



DRAFT Meeting Minutes

Nashua Regional Solid Waste Management District Meeting

March 17, 2021

Attendees:

Joan Cudworth	Town of Hollis
Sally Hyland	City of Nashua
Rhonda Martin	Town of Pelham
Mike Fimbel	Town of Mont Vernon
Kris Perreault	Town of Merrimack
Mason Twombly	NRPC
Kate Lafond	NRPC
Cassie Mullen	NRPC
Jay Minkarah	NRPC

I. Call to Order

This meeting is virtual, through ZOOM. The meeting was called to order at 10:08am by Hyland with introductions.

II. Approval of December 17, 2020 Draft Meeting Minutes

Twombly referred to the draft minutes of December 17, 2020 and asked for comments and if accurate, a motion for draft approval.

Cudworth motioned to approve the meeting minutes of December 17, 2020 with a second from Fimbel. All were in favor.

III. Financial Updates

Lafond provided financial updates for the last quarter. The district budget was reviewed first. The additional event in August generated some overages. There is about 30% of the remaining budget left, which is appropriate for where we are in the year with two events left in the fiscal year.

The balance sheet was reviewed next. The capital reserve fund money is still in the checking account, which still has the highest interest rate. At the end of the year Lafond is projecting a \$32,000 deficit, which is typical for years with seven events.

Profit and Loss was reviewed next. Currently loss is trending high, as there is more waste and cars coming in. Interest and income are down. We still expect about \$48,000 to come in as income in the fall with the grant from the NH Department of Environmental Services.

Lafond reported next that the FY20 audit is complete. It was a good, clean audit with no finding, and we received positive feedback from the auditors.

Lafond is also starting FY22 budget preparation. The FY22 budget and projections will be presented at the June meeting. If anyone has input let Twombly or Lafond know.

IV. 2021 Collection Season Overview

Twombly presented the 2021 Household Hazardous Waste season flyer. Martin stated that there might be an address change for the Pelham event in late August. Possible locations include 8 Nashua Rd and 33 Newcomb Field Parkway. Twombly will follow up with Martin and work with Veolia and provide an update at a later date.

Twombly has been dropping off new sign materials for all the transfer stations. Cudworth stated that delivering signs could be a good opportunity to interact with the attendants and try to get more engagement from towns that don't participate.

Hyland stated that things are still up in the air for the Nashua DPW. This year is definitely out for using the DPW building for any events. Hyland is not sure what the future holds in terms of use for the building.

Veolia is working on rescinding the permit to use the storage facility at the Nashua DPW because it is not being used. Hyland stated that there was some abandoned HHW left in Nashua, and that having that storage facility in that emergency scenario was very helpful. Twombly responded that it is something to think about. We will keep that in mind and continue to discuss as more information comes along.

Hyland stated that she does not like the signs at the transfer stations and would like to revamp the signage. She suggested working on developing a new design this year to have for next year.

Cudworth added that no one reads the sign in Hollis. They print the flyers and poster and put them out in the recycling area.

Martin stated that the Department of Corrections can make signs. The Pelham sign has been hit and no one reads it.

Twombly added that the Litchfield sign is in rough shape too. He asked the group what they would like the sign to look like. It would be hard to change the dates every single year.

Cudworth suggested polling transfer station operators. Having holes in the signs would also be beneficial to hang the signs and make them more visible.

Hyland suggested using more colors and bigger lettering. And maybe only putting the sign up right before events. Or maybe use a sandwich board that can be moved around.

Hyland asked everyone what they use for handouts.

Cudworth said that she uses the regular handout, laminates it and places them around the transfer station. She prints out a bigger one to put on the main board.

Martin stated that Pelham hands out the regular flyers as well.

Hyland added that putting a pocket on the new signs for the yearly flyers would be very helpful.

V. NRSWMD Informational Binders

Twombly is working on the binders and they will be delivered in April before the events.

VI. Other Business

We received the new grant contract (\$46,543), which is a little less than usual and will impact the budgeting. FY22 is another year with seven events, so we were expecting a little bit more. Twombly, Minkarah, and Lafond are working to sign and finalize the contract.

Motion to adjourn came from Fimbel with a second from Cudworth. All in favor. The meeting ended at 10:43am.