



## **Agenda**

**Nashua Regional Solid Waste Management District Meeting  
January 26, 2022**

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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 January 26, 2022 at 10:00 AM. The meeting will be held at the Nashua Regional Planning Commission office, 30 Temple Street Suite 310, Nashua, New Hampshire.**

1. Call to order
2. Approval of September 15, 2021, meeting minutes
3. Appointment of NRSWMD Chairperson
4. Financial Update
5. Overview of the annual reports
6. Veolia contract discussion
7. NRPC Staffing & HHW program Coordinator
8. Other Business



## UNOFFICIAL Meeting Minutes ( NO QUAROM)

Nashua Regional Solid Waste Management District Meeting

September 15, 2021

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### Attendees:

Joan Cudworth	Town of Hollis
Scott Perkins	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
Jay Minkarah	NRPC

### **I. Call to order**

### **II. Approval of June 29, 2021 Draft Meeting Minutes**

As no quorum was present the approval of the June 29,2021 Meeting minutes was tabled until the subsequent meeting.

### **III. Financial Updates**

Lafond gave an update on the district's finances, referring to the agenda packet. She stated FY22 Dues invoices had been sent and spending was in line with the current point of the fiscal year. Twombly mentioned that the NHDES Grant Reimbursement request had been submitted for FY21. Twombly also mentioned that Veolia seems to have backed off the discussion regarding the contract for the time being.

**IV. FY2023 Dues**

Twombly asked the group if any new concerns had been raised with the FY23 3% dues increase that had been authorized pending no further objections in September. The group did not raise any concerns. Cudworth noted that she was glad we had taken the vote in June, since we had failed to have a quorum for this meeting.

**V. Update on collection season**

Twombly shared that the events had been going smoothly, and participation had been strong but not overwhelming. The Pelham satellite event was less heavily attended than in the past but was most likely impacted by the beautiful weather which had been scarce so far in the summer. Twombly stated that with two more events left in the season things were looking good.

**VI. Signage Discussion**

Twombly opened a discussion regarding the signage at transfer stations and if it was working or if they felt a different type of signage was needed. There was discussion regarding having a sandwich board type sign that could be moved and draw more attention. Cudworth suggested asking transfer station operators and seeing if they had any better ideas. She also noted that we would need input from others in the district.

**VII. Adjourn**



## DRAFT Meeting Minutes

Nashua Regional Solid Waste Management District Meeting

June 29, 2021

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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
Kris Perreault	Town of Merrimack
Jay Twardosky	Town of Hudson
Mason Twombly	NRPC
Kate Lafond	NRPC
Jay Minkarah	NRPC

### I. Call to Order

The meeting was called to order at 10:03am by Hyland with introductions.

### II. Approval of March 17, 2021 Draft Meeting Minutes

Twombly referred to the draft minutes of March 17, 2021 and asked for comments and if accurate, a motion for draft approval.

***Cudworth motioned to approve the meeting minutes of March 17, 2021 with a second from Fimbel. All were in favor.***

### III. FY2022 Budget Proposal, Schedule A, and Annual Grant and Contract Authorization

Lafond presented the FY22 budget proposal reviewing each line item. She noted that little has changed from previous years for major line items. Police detail budget was increased to reflect increase in detail rates. Other expenses was also increased to reflect the ongoing need to provide portable restrooms at the 25 Crown Street Site. Twombly noted that he dues in this proposed budget were approved last June and had been kept at the same rate as FY21 due to uncertainty around the Covid-19 Pandemic. Dues to be discussed at this meeting will be for FY23 and will be reflected in the budget voted on next June.

Lafond noted that the user fee income has increased and while the NHDES Grant funding has been declining slowly over the past several years.

Twombly reviewed the updated Schedule A document that outlines the responsibilities of NRPC to the district with regard to the HHW Program. He noted the document has little change from previous years but the tasks are not appropriately associated with the corresponding line items. Twombly noted that the district needs to accept the Schedule A, motion for the annual grant and contract authorization, and approve the budget proposal for FY2022.

