

MINUTES
SOLID WASTE ADVISORY COMMISSION
APRIL 7, 2005 – 6:00 PM

Members Present: Chair, Gary Gilmore, Otis Perry, Linda Brennan, Ed McCabe, Judy Mettee, Dave Dinzeo, Doug Kemp

Members Absent: Jim Sconyers, Paul Smith

Staff Present: Pete Lavoie, Community Services Director, Jamie McCulloch, Community Services Secretary

1. Approval of the minutes of the previous meeting

There were no minutes provided for the board to approve, so they will be voted on at the April 28, 2005 meeting.

2. Elections

Gary asked for nominations for Chair and Vice Chair from the board members. McCabe nominated Gilmore for Chair, and Gilmore declined. Perry nominated Dinzeo for Chair, seconded by Mettee. Kemp nominated McCabe for Vice Chair, seconded by Brennan. Vote U/A.

Perry stated that the board should compose a thank you letter to Gilmore for all of his years of service as Chairman, and forward it to the City Council for him to be recognized.

Dinzeo began chairing the meeting.

3. Monthly Update

Lavoie passed out the Bag & Tag, and Reclamation Trust Fund financial statements, and went over them with the board. Perry asked if there was an established amount for the fund balance, and if the relationship between the fund balance and the expenditures was known. Perry suggested exploring use of fund balance excesses to supplement other expenditures such as the recycling center. Mettee stated that the board used to receive monthly reports, including sales etc., and wondered why they no longer do. Lavoie stated that there is a new Senior Accountant, and he is working closely with her to have the most up to date information available for the boards meetings. He stated that most of the time the information would be about a month or so old, as the board meets before the latest financial statements are available. Dinzeo asked the timeline for the budget, and the contract. Lavoie stated that they are very close to completing the contract, and he hopes to have it e-mailed to the members by Wednesday. He stated that he wanted the members to review the contract and get back to him as soon as they could, as it needs to be on the May City Council agenda. McCabe asked Lavoie about any projections with the new contract, specifically with the routes. Lavoie stated that there will be a 24-hour notice policy, which means that if they are notified of a missed pick up at 3pm on a Thursday, it must be picked up by 3pm on Friday, or they will be fined. Mettee requested that the Fund Balance chart, on page 5 of the Bag & Tag handout be labeled in the header and to also have the months listed on the bottom.

4. Recycling Center

It was mentioned that the new hours of operation are in effect, and that the construction & demolition container will be open year round now. Construction debris container usage logs will be kept. Gilmore stated that he would like to see some thought given to the utilization of the materials brought into the recycling center, rather than having to pay Waste Management to haul it away. He stated that he would like to look at other centers to see if it is viable and/or profitable. Kemp stated that the City should contact Don Maurer of the Department of Environmental Services as he can perhaps assist the City in locating a bailer for substantially less than the current cost.

5. New Business

Mettee requested that there be a press release in the paper every week advertising the bulky waste collection the week of May 16-20th. She stated that she receives a lot of feedback from residents and a several of them missed the pick up last year due to lack of advertisement. Kemp suggested putting a sandwich board at the downtown intersection of Washington and Central Avenue, as well as making sure it is listed on the website. It was also mentioned putting a sign at the recycling center, and to make sure that the CS staff is informing people that call of the bulky waste collection week. Advertisement on WTSN was requested also.

6. Old Business

Mettee stated that she had concerns about the dumpsters located around town, in the downtown area and elsewhere that do not have screening around them. It was agreed that the dumpsters without screening was not a positive reflection on the City's appearance. The last time this was mentioned, Tom Clark, Building Inspector, was working on the issue, but the board has not heard anything regarding the situation. McCabe suggested that the CS Department provide the property owners that do not have screening around their dumpsters with a warning letter, to come into compliance, and if that does not work, that the Police Department would then get involved. Lavoie stated he would discuss this issue with Tom Clark.

Dinzeo asked Lavoie how the budget was coming together, and Lavoie stated that they were very close to being complete, and he would forward copies to the board members as soon as it was done. It was mentioned that for the next leaf pick up, that the City pick up the leaves, but not provide the bags. The staff time for delivery, the fact that some of the business owners do not want to sell them, and other issues, it is not advantageous for the City.

7. Adjournment

The meeting was adjourned at 6:50 pm. The next meeting is scheduled for Thursday, April 28th at 6:00 pm.

Jamie McCulloch, Community Services Secretary