



## Agenda

Nashua Regional Solid Waste Management District Meeting  
December 17, 2020

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### Public Notice of Meeting

The Public is hereby advised that the Board of the Nashua Regional Solid Waste Management District will hold a regular meeting on December 17, 2020 at 10:00 AM. The meeting will be held virtually on GoTo Meeting.

NRSWMD Quarterly Meeting  
Thu, Dec 17, 2020 10:00 AM - 12:00 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/321736765>

You can also dial in using your phone.  
United States: +1 (408) 650-3123

Access Code: 321-736-765

1. Call to order
2. Approval of September 17, 2020 meeting minutes
3. Financial Updates (Kate)
4. Vendor Services Contract Recommendation Discussion and Vote (ACTION REQUIRED)
5. Annual Reports
6. Other Business



## Meeting Minutes

Nashua Regional Solid Waste Management District Meeting

September 17, 2020

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### Attendees:

Joan Cudworth	Town of Hollis
Sally Hyland	City of Nashua
Rhonda Martin	Town of Pelham
Mike Fimbel	Town of Mont Vernon
Jay Twardosky	Town of Hudson
Kristopher Perreault	Town of Merrimack
Jim Solinas	Town of Brookline
Jess Forrence	Town of Hudson
Mason Twombly	NRPC
Kate Lafond	NRPC

### **I. Call to Order**

This meeting is virtual, through ZOOM. The meeting was called to order at 10:05 am by Hyland with introductions.

### **II. Approval of June 18, 2020 Draft Meeting Minutes**

Hyland referred to the draft minutes of March 30, 2020 and asked for comments and if accurate, a motion for draft approval.

***Cudworth motioned to approve the meeting minutes of June 18, 2020 with a second from Fimbel. All were in favor.***

### **III. Financial Updates**

Twombly asked Lafond to present the financial updates for the district. Lafond gave an update on the budget, explaining extra costs for the August events related to last minute changes and significant uptick in volume. She noted that the Milford event in late August was the regular flat rate cost. She mentioned that for the next district meeting she would have more information related to the capital reserve funds. Hyland and Twombly thanked Lafond for these updates.

### **IV. 2020 HHW Collection Update**

Twombly gave an update on the collection season to date. The district in the end decided to keep collecting user fees for the season. He presented the individual event reports for August 1, and August 29 (Milford events). He noted that the August 1 event was one of the busiest events we have ever had, while the August 29 event traffic normalized. Twombly mentioned that is will be interesting to see if the October event in Nashua will continue to see increased volume or if it will level off. Hyland mentioned that the remainder of the 2020 event season will take place at the 25 Crown Street, City of Nashua Park and Ride.

### **V. RFP Discussion**

Twombly opened the discussion about the RFP Committee Meeting noting that we should make progress on wrapping up the RFP Process and formally select a vendor. The committee members set a date to discuss the next steps on October 24 at 1pm.

### **VI. Other Business**

**Motion to adjourn from Cudworth. Seconded by Fimbel. All in favor. Meeting adjourned at 10:45am.**

Nashua Region Solid Waste Management District

Balance Sheet

As of November 30, 2020

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	Nov 30, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
TD Bank Account	369,276.47
Total Checking/Savings	369,276.47
Total Current Assets	369,276.47
<b>TOTAL ASSETS</b>	<b>369,276.47</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Capital Reserve Funds	100,000.00
Retained Earnings	218,160.20
Net Income	51,116.27
Total Equity	369,276.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>369,276.47</b>