***Cudworth motioned to accept the Schedule A for FY2022 with a second from Twardosky. All were in favor.***

***Fimbel motioned that the Nashua Regional Planning Commission be authorized to file applications with federal, state, and local governmental units and other agencies to implement the FY2022 work program of the Nashua Region Solid Waste Management District, and execute agreements to receive funds for such purposes. This was seconded by Martin. All were in favor.***

***Cudworth motioned to approve the proposed FY2022 budget with a second from Martin. All were in favor.***

### IV. FY2023 Dues Discussion

Twombly opened the discussion about FY2023 dues by noting the options in the agenda packet are illustrative and we did not have to choose from them. He told the group that as everyone knows this an expensive program and dues will need to be increased to assure the longevity of the program. Lafond shared some projections she had made for the district based on no change in dues and the options of dues increases in the agenda packet. She explained currently we have a cycle in which one year we have a surplus and the next a loss due to when the satellite events fall. The surplus years are not enough to offset the losses unfortunately and action will need to be taken at some point to sustain the current financial operations. Currently 100,000 is held in the capital reserve fund and the district aims to have more than 75,000 in the checking account at any time. Twombly noted that the current situation is also leaving the district open to distress noting that the significant overage charges for the August 1,2020 event would have been detrimental if it had not been offset by cancellations earlier in the year. He mentioned that incremental increases to the dues would help to stabilize the finances and be easier for municipal budgets to accept.

Cudworth expressed support for dues increases of 3% or 5% noting that that the town of Hollis has been impacted by the loss of events this year. She shared that residents had contaminated the used oil burner and caused an explosion. She explained that this is the sort of thing all communities could see if we don't sustain the HHW program.

Martin shared similar opinions of the program's importance and that dues make sense.

Hyland expressed concern that the City of Nashua has been operating on tight budgets and may not be happy to see any major increases in dues. She noted that she understands that the district's finances needed to be "shored up" and would be more amenable to a 3% or less dues increase. She also noted that increases were much more money for Nashua because of its size in relation to the rest of the towns.

There was continued discussion around the importance of the program what loss of the event would do to municipal waste streams. Twombly also told the group that the decision on an increase could be pushed to the September meeting if the group felt it necessary to include more town representatives on the decision. Cudworth and Fimbel expressed uncertainty in whether more people would show up to the next meeting because of the continued lack of representation from some communities.

Minkarah suggested making a motion and taking a vote that could be revisited at the September Meeting if need be, but would remain in effect if no objections were raised in September.

***Cudworth motioned that the FY2023 Dues be increased 3% seconded by Martin. All were in favor. Motion passes but may be revisited at the September Quarterly Meeting.***

## **V. Officer Appointment**

Twombly explained that it was necessary to vote on the officers for the group. These positions allow check signing on behalf of the district. Sally Hyland was elected to continue the position of Chair and Joan Cudworth to continue as the Treasurer.

***Twardosky made a motion to reaffirm Hyland and Cudworth to their respective officer positions, this was seconded by Fimbel. All were in favor.***

## **VI. Developing Waste Streams Conversation**

Twombly opened a discussion about developing hazardous waste streams that members are seeing, and what we should be aware of and be talking to Veolia about.

Cudworth shared that batteries, lithium ion, and perforated batteries coming out of electronic products are becoming more common. Hyland reiterated this about batteries.

Hyland shared that vaping products have become an item that is asked about frequently. Hyland also mentioned that the HHW Coordinators group has been working with the Loon Preservation Society about advertising disposal of lead fishing tackle.

**VII. Other Business**

Twombly mentioned that Amazon has seemingly vacated the 25 Crown Street Site which will allow for a better traffic pattern and hopefully help with queuing cars without backing into the nearby Arlington and Crown Street intersection. The traffic was an issue in June but the rush hour timing if the June was a major component.

