



CITY OF DOVER

SOLID WASTE ADVISORY COMMISSION - MINUTES

Meeting Type: Regular Meeting
Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
Meeting Date: **Thursday, November 19, 2009**
Meeting Time: **6:00 PM**

MEMBERS PRESENT: Dave Dinzeo – Chairman, Doug Kemp, Gary Gilmore, Joe Nicolella, Judy Mettee, Ed McCabe

MEMBERS ABSENT:

STAFF PRESENT: Mike Moore – Solid Waste Coordinator, Meghan Moisan – Secretary

Chairman Dinzeo called the meeting to order at 6:11 PM.

1. Approval of Minutes: The minutes for the September 17, 2009 meeting were reviewed.

Motion: Gilmore made a motion to accept the minutes.

Second: Nicolella seconded the motion.

Vote: U/A.

2. Monthly Update: Members reviewed the Revenue & Expenditure Reports for August, September and October. The fund balance sheets and comparison charts were not available for this meeting.

3. Recycling Center: The next brush grinding will take place on Friday, November 20th. Employees are trying to clean up the brush area as much as possible before the snow arrives. The last grind was a success; after paying to have the brush ground, then selling the chips, we ended up receiving a check for \$400.

The Center received a new roll-off can approximately a week and a half ago. One can had to be taken out of operation as its numerous problems were becoming a safety hazard.

Mike told the members he would like to change the waste oil program that is currently in place at the Center. They are receiving increasing amounts of foreign substances in the tank. This is becoming a problem for Wentworth Oil, the company we have been using to haul it at no cost. Currently, Mike and the staff at Wentworth Oil have to pump off a good portion of water from the oil tank before they will accept it. Mike stated that some recycling centers require residents to bring the fluids in clear containers with their name and phone number written on it; this enables staff to monitor what is being dumped into the tank. Mike would like to change the current policy starting as early as the beginning of January. Members discussed giving residents at least a couple months notice since disposing of oil isn't something done very frequently. McCabe thought this

new policy would be very labor intensive and members discussed whether continuing to pump the tank would require less labor than regulating a new policy. Mike stated that the company is more willing to travel to the center for larger, usable amounts, rather than the smaller amounts they have been taking after pumping. Kemp suggested looking into United Oil from Newington as they do accept watered-down oil.

A. Fall and Winter Hours – The Recycling Center has already cut back to winter hours, closing an hour earlier on the weekdays. Sundays are now closed but will resume back in the spring.

4. Curbside Collection:

A. Leaf Collection - Mike said they are receiving a large amount of yard waste this year, both at the Center as well as curbside. Employees have hauled approximately 20 tons over each of the past 3 weekends with an estimated 20 loads per week. Next week will be the last week of curbside leaf collection.

B. Discuss Single Stream Method Cost-Benefit for New Contract – A subcommittee was formed for the purpose of looking into the benefits of a single-stream system and comparing the cost-benefit ratio with our current dual-stream system. Dinzeo discussed the highlights from the two meetings with the members. Members received a copy of the minutes and materials from those meetings. After reviewing cost comparison of the single-stream versus the dual-stream, the subcommittee concluded the proposed single-stream system, at an estimated \$971,750 increase over a 5-year period, was cost prohibitive.

Motion: Gilmore made a motion to continue with the dual-stream system currently in place.

Second: Nicolella seconded the motion

Vote: U/A

C. Discuss RFP for New Contract – Mike told the members he would like to receive the disposal proposals back by January 1st and the remaining proposals back by the end of January, or sooner. As discussed at the last meeting, Mike would like to have the disposal only RFP out by December 15th. Mike read portions of the draft RFP to the members. He explained by getting the disposal proposals back first, and with a 90 day price guarantee, we would be able pick and choose in the most cost effective way. Mike also brought up the idea of shared risk to the members. With a 75/25 split, the City would make 75% of the sale of recyclables, with the remaining 25% going to the contractor. The same would apply on the flip side, the City would assume 75% of the risk and the contractor would assume their 25%. Any revenues generated from the sale of recyclables would go into the Solid Waste fund in case of an economic downturn. The idea of a shared risk agreement would prevent the contractor from adding these fees into another area of the contract.

Mike further explained new additions to the RFP, such as having the contractor provide education to the community as well as taking care of their own advertising, issuing monthly radio

announcements, picking up of the trash in the downtown and at the City parks and providing at least one brand new compactor at the Center. As a part of the education, Mike would also like the contractor to set up an annual information booth at Apple Harvest Day. Emergency collections will also be added, to include debris from floods, ice storms, etc. The penalty portion will be "beefed up" from previous years; many ideas taken from Concord, NH's RFP, which was previously handed out to members. The new contract would be for a period of five years with a possible extension up to another 5 years.

5. Old Business: Chairman Dinzeo again requested the fund balance information for August through October for review at the next meeting.

6. New Business: None

7. Adjournment: Members unanimously voted to adjourn at 6:53 PM.

Next Meeting: The next meeting is scheduled for Thursday, December 17, 2009 at 6:00 PM