



Agenda

**Nashua Region Solid Waste Management District Meeting
December 21, 2022**

Public Notice of Meeting

The Public is hereby advised that the Board of the Nashua Region Solid Waste Management District will hold a regular meeting on December 21, 2022 at 10:00 AM. The meeting will be held at the Nashua Regional Planning Commission office, 30 Temple Street Suite 310, Nashua, NH.

1. Call to order
2. Approval of September 21, 2022 meeting minutes
3. Financial Update
4. Overview of district annual report
5. NHDES HHW Department Change
6. Permanent Facility Status Update
7. 2023 Meeting Dates
8. E-Waste Event
9. Other Business



Nashua Region Solid Waste Management District (NRSWMD)



DRAFT Meeting Minutes September 21, 2022

Attendees:

Eric Slosek	Town of Amherst
Pat Flynn	Town of Brookline
Steven Glover	Town of Hollis
Jay Twardosky	Town of Hudson
Leo Lessard	Town of Milford
Mike Fimbel	Town of Mont Vernon
Scott Perkins, Chair	City of Nashua
Rhonda Whittier	Town of Pelham

Staff:

Jay Minkarah, Executive Director	NRPC
Kate Lafond, Finance Director	NRPC
Emma Rearick, Regional Planner II	NRPC
Kristin Wardner, Admin. Asst.	NRPC

1. Call to order

The meeting was called to order at 10:01am by Scott Perkins.

2. Approval of June 15, 2022, meeting minutes

There were no changes needed to the June 15, 2022, minutes.

Mike Fimbel motioned, with a second from Rhonda Whittier, to approve the meeting minutes of June 15, 2022, as presented. All were in favor.

3. Staffing announcement

Kate Lafond has returned to employment with NRPC as Finance Director.

4. HHW Program Status Update

Emma Rearick stated the August's event had 263 households, for a total of 860 households this calendar year. The next event is October 8th. Perkins reminded the municipalities they can enter through the marked exit to avoid waiting in line and stated that the iPad surveys seem to be moving things along quicker. Fimbel asked what would happen in the event of rain; Perkins stated that hasn't come up yet, but he believes Veolia would likely have to make the call about whether to cancel. He discussed how the August event was very hot and challenging for the Veolia workers and that there has been talk about possibly bringing in large exhaust fans. Perkins explained he serves on Nashua's Environment and Energy Committee and they asked him about doing some public outreach about city programs. He told them it can be considered for next year as long as it doesn't interfere with running the event and also that there a lot of non-Nashua residents that attend.

5. Financial Update

Lafond stated that FY22 was closed out with just over \$26,000 deficit, a little more than anticipated, largely in part to the sign purchase. FY23 is budgeted with a \$26,388 projected profit and the fluctuation is expected due to the number of events varying in calendar years. She reviewed FY23 year to date and noted that they are waiting for reimbursement from the State on the grant, which typically arrives between now and November.

6. NH PDIP Rate Update

Lafond explained the \$100,000 capital reserve is held in a checking account. In previous years, it has been held in a money market account and also NH PDIP (NH Public Deposit Investment Pool) but after Covid hit, rates dropped, and it was moved into the checking account until rates started to rebound. She said that just recently the checking APR dropped to 0.6%. As of Monday (9/19) the NH PDIP rate was 2.4% and is trending up. She stated the district may want to consider moving the \$100,000 from the checking account to NH PDIP. There is a very small likelihood of losing any money and there are no penalties for moving the money out if rates drop.

Fimbel motioned, with a second from Jay Twardosky, to give Kate Lafond the authority to move the \$100,000 Capital Reserve Fund from the checking account to NH PDIP; and to give Kate Lafond authority to move the money out of NH PDIP at her discretion based on current rates; District authorization would be required anytime the Capital Reserve Fund is moved back to NH PDIP. All were in favor.

Lafond stated, in response to Fimbel, that in the past she let interest accrue over the year and at year end transferred any interest accrued over the \$100,000 out of NH PDIP to the checking account.

7. FY24 Dues Discussion

Fimbel asked if the amount of the state grant changes and Rearick stated that the per capita rate of the contract recently signed is similar to the previous year. It is not a 100% guarantee though.