**VIII. Adjourn**

***Motion to adjourn came from Martin with a second from Twardosky. All in favor. The meeting ended at 11:20am.***

**Next Meeting: Wednesday September 15, 2021 at 10AM**

## Nashua Region Solid Waste Management District

## Profit &amp; Loss

01/21/22

September through December 2021

Accrual Basis

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	<u>Sep - Dec 21</u>
Ordinary Income/Expense	
Income	
Revenue - HHW Fees	9,156.00
Interest Income	110.49
Total Income	<u>9,266.49</u>
Gross Profit	9,266.49
Expense	
Audit	975.00
HHW Contractors	41,466.25
HHW Events-Police Detail	350.00
Printing & Signage	175.00
Maintenance	187.50
Miscellaneous	500.00
NRPC	15,000.00
Other	150.00
Total Expense	<u>58,803.75</u>
Net Ordinary Income	<u>-49,537.26</u>
Net Income	<u><u>-49,537.26</u></u>



Nashua Region Solid Waste Management District

Balance Sheet

As of December 31, 2021

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	<u>Dec 31, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
TD Bank Account	324,374.23
Total Checking/Savings	<u>324,374.23</u>
Total Current Assets	<u>324,374.23</u>
<b>TOTAL ASSETS</b>	<b><u>324,374.23</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Capital Reserve Funds	100,000.00
Retained Earnings	187,238.97
Net Income	37,135.26
Total Equity	<u>324,374.23</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>324,374.23</u></b>

## Introduction

This report highlights overall participation in the Nashua Region Solid Waste Management District's (NRSWMD) 2021 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 Department of Environmental Services. The Covid-19 Pandemic continued to impact operations at HHW collections this year. Despite continued impacts of the pandemic no events were cancelled in 2021. Six events were held in total with five held in Nashua and one satellite event in Pelham. Residents from any NRSWMD member municipality could participate in any event.

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.

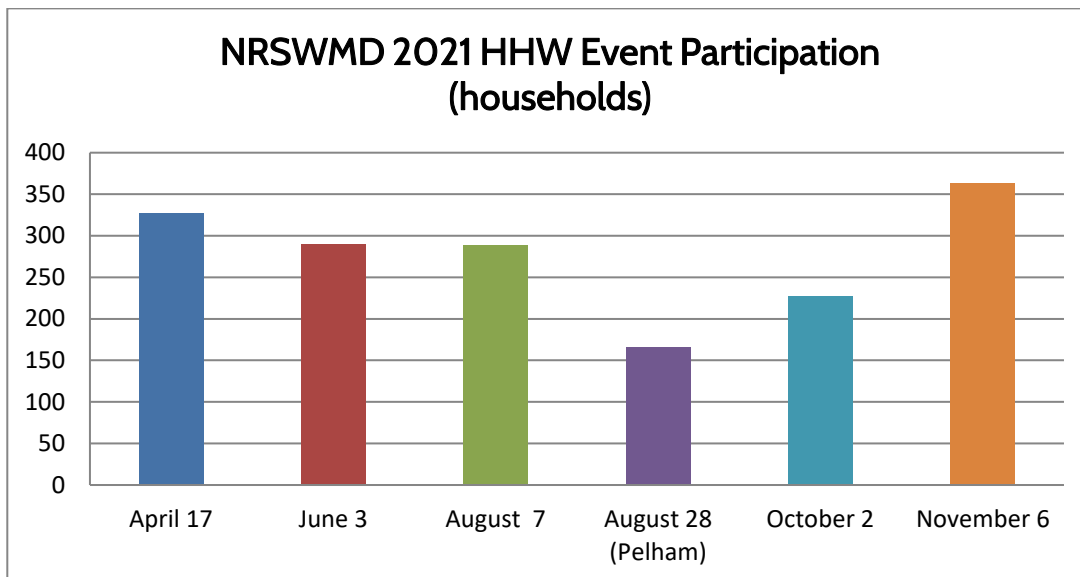
## 2021 Collection Overview

Six collections were held during the 2021 HHW season. Four of the events were located at the Nashua City Park & Ride at 25 Crown Street and one satellite event was held at the Pelham Senior Center. Residents from any NRSWMD member municipality can participate in any event.