## Nashua Region Solid Waste Management District

## Profit &amp; Loss Budget vs. Actual

12/14/20

July 2020 through June 2021

Accrual Basis

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Revenue - SWD Dues	140,200.00	140,200.00	0.00	100.0%
Revenue - NH DES	0.00	44,014.00	-44,014.00	0.0%
Revenue - HHW Fees	18,454.50	25,000.00	-6,545.50	73.8%
Interest Income	644.27	1,800.00	-1,155.73	35.8%
<b>Total Income</b>	159,298.77	211,014.00	-51,715.23	75.5%
<b>Gross Profit</b>	159,298.77	211,014.00	-51,715.23	75.5%
<b>Expense</b>				
Audit	1,950.00	4,200.00	-2,250.00	46.4%
HHW Contractors	74,250.00	148,500.00	-74,250.00	50.0%
HHW Events-Police Detail	677.50	1,355.00	-677.50	50.0%
Printing & Signage	350.00	700.00	-350.00	50.0%
Maintenance	375.00	750.00	-375.00	50.0%
Miscellaneous	250.00	500.00	-250.00	50.0%
NRPC	30,000.00	60,000.00	-30,000.00	50.0%
Other	300.00	600.00	-300.00	50.0%
Supplies	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	108,152.50	216,605.00	-108,452.50	49.9%
<b>Net Ordinary Income</b>	51,146.27	-5,591.00	56,737.27	-914.8%
<b>Net Income</b>	<u>51,146.27</u>	<u>-5,591.00</u>	<u>56,737.27</u>	<u>-914.8%</u>

	Approved Budget	Working Budget	Expended as of 11/30	Remaining	% Expended	
Fall 2020 Collections (4 events @ \$24,750)	\$99,000	\$130,081	\$130,081.40	\$0.00	100%	*8/1 Veolia invoice add'l \$31,081.40
Spring 2021 Collections (2 events @ \$24,750)	\$49,500	\$49,500		\$49,500.00	0%	
Police Detail Nashua (5 events @ \$271 per 4 hr event)	\$1,355	\$1,650	\$858.88	\$791.12	52%	*8/1 add'l officer
NRPC Program Administration	\$60,000	\$60,000	\$23,232.29	\$36,767.71	39%	
Printing & Signage						
Transfer Station #s	\$100	\$100		\$100.00	0%	
No Latex Signs	\$100	\$100	\$291.23	-\$191.23	291%	*additional signage for COVID-19 precautionary measures
Educational Postcards at Events	\$500	\$500	\$110.52	\$389.48	22%	*misc expense for signage and FB outreach
Hazardous Waste Coordinator Certification & Training	\$600	\$600		\$600.00	0%	
Audit	\$4,200	\$3,900	\$2,100.00	\$1,800.00	54%	*new auditors quoted less
Maintenance						
Fire Suppression System	\$750	\$750		\$750.00	0%	
Misc. Expenses						
Other expenses (misc. supplies, etc)	\$500	\$500	\$942.17	-\$442.17	188%	*portable toilets needed for new location
<b>Total Expenses</b>	<b>\$216,605</b>	<b>\$247,681</b>	<b>\$157,616.49</b>	<b>\$90,064.91</b>	<b>64%</b>	

Retainer Balance as of 11/30 (\$49,483.91)

## Introduction

This report highlights overall participation in the Nashua Region Solid Waste Management District's (NRSWMD) 2020 Household Hazardous Waste Program. This program was funded by municipal assessments, user fees, and a grant received by the Nashua Regional Planning Commission from the NH Dept. of Environmental Services. 2020 has been a much more challenging season than any since this program began. The Covid-19 Pandemic severely impacted the spring months of the collection season and forced the cancellation of the April, May (Milford), and June events. Events were greenlighted, with new Covid-19 Protocols, in August and the Milford satellite event was rescheduled for August 29. The August 1, October 3, and November 7 events were held in Nashua at 25 Crown Street instead of the Public Works Garage. Overall, the season lost 2 events to the pandemic and did create a significant amount of pent-up demand for HHW disposal.

As a result of the change in protocols for conducting the collection events this year not all the data points collected in previous years will be represented in this report. Surveys were done verbally by NRPC staff and collected the participants town of residence, number of households represented, and the frequency in which they participate in the HHW collection events. The collection of other data points will resume when the District deems it appropriate.

