



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, January 20, 2011**
Meeting Time: **6:00 PM**

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

MEMBERS ABSENT: Doug DeDe

STAFF PRESENT: Mike Moore - Solid Waste Coordinator, Meghan Moisan – Secretary, Doug Steele – Community Services Director

Chairman Dinzeo called the meeting to order at 6:07PM

1. Approval of Minutes: The minutes for the November 18, 2010 meeting were reviewed.

Motion: Gilmore made a motion to accept the minutes.

Second: Mettee seconded the motion.

Vote: U/A.

2. Monthly Update: Members received the financial reports, which had been unavailable for several months, and reviewed the Revenue Detail Report from July through December 2010. The total estimated yearly revenue is \$140,000, minus approximately \$69,000 for expenses, for a total of \$71,000 (the yearly income is an estimate based on the 6-month figures). Moore said 1,003 tons (over 200 loads) of C&D have been hauled from the Center between January and December 2010. Councilor Garrison inquired whether staff has noticed a change in the usage since the minimum fee was increased. Some residents were unhappy but for the most part the numbers have remained the same. Moore stated the C&D tonnage has consistently gone up by approximately 150 tons per year since the Center opened.

A. Fee Schedule Review for FY12 Budget – Members reviewed the Revenue and Expense handout for December 2010. Because of the new accounting system, the fund balance was unclear and clarification will need to be made on how to decipher the new reports. The current bag prices were discussed and members didn't think an increase was necessary at this time, although a definite decision can't be made until the fund balance is known. Moore stated he was looking into the cost of Freon and electronic items and would like to compare with what other communities are charging. Bulky items were also discussed and agreed that those should probably stay the same for now.

B. Madbury Contract – Doug Steele spoke to the members regarding the current contract with the town of Madbury. He stated the City Manager was under the assumption the annual contract was brought before SWAC each year for approval and that is something that needs to be done from this point on. Steele proposed a formula to the members, providing a cost comparative breakdown for 2010 and 2011. The formula consisted of the Recycling Center's Operating Budget, minus the curbside contract with Pinard as well as paid expenses (such as C&D, Freon/Electronics fees), for a per capita total. The total for 2010 was \$7.63 per Dover resident, multiplied by Madbury's population, for a total cost of \$13,536. The elimination of a position at the Center resulted in a decrease in operating costs. These reduced costs, in conjunction with an increase in population, resulted in the per capita total decreasing to \$4.44 - for a 2011 cost of \$7,873. Steele stated he was trying to be fair by lowering Madbury's costs along with Dover's. Members agreed and added that although the figures went down they still bring in more people who contribute to other revenues, such as C&D, metals, etc. Steele stated he wanted to draft a new resolution to lower the Madbury costs and keep it consistent to what we've done in the past. Members also brought up the idea of regionalizing our Center and this might be an incentive for other communities to join in.

Motion: Gilmore made a motion use the model discussed for the agreement with Madbury for 2010 and 2011 and from this point forward.

Second: McCabe seconded the motion.

Vote: U/A.

Garrison will meet with Steele to go over the spreadsheet.

C. Revenue Fund for Recycling Center – Garrison stated he spoke to the Council regarding the revenue from the Recycling Center going to the general fund. He reported on the commission's previous discussion about having funds go into a reserve account for the Center. Members discussed uses for the funds and brought up the possibility of bringing a position back to the Center. Moore noted that he would rather have a small amount of revenue available for maintenance and repairs rather than use the funds for a new employee – which has been continuously brought up for elimination each year. Members discussed the amount needed every year and decided a percentage of the revenue from the C&D (possibly 10%) would be fair. Ten percent of the current operating budget would equal approximately \$14,000 and that number could be reviewed every so often and adjusted if necessary. Moore stated that he would seek the SWAC's approval before spending those funds. Specific uses for the funds and areas of need were also discussed. Moore stated they have needed new cans for some time, costing anywhere from \$5,000 - \$7,000 a piece. The Center currently has about \$500 to use for maintenance and has been forced to use scrap items that come into the Center for repairs. The trailer in particular, purchased nine years ago for \$100, is in desperate need of repairs/replacement.

Motion: McCabe made a motion to recommend having ten percent of the gross C&D revenues put into a reserve fund for the Recycling Center.

Second: Mettee seconded the motion.

Vote: U/A.

3. Recycling Center: The weather has slowed things down a bit at the Center, although the C&D remains fairly busy. The trailer/office at the Center lost heat for 3-4 days but has since been restored.

Nicolella inquired how the waste oil program was going since the new requirements went into place last year. Moore said a majority of the oil is brought in between April and October and there haven't been any complaints from the vendor so far. Some residents have voiced frustrations over the changes; however, the vendor was threatening to no longer collect the oil before the changes went into effect.

4. Curbside Collection: Moore informed the members he was having a very difficult time with the trash bags. A large number of 15-gallons bags have been sealed at the top, rendering them unusable. Other cases were labeled "Dover" but were found to be the town of Grafton, MA bags upon opening. Several cases were missing drawstrings while others were not full – some only containing as few as 17 rolls, as opposed to 25. The company being used, Waste Zero (formerly Phoenix Recycling), is currently the only company that offers the drawstring bags. Moore stated he met with a representative from Massachusetts and was currently waiting for a call back from their President.

A. Curbside Leaf Pickup – Although there was four weeks of leaf pickup this year (an extra week more than prior years), Moore stated he was disappointed with the volume collected at the curb. A total of approximately 66 tons was collected, which is much less than usual. The volume at the recycling center, however, was higher than normal. Despite being open one less day, the Center hauled 71 cans of leaves in about 5 weeks, hauling up to 6 cans on weekend days.

5. Old Business: None

6. New Business

A. Selection of Chair and Vice Chair –

Election of officers:

Motion: Mettee made a motion to re-elect Dinzeo as Chair.

Second: Gilmore seconded the motion.

Vote: U/A.

McCabe stated current obligations may prevent him from performing the required duties as Vice Chair and requested another member take over, if interested.

Motion: Gilmore made a motion to elect Kemp as Vice Chair.

Second: Nicolella seconded the motion.

Vote: U/A.

7. Adjournment:

Motion: Nicolella made a motion to adjourn at 7:17 PM.

Second: Kemp seconded the motion.

Vote: U/A.

Next Meeting: The next meeting is scheduled for February 17, 2011.