Saturday April 17, 8am-12pm, in Nashua	Saturday August 28, 8am-12pm, in Pelham
Thursday June 3, 3pm-7pm, in Nashua	Saturday October 2, 8am-12pm, in Nashua
Saturday August 7, 8am-12pm, in Nashua	Saturday November 7, 8am-12pm, in Nashua

## 2021 Total Participation

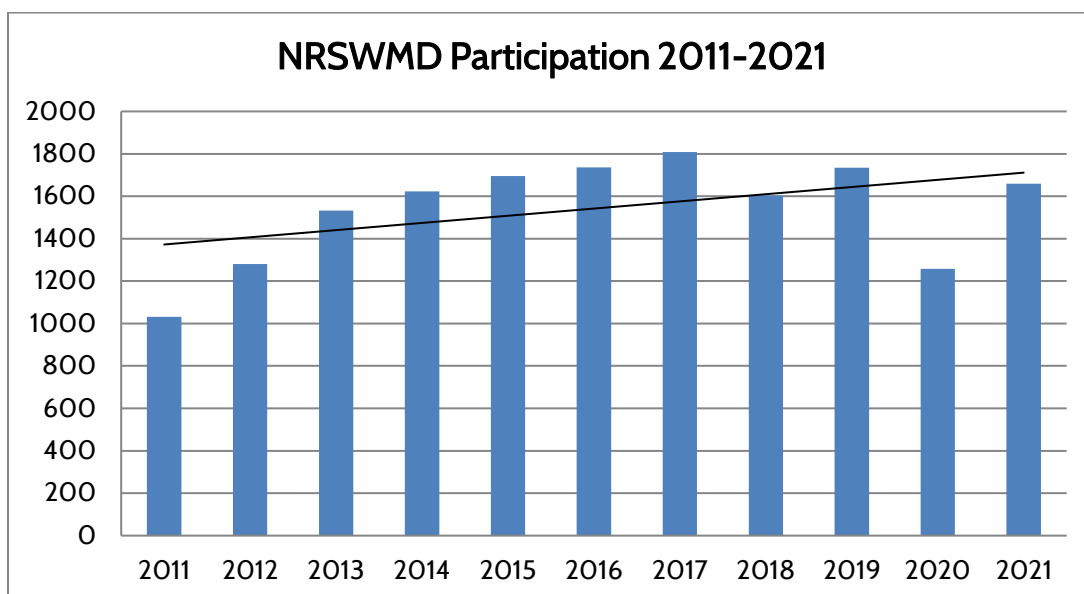
In 2021, a total of 1,659 households participated in the HHW collections District-wide. 49.9% of survey participants were first time attendees, 36.6% of participants reported attending every few years, and 13.6% Reported attending each year.