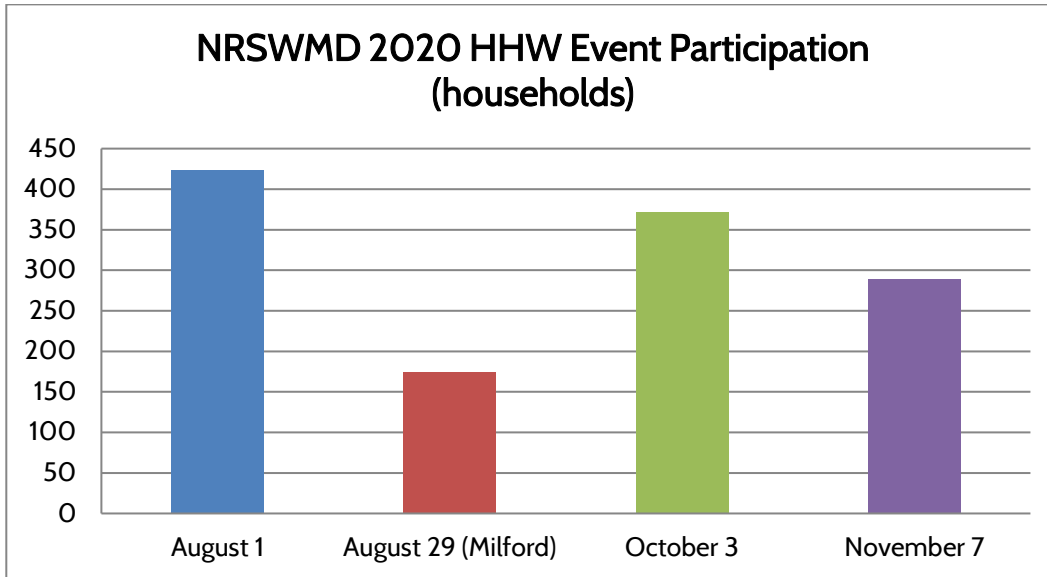
## 2020 Collection Overview

Four collections were held during the 2020 HHW season. Three of the events were located at the Nashua City Park & Ride at 25 Crown Street and one satellite event was held in Milford. Residents from any NRSWMD member municipality can participate in any event.

Saturday August 1, 8am-12pm, in Nashua	Saturday October 3, 8am-12pm, in Nashua
Saturday August 29, 8am-12pm, in Milford	Saturday November 7, 8am-12pm, in Nashua

## 2020 Total Participation

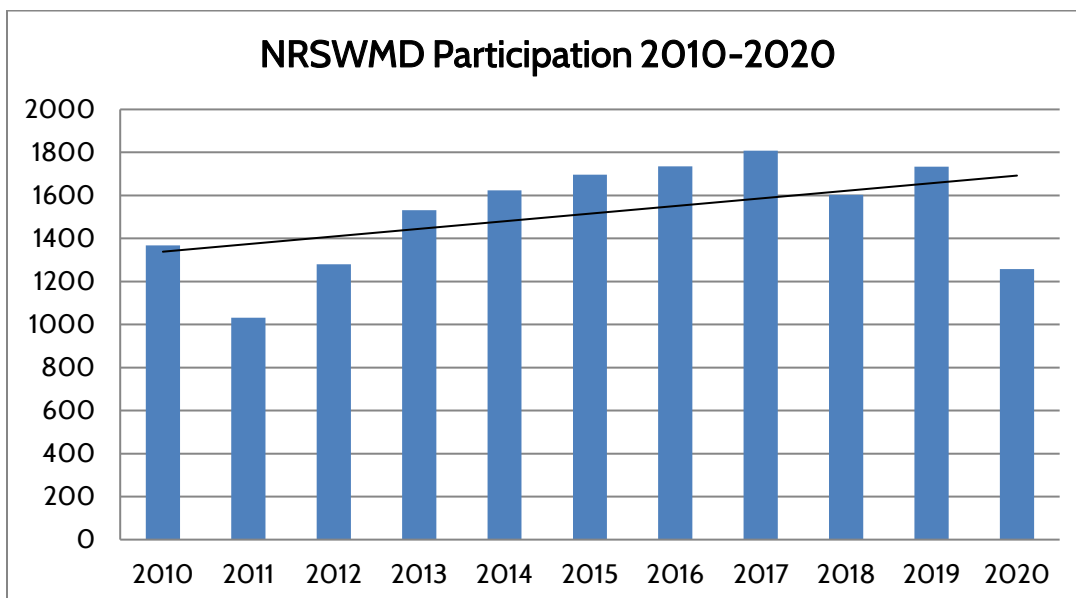
In 2020, a total of 1,258 households participated in the HHW collections District-wide. 49.5% of survey participants were first time attendees, 45.5% of participants reported attending every few years, and 4.5% Reported



