

**Recycling and Waste Disposal Committee  
Meeting Minutes  
August 13, 2014**

**PRESENT:** Pat Bracken; Chairman, Ellen Cabral, and Bob Nugent (absent Chris Kowalski)

The meeting opened at 7:30 pm.

Guests: A. St. Hilaire (Casella), and P. Lachapelle (Waste Management)

Later in the meeting Selectman Lindquist and Penny Williams, reporter came in

**MINUTES**

The minutes from July 2, 2014 were reviewed.

There was one amendment to the second to last line on page 1 to change them to theme.

Motion was made and seconded to accept the minutes of July 2nd as amended. The motion passed unanimously.

**Old Business**

Household Hazardous Waste Collection Days

The bill from Plaistow covered a total of 270 participants with Hampstead having 52 residents. There is a concern that the cost of the spring collection was \$4,597.20 which leaves very little for the fall collection, which Hampstead had already signed a letter of participation for. There was discussion about only participating with one collection in 2015. The fall collection is generally covered by a grant (the total grant for the fall collection 2014 is at \$5,055.00. The spring collection is not eligible for a grant from the State of NH. At the end of the meeting Mr. Bracken spoke with Selectman Lindquist about the potential to be overspent. She acknowledged the issue and stated that as long as the bottom line for the RAWD budget did not go over they would be all set for this year.

Planet Aid-

Mrs. Harrington gave each member the information describing the program to the members present. (It have previously been emailed) for their review and discussion at a future meeting. It was suggested to wait until the construction of the new PD was completed to see what the traffic would be like at the town garage and what room there would be.

Pinkerton Video

The video is up on the Town's website. It was also noted that due to timing issues (the revolving fund had not been voted on yet) the money for the video came out of the town budget for a total of \$1,000. The committee agreed that the cost of the video should have come from the revolving fund and asked for it to be transferred. Mrs. Harrington will prepare the proper paperwork and have the Selectmen approve the expenditure from the revolving fund, as they are the agents to expend.

2014 Budget

There was a question on a bill for \$950 under site maintenance. Mrs. Harrington pulled the invoice and it was for grading of the land at the transfer station after the stumps were taken care of that had been there for a few years.

**New Business**

RFP- Curbside collection, Disposal for Curbside Trash and Recycling and bulk pick up along with The collection and disposal at the Kent Farm transfer station

Mrs. Harrington gave each member the RFP's with the changes made from the prior meeting to review. They reviewed one RFP at a time:

1<sup>st</sup>- Curbside Collection and Disposal of Curbside Trash and Recycling

The first correction is to add recycling to the RFP. The Committee was asked why it was going out to bid and Mr. Bracken responded that historically it has gone out every three years. The committee was asked if they would consider a five year contract instead of a three year one because it may bring in a lower cost. Mrs. Harrington mentioned that normally the Selectmen don't enter into 5 year contracts, which is why the RFP's ask for three years with extensions for years 4 and 5. There was a question as to whether or not the town would be looking at going to an automated process during the three year contract. The general consensus was no. Mr. Bracken explained that any change to the contract such as from the way it is collected now to an automated system is a change in the contract as far as he is concerned by that could be verified by Town Counsel. Mr. Nugent noted that in three years automated will probably be the way to go. Mr. St. Hilaire asked if there were to be any service changes from what is currently done now and the response was no. A cover letter will be done explaining the process to go with the RFP's. Under General work conditions there are 5 locations to have a trash dumpster located. Mrs. Harrington spoke with someone regarding the new police station and they will use the dumpster at the town garage. Ms. Cabral asked if the proposer section will be what is required to be completed. The response was yes and it will be emphasized on the cover letter and cleaned up to make it easier for the bidders to complete. There was discussion regarding disposal and tipping as the appropriate wording. According to Mr. St. Hilaire and Mr. Lachappelle they mean the same and if it says disposal the people in the industry know it means tipping.

#### *2<sup>nd</sup> Tipping of Residential Household Trash*

Mr. Bracken explained that the purpose of having a separate RFP for tipping (will be corrected to say disposal) is that there may be a small hauler that doesn't have an agreement with a facility. The curbside collection states that it will be taken to a town designated facility. Mr. St. Hilaire and Mr. Lachappelle both stated that the RFP requires 5 years of experience and if a hauler comes in without a contract to a facility, then we shouldn't do business with them. Both of the gentlemen were concerned that there should be a radius of how far the location could be. They need to know where they would be going to give a correct bid and if the town were to award the RFP for tipping to someone like Berlin, that would cost them more to transport. It was agreed to add a 40 mile radius (distance to Allentown or Waste Management Turnkey). It was suggested to take out statement #7. It was noted that a vendor could come in and bid on the curbside collection and have a contracted price with a facility, but that this proposal could be cheaper so the town could accept their curbside collection, but have them bring trash to another location.

#### *3<sup>rd</sup> Designated Site Collection & Disposal of Bulk Waste*

This is for the providing of containers and hauling them out of the Kent Farm Transfer Facility. The Town owns the packer but it is unknown if we own any of the containers. Mrs. Harrington will check on it. There was discussion about the rental cost. Mr. St. Hilaire said that if one is noted it is usually built into the cost. The only changes to this is on the schedule of prices to clean it up and correct the language to "Haul Cost" and "Tipping Fee" and "Roll Off Cost".

#### *4<sup>th</sup> Tipping of Curbside Residential Bulk Waste*

The first change is to correct the title to be "Collection & Disposal of Curbside Bulk Waste" This is for the collection of bulk waste curbside. Currently the process is the resident purchases a sticker for \$15 and signs up for one of the two monthly collections days (currently 1<sup>st</sup> and 3<sup>rd</sup> Fridays). The office tells Casella where and what to pick up, they pick up in a separate truck and take item to Raymond Transfer Station and bill the town \$15. Both vendors present stated that this RFP on its own will be extremely costly. Last year there were about 31 trips to pick up bulk waste. Altogether it probably didn't weigh a ton so there would be no need for separate truck. They could still go through the process of doing the stickers, but it would be better to have it included as part of the regular pick up contract. They were not sure it would work with one

vendor for curbside collection and then another vendor for just the bulk collection. They noted that it is costly for their trucks to get out there and the cost would come through on the RFP. After some discussion it was decided to not use this RFP and to incorporate it into the main RFP for the curbside collection and can leave the days stipulated or allow it to be picked up with the regular trash.

The proposals will be due in on September 22<sup>nd</sup> and opened that evening by the Selectmen. It is anticipated that they will be awarded around October 27<sup>th</sup>.

Meeting adjourned at 9:35 p.m.

**NEXT MEETING**

**September 10, 2014 at 7:30 p.m.**

**Agenda: RFP's**

Respectfully Submitted,

Tina Harrington,  
Recording Secretary

DRAFT