Perkins stated the agenda packet includes projections based on several options: no changes to dues, 3% increase, 5% increase, and a 7% increase. He believes having no change would make things too lean but would be comfortable with 3%. Whittier agreed. Fimbel asked if the Veolia contract has an inflation clause; Minkarah stated no. Rearick explained their contract runs through the end of 2023.

Martin motioned, with a second from Eric Slosek, to increase the FY24 NRSWMD dues by 3% from FY23. All were in favor.

8. Permanent Facility Status Update

Perkins confirmed the storage facility is not usable and stated he has not been able to contact NH DES yet about permitting. He said there has been talk in Nashua about consolidating Public Works to the landfill and eliminating the garage so at this point he doesn't think it makes sense to put any money into it if it may be eliminated in the next few years. He would like a guarantee from the city that the facility will be relocated when the time comes. Perkins confirmed to Fimbel it is ideal to have the storage facility at the collection site and that is why currently Veolia wants nothing to do

with it. They cannot transport waste from the Crown Street location to the facility due to regulations. Perkins said at the pre-event meeting with Veolia he can ask them to remove their gear stored there to be able to get a better look inside. Lafond clarified to Whittier that the \$100,000 Capital Reserve Funds has been designated to be used for repairs, maintenance, rebuild of the storage facility. There was discussion about increasing the cap on the fund. The storage facility itself is steel on concrete, similar to a shipping container, with 3 separate sealed units each about 10x12', plus an additional shed. They have double locking doors, ventilation, sealed lighting, internal fire suppression. Slosek stated it makes sense to him, with all the uncertainty about the future of the current facility, to raise the cap and any additional earned be saved for the storage facility.

Slosek motioned, with a second from Whittier, to raise the cap on the Permanent Facility Capital Reserve Fund to \$120,000. All were in favor.

Minkarah asked about the NH DES grant and if credit was received for having a permanent storage facility. Rearick stated yes, the amount the district is reimbursed would be less without having a storage facility. The current grant application lists the district as having one. She was unsure the dollar amount difference.

9. Other Business

Perkins asked others what they are doing with their used oil. They are having issues getting pickups, as are others. Twardosky stated that Hudson has had to stop accepting oil from residents and they are now out of space to store their own. Whittier stated she uses Western Oil (out of Rhode Island) and has had no issues and they also take antifreeze. She is having problems getting books picked up. There was discussion about used oil.

Motion to adjourn at 11:20am from Whittier, with a second from Pat Flynn. All were in favor.

3:03 PM

12/05/22

Accrual Basis

Nashua Region Solid Waste Management District

Balance Sheet

As of November 30, 2022

	Nov 30, 22
ASSETS	
Current Assets	
Checking/Savings	
TD Bank Account	225,088.10
Total Checking/Savings	225,088.10
Total Current Assets	225,088.10
Other Assets	
NH PDIP	100,294.68
Total Other Assets	100,294.68
TOTAL ASSETS	325,382.78
LIABILITIES & EQUITY	
Equity	
Capital Reserve Funds	100,000.00
Retained Earnings	161,073.77
Net Income	64,309.01
Total Equity	325,382.78
TOTAL LIABILITIES & EQUITY	325,382.78

	Approved Budget	Expended as of 11/30/22	Remaining	% Expended
Fall 2022 Collections (3 events @ \$23,695)	\$71,085	\$47,390.00	\$23,695.00	67%
Spring 2022 Collections (2 events @ \$23,695)	\$47,390		\$47,390.00	0%
Police Detail Nashua (5 events @ \$300 per 4 hr event)	\$1,500	\$912.49	\$587.51	61%
NRPC Program Administration	\$60,000	\$18,444.47	\$41,555.53	31%
Printing & Signage				
Transfer Station Sign Updates	\$125		\$125.00	0%
No Latex Signs	\$100		\$100.00	0%
Educational Postcards at Events	\$500		\$500.00	0%
Hazardous Waste Coordinator Certification & Training	\$600		\$600.00	0%
Audit	\$4,400	\$2,925.00	\$1,475.00	66%
Maintenance				
Fire Suppression System	\$750		\$750.00	0%
Misc. Expenses				
Other exp (misc. supplies, portable toilet, etc)	\$2,000	\$1,184.26	\$815.74	59%
Total Expenses	\$188,450	\$70,856.22	\$117,593.78	38%

Retainer Balance as of 11/30/22: \$23,368.78

Introduction

This report highlights overall participation in the Nashua Region Solid Waste Management District's (NRSWMD) Household Hazardous Waste Program. This program is funded by municipal assessments, user fees, and a grant received by the Nashua Regional Planning Commission from the NH Department of Environmental Services. The following tables and figures reflect data from waste collection events held during 2022.