#### Historic Participation Trends

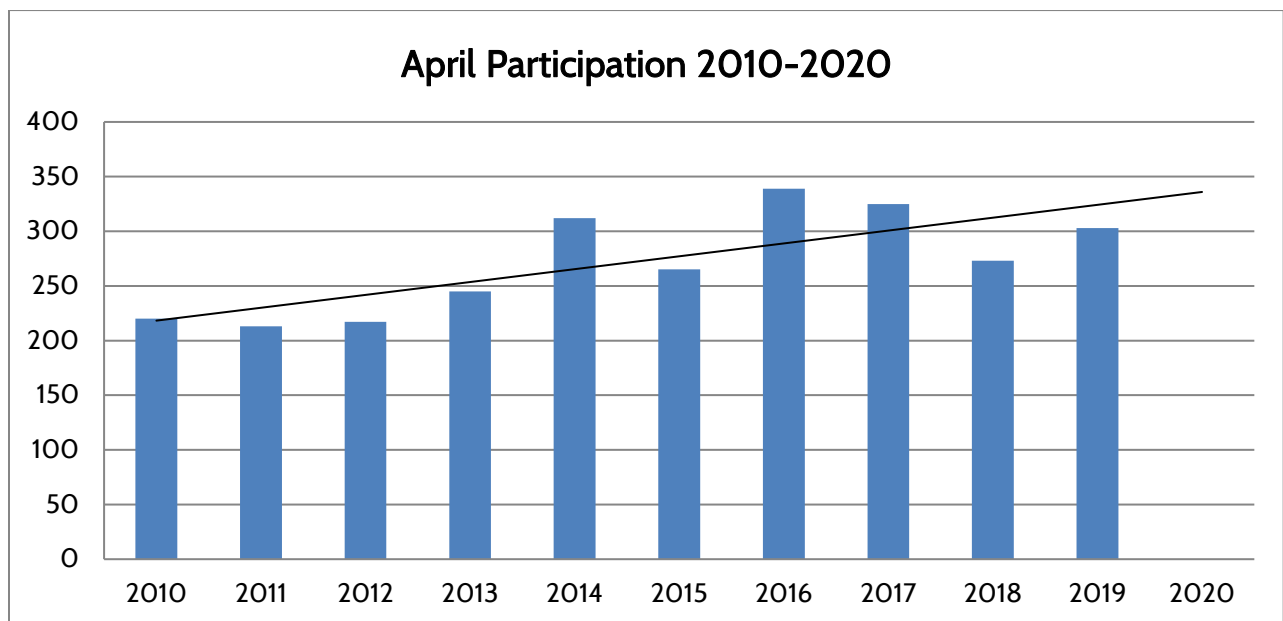
The Nashua Region Solid Waste Management District began charging a \$10 user fee per vehicle in 2008, which was raised for the first time to \$15 in the 2019 collection season. While participation rates have trended upward for the past, they were down slightly District-wide in 2019 and 2020 from the 2017 highs. That said, it is important to note that the District went from holding seven to six events starting in 2018, and the Covid-19 Pandemic has had a major impact on participation in 2020.

