



**APPROVED Minutes**  
**Nashua Region Solid Waste Management District**  
**November 17, 2003**

**Present:** Andrew Singelakis - NRPC  
Angela Rapp - NRPC  
Sally Hyland - City of Nashua  
Art LeBlanc - Town of Hollis  
Russ Heinselman - Town of Brookline  
Mike Fimbel - Town of Mont Vernon

The meeting was called to order at 12:15 PM.

**I. 2003 Collection Events.**

Ms. Rapp reviewed the results of the collection events for August, October and November and commented that we exceed last year's household participation rate. The November event was, by far, the most successful event of the year. Russ Heinselman commented that there were four things that contributed to this success: 1) Accepting donations from cars for exceeding the allowable limit of waste; 2) the second bay; 3) Signs that read: No Latex Paint will be accepted, Latex Separation Area, and Please Pop Your Trunk; 4) the latex separation area which is outside collection line.

Ms. Rapp asked how we should determine the appropriate amount to charge residents who exceed the limit of waste per household. It was suggested to look at what the City of Keene and Somerville, MA are doing. We could also take the total amount of waste collected at each event and divide by \$12,500 (the amount the District pays Clean Venture for each collection event) to get an average cost per item. It was also recommended that NRPC give receipts to all of the residents giving donations so that we have a record of the money collected. If people do not have money with them, bill them.

It is suspected that unregistered SQGs have been coming to the events. We need to keep better track of these and develop a system in which to deal with it.

**II. Approval of the Minutes.**

Sally Hyland motioned to approve the minutes as recorded, Mr. Fimbel seconded. Passed 5-0.

**III. 2004 Collection Events.**

It was recommended that we keep the system that was established for the November 2003 collection event in order to ensure future successful events. This includes a second bay for express collection. We also need to create new latex flyers which can withstand rain when placed on the front windshield.

Clean Venture, the current disposal service, has submitted a letter proposing to increase the flat fee per event cost by \$500 to \$13,000. This is mainly because of increased costs associated with disposal of hazardous waste and rising transportation costs. Mr. Fimbel motioned to accept the proposal for a flat fee of \$13,000 with a second express lane implemented in all of the 2004 collection events. Art LeBlanc seconded. Ms. Hyland added that we stipulate that Clean Venture stay on top of emergency preparedness issues and that Marty Gaffney, the project manager for



Clean Venture, be at every event. These were not included as part of the motion, but will be brought up with Clean Venture. Motion passed 5-0.

Ms. Hyland added that Marty Gaffney has been extremely helpful at every event. He came in to assist Ms. Hyland with packaging of rechargeable batteries and to move the florescent light bulbs. This was not required by the contract.

**The 2004 collection events will be:**

Saturday, May 1<sup>st</sup>, 8am-12pm

Thursday, June 3<sup>rd</sup>, 3-7pm

Saturday, August 7<sup>th</sup>, 8am-12pm

Saturday, October 2<sup>nd</sup>, 8am-12pm

Saturday, November 6<sup>th</sup>, 8am-12pm

**IV. NRSWMD Full-time Employee.**

Mr. Singelakis discussed the idea of hiring a full-time employee to staff the NRSWMD. This person would be an NRPC employee with expenses of overhead and benefits covered by NRPC. Currently the District is in the black and the calculations for hiring the employee would not cause the District to be in the red.

The full-time staff person would provide technical assistance to the District members on a number of Solid Waste Management issues, such as recycling, and would fundraise for the District. The staff person would also be a liaison between NRRA and the Solid Waste Districts and be knowledgeable about issues related to Solid Waste in general.

There is still more research to be done on the exact duties of this full-time staff person and what needs to the Solid Waste Districts are having that are currently unmet.

Ms. Hyland said that cost concerns are the main problem with this idea. The District will need to be able to justify the expense of hiring a full-time employee. People currently associate the District with HHW. We need to be assisting communities with getting rid of items that can't be collected at their facilities.

It was mentioned that although there are 5 collection events per year, staffing the District is a year-round position.

Mr. Singelakis stated that right now this proposal needs to be connected with next year's budget, but that this issue is something that should be taken back to the communities for discussion.

Mr. Fimbel asked if the person that was hired could work 75% of time for the District and 25% for on NRPC projects. Mr. Singelakis answered no, because the person needs to be specialized to address Solid Waste issues.

Mr. Singelakis stated that this could be a trial - it doesn't need to be permanent. Grants and fundraising would be expanded to include events and corporate sponsorship. We would ultimately be in a better position with it. As funds get tighter the District needs more time expended on raising money.

**V. Other Business.**

**Swap Shop** - Ms. Rapp discussed that there has been a lot of unopened waste collected this year (i.e., unopened paint cans, motor oil, fertilizer, etc.). It is a waste to get rid of unopened hazardous materials. Other communities and HHW programs have instituted a Swap Shop to encourage residents to trade unused/unopened items at the HHW collection events. Ms. Rapp



visited Keene's program and has been collecting information on protocols and how to determine what and how much should be collected by each resident. Ms. Hyland commented that we will need to educate the public about this. We also need to determine what is good and what is bad when collected and establish a strict protocol, especially for latex paint. Whatever is not collected at the end of the event will be disposed of with Clean Venture before they leave the premises. If items are stockpiled on the premises, however, it was suggested that we put a sticker on each product to determine when it was collected and establish an expiration date. More research needs to be done about what will be accepted, in what condition, how to handle the specific items, how to determine if it is good or expired, if it can be stockpiled, and how to get rid of latex paint (i.e., contact Habitat for Humanity).

**Spreadsheet of Acceptable Material at each Solid Waste District** - Ms. Rapp is updating the spreadsheet developed several months ago. She will be verifying the results with each community over the winter months. This sheet will be given to the volunteers to provide guidance to the residents on where to bring items that are not accepted at HHW events (i.e., Latex paint, used motor oil, propane tanks, electronics, etc.). Need to clarify what kind of asbestos is accepted - friable vs. non-friable. Look at fact sheets by DES on packaging and labeling.

Ms. Highland moved to adjourn the meeting. It was seconded by Mr. Fimble.

The meeting was adjourned at 1:35 PM