



APPROVED Minutes
Nashua Region Solid Waste Management District
June 4, 2003

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

The meeting was called to order at 12:05pm.

I. Approval of the Minutes

Mike Fimbel noted that his last name was spelled incorrectly in the February 19th minutes. Mr. Fimbel motioned to approve the minutes as amended, Art LeBlanc seconded. Passed 6-0.

II. FY 2003-2004 Budget.

Andrew Singelakis discussed the budget. The figures are based on the municipal assessments passed last June 2002. Currently, the District is in the black \$2,500.

The District will end FY 2004 with a surplus of about \$25,000 with this proposed budget. We will be receiving \$84,149 in municipal fees, and spending \$58,750. Mr. Singelakis said that this gives us a good cushion, however. We have entered into a contract with Clean Venture, Inc. which includes a flat-fee billing structure. It is uncertain whether this rate will remain the same as of November, when Clean Venture will reconsider the costs. He recommends that the budget remain the same and that District revisit the budget at the end of the year to make any changes. That may include adding additional events next year because of the surplus.

Dave Poulson, from the Town of Windham, is new to the area. He was concerned about the administrative costs and whether they were adequate. Mr. Singelakis explained that this is actually up from the last budget. They had to be reduced because of fiscal problems last year. The budgeted amount, \$25,000, is actually up from last year.

Mr. Poulson asked how the \$84,149 was estimated for the municipal assessments. Mr. Singelakis answered that it is a percent increase as well as an estimate of what the District anticipates will cover the costs to break even. The cushion that the District will be experiencing is because of the flat-fee contract that was unexpected with Clean Venture, which is much lower than the normal costs the District had been incurring per event.

Russ Heinselman proposed that we keep the cushion and possibly add another event or reassess the numbers again after the Fall collections. This is also beneficial in case the state grant program is jeopardized.



Mr. Poulson commented that after reviewing the budget, he noticed that there was no commercial or industrial involvement in this program. The District has been working to reach out to the private sector, and will continue to do so. Donations were sought from the retail sector as well, to no avail.

It was recommended that companies such as BFI should also be involved.

Sally Hyland commented that the City of Nashua has a new operations manager that used to work for Jones Environmental for several years. She said he commended Clean Venture for their expertise, but warned to watch the billing for taxed incurred. Ms. Hyland also recommended that we ask Clean Venture to provide us with the cost of disposing of the items that we are collecting at the events, by weight. This way, we will be able to estimate what it is actually costing us per event and we can use this if we need to go out to bid again next year.

It was recommended that we bring Clean Venture/Marty Gaffney into a District meeting to review the status of the program. The group agreed that sometime after the August meeting we should have him come to a District meeting.

Mr. Heinselman suggested that the District talk to Penacook Landfill. They serve five of the Towns in this region. The District is keeping hazardous waste out of their landfill. The District should bring them in to discuss this issue - they would get positive press for it. We may be able to have them fund or sponsor an event.

It was suggested that the District get back to satellite collections.

Consolidation (aka...waste pooling) should be encouraged to get more involvement in this program. What is the liability if a Town encourage people to consolidate and an accident occurs during transport? District should encourage waste pooling at home between neighbors.

Angela Rapp mentioned that the Clean Venture manifests and invoices have not been submitted by the vendor yet. She will follow up with Marty Gaffney that afternoon.

Advertising could increase now that a flat-fee has been implemented. Ms. Rapp will look into an insert into the normal papers. It was recommended that the District begin itemizing publicity to see how much is affecting participation.

A 10-15% cushion should be built into the budget. This could fund satellite events.

Mr. Heinselman recommended that we make it a requirement to add another event if there is any money left in the budget. It was decided that it won't be added to the budget, but reflected in the minutes.

Ms. Rapp was charged with creating a hand-out that is a press release to send out to the media.



The group began discussing the municipal assessments....

Mr. Poulson is concerned about what happens if the state grant money doesn't come through next year. Mr. Heinselmann answered that the \$25,000 surplus will assist the District with this loss of funding.

Communities need to see what they are getting for their contribution. They don't like to see that a surplus is more than 25% of the overall budget. Maybe an additional event, or satellite event could be added. Adding an event always gets more people.

Back to the budget....

Mr. LeBlanc moved to approve the FY 2003-2004 budget of \$92,500. Mr. Fimbel seconded. Passed 6-0.

III. FY 2004-2005 Municipal Assessments

It was recommended again that the District keep the 2004-2005 assessments the same because the status of the disposal service and the state funding is uncertain.

Mr. Fimbel asked if a community wanted to have a satellite event, could the District offset the dues from the community? Yes.

The District should be encouraging Towns/citizens to waste-pool and to get local landfill/transfer station staff to attend NH DES training. We should add that waste-pooling is allowed to the website and any additional flyers.

Mr. Fimbel motioned to maintain the FY2005 municipal assessments at the current FY 2004 figure of \$84,149. Ms. Hyland seconded. Passed 6-0.

Someone asked if collecting donations was fruitful. Mr. Singelakis said that it only brought in about \$500.

IV. Review of May 2003 Collection

Ms. Rapp handed out the May 2003 Collection results. Brookline's numbers are very low. It was recommended that the District put a flyer in the Milford Cabinet and the Nashua Telegraph.

V. Other Business

It was recommended to chart the participation rates over the past several years to begin tracking it better.

Ms. Rapp presented several changes to the volunteer information presented at the collections. A chart of the items not accepted by HHW was compiled with information about whether the communities in the District take these items or not. Some of the



information was incorrect. Ms. Hyland suggested that we send this chart to all of the communities with a self-addressed stamped envelope to verify the information.

Ms. Hyland updated the group about electronics recycling. RMG Enterprises, who was the usual electronics recycling company, has moved to Londonderry. A Best Buy representative contacted Sally to try and coordinate a recycling event at their facility on Daniel Webster Highway in Nashua. She gave the representative Ms. Rapp's name.

Electronics are a huge dilemma. It is difficult to charge because you can't budget for it.

Mr. LeBlanc moved to adjourn the meeting. It was seconded by Mr. Lent.

The meeting was adjourned at 1:40pm

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Attachment