



Meeting Minutes

Nashua Regional Solid Waste Management District Meeting

September 5, 2019

Attendees:

Joan Cudworth	Town of Hollis
Sally Hyland	City of Nashua
Rhonda Martin	Town of Pelham
Jim Solinas	Town of Brookline
Mike Fimbel	Town of Mont Vernon
Steve Duomas	Town of Merrimack
Kris Perreault	Town of Merrimack
Todd Croteau	Town of Hollis
Mason Twombly	NRPC
Kate Lafond	NRPC
Jay Minkarah	NRPC
Cassie Mullen	NRPC

I. Call to Order

The meeting was called to order at 10:05 am by Hyland with introductions around the table.

This will be Steve Duomas' last meeting as he is retiring. Kris Perreault will be taking his place. Hyland thanked Duomas for all of his service to the District.

II. Approval of June 2019 Draft Meeting Minutes

Hyland referred to the draft minutes of June 11, 2019 and asked for comments and if accurate, a motion to approve of a draft approval.

Cudworth motioned to approve the minutes of June 11, 2019 with a second from Fimbel. All were in favor.

Hyland referred to the draft minutes of June 26, 2019 and asked for comments and if accurate, a motion to approve of a draft approval.

Croteau mentioned that Steve Duomas and Eric Hahn need to be added to the Attendee list.

Solinas motioned to approve the minutes of June 26, 2019 as corrected with a second from Fimbel. All were in favor.

III. Review of August Collection Events

The August 3rd event had 233 cars. Social Media and the NRPC website were still the main methods that attendees found out about the collection. Materials collected have remained fairly consistent, with paint being the most common. About 18,000 pounds of waste were collected at this event.

Hyland stated that the amount of waste being collected this season is higher than usual, and that the district will surpass the usual 90,000-pound annual collection amount. Cudworth added that many people are moving or have moved during the month of August, which has had an impact on amount of waste collected.

Twombly is still crunching numbers for the August 24th Pelham event. There were around 200 cars, which was an increase from 2017. Martin stated that 1,920 pounds of waste were collected in the dumpster.

The next collection event will be at the Nashua Public Works Garage on Saturday, October 5th.

IV. Financial Updates/Quarterly Reports

Lafond provided updates for all accounts. The current balance is \$209,876.15. The Grant payment to the Department of Environmental Services (DES) was \$50,243.00. \$100,000.00 was moved from the TD Bank money market account into NH PDIP. Unfortunately, the interest rate has been decreasing. Lafond is going to monitor the trend. Currently the interest is still higher than that of the money market account.

There has also been a net income of \$72,000.00 from all of the dues payments. The Profit and Loss Statement shows revenue from both August events as well as the dues payments, however the interest income only reflects July. There was a \$60,000.00 expense for the quarterly retainer to NRPC to cover bills.

V. FY21 Dues Proposal & Future Budget Projections (Action Item)

The District has previously talked about raising dues 10% each year for three years and then leveling out the amount. Twombly noted that dues fluctuate year to year based on the number of events that fall into each fiscal year. The idea behind increasing dues is to maintain the \$100,000.00 reserve.

Fimble inquired what the timeline was for the current contract with Veolia. Twombly confirmed that we are currently in the second year of the three-year contract, which ends in December of 2020.

Hyland clarified that there are two parts of dues. The first part is a base fee of \$3,300.00 and the second part is a fee based off OSI population estimates. The dues values are the numbers that will need to be incorporated in Town Budgets.

Twombly reminded the group that NRPC's fiscal year is not the same as the calendar year.

Fimble motioned to approve the 10% increase of dues, coming to a total of \$145,200.00 for FY21. Cudworth seconded. All in favor.

VI. RFP Committee (Set Meeting Date)

A draft RFP will need to be ready by the next quarterly meeting on December 5th. Hyland explained that being on the RFP committee will involve drafting an RFP, monitoring responses, following up with DES regarding respondents, and coming up with a recommendation for the District.

Cudworth and Fimbel volunteered to be on the RFP committee.

The first RFP Committee meeting is scheduled for October 10th at 10:00am at the NRPC office.

VII. Other Business

- There are two more events this season.
- Twombly is going to reach out to Veolia for their pre-made educational materials about what they do with HHW. Hyland stated that the goal would be to have these materials for the October 5th collection event, and to distribute them to all attendees. Duomas added that it would be great to have the Veolia educational materials at the transfer station office as well since residents frequently make related inquiries.
- Twombly is going to work on re-issuing red HHW binders to all members of the District. These binders include emergency contacts, site layouts, evacuation plans, key protocols, etc. Dumas stated that it would be beneficial to keep the binders at the transfer station office as well. Fimbel added that the binders should include the District structure and all District agreements.
- Vickey Davis of Upper Valley Lake Sunapee Regional Planning Commission is looking to pull together Hazardous Waste Coordinators to meet. She is also a member of a national organization that has regional meetings that could be beneficial for District members to attend. Hyland will follow up with more information.

Motion to adjourn came from Duomas with a second from Cudworth. The meeting ended at 11:05 pm.