



**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, May 17, 2012**  
Meeting Time: **6:00 PM**

**MEMBERS PRESENT:** Dave Dinzeo – Chairman, Doug Kemp – Vice Chairman, Doug DeDe, Gary Gilmore, Judy Mettee, Bill Garrison – Council Representative

**MEMBERS ABSENT:** Ed McCabe, Joe Nicolella

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

Chairman Dinzeo called the meeting to order at 6:02 PM

**1. Approval of Minutes:** The minutes for the March 29, 2012 meeting were reviewed.

**Motion:** DeDe made a motion to accept the minutes

**Second:** Gilmore seconded the motion

**Vote:** U/A

### **2. Monthly Update:**

**A. C&D Fee Schedule Update –** Councilor Garrison informed the members that the proposed fee schedule for FY13 includes the minimum C&D charge for residents being reduced from \$15 to \$5 and the non-resident/commercial C&D fee increasing from 11 cents per pound to 13 cents per pound, as recommended by the Commission in the previous meeting. The budget, however, has yet to be approved.

**B. Fund Balance –** According to Account Level Balance Sheet provided, the current fund balance is \$164,008.41. Councilor Garrison pointed out the unreserved portion of the fund balance, which is currently \$115,297.41, and noted that some councilors might look to take from those funds. Members agreed that doing so would likely result in an increase for bags and tags.

**3. Recycling Center:** Moore informed the members that a large amount of brush has accumulated at the center. The employees are doing their best to keep it pushed back but it's growing very fast and they're running out of room. There is currently no money available to facilitate a grind and the funds they have been waiting on from FEMA have not yet been reallocated. Moore said they will have to wait until July; it is anticipated this will take about 5 days and cost approximately \$20,000. Members inquired whether any money was being generated from the wood chips and Moore explained they used to be a lot easier to sell before municipal chips flooded the market. Buyers are now a lot more selective and are seeking better quality than what we are able to provide. The chips are being taken away but there is no longer a profit. Members discussed ways to generate additional funds, such as charging for brush or permits, but agreed it would be difficult with limited personnel. It was noted that the distribution of the permits has not gone as smoothly as anticipated. Other solutions were brought up, to include burning the brush and/or hauling it to an alternate location, however, limited manpower continues to be a factor.

Members again discussed the need to establish a reserve account for the recycling center. A suggestion was made to collect a small fee from vehicle registrations, as is done with the Vehicle Reclamation Fund. Inquiries about the Vehicle Reclamation Fund and its balance were made; those reports, however, haven't been distributed in quite a while. When asked about the scrap metal pile, Moore informed the members that the sale of metal was very profitable. DeDe voiced his frustrations with residents taking from the metal bin at the center and suggested the installation of a microphone so residents can be warned to stay away. Further discussion was had as to where the funds for the reserve account should be derived. Some members thought that a request be sought for a portion, if not all, of the revenue from metal and/or construction debris. Another possibility included asking the council for a smaller amount to be taken from the general fund each year. The requested funds, which could be capped if necessary, would also help budget for the replacement of vehicles and equipment each year. DeDe offered a motion to introduce a resolution requesting a reserve fund for the use of capital equipment purchases. Members discussed the constraints of this fund and agreed specific language would be needed to satisfy all needs. DeDe suggested a meeting with the City Attorney, Alan Krans, and the Finance Director, Dan Lynch, to discuss the language.

**4. Curbside Collection:** None

**5. Old Business:** None

**6. New Business:**

**A. Adoption of Operating Rules** – Garrison informed members there was a lengthy council discussion regarding the Commission's requested changes to the Operating Rules. Concerns were raised over preplanning of the membership (as it hadn't fully been decided who was staying or leaving), however, the vote ultimately passed.

**B. Determine 5 Members, 2 Alternates and Resignations** – Garrison asked for a list of the members and alternates to present back to the council. DeDe volunteered to be an alternate member, due to upcoming commitments. Members questioned McCabe's status on the commission as he has been unreachable and missed the past several meetings. Garrison asked Dinzeo to confirm the expiration of McCabe's membership with the City Clerk before finalizing the list. The membership list will include Dinzeo, Gilmore, Mettee, Kemp and Nicolella; alternates include DeDe and, pending McCabe's status, a probable vacancy.

**Motion:** Gilmore made a motion to approve the rules

**Second:** Mettee seconded the motion

**Vote:** U/A

Dinzeo will seek a current list of members and their term expirations.

**7. Adjournment:**

**Motion:** DeDe made a motion to adjourn at 7:08 PM

**Second:** Mettee seconded the motion

**Vote:** U/A

**Next Meeting:** The next meeting is scheduled for August 16, 2012.