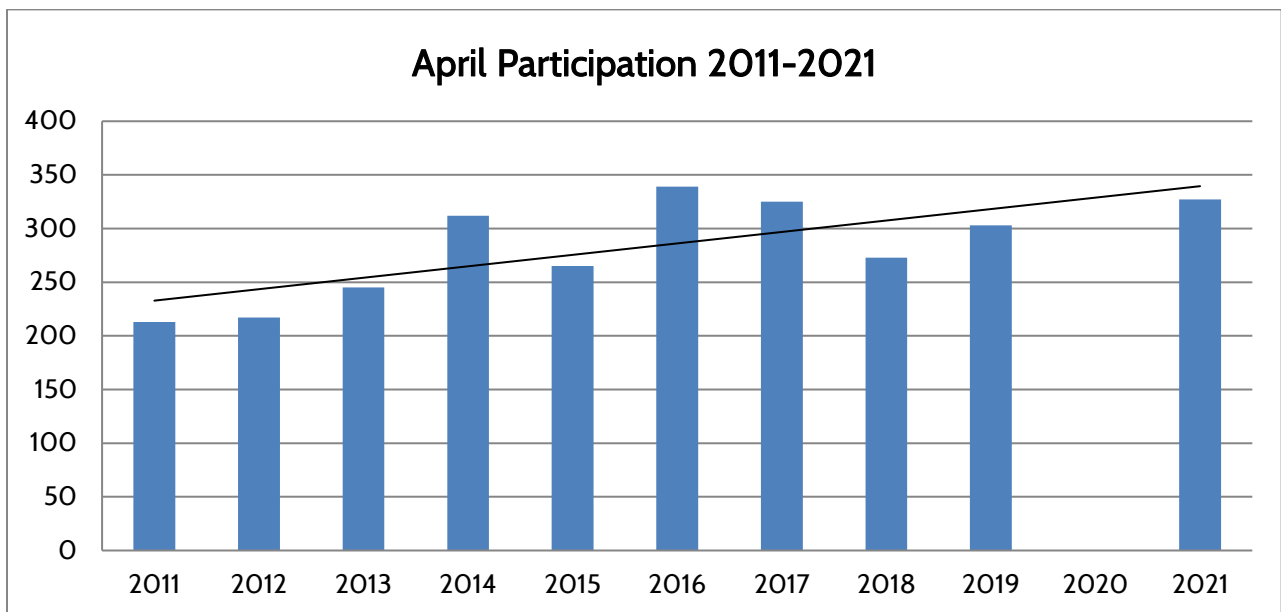
#### Historic Participation Trends

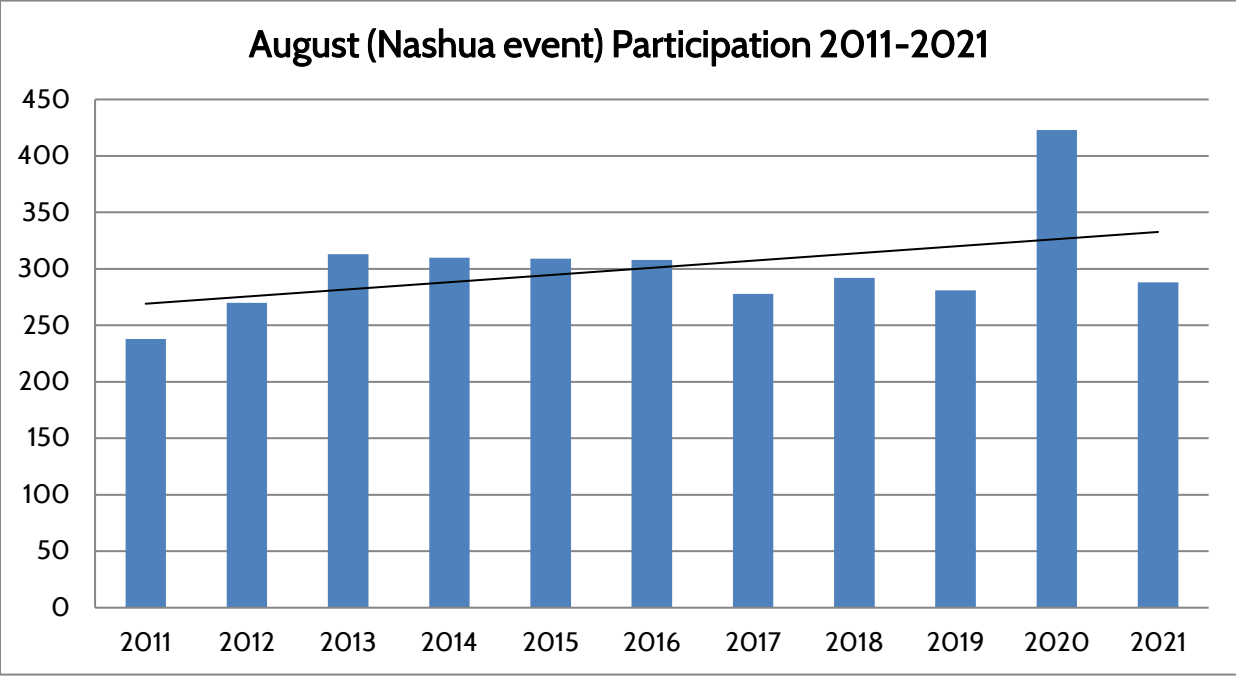
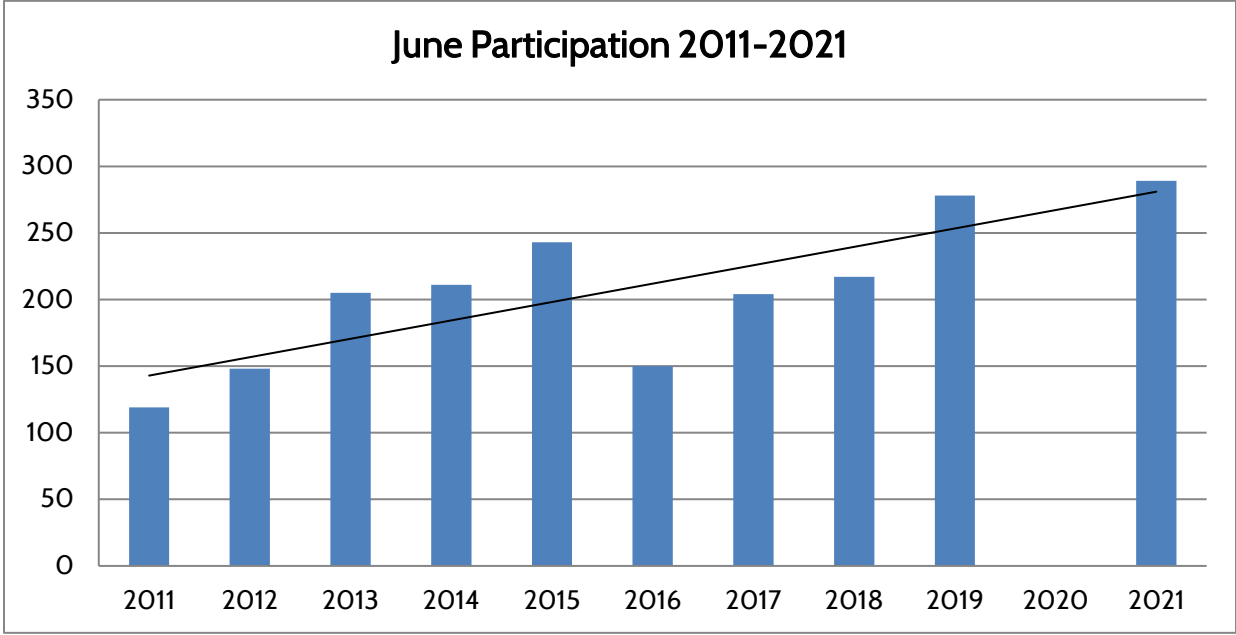
The Nashua Region Solid Waste Management District began charging a \$10 user fee per vehicle in 2008, which was raised for the first time to \$15 in the 2019 collection season. While participation rates have trended upward for the past, they were down slightly District-wide in 2019 and 2020 from the 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. The 2021 season has shown rebounding participation numbers despite the ongoing pandemic.