After a two year pause on detailed survey questions due to the Covid-19 pandemic, the district began using iPads to collect survey data and resumed asking residents how they heard about events and what types of waste they brought.

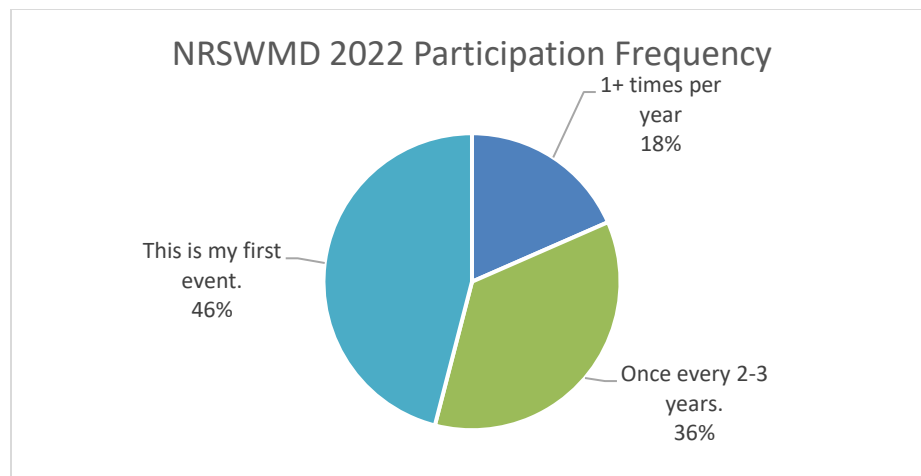
Collection Overview

Six events were held during 2022: five in Nashua and one satellite event in Milford. Residents from any of the eleven NRSWMD member municipalities could participate in any event. In odd-numbered years, a satellite event is typically held in Pelham.

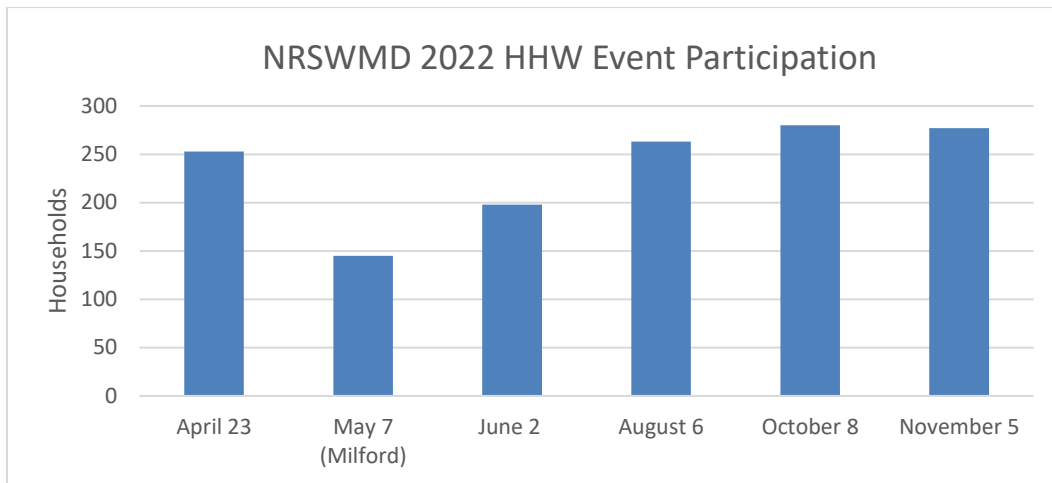
Saturday April 23, 8am-12pm, in Nashua	Saturday August 6, 8am-12pm, in Nashua
Saturday May 7, 8am -12pm, in Milford	Saturday October 8, 8am-12pm, in Nashua
Thursday June 2, 3pm-7pm , in Nashua	Saturday November 5, 8am-12pm, in Nashua

Participation

In 2022, a total of 1,416 households participated in the HHW collections. As pictured in the pie chart below, 36% of the participants indicated attending HHW collections every few years, 46% reported attending for their first time, and 18% reported attending at least one event every year.