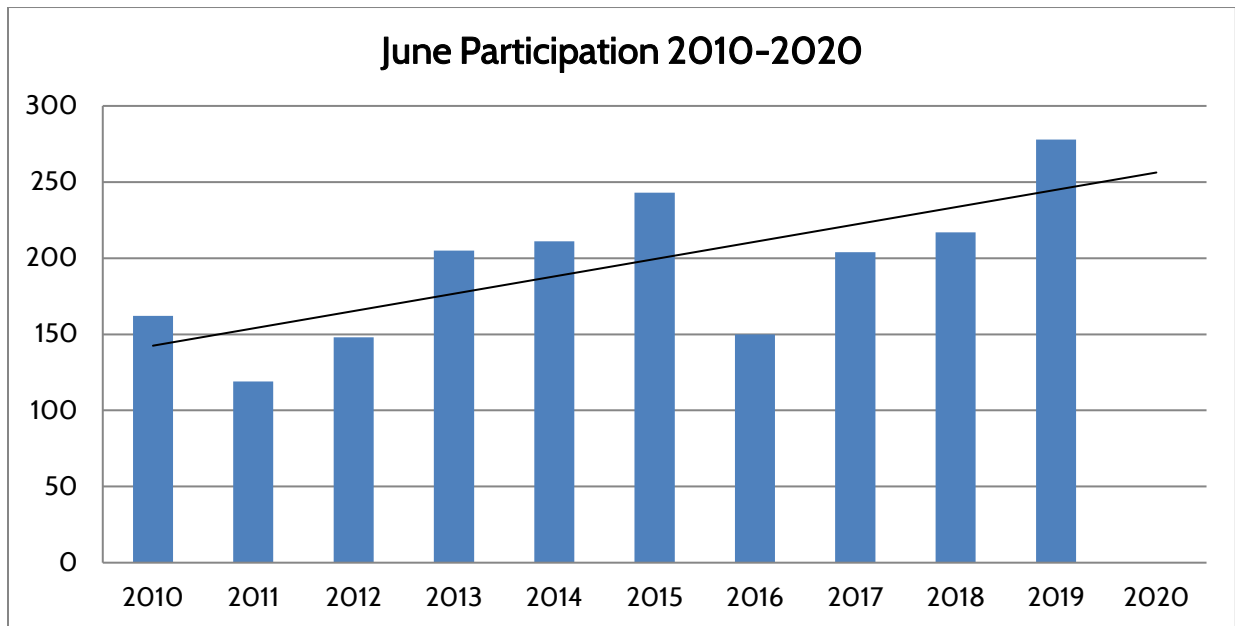
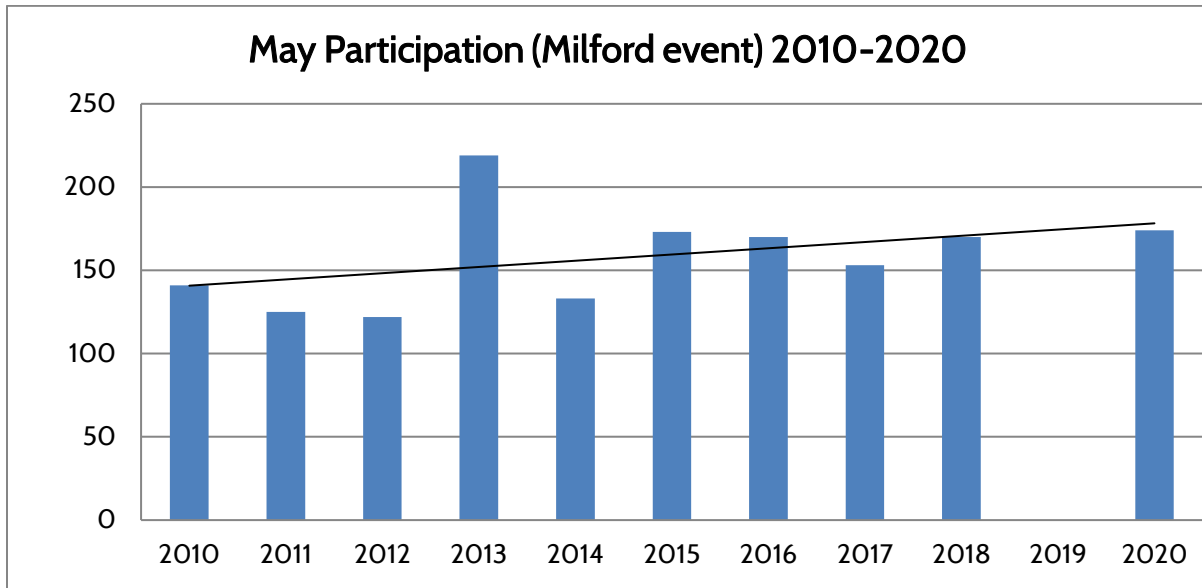
#### *A Decade in a Glance*

