

Sanbornton Solid Waste Committee (SWC)

July 18, 2016 Meeting

Call to order at 5:35 pm

In attendance: Tara Mae Albert, Lynn Chong, John Olmstead (non-voting member), Jeff Burns, Dave Swanay, Bob White (alt.), Jennifer Holt

Towns People: Brian Bordeau (BB), Kevin Austin (KA)

Attachments

- NRRRA SWAT Recommendations and Suggestions after site visit on June 27th.
- June 20th Approved Minutes
- Reports by Dave Swanay on Single Stream and Baling
- TS pamphlet created by Jen Holt (Approved by BOS)

Motions

- Jen made a motion for the June 20 Meeting Minutes with amendment to pass. Dave seconded the motion. Unanimously passed.

Casella Report on Single Stream and Compactor

- BB & KA spoke regarding a meeting that they had with Casella. Casella will be raising the rates for single stream whether the town decides to sign a contract with them or not.
- Currently, the town sends off 2 full loads of recycling per week at \$125 a load. Given 4 weeks that is \$1,000 a month (\$12,000 a year).
- BB & KA have asked the SWC to:
 - assist in researching the purchase of a compactor for the single stream recycling.
 - assist as necessary in researching rates with other companies other than Casella.
- The compactor would reduce the loads of recycling from 8 loads a month to 2 saving \$750 a month (\$9,000 a year) immediately.
- There are grants available for equipment through NRRRA/NH the Beautiful.
- There are funds available in the capital budget for the TS.
- Additionally, if the town does decide to alter the way it manages wastes and recyclables, the compactor's purpose can be changed.

Dave Swanay reports on SS & Baling (Lynn left at this time for OHD Mtg: 6:01pm)

- See attached.
- If we reduce the hauling by 2/3 it would yield at least \$11,000 in trucking
- BB asked for the opinions of the SWC members regarding the compactors. All committee members present felt that purchasing a compactor, either new or refurbished, would help the town save money and would be more efficient.
- BB asked the SWC to make a recommendation to the BOS to consider purchasing a compactor using capital budget.
- MOTION: Dave made a motion that we give Bob (alt.) voting rights until Lynn Chong returns. Seconded by Jeff Burns. Unanimously approved.
- MOTION: Jen made the motion that the SWC support the BB's request that the committee back him in purchasing the compactor. Unanimously approved.

- MOTION: Dave made a motion that the SWC recommend that the town proceed with the process of purchasing a compactor not to exceed \$25,000 and allow the SWC to draft an RFP. Jeff seconded. Unanimously passed.
- Jen suggested that Bob speak in place of Lynn at the BOS meeting because of Lynn's prior commitment with the OHD Committee. Dave, Jen, Bob will all attend the BOS Meeting on 7/20 to present this recommendation to them. Jen will initiate the request. Dave will present the facts and figures.

If request is approved

- Bob White will research grants through NRRRA
- Tara offered to review the draft RFP
- BB & KA will provide the current information already gathered.
- Once bids are in, the companies will be vetted through other SW Operators who have purchased such equipment.

Old Home Day (Lynn returned at this time from OHD Mtg: 7:10pm)

- The SWC will have a booth to listen to residents on their concerns & educate on possible new programs.
- Provide correct and relevant information on pay-as-you-throw and other recycling opportunities
- Brochures will be available for people.
- Tara will be at booth all day to answer questions and discuss options.
- Lynn – table; Andy – pop-up; booth attendees will bring their own chairs.

Swap Shop

- Dimensions of the swap shop need to be minimized.
- Large items will be added to a board and not brought to the TS.
- Needs to be a set length of time items will stay at TS.
- Needs space!!!! Possibly move to red shed and outside of "building on the left" on concrete pad.

Volunteering by SWC

- The SWC needs to start volunteering at TS once the changes start happening. Be there to talk to and educate the people who are customers.
- Tara needs to look at defining "volunteer activities" through Env-Sw 1600.

Next Meeting

- We did not talk about intermediate meeting.
- August 15th, 5:30-7:30.

Adjourned at 7:45 pm.



Northeast Resource Recovery Association

Your Non-Profit Recycling Cooperative!