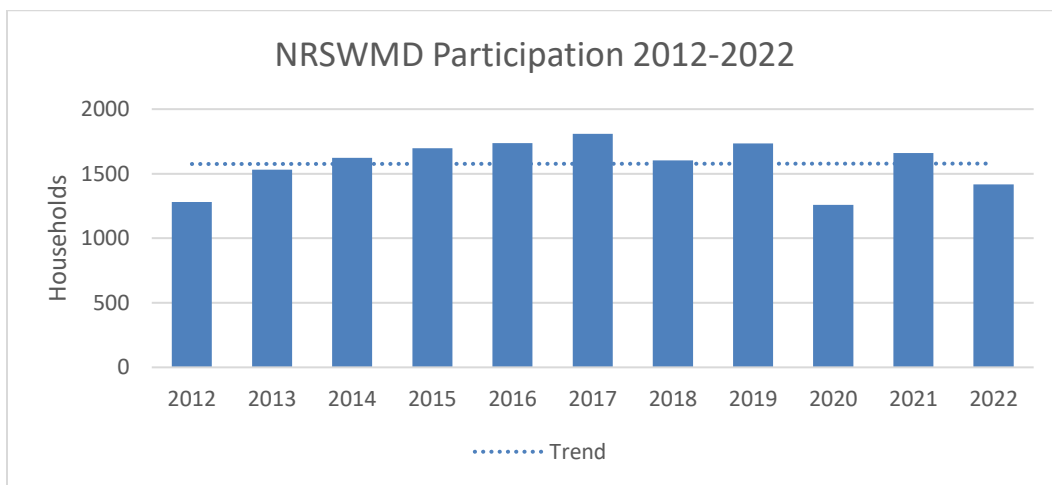


The most popular event in 2022 was the October 8 Nashua event, with 280 households participating, as shown in the bar chart below.