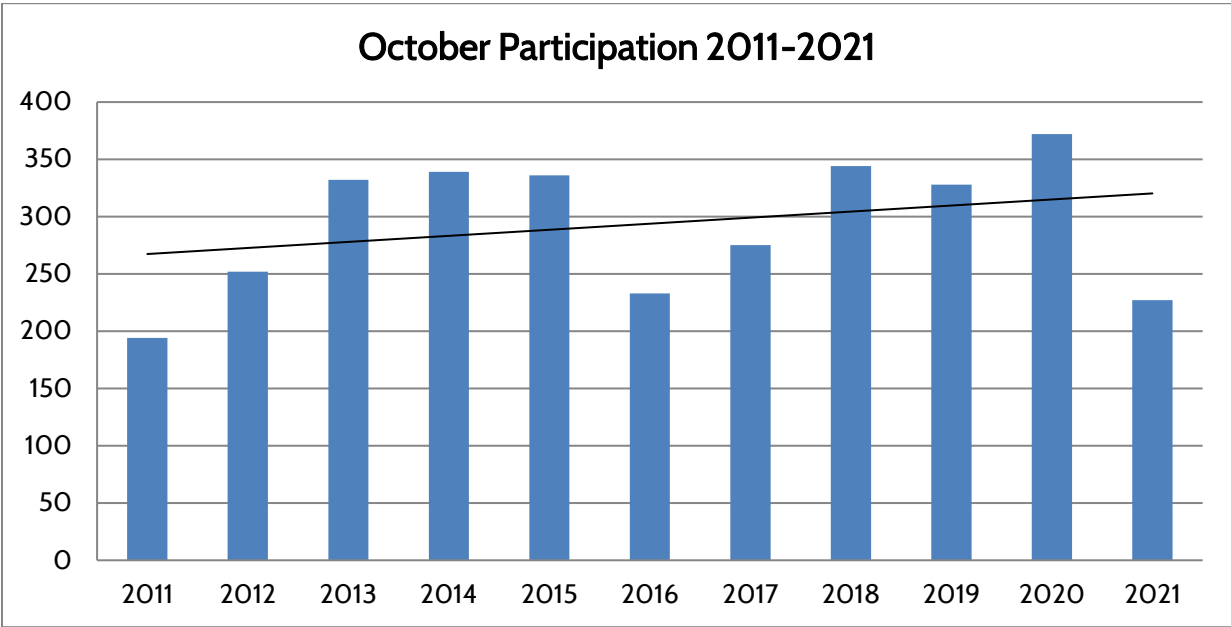
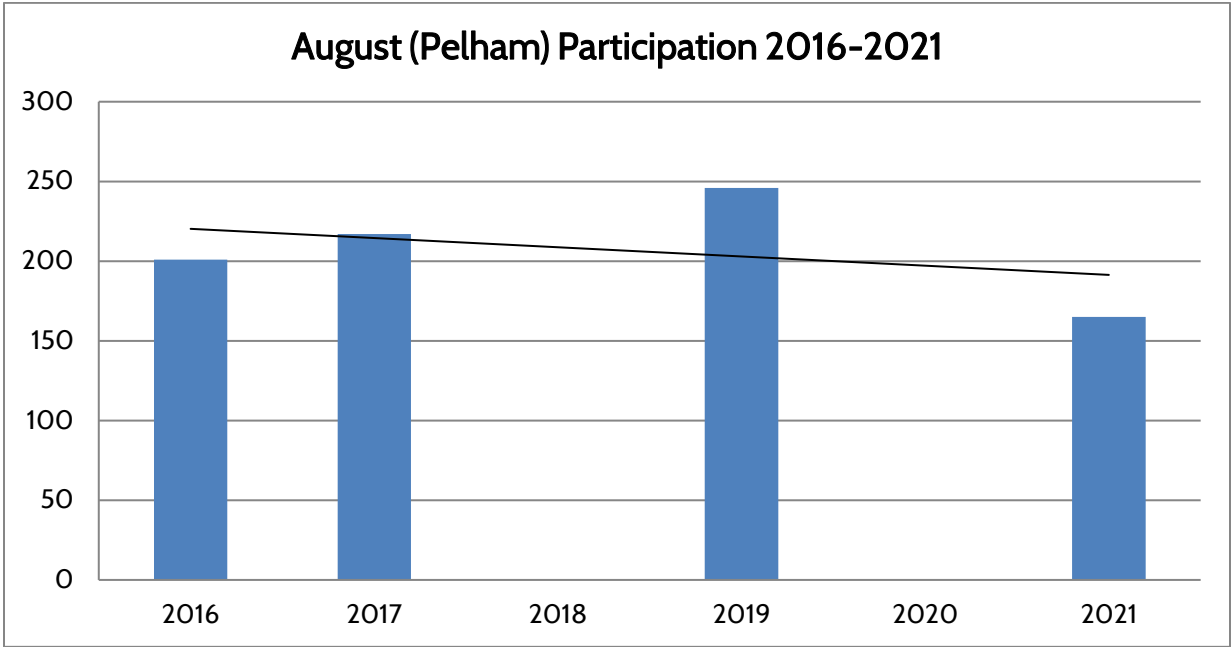
#### A Decade in a Glance

