



Meeting Type: Regular Meeting
 Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
 Meeting Date: **Tuesday, November 20, 2012**
 Meeting Time: **6:00 PM**

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

MEMBERS ABSENT: Gary Gilmore, Joe Nicolella, John Flick (New Alternate Member)

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

Chairman Dinzeo called the meeting to order at 6:03 PM

1. Approval of Minutes: The minutes for the August 16, 2012 meeting were reviewed.

Motion: DeDe made a motion to accept the minutes

Second: Kemp seconded the motion

Vote: U/A

2. Monthly Update: Financial reports were not available in time for this meeting, however, the updated Bag & Tag Sales data and a breakdown of the Monthly Curbside Totals were provided. An inquiry was made as to the current fund balance. Moore stated the year-end totals typically provide a more accurate representation over monthly updates as continuous revenue and expenditure adjustments keep the balance in flux. *As noted in the last meeting, the unreserved fund balance for residential solid waste (shown in the Account Level Balance Sheet as of 6/30/12) stood as \$115,597.41.*

3. Recycling Center:

A. Update on Latest Hazardous Waste Collection – The annual Household Hazardous Collection Day was held on Saturday, September 22nd at the Public Works Facility, along with continued participation from the towns of Madbury, Lee and Rollinsford. A total of 155 residents took advantage of the service, and of those, approximately 100 were from Dover. The collection brought in 1,050 gallons of waste, for a final cost of \$13,744. A grant for \$6,800 was awarded from the state, bringing Dover's portion of the bill down to \$5,664. Moore was disappointed with the low turnout and said the numbers have slowly declined over the years. In addition to the usual methods of advertisement (such as passing out flyers and posting the information on the City webpage and channel 22), Moore would like to start placing an ad in Foster's again. Since the fee for the ad was removed from the budget, the only choice was to request that it be added as a Public Service Announcement. This no-cost option didn't guarantee the ad would get printed (and since the space was limited, oftentimes it didn't make it). Moore said he would like to put this back into the budget for future collections. Members discussed other possibilities for the low turnout, such as fewer hazardous chemicals being produced and sold.

- B. Brush Grinding** – A balance of \$5,200 still remains in the yard waste disposal fund after the last batch of grinding. Moore would like Oakwoods Lumber to come back and haul away as much as they can. For a cost of \$400 per load, they should be able to take away 13 loads (at about 100 yards per load). This will help make room for the placement of snow, if needed. Employees will also try to keep the pile down by chipping the Christmas trees during any slow periods throughout the winter.

4. Curbside Collection:

- A. Curbside Leaf Collection Tonnage Updates** – Pinard has hauled 144 tons of leaves over the past three weeks, with one more week of curbside collection remaining. The final count should be comparable to the 160 tons collected last year. Moore would like these numbers to be higher but most people are still bringing their yard waste to the center instead. Employees have already hauled 37 loads of leaves so far this month and approximately 220 tons over the past four weeks.

5. Old Business: Councilor Garrison informed the members of his meeting with the City Manager in regards to creating a reserve account for recycling, as mentioned in prior meetings. This topic was discussed at length as Garrison explained the available options. Currently, Recycling Center is part of the General Fund. One proposed idea would merge the Recycling Management budget into the Solid Waste budget, creating a revenue fund that could be used for both Solid Waste and Recycling expenditures. Since the current budget is already in place, any changes at this point would require an amendment. The other option would be to finish out the current fiscal year and propose the city council make these changes for the FY14 budget. One benefit to merging the two accounts, if spelled out in advance, would be the flexibility to access the revenue from either side. Anything not already outlined in the budget, however, would require approval from the city council before funds could be utilized, minimizing day-to-day flexibility. Members further discussed the possibility of a contingency fund to cover any unforeseen expenses. When asked for his opinion, Moore reminded the members of the advisory capacity of the commission and any decisions regarding the utilization of funds will ultimately be determined by City officials. DeDe suggested Councilor Garrison be present during a future discussion with Moore and (CS Director) Doug Steele. Further discussions ensued regarding budgeting. Moore said it was difficult to stay on top of certain revenues, such as the sale of light iron, due to the sometimes extreme fluctuations in the market. The sale of electronics would also be hard to budget, particularly due to recent rebates offered by Samsung (one cent per pound). One solution offered, which would provide a more accurate figure, was to utilize a five year average. Garrison reminded the members that in order to be included in next year's budget they will need to figure out the best approach and present it to the council by April.

6. New Business:

- A. New Alternate Member Appointed** – John (Jack) Flick was recently approved by the council as the newest alternate member to the Solid Waste Advisory Commission. Mr. Flick also serves as a volunteer on additional committees, and although the meeting change prevented him from attending tonight, he intends to join us at our next regular meeting.

Dinzeo informed the members that the election of officers (Chair and Vice Chair) will be voted on at the next meeting.

DeDe wished all the members a Happy Thanksgiving!

7. Adjournment:

Motion: DeDe made a motion to adjourn at 6:58 PM

Second: Mettee seconded the motion

Vote: U/A

Next Meeting: The next meeting is scheduled for **January 17, 2013**. Subsequent meetings are tentatively scheduled for March, June and September, with the option to add or change meeting dates as deemed necessary.