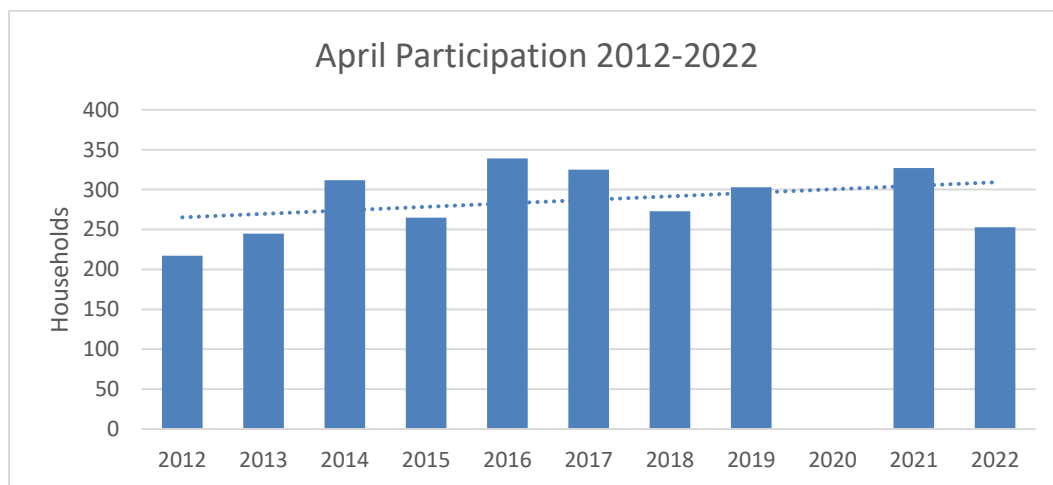
Historic Participation Trends

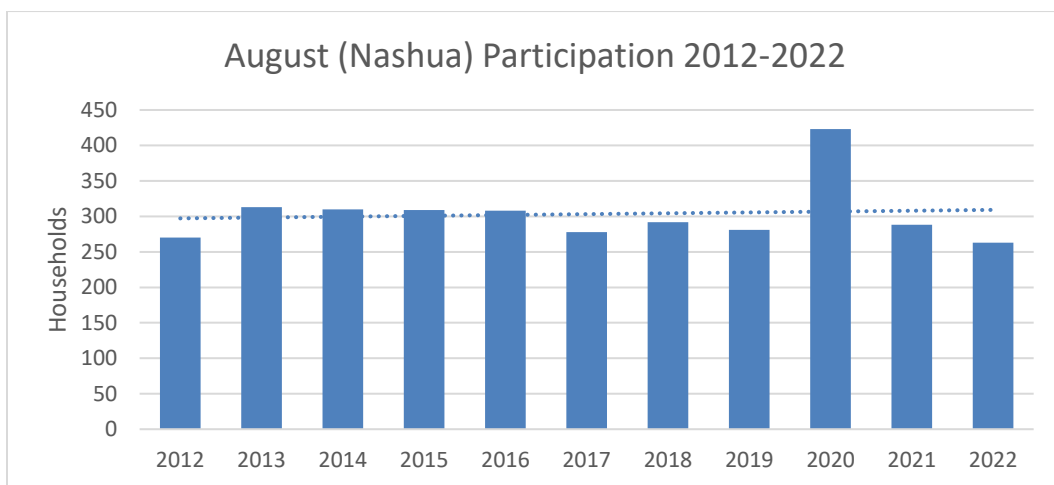
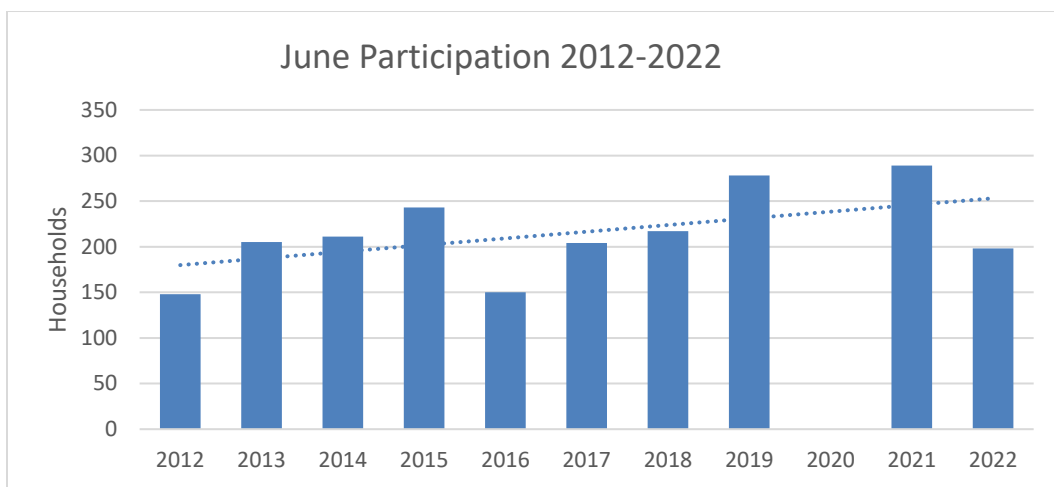
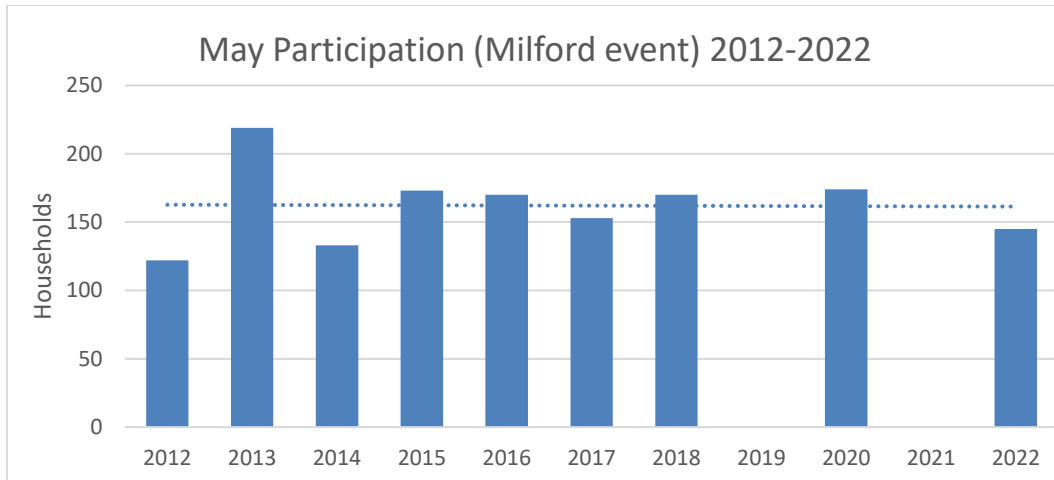
NRSWMD began charging a \$10 user fee per vehicle in 2008, which was raised to \$15 in 2019. While participation rates trended consistently upward between 2012 and 2017, they have fluctuated up and down since 2018. The district went from holding seven events to six events in 2018, and only four events were held in 2020 due to the Covid-19 Pandemic. The 2021 season showed rebounding attendance and record volumes of waste. 2022 attendance dipped back down, perhaps related to the record low number of houses listed for sale and fewer people preparing to move.