2101 Dover Road, Epsom, NH 03234

Office: 603-736-4401 • Fax: 603-736-4402 • info@nrta.net • www.nrta.net

To: Town of Sanbornton, NH
Attn: Board of Selectmen
Solid Waste / Recycling Committee
Highway Department
Transfer Station / Recycling Center

Date: July 15, 2015

From: Steve Bennett, Loudon, NH Transfer Station
Scott Davis – Holderness Transfer Station
Mike Donovan – Gilford Recycling Center
Kieran Murphy – Bridgewater (Hebron-Bridgewater Refuse District)
Marilyn Weir, NRRA Member Services / Operations Manager

Refer: NRRA SWAT – Mon. June 27, 2016 Follow-up – Recommendations & Suggestions

First of all, thank you for inviting NRRA's Solid Waste Advisory Team (aka SWAT) to visit your facility.

It was apparent Sanbornton has the basic fundamental requirements for a successful recycling center... Congratulations!

With recent high increase in costs for single stream recycling (zero sort) and the fact Sanbornton already has many features at your facility (layout, traffic flow, processing and handling equipment, buildings for some storage), we suggest the town start immediately making plans to return to a source separated / baling operation. As shown on the "Single Stream" program comparison (attached), last year it cost Sanbornton \$122.44 per ton to recycle their 212 tons of recycled material for a total cost of \$26,000. If Sanbornton had source separated/baled that same 212 tons, the estimated revenues would have been \$12 per ton or revenue realized of \$2500. The increase in additional full or part-time labor costs should be more than compensated by the increase in revenue and reduction in costs. A source separated program has nearly always been a proven effective method of handling recyclable materials for many, many towns. Also keep in mind, with having more than one commodity to ship, source separation allows for marketing flexibility and Sanbornton has control as to when to market and when not based on pricing. With only one commodity (single stream) to ship, Sanbornton's flexibility is limited.

We hope you find the following Short and Long Term recommendations and suggestions for your Solid Waste / Recycling programs helpful:

Short Term recommendations / alternative options:

- Utilize both buildings for recycling; Remove other Department's items from Transfer Station buildings;
- Start separating & baling your recyclables: cardboard and/or Mixed Paper, aluminum cans; steel/tin cans; plastics (#1 PET, #2 HDPE Nat, #2 HDPE Colors); Capture the most valuable materials first; Others can be added as warranted;

- Glass Options:
 - Separate glass and crush with Sanbornton's own crusher at facility; utilize by-product within facility or highway department;
 - Stock pile on site until have full load; Haul with own Public Works' truck to a NRRRA Host site; NRRRA tip fee: \$30 / ton;
 - Place an open top roll off container (30 cy) and have residents deposit directly. Haul to a NRRRA Host site; NRRRA tip fee: \$30 / ton; - Ask NRRRA for haul charge and container pricing for this option;
- Swap Shop: Remove from current building or reduce the amount of space currently being utilized; This space could be used to store revenue-generating recyclables; Perhaps place larger usable furniture outside for the taking; Use any leftover pieces to fill C & D container;
- Add Textile Recycling – contact EcoSmith, Planet Aid or other textile vendors (ask NRRRA for vendor list)
- Add Vegetable Oil Recycling – To start this “no cost” program, simply ask NRRRA for 55 gal. drum;
 - see spec. sheet at: <http://www.nrra.net/membership/marketing/marketing-info/>
- Light Iron / Non-ferrous metals:
 - Utilize / set up appliances (washers, dryers, stoves, etc) so residents have safe access to deposit smaller metal pieces into (i.e. nails, screws, etc.);
 - Electric motors; keep separate to capture higher revenue
 - Non-ferrous program: again to capture higher revenues, perhaps separate copper, brass, wires, cast alum. grills, etc. – NRRRA can provide guidance;
- Perform “self-inspections”:
 - DES Facility Inspection checklist. Can be found at: <http://www.nrra.net/nh-des-reporting-forms/>
 - Dept. of Labor Safety checklist: Can be found at: <http://www.nrra.net/wp-content/uploads/NH-Dept.-of-Labor-Safety-Checklist.pdf>
- See NRRRA's website - “Members Only” section: <http://www.nrra.net/membership/nrra-presentations/>
 - Review Webinar - Topics covered: *“It's Not Just the Dump Anymore”*; *“What Every Solid Waste Manager Needs to Know”* and *“The Times....They are a Changing....Plan for Flexibility”*
 - See Presentation on *“Talkin-Trash-3.0-Presentation”*

