



Agenda

Nashua Region Solid Waste Management District Meeting
December 20, 2023

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 20, 2023 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 June 21, 2023 minutes and September 20, 2023 minutes. **(action item)**
3. HHW Program Status Update
4. Financial Update
5. 9 Stadium Drive placards **(action item)**
6. Out of region fees
7. Styrofoam Recycling
8. 2024 Quarterly Meeting Dates
9. Other Business



Nashua Region Solid Waste Management District (NRSWMD)



DRAFT Meeting Minutes June 21, 2023

Attendees:		Staff:	
Eric Slosek	Town of Amherst	Jay Minkarah, Executive Director	NRPC
Joan Cudworth, <i>Treasurer</i>	Town of Hollis	Vince Noga, Transp. Analyst	NRPC
Jay Twardosky	Town of Hudson	Emma Rearick, Regional Planner II	NRPC
Leo Lessard	Town of Milford	Kristin Wardner, Admin. Asst.	NRPC
Scott Perkins, <i>Chair</i>	City of Nashua		
Robert Long	Town of Pelham		
Rhonda Whittier	Town of Pelham		

1. Call to order

The meeting was called to order at 10:03 am by Scott Perkins.

1. Approval of March 29, 2023, Meeting Minutes

There were no changes to the minutes.

Eric Slosek motioned, with a second from Rhonda Whittier, to approve the meeting minutes of March 29, 2023, as presented. Joan Cudworth abstained. All were in favor.

2. HHW Program Status Update

Emma Rearick stated there have been 2 HHW collection events so far this year and said the second event was very hot and will need to work on strategies to deal with the heat. She then pointed out the Balance Sheet as of April 30, 2023, and explained that Ruifan Zhang has replaced Kate Lafond as Finance Director at NRPC.

Perkins confirmed the collection events went well and there was representation from across the district. He discussed the heat and that the iPads used for survey taking overheated and paper surveys had to be done. He said they would like to work on possibly having some kind of cooling area in the future and possibly swapping the Nashua/Pelham August dates since Pelham has an air-conditioned space and it tends to be hotter at the beginning of the month. He said that Veolia had a cooling station and cooling suits for their staff.

3. Select HHW Vendor for 2024-2026 Contract

Rearick explained RFP for Household Hazardous Waste Collection Day events closed on June 5th and the District received 2 bids from Veolia and Tradebe Environmental Services. The current contract with Veolia is for \$23,695 per event. Following is a breakdown of the proposals received:

- Veolia Proposal:
 - 2024: \$43,890 per event
 - 2025: \$46,085 per event
 - 2026: \$48,388 per event

*If district switches to 3-hour events, the amounts would reduce by \$1,500
- Tradebe Proposal: \$26,776.54 per event

The RFP Selection Committee was comprised of Mike Fimbel, Rhonda Whittier, Eric Slosek and Jay Twardosky. They interviewed both contractors and recommend going with Tradebe, with the possibility of requesting a 2-year contract or a 3-year contract with the option to opt out after 2 years since the district has not worked with them before.

Discussion ensued:

- Cudworth noted that since she has been involved, Tradebe has always put out a proposal with competitive pricing and she was surprised to see the difference in prices between the contractors. She asked if they were in good standing with the State.
- In response, Whittier and Slosek stated that they have found they are and are in the process of renewing their current licenses. Tradebe is supposed to notify the district when that is complete. Rearick checked with NH DES and they do not track violations or complaints at the state level because the contractors are licensed in other states.
- Cudworth asked how and where the material is going to be transported. Slosek stated Tradebe has numerous locations for different materials. It was confirmed there are no other costs, for example, if rail needs to be used – it is a flat rate across the board.
- Jay Twardosky explained Tradebe stated they have purchased incinerator space in blocks and won't have any problems.
- Cudworth asked about references and Rearick stated she reached out to the Lakes Region RPC and Rockingham RPC and Manchester, NH. Other than one comment from Jill Longval about a time Tradebe wanted to postpone an event last year due to waste stream issues (which didn't happen), there was no negative feedback.
- Whittier stated Tradebe confirmed they will put plastic on the ground and will cover catch basins, if needed.
- In response to Cudworth about the large increase in Veolia's pricing, Twardosky said that materials and labor costs have increased. Veolia stated they factored in taking in motor oil in the pricing.
- Rearick brought up that Tradebe's proposal included only 8 staff people. There was discussion about them verbally saying they have people on standby/on call. They didn't say there would be an upcharge for additional labor. Cudworth expressed her concerns with only having 8 people – history has shown that is not enough. It was agreed there should be a minimum of 12. Slosek said he would prefer proposing to Tradebe that they revise the 3-year contract to include that they will provide a minimum of 12 people.
- Twardosky stated that one of Veolia's current problems is that they do not have a 10-day holding yard in New Hampshire; Tradebe has one in Portsmouth.