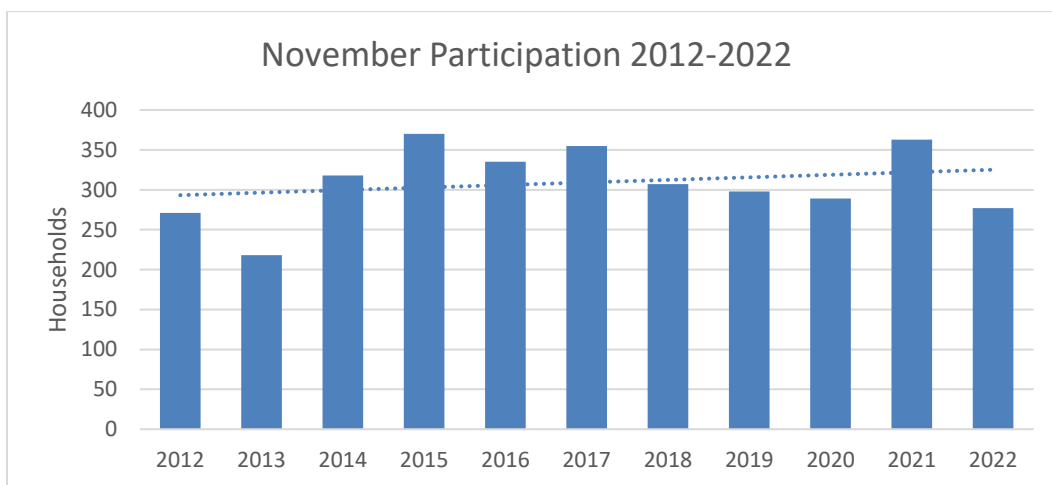
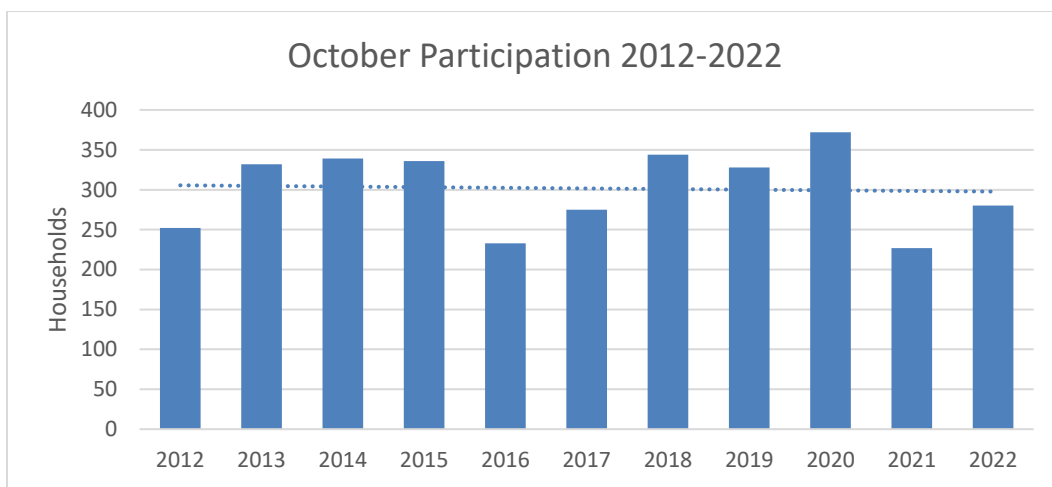
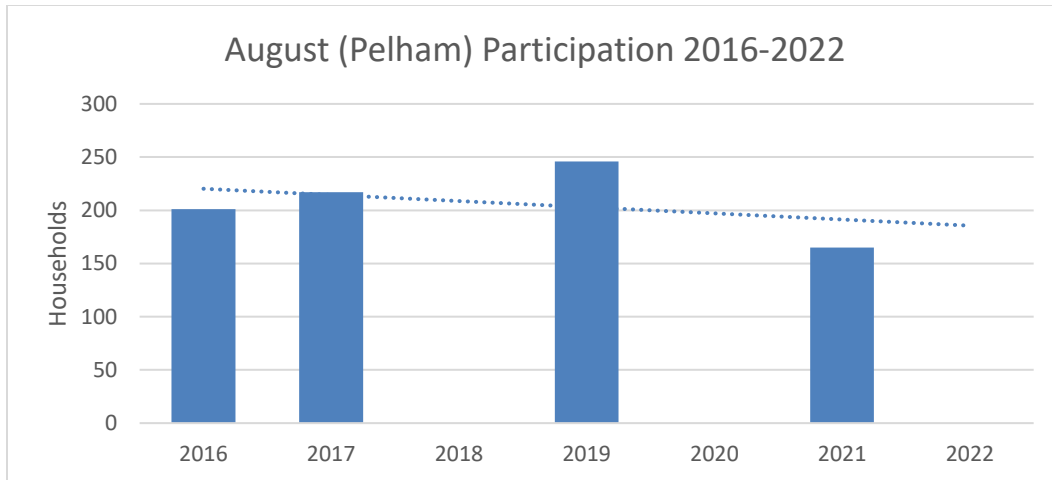