Long Term recommendations:

- Install Waste Oil heater – apply for DES Waste Oil grant (grants available year to year)
- Invest in floor scales: Apply for NH the Beautiful grant to help fund – offering up to 50% – ask NRRRA for assistance;
- Storage: Augment storage for baled materials with non-roadworthy trailers (2+); Ask NRRRA for pricing and help in applying for NH the Beautiful grant; Sanbornton has a couple of potential locations for these trailers (behind overhead doors and dock space to right side of recyclables building); Can also consolidate loads with other towns for 2-3 stop shipments;NRRRA's consolidation program can arrange;
- Signage: Install / display for recycling instructions – NH the Beautiful offers free signs;
- Educate – Educate – Educate: Provide recycling rule handouts, include on Town Website, etc.
- If Sanbornton decides to continue with Zero Sort recycling, it is recommended to invest in compactor to reduce haul costs;

In summary, it appears Sanbornton is in a good position to consider alternative options and make changes to your Solid Waste / Recycling operation for their residents. There are many options available to Sanbornton to increase efficiency and decrease costs.

To receive the most revenue for recyclables, it is usually best to bale the material. Particularly in times of lower revenues for materials (such as now), low weight loads of material do not cover transportation costs. It doesn't take long for a baler to pay for itself when comparing the cost of only being able to ship a few tons of material at a time.

One of our SWAT members who currently manages a single stream facility came to your site thinking Sanbornton should stay with single stream as it is easiest for residents and little if any labor. "However, after looking around Sanbornton's facility I had to change my mind. The biggest factor was you already have the equipment, buildings and the residents already know how to do it."

We hope you find this information helpful. We would be happy to review in further detail. Please let us know if you have any questions or need additional information.

Regards,

The NRRRA SWAT Team
"Members helping Members"

Sanbornton Solid Waste Committee (SWC)

June 20, 2016 Meeting

Call to order at 5:32 pm

In attendance: Tara Mae Albert, Lynn Chong, John Olmstead (non-voting member), Jeff Burns, Dave Swanay, Bob White (alt.), Jennifer Holt, Andrew Sanborn (alt.)

Towns People: Pam Papera, Mike Papera

Motions

- Lynn made a motion for alternates, Bob and Andy, to be voting members because at the time of the meeting start the committee only had 4 voting members in attendance. Tara seconded the motion. Unanimously passed.
- Andy made a motion for the June 6 Meeting Minutes with amendment to pass. Tara seconded the motion. Unanimously passed.

Policies and Procedures for the SWC from the BOS

- An approved but not signed copy of the policies and procedures was provided to the SWC for information.
- The SWC Members reviewed and commented on the copy. Other than a few grammatical corrections the SWC agreed that this is a good start.
- During this discussion, the committee members felt that Kevin, as the TS Manager, should be a member of the SWC, whether as a volunteer or for hours paid. John will discuss this with Kevin.
- John also agreed that although this is an unsigned copy of the P&P, it can be made available to the public.

Guest Speaker – Pam Papera (Employed at TS from Dec. 2004 – June 2013)

- At the time of her employment, she was tasked with running the balers and other non-vehicular equipment; directing customers on how recyclables and MSW should be managed.
- She stated that she did not have manufacturer training on the equipment; however, she was trained by the TS manager. She also had safety instructions.
- Employees (hrs per week): Mary (40), June (30-32); Pam (8-12); Jane (40)
- Balers: The balers were used for both paper and cans. It only took one person to run the baler for a ½ day when the facility was closed. The baler in the smaller building could be run when the facility was open because there was a way to block access by customers. During the Winter the baling could be done in 2 hours by one person and during the summer it would take 4-6 hours.
- Glass Crusher: Could be run by one person. The only person to run the glass crusher was Jane.
- She felt the TS was self-supporting because of the money made on recyclables.
- No injuries or accidents to customers while she was working at the facility. The only incident that was reported actually happened to her because there was an issue with the back hoe. The

arm was malfunctioning. The manager had requested that the BOS fix the machinery but there was no money in the budget at the time.

