



Meeting Minutes

Nashua Regional Solid Waste Management District Meeting

June 11, 2019

Attendees:

Joan Cudworth	Town of Hollis	Jay Minkarah	NRPC
Sally Hyland	City of Nashua	Cassie Mullen	NRPC
Rhonda Martin	Town of Pelham	Sabrina Pedersen	NRPC
Jim Solinas	Town of Brookline	Mason Twombly	NRPC
Kate Lafond	NRPC		

I. Call to Order

This meeting was called to order at 10:10 am by Hyland with introductions.

II. Approval of March 20, 2019 Draft Meeting Minutes

Hyland referred to the draft minutes of March 20, 2019 and asked for comments and if accurate, a motion to approve of a draft approval.

Draft motion by Hyland to approve the minutes of March 20, 2019 with a second from Solinas.

III. Review April 20 and June 6 Events

Twombly reviewed the two collection events from June and April. A total of 263 surveys and 259 receipts were collected at the June event; a total of \$4,000 was collected in user fees, a greater number compared to the April event. Police were present for the April event, but not for the June event although they confirmed ahead of time. Hyland referred to Duty Solutions as an alternative for police detailing. Twombly concluded that 16,500 pounds was collected at the April event and no weight has been confirmed for the June event yet.

IV. Financial Updates FY19

Lafond presented 3 financial reports: balance sheet, profit and loss, and actual expenses.

Balance sheet: Lafond stated that they did not fully close out the month, just missing the monthly interest from the TD Bank account. And the monthly statement was received from PDIP.

Profit and loss statement: expenses were paid by NRPC. Expenses are the quarterly payments to NRPC. police fee will be removed. HHW fees are through the April event; # can be increased by \$4,000 for the June event. In addition, anticipated income includes \$50,243 grant from DES.

Actual expenses: the remaining \$42,308.01 will cover the June expenses. Reflected the retainer balance of \$42,548.21 which NRPC holds for the District. NRPC will pay back a balance to the District as of June 30th.

Hyland asked a question about educational material being present at the events, especially the 'No Latex' sign. Twombly responded that they are looking into renewing the sign. Hyland suggested that a postcard to hand out after the event to participants would be a great next step. Cudworth added that DEP has a lot of great educational information available on the web.

V. FY20 Budget Proposal

Twombly discussed the FY20 budget proposal. A total of 7 events are being planned for FY20. Hyland added that they have a contract with Veolia for another 1.5 years. During the next RFP, Hyland suggested that they bid out to others as costs are expected to increase, although Veolia has been a great partner. Hyland mentioned that the District will need some members to help with drafting, interviewing, and choosing a respondent in the RFP. Hyland concluded that a 10% increase in user fees may be the most appropriate way in decreasing the deficit.

Minkarah noted that a special meeting should take place before the end of the fiscal year to approve of the FY20 budget proposal. June 25, 26, and 27 were noted as possible days.

Draft motion

VI. FY21 Dues & Future Budget Projections

Hyland reviewed FY21 Dues & Future Budget Projections. Hyland discussed ways in which the District can increase assessments for towns in order to maintain the \$75,000 bottom line. The first option is to level off those percentages to 10% across the board. Members discussed if there is a limit to how many communities that the District can handle.

Account balances were discussed. Hyland asked if the \$75,000 bottom line was formally voted on. Minkarah stated that he was not sure of a formal vote, but it was to keep it there in case the DES grant goes away.

VII. FY20 District Elections

The District decided to hold off on decisions until the special meeting.

VIII. Annual Grant and Contract Authorization

The District decided to hold off on decisions until the special meeting.

IX. Exhibit 3 Responsibilities of Host Communities FY20

Hyland stated that the District will get all signatures from host communities.

X. Other Business

Twombly confirmed the next quarterly meeting to be September 10th, 2019. Cudworth concluded with concerns about people who are unable to transport themselves to the collection events; the idea of carpooling/ridesharing was discussed further.

Motion to adjourn came from Hyland with a second from Martin. The meeting ended at 12:03 pm.