Year	April (Nashua)	May (Milford)	June (Nashua)	Aug. (Nashua)	Aug. (Pelham)	Oct. (Nashua)	Nov. (Nashua)	Total Households
2022	253	145	198	263	N/A	280	277	1,416
2021	327	N/A	289	288	165	227	363	1,659
2020	N/A	(Aug) 174	N/A	423	N/A	372	289	1,258
2019	303	N/A	278	281	246	328	298	1,734
2018	273	170	217	292	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

Attendance at each event tends to fluctuate from year to year, as seen in the table above and charts below. In 2020, two events were cancelled due to the Covid-19 pandemic and the Milford satellite event was postponed from May until August.





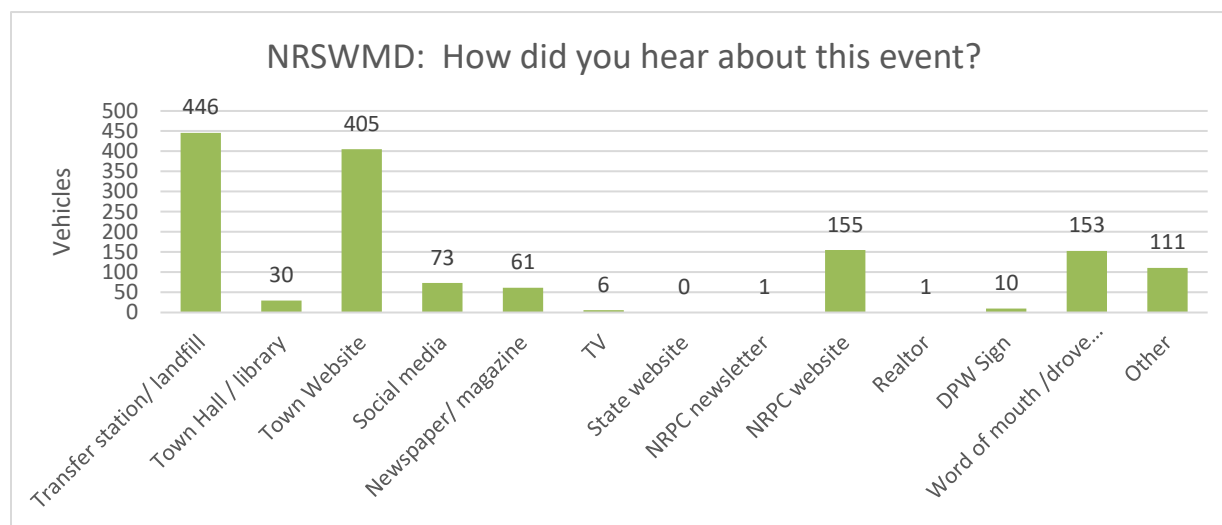


Marketing & Outreach

By tracking how participants learn about HHW events, the district can better target its marketing and outreach. In 2022, most participants learned about the collection events from their local transfer station

(446 vehicles), but many also learned about the events from their town website (405 vehicles), the NRPC website (155 vehicles), or by word of mouth (153).