- Winter Maintenance: At the time the town did not plow the facility. TS employee plowed using the loader. A person was hired to clean the high pitched roof usually only once. Otherwise it was unnecessary.
- Single Stream: There was an issue with single stream during the winter. Many times water would get into the container and freeze. The hauler would take a roll-off to the MRF and then it would usually come back up to a 1/3 still full of frozen recyclables. The customers will put everything in the bin even if it was not recyclable. There was a lack of education to the customers on really what could go into the container and what needed to go into the MSW.

Budget, Improvements and Suggested Changes

- Dave Swanay created an income sheet for FY 15 and FY 16 (July-Feb)
- The numbers came from NRRRA and the town books.
- Single stream is not as lucrative as it was predicted.
- Suggestions are made to start removing paper and cardboard on a trial basis to see if the town can make/save some money.
- Possible problems with this are that the paper needs to stay dry so we will need a trailer or somewhere to store it before the hauler takes it away.
- Other possibility is to remove the glass from the single stream.
- Another avenue is to look at a compactor for the single stream recycling; the cost is approximately \$10,000.

Old Home Day

- The SWC will have a booth to listen to residents on their concerns & educate on possible new programs.
- Provide correct and relevant information on pay-as-you-throw and other recycling opportunities
- Brochures would be essential at this event.
- Possible to run a movie on EcoMaine – single stream.
- Jen created a brochure for the event. It needs to be tweaked so that it will fold properly. Who will cover the printing costs? The SW Committee?
- Easy Up provided by Andy; Table provided by Lynn. Chairs – each member will bring their own.

Next Meeting

- June 27th (8:00 am): Walk through with NRRRA at the TS.
- Decision for intermediate meeting will be made after the June 27th walk through.
- June 18th, 5:30 pm.

Adjourned at 7:35 pm.

Baling

NRRA Analysis of SS

Average % Mix in Single Stream	#Tons	# of Pounds	*Based on Current price	
Aluminum Cans - 1.5%	3.21	6420.00	\$.44 lb.	\$2,825
Fibers-Mixed Paper w/newspaper - 46%	97.45	194900.00	\$20 ton	\$1,949
Fibers OCC - 15%	32.14	64280.00	\$90 ton	\$2,893
Glass PGA - 26%	55.70	111400.00	(\$30 ton)	(\$1,671)
Plastic - HDPE Colors Baled - 1.25%	2.68	5360.00	\$0.19	\$1,018
Plastic - HDPE Natural Baled - 1.75%	3.75	7500.00	\$0.29	\$2,175
Plastic - PET - 4%	8.57	17140.00	\$0.07	\$1,200
Steel Cans - 4%	8.57	17140.00	\$70 gt	\$600
Total Tons	212.07	424,140.00		

Baling Issues

- Our single stream material is 46% paper and 15% corrugated cardboard, by weight, for a total of roughly 130 tons out of our 212 total tonnage per year
- Removal of these materials from the recycle bin reduces our tonnage by over 60%
- Sale of these materials, if all can be recovered, is estimated to be \$4800 at current prices

Baling Issues (continued)

- 130 tons of compacted material is estimated to reduce the number of hauls (at 6 tons compacted per load) by 22 for a savings (at \$165/load) of \$3,630
- Additionally there is presently a \$53.38 per ton processing fee for single stream
- 130 tons at \$53.38 per ton is \$6940
- Total hauls per year with a compactor and baling cardboard and paper is reduced from 102 to 12
- Reduced trucking plus reduced processing plus sale of material results in a total savings by baling paper/cardboard of \$15,370

Additional Points

- It has been pointed out that if we remove material from our single stream, the hauling contractor may increase the cost per ton of our materials which will reduce our savings
- However, we would be reducing our tonnage by 60% which should more than offset any increase per ton
- Costs (if any) for hauling/transporting the baled material is not known
- Our station currently has the equipment to bale both paper and cardboard

Additional Points (continued)

- We currently lack a means to dry store the baled materials
- One option is to move the large storage container currently housing tires to one of the two rear rollup doors (tires only need to be kept dry and a tarp is sufficient)
- Another option is to obtain a used trailer (need not be roadworthy, but must not leak)

SINGLE STREAM

Current Status

- The budget for the transfer station is set for FY17
- The Highway Department projects a \$10,000 budget shortfall for FY17 due to increased hauling charges

Option 1

- We currently sell approximately 46,500 bags and stickers
- An across the board \$.25 increase per bag/sticker could address the budget shortfall

Option 2

- Currently we have 102 dumpster loads of single stream per year, or 2 loads per week
- The average weight per load is 2 tons
- The current hauling cost per load is \$125 and projected to increase to \$165
- Our hauling costs per year are currently \$12,750 per year and are projected to increase to \$16,830

Option 2 (continued)

- Reducing the number of hauls will save money
- To reduce the number of hauls per year we need to invest in a compactor
- A compactor is predicted to reduce the volume of material by a ratio of 3:1, which will reduce our annual hauling costs by 2/3, or around \$11,200 per year at the projected \$165/load cost.

