



Meeting Type: Regular Meeting
 Meeting Location: Conference Room – 271 Mast Road, Dover, NH 03820
 Meeting Date: **Tuesday, April 25, 2013**
 Meeting Time: **6:00 PM**

MEMBERS PRESENT: Dave Dinzeo – Chairman, Doug Kemp – Vice Chairman, Bill Garrison – Council Representative, Gary Gilmore, John Flick (Alternate)

Doug DeDe (Alternate) - not feeling well and unable to stay for entire meeting, left at 6:31 PM.
Still have quorum

MEMBERS ABSENT: Joe Nicolella, Judy Mettee

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

Chairman Dinzeo called the meeting to order at 6:04 PM

1. Approval of Minutes: The minutes for the February 19, 2013 meeting were reviewed.

Motion: DeDe made a motion to accept the minutes

Second: Gilmore seconded the motion

Vote: U/A

2. Monthly Update: Members reviewed and discussed the financial reports provided. The current Solid Waste Fund Balance, indicated on the Account Balance Sheet as of 3/31/13, remains at \$230,517.80. A couple consecutive zero-figure entries for Freon Extraction and Construction Debris were questioned on the Recycling Center Revenue sheet. Moore was unsure the reason, but did inform the members he was currently working on a deal to reduce the disposal fee for Freon items. Additional zero-figure entries were also noticed under the Range to Date section on the Solid Waste Revenue & Expenses handout (FY13 through March 2013). When asked if he had any comments regarding the budget, Moore stated he was keeping an eye on the overtime costs for Recycling Management. A balance of \$5,302.32 remains from the \$18,750 that was budgeted for FY13. Moore informed members that he was asked to look into potential areas where cuts could be made from his budget. He noted there wasn't a lot left to remove, so the only possible recommendations were significant. The suggestions brought forth included the elimination of both brush grinding and Saturday hours at the Recycling Center. Additionally, the proposal to add Sunday hours back onto the schedule during the busy seasons, as discussed in earlier meetings, did not get approved. Councilor Garrison stated an anticipated sale of the City-owned armory is expected to generate roughly \$650,000 in revenue. However, since the sale has not yet happened and it would only be a one-time occurrence, the Council was looking for ways to fill that gap. Garrison also commented that he did not see the bulky tag increase (*as voted upon during the February 2013 SWAC meeting*) when he looked through the proposed fee schedule. Moore said he would look into it.

An inquiry was made regarding the monitoring of large, bulky items. This topic was brought up at both the January 2013 and February 2013 meetings. After much discussion, members voted during the last meeting to raise the price of the bulky tag to \$6 (an increase of \$1 per tag). *The motion had passed; 4/1.*

3. Recycling Center Updates: The key switch was replaced on the cardboard compactor. New keys were issued and residents are no longer allowed to push the button themselves. A box for Goodwill has been made available to receive items again. Employees will bring the contents to the Goodwill store on Chestnut Street once the bin is full. A public service announcement was suggested so that residents could be made aware. Moore was asked whether he thought any of the new additions hindered operations, since the center is already understaffed. He replied that it was helpful when residents were able to operate the compactor themselves, however, safety is the most important factor and he didn't want anyone to get hurt (citing a particular incident where a resident dropped their keys into the compactor). Although the changes to the compactor have slowed things down, he said the Goodwill bin didn't have much of an impact since the items can be dropped off while the bag and tag deliveries are made. As noted earlier, Moore is working with an electronics provider who was starting to perform Freon extractions and may be able to offer this to us as a free service. The brush pile has been getting very large and Moore said he plans to make arrangements for the next batch of grinding after the first of July. Moore was asked if there were still plans to replace the building at the center. Not all of the funding was still available, but he believed there was still some left. He added there hadn't been many recent discussions about it. If the cost of materials was provided, one suggestion was to seek help from volunteers to build it.

4. Curbside Collection: None

5. Old Business: None

6. New Business: Members wanted to come up with a timeline for the next collection and disposal RFP for solid waste and recycling. As attempted with the last contract, the commission discussed collaborating with other communities for a reduced rate. Although different towns all have their own contract cycles, it was still agreed the idea was still worth looking into. Gilmore stated he plans to set up a meeting with Director Steele.

Flick inquired, coming from an industry standpoint, if there were any adjustments that could be applied at the municipal level without creating additional problems – such as a staggered work week, reduced overtime, or a reduction/elimination of services. Moore replied that most of those suggestions had already been attempted. In 2008, for example, he had two employees who agreed to restructure their workweek. The employees switched their regular work days from Monday through Friday to Tuesday through Saturday to avoid having to pay out overtime on Saturdays. One of those employees was later laid off, so anyone else covering on Saturday would automatically be on overtime. Moore stressed that the busy spring and fall seasons were too much for one person to handle, which has led to unavoidable overtime costs. He also pointed out that the hours have been significantly reduced over the past few years; this has resulted in more people coming through in a shorter timeframe and more strain on the employees. Moore believed the solid waste and recycling programs were viewed as non-essential, which is why there have been so many cuts. A suggestion was made to further reduce the hours in hopes of driving home the point that the programs are essential. Some members weren't sure that would make a difference, noting the Madbury contract was intended to fund the extra position at the center. The end result was more work with fewer employees.

7. Adjournment:

Motion: Kemp made a motion to adjourn at 7:03 PM

Second: Gilmore seconded the motion

Vote: U/A

Next Meeting: In an effort to coordinate discussions after the adoption of the FY14 budget, the next meeting is scheduled for Tuesday, June 11, 2013.