In early 2022, the district provided new metal signs for each community to advertise the HHW collection events at their transfer stations.



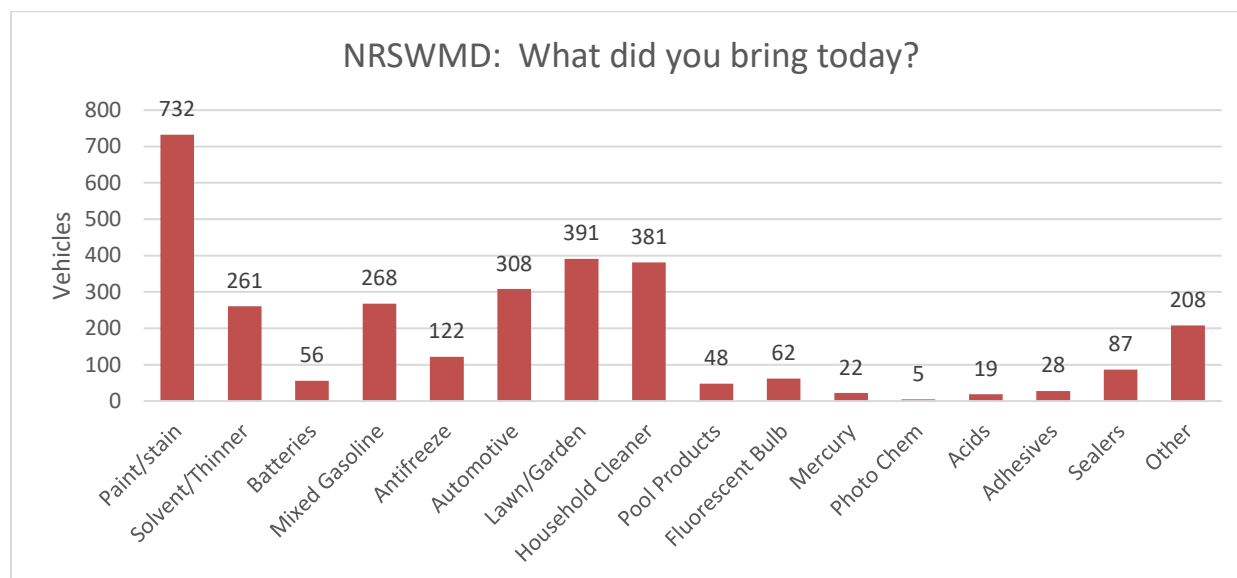
Materials Collected

The district manifested a total of 135,736 pounds of waste during the 2022 collection season. Of this, 121,857 pounds were hazardous, and 13,879 pounds were universal wastes. This is an increase of 1,492 pounds from the 2021 total (134,244 total pounds of waste in 2021: 123,347 pounds hazardous and 10,897 pounds universal).

2022 Volume by Event (Pounds)			
Date	Haz	Non-Haz	Total
4/23	27,452	4,642	32,094
5/7	10,151	700	10,851
6/2	14,286	1,721	16,007
8/6	34,255	2,669	36,924
10/8	18,705	2,006	20,711
11/5	17,008	2,140	19,148
2022 Totals	121,857	13,879	135,736

Participant surveys provide more detailed information on the types of waste being collected from each community. The types of waste collected in 2022, as reported on participant surveys, are shown in the figure below.

Participants reported paint/stain (732 vehicles), lawn/garden (391 vehicles), and household cleaner (381 vehicles) as the three most common types of waste.



Conclusions

Total event attendance decreased since last year. Meanwhile, the volume of waste has continued to increase. A tight housing market and busy post-pandemic schedules may have impacted household interest and participation. The Covid-19 pandemic's lingering impact on labor, supply chains and waste streams has put pressure on our communities and environmental contractor. The proper disposal of household hazardous waste is enormously important as it lessens our impact on the environment and the risks of accidental poisonings in the home. The dedication of our members and professional expertise of our environmental contractor have been vital to the success of this program: Thank you.