



APPROVED Meeting Minutes

2010 Nashua Region Solid Waste Management District Meeting

December 16, 2010

Attendees:

Sally Hyland, City of Nashua	Tammy Scott, Town of Milford
Bruce Berry, Town of Amherst	Kerrie Diers, NRPC
Jeff Babel, Town of Hollis	Jill Longval, NRPC
Rick Seymour, Town of Merrimack	Karen Baker, NRPC
Steve Dumas, Town of Merrimack	Sheryl Burke, Melanson Heath & Company

I. Call to Order

The meeting was called to order at 12:14 p.m.

II. Approval of June 17, 2010 Meeting Minutes

Jeff Babel made a motion to approve the June 17, 2010 meeting minutes with no corrections. Bruce Berry seconded. All were in favor and the motion passed.

III. FY 2010 Audit Report

Sheryl Burke of Melanson Heath & Company passed out copies of the Nashua Region Solid Waste Management District Annual Financial Statements for the FY2010. Burke informed the group that the audit had no adjustments and was very clean. She pointed out no management letter was necessary for this audit and proceeded to briefly review each section of the audit. She also noted the federally required sections. She concluded by asking if there were any questions:

Hyland asked who the second authorized signer of checks is for NRPC. Diers informed that the Executive Committee Treasurer Karin Elmer was the authorized signer for anything over \$1,000 or Tim Roache, Assistant Director.

Hyland thanked Burke and asked for a motion to accept the FY2010 NRSWMD Audit. Babel motioned with a second from Berry. All were in favor and the motion passed.

IV. Report on State Funding

Jill Longval informed the group that she met with Dean Robinson and that funding is available for next State Fiscal Year 2012 (July 1, 2011 through June 30, 2012) and that she would be applying for a grant. Grants are due by February 1, 2011. At this point Tammy Scott arrived and Hyland asked for introductions but first introduced Jill Longval who would be doing what Minda Shaheen had done previously with the NRSWMD. She also explained a little why Shaheen was no longer with NRPC. Diers' informed that it was due to a group of grants that we did not get in addition to the competition for grants. Diers asked if there were any questions on the state funding. Hyland asked about the different grants. Longval explained that there are 2 different grants; 1 for Household Hazardous Waste collections and the other for Special Projects. NRPC will apply for the HHW Collection grant for FY 2012. Hyland asked who had EPA#'s for small quantity. Milford had an EPA#. Both Merrimack and Hollis had one for waste oil collection. Berry informed that they never exceed 100 gallons of waste oil in Amherst so they did not need to have a number. Dumas asked if this raises a liability issue and Hyland said yes.

Longval said she would need a letter of support from the NRSWMD to go along with the grant application. She also said she would notify the group once the application has been submitted.

V. Review of Financial Reports

Diers' reviewed the financial reports. She referred to the Balance sheet, saying any liabilities would balance out. Diers also referred to the Profit and Loss sheet which represented information from July until present, reminding the group that they saw the first half of the year at the June meeting. Lastly she referred to the detailed transaction report which provided information on checks going out and coming in. She specifically pointed out the Viola flat fee of \$12,500 which would be continuing into the next year adding that initially she was under the impression that there would be a 5% increase per year but the contract was not written that way.

Diers reminded the group that the next RFP would be in 2011 and that Marty Gaffney was with a new company and would be interested in submitting a proposal. Hyland asked when the RFP would be issued. Diers said it would be issued over the summer and a selection would be made in the Fall.

Hyland informed the group that Bob Belanger was no longer with Viola and that John Turcogearge was the new contact person. She added that she would get a letter out to the district informing them of this.

Hyland questioned the \$35,000 listed as uncategorized income on the financial reports. Diers' explained that this was likely an accidental deposit into the NRSWMD account and explained that the amount represents the Districts' fee to NRPC.

VI. Report on 2010 Collection Events

Longval provided a report on the 2010 collection events and explained that she did try to keep it consistent with what Shaheen had done previously. She provided 3 handouts to the group. The referred to the first sheet pointing out the overall increase in household participation. Sheet 2 showed a steady increase over the last 3 years of Town participation but with Amherst and Milford down from previous years and Merrimack & Hollis were up. Nashua was slightly down.

Longval moved onto the Manifest Summary which provided a detailed list of items collected at the events. She pointed out that paint, antifreeze, liquid pesticides and aerosol cans where the top collected waste items. Doumas questioned the propane tanks listed and thought they were not accepted. Longval explained that they were not the large tanks, but the smaller tanks used with camp or Coleman stoves that are accepted.

