



APPROVED Meeting Minutes

Spring 2010 Nashua Region Solid Waste Management District Meeting

June 17, 2010

Attendees:

| | |
|---------------|---------------------|
| Sally Hyland | City of Nashua |
| Bruce Berry | Town of Amherst |
| Jeff Babel | Town of Hollis |
| Ron Hannon | Town of Pelham |
| Mike Fimbel | Town of Mont Vernon |
| Tammy Scott | Town of Milford |
| Kerrie Diers | NRPC |
| Minda Shaheen | NRPC |

I. Call to Order

The meeting was called to order at 12:11 p.m.

II. Approval of December 3, 2009 Meeting Minutes

Jeff Babel made a motion to approve the December 3, 2009 meeting minutes with no corrections. Bruce Berry seconded. Motion passed. (Abstention – Mike Fimbel)

III. Report on Spring 2010 Collection Events

Minda Shaheen provided a report on the Spring 2010 collection events. To date, 442 vehicles and 523 households have participated in the April, May, and June 2010 collection events, which is similar to the participation levels in years past. Historically, the August and October events are draw the largest number of participants, so we can reasonably expect that participation for the remainder of the season will more than double.

IV. Finance and Budget

- Proposed FY 2011 Budget and Grant Award

NHDES has awarded NRPC with a \$52,161 grant for FY 2011 which is reimbursable for up to 50 percent of the collection costs and NRPC education and outreach component, up to the full grant award. It is unlikely that with the current Income and Expenditures levels that we will be able to maximize the full amount of the potential grant award. In FY 2010 we are submitting approximately \$44,000 in reimbursable expenses, for comparison purposes. The “actual” budget figures are shown for comparison next to

the black approved budget figures. In no case did the District exceed their budgeted expenses, and instead realized some amount of savings in budgeted items that were not expended (i.e. pharmaceutical security and painting of the HHW storage facility) or were beneath the expected levels (the District budgeted for a 5% contract increase from Veolia which did not materialize).

District members agreed that the FY 2011 budget should once again include a 5% cost increase for contractual expenses from Veolia for the Spring 2011 events, since they might raise costs after the completion of the 2010 collection season.

District members also elected to increase the education and outreach line item for NRPC up to \$10,000 in order to allow the program to expand in terms of directed outreach. District members will be in contact with NRPC staff to discuss how they would like to see these additional funds spent.

District members also elected to both keep and increase the pharmaceutical security line item from \$1,000 to \$1,200 to allow for better advertising and notification for a pharmaceutical collection event.

- Proposed FY 2012 Dues

District members discussed removing the 3% rate of increase for the FY 2012 municipal assessments, making it clear that communities would appreciate having level funding in these difficult economic times.

Jeff Babel made a motion to accept the proposed FY 2011 budget and FY 2012 dues as presented. Mike Fimbel seconded. Motion passed.

V. Proposed FY 2011 Schedule

The proposed collection event dates for FY 2011 are as follows:

August 7, 2010

October 2, 2010

November 6, 2010

April 23, 2011

May 7, 2011

June 2, 2011

Jeff Babel made a motion to accept the proposed FY 2011 collection dates. Bruce Berry seconded. Motion approved.

VI. Other Business

A. Pharmaceutical Collection Events

The current statewide policy recommends that residents to put pharmaceutical materials in their regular trash. The NRSWMD hosted two special pharmaceutical collections (one as a stand-alone event and the other combined with a regular HHW collection event)

with success. The Nashua Police Department in particular was pleased with the results of the collection, having removed a significant amount of regulated or controlled substances from public accessibility and potential abuse. Currently, the District has not hosted a medication collection event due to budgetary issues, as well as concerns about the direction of the current statewide policy.

From an environmental view, District members recognize that special collections for these materials is truly the right thing to do, but from a budgetary standpoint, the cost-effectiveness of the collection requirements is low. Add to these concerns that participant liability is still somewhat of a concern, as are the multitude of regulations surrounding pharmaceutical collections (involving NHDES, NHDOT, USEPA and DEA).

A budget for a pharmaceutical collection event would necessitate security costs from two police officers, as well as at least one trained pharmacist on staff to sort prescription medications into controlled substances.

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|----------------|--------------------------------------|--------------------|
| Police Officer | = \$50 / hour * 5 hours * 2 officers | = \$500 |
| Pharmacist | = \$50 / hour * 6 hours | = \$300 |
| | | \$800 direct costs |

(Figure does not include the cost of outreach or additional time for NRPC staff to attend and organize the event.)

Given the relatively minimal cost of a single collection event, Jeff Babel proposed to host a one time collection event at a satellite collection facility (not Nashua) in FY 2011 provided that the details of security and staffing are met. Bruce Berry seconded the motion. Motion approved. (Sally Hyland abstained.)

B. Education and Outreach Budget

The NRSWMD previously budgeted \$5000 for education and outreach, but NRPC is internally billing at \$14,000 and not being reimbursed. NRPC requested that the District consider boosting the education and outreach component to \$10,000 and provide NRPC with some direction as to how these additional funds should be spent. Mike Fimbel made a motion to approve the amended \$10,000 education budget. Bruce Berry seconded. Motion passed.

C. Veolia Contract Extension

Prior to the next District meeting, NRPC was tasked with checking the terms of the existing contract with Veolia Environmental Services, Inc. to see if there was an option to extend, and to present to the District a recommendation for the next collection season, beginning in Spring 2011.