Slosek motioned, with a second from Whittier, to award the Household Hazardous Waste Collection Day Events Contract to Tradebe at the flat rate of \$26,776.54 per event for a 3-year contract, contingent on inclusion in contract of minimum staffing of 12 people and documentation that all required permits and certifications are in good standing. Up to an additional \$2,500 is authorized to increase staffing. All were in favor.

Discussion ensued about whether to authorize additional funds for staffing. Slosek said he would be comfortable with authorizing no more than an additional \$2,500. There was also discussion on adding language about ensuring permits and certifications are in good standing. The motion reflects the modifications agreed upon in the discussion.

4. FY24 Budget Proposal & Schedule A: Scope of Work, Exhibit 3: Responsibilities of Host Communities

Rearick explained the proposed budget is based on Tradebe costs. The NH DES grant is lower because it is based on per capita rate without a storage facility. She noted the upcoming fiscal year will have 7 events and the audit and police detail rates have gone up.

Rearick explained Schedule A outlines NRPC's annual work tasks in fulfillment of its terms of engagement with the District for Household Hazardous Waste collections. In response to Twardosky, Perkins stated the city of Nashua owns the permanent facility building and said that Veolia did remove their items from the facility. Perkins confirmed the facility is not useable and will send communication out to municipalities, so they are aware. Twardosky questioned whether we need the \$750 in the budget for maintenance.

Slosek suggested the additional \$2,500 for the Tradebe contract be added to the budget. Rearick revised the budget to reflect the removal of the \$750 maintenance fee for permanent facility and adding \$2500 per event for the 3 spring 2024 events with Tradebe.

Joan Cudworth motioned, with a second from Rhonda Whittier, to accept the amended budget proposal for FY24 for \$252,470 and Schedule A Scope of Work as presented. All were in favor.

5. Annual Grant and Contract Authorization

Joan Cudworth motioned, with a second from Jay Twardosky, that the Nashua Regional Planning Commission be authorized to file applications with federal, state, and local government units and other agencies to implement the FY 2024 work program of the Nashua Region Solid Waste Management District, and to execute agreements to receive funds for such purposes. All were in favor.

6. FY25 Dues Discussion

Rearick stated that she has provided the current NRSWMD due schedule and several options: no increase, a 3% increase, a 5% increase, and a 7% increase. She noted that there is a 3% increase for FY24 dues that was approved in September 2022. There was discussion about the impact of the additional \$2500 approved per event on the ending balance, which is minimal.

Joan Cudworth motioned, with a second from Rhonda Whittier, to accept the FY25 NRSWMD Dues with no change from FY24, as presented. All in favor.

7. Officer Appointment

Joan Cudworth motioned, with a second from Rhonda Whittier, to nominate Scott Perkins as Chair of the Nashua Region Solid Waste Management District. All in favor.

Cudworth expressed her interest in stepping down as treasurer.

Scott Perkins motioned, with a second from Joan Cudworth, to nominate Rhonda Whittier as Treasurer of the Nashua Region Solid Waste Management District. All were in favor.

8. Styrofoam Recycling

Whittier said they would like to host a Styrofoam collection event in Pelham next year in conjunction with the Nashua Rotary Club. The Rotary would run the event and transport it to Gilford for recycling. There was further discussion about having events and getting local Rotaries involved.

9. Other Business

None

Motion to adjourn by Eric Slosek at 11:38am, with a second from Joan Cudworth. All were in favor.

The next meeting date is September 20, 2023.

Respectfully submitted by Kristin Wardner, Administrative Assistant



Nashua Region Solid Waste Management District (NRSWMD)



DRAFT Meeting Minutes September 20, 2023

<u>Attendees:</u>	<u>Towns:</u>	<u>Staff:</u>	
Joan Cudworth	Hollis	Jay Minkarah, Executive Director	NRPC
Mike Fimbel	Mont Vernon	Emma Rearick, Environmental Planner III	NRPC
Scott Perkins, Chair	Nashua	Kathy Kirby, Administrative Assistant	NRPC
Eric Slosek	Amherst		
Rhonda Whittier, Treasurer	Pelham		

1. Call to order

The meeting was called to order at 10:04 a.m. by Perkins.

2. Approval of June 21, 2023, Meeting Minutes

No comments. There was no quorum so the minutes could not be approved.

3. HHW Program Status Update

Rearick reported the following:

The August 5 in Nashua and August 26 Household Waste Collection in Pelham serviced 278 households and 220 households, respectively, which is the most we have had for the Pelham event. Traffic flow was fine. Encourage people to call ahead to Rearick and check for acceptance of especially large containers of household hazardous waste – businesses and/or households.