Summary

- The Transfer Station is predicted to have a \$10,000 shortfall in FY17
- A compactor will reduce our annual loads from 102 to around 34
- Hauling costs will be reduced by \$11,220 at \$165/load
- No increase in bag/sticker price will be needed

Swap Shop

Hours: Open during Transfer Station operation.

Rules:

- No commercial use
- No unattended children
- No Smoking
- No financial transactions of any kind are allowed
- For use by Sanbornton tax payers only

Accepted Items:

- Clean wearable clothing
- Books
- Toys
- Household items in good condition

Not Accepted Items:

- Car seats
- Helmets
- Mattresses
- Pillows
- Electronic devices
- Items with electrical cords

Volunteers Wanted – Inquire in office

Questions? See Attendant



HHW 2016 –

Hazardous Waste Collection Days
- Please see town website for details

Saturday July 30

8:30am – 12pm

Location: Belmont Fire Satation,
Franklin Public Works Garage,
Gliford Public Works Garage

Saturday August 6

8:30 am – 12pm

Location: Bristol NH DOT Garage,
Laconia Public Works Garage

Town of Sanbornton Transfer Station & Recycling Facility Information Pamphlet

Phone: 934-7173

Email:

sanborntonhw@metrocast.net



Hours

Summer: April 1 – September 30
Thursday, Friday, Saturday:
7am – 5pm

Winter: October 1 – March 31
Friday & Saturday
7am – 5pm

Pay-As-You Throw

Tags/Bags

Required

Pink Tags (20 Gallons):
\$1.00 per tag

Blue Tags (33 Gallons):
\$1.25 per tag

Small Bags (20 Gallons):
\$1.25 per bag

Large Bags (33 Gallons):
\$1.50 per bag

2016 Fee Schedule

No Charge:

- Metal Pile
- Brush Pile
- Swap Shop

Construction/Demolition

\$2 - Windows

\$4 - Doors

\$70 - Painted/ Shellacked wood/ Ply wood (per cubic yard)

\$140 - Sheetrock/shingles/ bricks/cement block (per cubic yard)

Furniture:

\$3 - Single box spring

- Sm. furniture

\$5 - Sm. upholstered chair

- Sm. desk/dresser

- Single Mattress

- Db/ Qn box spring

\$6 - King box spring

\$7 - Large furniture

- Db/ Qn Mattress

- Lge. upholstered chair

- Loveseat

\$10 - King Mattress

- Lge. desk/dresser

- Sofa

\$15 - Sofa bed

Appliances/Electronics:

\$5 - Computer tower/

VCR/DVD Player/Printer/
Scanner

- Radio/fax machine/sm.
copier/ sm. stereo/ sm.
microwave

\$10 - Laptop/Lge. Microwave

- Computer Monitor/ TV
(19" or less)

\$15 - Refrigerator/Freezer
(Remove Doors)

- Air conditioner/
Dehumidifier

- TV 21" or larger

- Freon Appliance

\$25 - Plasma TV

Tires:

\$3 - Sm. 13" - 15"

- Tires on rims (additional to tire fee)

\$4 - Med. 16" - 19"

\$7 - Lge. 20" - 22.5"

\$10 - Extra Lge. 24" +

\$25 - Lge. Tractor tires

Recycle



- Plastics 1 - 7 (no film or bags)
 - Food containers must be clean
- Clear and colored glass
- Cans (Aluminum, tin, clean food trays)
- Paper (Newspaper, cardboard, magazines, boxes, junk mail, etc.)
- Waste oil (clean used motor oil, transmission oil, hydraulic oil)
- Batteries (Button, rechargeable, lithium)
- Florescent Tubes/CFL blubs