



Approved Meeting Minutes

2013 Nashua Region Solid Waste Management District Meeting

June 11, 2013

Attendees:

Sally Hyland	City of Nashua	Bryan Depontbriand	Town of Litchfield
Bruce Berry	Town of Amherst	Mike Fimbel	Town of Mont Vernon
Jeff Babel	Town of Hollis	Tammy Scott	Town of Milford
Rick Seymour	Town of Merrimack	Kerrie Diers	NRPC
Tad Putney	Town of Brookline	Jill Longval	NRPC
Dave Mellen	Town of Litchfield	Karen Baker	NRPC

I. Call to Order

The meeting was called to order at 9:14am by Hyland.

II. Approval of December 11, 2012 Meeting Minutes

Hyland said the minutes are accurate. Babel motioned to approve the minutes of December 11, 2012 with a second from Berry. All were in favor.

III. Calendar Year 2013 Event Summary to Date

Longval passed around a sheet that summarized the events of the 2013 HHW collection season to date. For the first 3 events for 2013, the April 20 Nashua event had 207 vehicles representing 247 households, the May 4 Milford event had 175 vehicles representing 219 households and the Thursday evening June 6 event in Nashua had 159 vehicles representing 205 households.

IV. FY 2014 DES Grant

Longval informed the group that the FY2014 Department of Environmental Services Grant for Household Hazardous Waste events was approved by Governor and Council. Berry commented on how funding is determined on a per capita basis and how the rate had gone from .25 cents to .21 cents per capita. Longval continued notifying the group that the August, October & November 2013 events were no longer tentative and that the April, May & June 2014 events were also covered under the grant award.

V. Adoption of FY 2014 Budget

Longval reviewed NRSWMD Balance Sheet and Profit and Loss handout pointing out the \$176,307.25 in checking as of April 30, 2013, the \$92,998.48 in the public investment pool with a total asset amount of

\$269,305.73. Babel asked that going forward Longval show the previous year on the balance sheet. Longval pointed out the line item with the carryover balance. Longval also informed the group that the notices for dues will go out after this meeting and generally stream in over the course of the year. Putney asked if it was uncommon to have that \$ amount in checking and if there was a better alternative for interest maybe PDIP. Hyland explained that the amount gets reduced after each event. Berry added that it is also there in case the grant money does not come through so there would be money to run the events. Additionally, that dollar amount does not account for the cost of the May and June events, which have not been taken out yet. Hyland said she would look into PDIP interest vs. just regular interest. Longval briefly reviewed liabilities. There was a question if the \$13,229 was for NRPC. Longval said that \$12,250 is for Veolia and the balance is for NRPC. Longval continued by reviewing the Profit and Loss. She informed the group that the May (\$2,359) and June (\$2053) events were not reflected in the P&L. Next Longval referred to the Transactions by Account sheet, which showed what had been deposited into the Capital Reserve Funds, adding that this is not to exceed \$40,000.

Longval summarized the Draft FY2014 NRSWMD Budget. Hyland asked if the \$198,703 included the May & June expenses. Longval said that falls under the FY2013 grant. Scott asked where the population numbers come from that are used to determine the distribution of funding dollars for the grants. Longval said they come from the 2010 Census. After further discussion **Babel motioned to approve NRSWMD 2014 Budget. A second came from Scott. All were in favor and the motion passed.**

Putney asked if there was outreach to Mason for Household Hazardous Waste. Longval said she had contacted them, but there was no interest and talk that they may utilize the Wilton, Lyndeborough or Greenfield collections.

Longval referred to the 2 versions of the Draft FY2015 NRSWMD Budget pointing out that one was the total budget with the DES Grant Funding and the other without DES Grant Funding, both keeping the municipal assessments flat.

Babel questioned the cost on the Fire Suppression System line item in the budget. Hyland explained that Interstate Fire does the Fire Suppression System inspections 2 times a year at the DPW garage where the HHW events are held.

VI. Adoption of FY 2015 Municipal Assessments

Longval referred to the municipal assessments on the FY2015 Draft NRSWMD Budget and how they would again remain flat. Fimbel felt keeping them flat was good but would of course like to see them lower. Berry felt it was good to stay with the status quo. Seymour questioned the \$10 fee and not having it. Hyland said that goes into the capital reserve fund. Babel said it has already been established so he would not recommend getting rid of it at this point. Fimbel felt that activity was picking up again because houses are starting to sell again and once folks get the stuff into their car, they will pay the \$10. Mellen said he encourages folks to buddy up in Litchfield. Scott said she does the same in Milford. After further discussion, it was **moved by Fimbel and seconded by Babel that the Municipal Assessments for FY2015 remain flat at the same rate as FY2014. All were in favor and the motion passed.**

VII. Bylaws

Longval explained the process taken and the survey emailed from Mark Connors to NRSWMD members for input on the NRSWMD Bylaws. She continued to summarize the results of the survey. She referred to Terms of Office on page 6 of the Draft Bylaws included in the agenda packet and asked how everyone liked “2 years, with the opportunity to run for consecutive terms” as the choice for Terms of Office. Fimbel asked if this pertained to who chairs the meeting. Hyland said there really is no slate of officers. Fimbel asked if there were any terms right now. Longval said no, and there have not been any real by-laws for NRSWMD. There was talk about monthly updates through a newsletter to the district members.

Longval moved onto Frequency of NRSWMD Meetings and how both options tied. Babel liked the *Bi-Annual in June and December, with Additional Meetings Scheduled as Necessary at the Discretion of the Officers* option.

Putney preferred the option to proceed via a *Vote by Phone or Email on a Designed Day* if a vote is needed and a quorum is not present.

Hyland said the bylaws would have to run by the City legal department. Berry commented that due to the use of funding, a goal of bylaws is good in case you run into any issues. Longval said she would have a draft by December to the NRSWMD members to review prior to the meeting. A member suggested adding a section about what happens to the money if NRSWMD dissolves. Longval said she would add a section.

VIII. Additional Business

Longval referred to the NH Department of Environmental Services Small Quantity Generator fact sheet included in the agenda packet and emphasized that DES wants us all educated on this. She added that there is more information on the DES website as well. Longval said the reason for this is that there have been issues with folks saying they came to one of our events and we said it was okay even though they were an SQG. Longval also commented on how helpful Veolia has been with SQG’s and assisting where needed when the SQG is not able to transport because they are over the 55 gallon max.

Longval asked the group about purchasing a new table for the collection events. Fimbel motioned with a second from Babel to approve the purchase of a new table for the HHW collections events, up to \$100 in price.

Mellen from Litchfield had a question which was asked by some of his residents who drop off at the Recycling Center, about where the material goes that is brought to the HHW events. Longval explained.

The next meeting of the NRSWMD was scheduled for Tuesday, December 10th at 9:00am.

Motion to adjourn came from Babel and seconded by Berry at 10:09am.