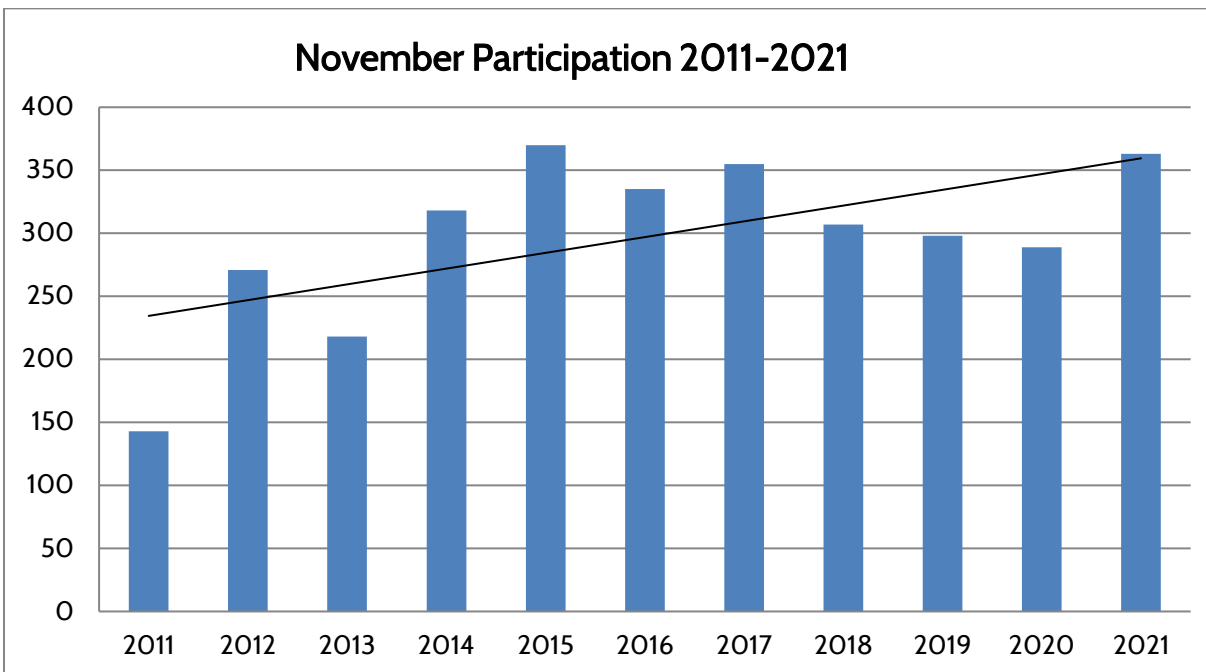


Year	April (Nashua)	May (Milford)	June (Nashua)	Aug. (Nashua)	Aug. (Pelham)	Oct. (Nashua)	Nov. (Nashua)	Total Households
2021	327	N/A	289	288	165	227	363	1659
2020	N/A	174 (August)	N/A	423	N/A	372	289	1,258
2019	303	N/A	278	281	246	328	298	1,734
2018	273	170	217	292	N/A	344	307	1,603
2017	326	153	204	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









## Materials Collected

The Solid Waste District manifested a total of 134,244 pounds of waste during the 2021 collection season. Of this, 123,347 pounds were hazardous, and 10,897 pounds were universal wastes. This is an increase of 4,279 pounds from the 2020 total (129,965 total pounds of waste in 2020; 118,529 pounds hazardous and 11,436 pounds universal). Surprisingly the volume of waste for the year has kept pace with volumes in 2020, despite stay-at-home orders easing over the course of 2021.

Home sales in the region have continued to be very strong throughout 2021. The real estate market does tend to influence the volume of waste seen at HHW Events.

2021 Volume by Event (Pounds)			
Date	Haz	Non-Haz	Total
4/17	30,619	2,965	33,584
6/3	13,640	1,350	14,990
8/7	14,333	1,747	16,080
8/28*	14,906	742	15,648
10/2	22,260	2,908	25,168
11/6	27,589	1,185	28,774
2021 Totals	123,347	10,897	134,244

## Conclusions

The 2021 has been another challenging year for the HHW Program. The ongoing Covid-19 Pandemic has continued to impact operations, while the volume of waste being handled through the collection program has continued to increase. The pandemic's impact on the supply chain has put pressure on our environmental contractor, already dealing with the uptick in waste. The proper disposal of household hazardous waste is enormously important as it lessens our impacts on the environment and the risks of accidental poisonings in the home. 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.

## Recognitions

Sarah (Sally) O. Hyland retired from the City of Nashua and stepped down as the Chair of the District in August of 2021. Hyland served the city for 32 years as Recycling Coordinator, and during that time acted as a driving force behind the HHW Collection Program. A true champion for recycling and the environment, Hyland's dedication to her work will be greatly missed. The Nashua Region Solid Waste Management District extends its sincerest thanks to its long-time chair and wish her all the best in her much deserved retirement.