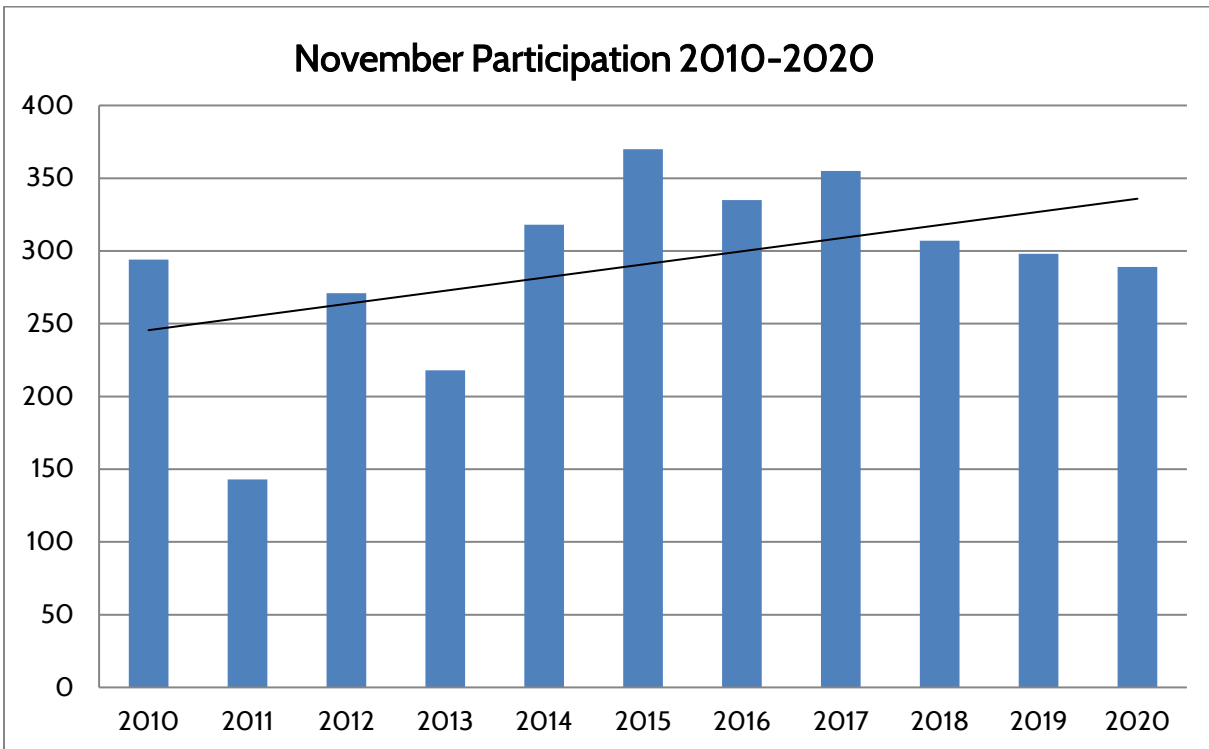
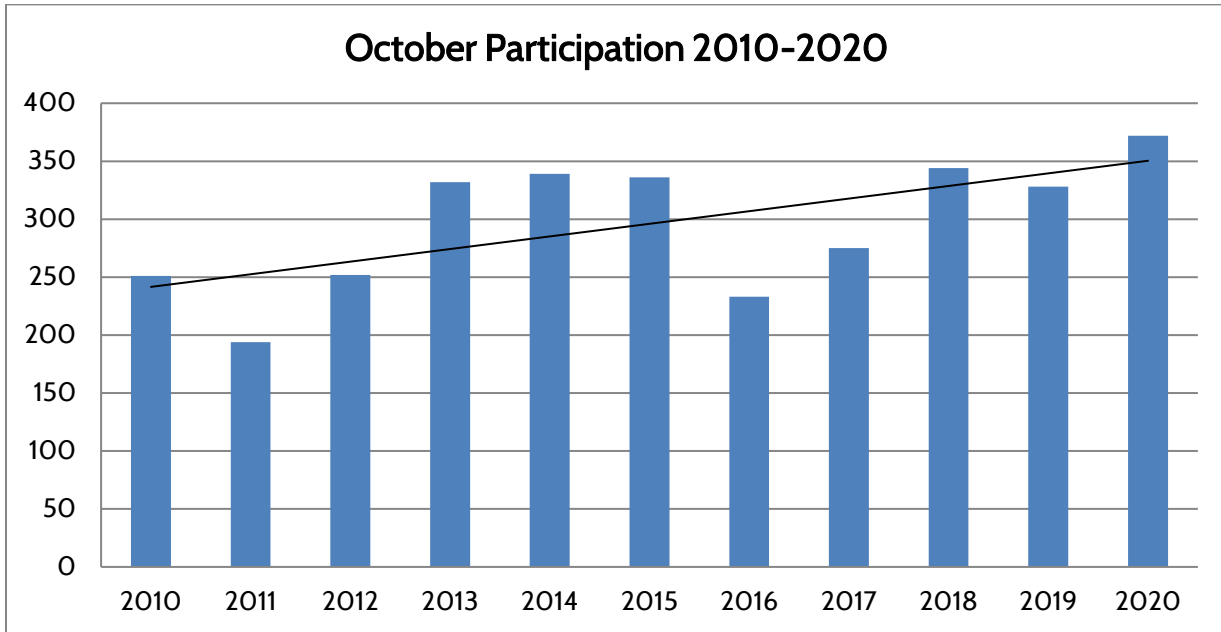




