

SWC Draft Meeting Minutes -02/19/18

1.Meeting called to order at 5:35 pm.

2.Attendance at Meeting;

Present–Jen Holt(Chair),Tara Albert, Bob White, Jeff Burns, Lynn Chong.

Absent– Andy Sanborn. Late Arrival–Dave Swanay at 6:25.

3.Jen Holt made a motion that Alternate Bob White be allowed to vote during this meeting to fulfill a 5 member vote quorum. The motion was seconded by Tara Albert. There was no discussion.

Vote results: Yes–4. No–0. Abstain–1. Motion for Bob White to vote during meeting stands.

4. Jen presented updates to the Committee regarding the BOS and SWC.

A)Tara Albert has resigned as the Clerk effective January. Tara will remain on the Committee to serve as a member.

Jen has been covering the responsibilities of “clerk” for the past 3 months and is prepared to continue. However, if at any point performing the duties of “Chair” and “Clerk” become problematic for Jen, she will notify the Committee and a new clerk will be appointed. –Committee Discussion– members present did not volunteer to become clerk.

Members voiced their agreement that Jen will continue the responsibilities of “clerk.”

B)Jen addressed members inviting Rick, the new Transfer Station manager to attend SWC meetings. Jen reminded the committee that the BOS has instructed the Transfer Station managers not to attend SWC meetings. As was the case with our previous Transfer Station manager, Kevin.

Discussion: SWC members stated they had encouraged Rick to attend our meetings. The committee expressed a concern Rick would be unaware of who SWC members are and how we can help Rick. Jen reassured the committee that Rick is aware of SWC role. Rick had also collaborated with Tara regarding the Operating Manual.

C) Jen informed SWC that she had met with the Transfer Station manager, Rick, to discuss the role of SWC. Rick had already been made aware of SWC role. Jen advised Rick that “SWC is here to help, not hinder daily operations of the Transfer Station.” SWC has implemented policies regarding collaboration with the Transfer Station manager. Jen informed Rick that If an SWC member is assigned a task which requires Rick’s input, Jen will email Rick to notify him about the project. From there, the committee member will email Rick with a request for an appointment at Rick’s convenience. Rick asked “if an issue comes up with a Solid Waste Committee not following the policies, what should I do?” Jen advised Rick to notify the Chair of SWC via email. If Rick deems necessary, Jen and Rick will set up an appointment to discuss the issue and Jen will address it. Rick informed Jen that Monday is his day off and he will not be attending SWC meetings as requested. Jen assured Rick SWC would be notified and his concerns would be addressed with SWC.

Discussion: Some members feel they should be able to “give a quick update or discuss Solid Waste Committee when they see Rick at the Transfer Station without an appointment.” Jen reminded SWC “that Rick is managing a busy Transfer Station with few staff members to help. It maybe convenient for SWC to operate that way but, it is not fair to Rick. SWC needs to follow Town policy.

D) Rick discussed a need for new, more colorful signage at the Transfer Station so that residents know where things go. Rick expressed The current signs are not very visible and they are worded in a confusing, unclear way. Rick has taken the initiative with Large Dry Erase Boards to help clarify organized areas for residents. Jen informed Rick that SWC had worked thru New Hampshire the Beautiful for signage in 2016 and she would bring this request to the committee.

5)C&D Scale Research Update- Tabled due to Andy's absence and Jeff having no new information to add at this time. Rick did pose a question during Jen's visit to the Transfer Station "Will I be able to push down and compress the contents in the C&D with the backhoe and the scale in place.Or is the scale something that can be moved easily to allow for this?" Jeff did not have any information regarding this. The question will be asked of Andy at the next meeting.

6)Transfer Station Expenditures Analysis- Dave said there were no changes from January and that he will continue to analyze the numbers.

7)Committee Discussion continuance of ways to mitigate T.S. revenue loss; Jeff brought up the question could shingles be sold by the Town? Or could the town use them on roads?

Tara stated the Town of Rumney uses and/or sells their shingles. Tara offered to contact Rumney's Transfer Station manager, Sonny Ouellette, to get more information on what Rumney's procedure for handling shingles for our next meeting. Jeff also informed the committee that the average charge for shingles is \$300/yd. Sanbornton currently charges \$140/yd. A full pick up bed is 2 yards.

Jeff and Tara will continue to investigate and research options for ways shingles may benefit the Town.

8)Tara shared the new Transfer Station Operating Manual with the committee. Tara stressed that the manual is to be viewed as a " working, living document." The Operating manual does not get submitted to DES with the Permit by Notification. The manual is to be housed at the Transfer Station and needs to be reviewed and updated as needed on an annual basis. Tara reported she did review the Operating Manual with Rick, and she added in the suggestions he made.

9)The Committee reviewed the finalized Operating Manual and the Transfer Station Permit by notification.Jen made a motion to accept the Operating manual and Permit by notification as written. Jeff Burns Seconds the motion. Discussion: Tara and Bob will present to BOS on 2/28/18 and answer questions BOS may have.

Vote:Yes-5 No-0 Abstain-1

Motion carries to accept and present to BOS the Permit by Notification and the Transfer Station Operating manual as written.

10)The Committee Reviewed the Meeting Minutes of 01/15/18. Motion made by Jen to vote to accept the Meeting minutes of 01/15/18. Tara Albert seconds the motion. Discussion of amendments-Lynn Chong request the spelling of Dave Swanay be corrected, this is noted. Vote: Yes-5. No-0. Abstain-1

The motion carries to accept the meeting minutes of 01/15/18 as amended with the corrected spelling of Swanay.

11)Other Business- SWC members have noticed that the Free “Hazardous Metal Container” from NRRA has not been acquired yet for the Transfer Station by BOS. Jen will contact Katie Ambrose to inquire about the status of the metal bin.

12)Public comment-None

13)Next Regular Meeting-03/19/18

14)Meeting Adjourned at 7:00 pm

Minutes Respectfully submitted,

02/26/18

Jen Holt-SWC Chair