Longval moved on to the Collection Event Manifest Totals sheet which provided collection information from 2003 through 2010. She pointed out that 2010 collection year had the highest total waste collected.

Longval also passed around annual reports for each of the Towns. Hyland asked if she could get participation by year comparisons. Longval said she would provide that to her. Hyland liked the information provided by Longval and commented that is was good to have this type of documentation to show to the elected officials.

VII. Proposed 2011 Collection Schedule

Hyland suggested that when communities bring hazardous waste to the collection events, it would be a good idea if they could spread it out over several events. She also suggested that maybe getting them in before the residents might be another option for next year. Hyland reviewed the collection dates for 2011 with the group.

April 23rd would be the first event and held in Nashua. Longval commented that DES printed April 16th based on the grant we submitted. Berry seemed to remember a conflict that the vendor had with the 23rd. Hyland said we would submit a letter to DES first to let them know. The schedule was reviewed and listed below are the dates:

April 16th (Saturday)

May 7th (Saturday)

June 1st (Thursday)

August 6th (Saturday)

October 1st (Saturday)

November 5th (Saturday)

There was a question if they would be doing a satellite event in Merrimack. Hyland said where the Nashua events are just 2 exits south of the Merrimack location, they would not do a satellite event in Merrimack.

VIII. Milford Pharmaceutical Collection

Hyland mentioned the DEA supported drug collections that were held recently in Milford, Hudson, & Nashua. Berry said they were collections also done in Amherst and Wilton by the Ambulance folks. Hyland felt the group should consider having a drug collection in Milford as discussed previously if the DEA does not. If they did hold a big event, the District would not have to spend the money. Diers' questioned who we contract. Berry said he had spoken with the person who initially was pushing the drug collection to and asked them to contact Shaheen. He added that they did a presentation to the Town of Amherst. Berry was for having a drug collection but said if it was going to happen somewhere else for free, that would be good. Hyland said she would speak with Brendan Kearnan and that he may know more. Babel had a concern with the drugs being dumped in Penacook. Longval said that at the collection held in Nashua, folks were told that all drugs collected would be incinerated. Also someone in the group said that there are a small number of drugs that are controlled and hazardous substances and have to be burned at higher incinerator levels. A final decision was made to find out what the DEA has planned, then decide about having a Milford pharmaceutical event.

Before moving to the next agenda item, Longval asked for confirmation for the collection schedule for the grant she was submitting for FY2012.

August 6, 2011	April 14, 2012
October 1, 2011	May 5, 2012
November 5, 2011	June 7, 2012

She added that there were no conflicts with holidays with any of the dates listed. A motion was made by Berry and seconded by Scott to accept the FY2012 Collection dates. All were in favor and the motion passed.

Hyland asked if the group wanted go through with a pharmaceutical collection if the DEA does not do one. All said yes. Babel asked why we don't tell folks to just put it in the trash if it is going to go to Penacook anyway and it already does for Hollis, Merrimack and Amherst. Hyland said that DES allows medications to go into the landfill and their website lists this. Diers' commented that "only if you don't have a collection to dispose of the medications" then you would dispose of them in this manner. Scott commented that needles are a big issue in Milford. Berry spoke directly with Penacook and commented that they do not want needles. Hyland said that St. Joseph's Hospital will take needles anytime, no questions asked and that Southern NH Medical Center does it by schedule. Scott said that folks do not want to buy the expensive red boxes to put the used needles in. Hyland commented on the Health Departments concern about needles and drugs being stolen and labeling for collections of trash and the concern that the drug users are seeing this. She wondered if a collection event would address this issue. Longval said that needles were not accepted at the Nashua collection event.

Berry asked if they could find out if the collection would be brought to Penacook. Babel did not see the purpose of a collection event if it was all going to go to Penacook anyway. Hyland said the Milford event would be put on hold pending more info on the following:

What DES allows and receives as far as disposal of drugs and needles?
What the Police Department says and what the incinerator accepts?

IX. 2011 Veolia Proposal

\$12,500 was the fee for the FY2011 from Veolia. Berry asked if this was a fluke. Longval said she checked and it indicated that just the flat fee with no increase.

X. Additional Business

Longval notified the group of new educational outreach piece that she would be developing. She asked the group to provide input to her on how residents in their communities hear about the events. Hyland said that she was looking into getting the region events linked on the water bills.

Motion to adjourn came from Babel and was seconded by Doumas. The meeting adjourned at 1:15pm.