Year	April (Nashua)	May (Milford)	June (Nashua)	Aug. (Nashua)	Aug. (Pelham)	Oct. (Nashua)	Nov. (Nashua)	Total Households
2020	N/A	174 (Held in late August)	N/A	423	N/A	372	289	1,258
2019	303	N/A	278	281	246	328	298	1,734
2018	273	170	217	292	N/A	344	307	1,603
2017	326	153	204	278	217	275	355	1,808
2016	339	170	150	308	201	233	335	1,736
2015	265	173	243	309	N/A	336	370	1,696
2014	312	133	211	310	N/A	339	318	1,623
2013	245	219	205	313	N/A	332	218	1,532
2012	217	122	148	270	N/A	252	271	1,280
2011	213	125	119	238	N/A	194	143	1,032
2010	220	141	162	300	N/A	251	294	1,368







## Materials Collected

The Solid Waste District manifested a total of 129,965 pounds of waste during the 2020 collection season. Of this, 118,529 pounds were hazardous, and 111,436 pounds were universal wastes. This is an increase of 34,164 pounds from the 2019 total (95,801 total pounds of waste in 2019; 83,792 pounds hazardous and 12,009 pounds universal). This is a considerable increase in waste over the previous year. There are several major variables that seem to be influencing the volume of waste collected this year. First the pandemic has driven up the number of people disposing hazardous waste that had been stored in their homes. Second, home sales have kept a strong pace despite the pandemic which is always a source of hazardous waste.

Collection Event	Pounds Hazardous Material	Pounds Non-Hazardous Material	Total Pounds
8/1/2020	26,070	4,185	30,255
8/29/2020	12,220	2,420	14,640
10/3/2020	42,657	2,215	44,872
11/7/2020	37,582	2,616	40,198

## Conclusions

The 2020 season has been challenging in several aspects, despite this waste volumes were high and participation at the average event has remained steady. The success of the collections this season is a testament to the resilience and continued importance of the HHW Program. The dedication of our members and continued flexibility of our environmental contractor has been vital, thank you.