRSWMD unless anyone else wanted to take the position.

Fimbel motioned with a second from Cudworth that Hyland be elected Chair of the NRSWMD for FY19. All were in favor and the motion passed.

VIII. Elect NRSWMD Treasurer for FY2019

Longval stated that Cudworth had volunteered to continue as the treasurer for the NRSWMD unless anyone else wanted to take the position.

Fimbel motioned with a second from Doumas that Cudworth be elected Treasurer of the NRSWMD for FY2019. All were in favor and the motion passed.

IX. Grant and Contract Authorization for the Period July 2, 2018 – June 30, 2019

Brown motioned with a second from Doumas that the Nashua Regional Planning Commission be authorized to file applications with federal, state and local governmental units and other agencies to implement the FY 2019 work program of the Nashua Region Solid Waste Management District, and to execute agreements to receive funds for such purposes. All were in favor and the motion passed.

X. Sign Exhibit 3 Responsibilities of the Host Community for FY2019

Longval noted that Exhibit 3 can be signed once the collection schedule is finalized. Longval reminded the group that the District voted to compensate host municipalities \$1,000 per HHW collection event beginning in FY 2019 to offset costs associated with providing these services. Compensation will be deducted directly from the municipality's annual dues.

XI. Other Business

Hyland thanked everyone for coming.

Motion to adjourn came from Doumas with a second from Ferreira. The meeting ended at 11:38 am.