We have locked in the price Tradebe quoted with additional staffing, and they sent over the permits we were asking for. We are on their calendar for next year. The price provided is for three years. Therefore, the new contract is with Tradebe. Rearick informed Veolia (current vendor) and they understood it was a business decision. They look forward to future bid opportunities.

NRPC staff changes: Kathy Kirby has replaced Kristin Wardner and Susan Hickey is the new Finance Director. Financial reports are unavailable as the new Finance Manager was absent. The NH PDIP current rate is above 5% and revenue is being earned, so we do not need to act.

4. Styrofoam Recycling

Vince Noga (NRPC) is on vacation. Noga has been talking to a lot of communities about Styrofoam recycling to get an idea where they are in the process of recycling. Whittier is interested in hosting events with the Rotary Club and the Rotary Club would bring the Styrofoam to Gilford for processing. Whittier requested, if someone (in the NRPC region) could be a host for those big machines, we could continue to have The Rotary Club pick up the bags inside the styrofoam collection bins. The bins are \$3,000 apiece and Rotary Club picks up the contents weekly. The bins are lined with bags which must be stored, but the Rotary Club will pick them up for Pelham and other towns.

Slosek is interested in more information to save the community money. Slosek stated that Amherst has had conversations about food diversion, and views community styrofoam collection as another solution to take something out of the overburdened solid waste stream. He's interested to see what comes out of this.

Whittier stated that Pelham is starting Dec. 1 with Vanguard for food composting (anerobic digester used). They are getting two totes. It is good to get ahead of the mandates. Slosek spoke about food diversion, taking in 535 lbs. per week going back to February, but breakeven is 600 lbs. They have a 65 lbs. per week subsidy, they are not at the breakeven point, but the costs are marginal (\$64 for February), but they are not breaking even most months. In colder months, they get a lot more food diversion. Residents bring plastic buckets with food waste.

Cudworth – practices food diversion and composting in the stump dump and growing pumpkins.

Whittier said she was going to go with Black Earth, Gloucester, MA, but in conversation she was concerned about staff being overwhelmed. Thus, she went with Vanguard.

Perkins said that Black Earth contacted them but they have not had a meeting yet. Nashua Solid Waste gifted Grow Nashua a truck but Grow Nashua struggles with servicing the demand at this time. They have looked at getting a styrofoam machine and have considered the internal requirements, particularly the labor costs. Slosek said that having the machine will save hauling fees. However, Perkins stated Nashua also has a capacity issue and has already saved space by reducing commercial business.

Fimbel asked about styrofoam compression in a landfill due to weight alone. Perkins stated it will but with capacity issues they would rather not accept it into their landfill. Perkins said it does somewhat but there are issues, but they are above tree line. Styrofoam and plastic bags are an issue due to wind taking them and needing to be picked up. They are going to Phase 4 (pretty much been approved – required testing – Phase 3 had to be redesigned for a raised water table) with hurdles. The expansion they are doing now will give more airspace, but it will take a long time. Phase 4 will be the final phase and much bigger in scope.

Nashua has started working with the Epilepsy Foundation with curbside pickup of textiles citywide. Residents can go to the solid waste website and that information goes to Epilepsy Foundation directly. It will not be promoted to the public, but the Epilepsy Foundation would take other items in curbside collection. Nashua made \$78 working with them. Baystate Books is in trial in Nashua and Hollis currently uses them and is pleased with their services. Discover Books is unreliable with respect to pickups.

Whittier spoke about the six-pack rings, stating Hudson Brew House will take the stretchy ones which can be reused. Some other hard ones will be taken by other brewhouses (i.e., Seadog). Pelham does not collect them, but they give residents this information. This information is on the Pelham webpage.

Plastic grocery bags: Trex decks are made from plastic grocery bags. They make pickups from area grocery stores who have collection bins for plastic bags. Cudworth tried to get the bags picked up as part of a school project to collect plastic bags. There were a lot of bags, but not a lot of weight. Walmart was contacted and they were brought to the Amherst store. Trex will pick up from grocery stores but will not pick up from transfer stations. The plastic bags are 100% recyclable. Pelham directs residents to take them to their local supermarket for recycling. Hollis was going to put that on their website. Trex will donate to the schools for collecting. Nashua and Hollis were asked to acquire a machine, but they declined (Nashua due to lack of funds and machine space). Nashua posted the names of stores in the area that will take the plastic bags. Some chains stopped due to wet/dirty bags or with receipts. Trex really wants it. Amherst would like to divert residents to supermarkets rather than setting up a collection point for the bag, and same with food waste. Composting at home is preferred, but Amherst

will take it if home is not an option. Perkins mentioned that if a town chooses to set up collection, you have diverted residents from bringing them to the grocery stores. People typically grocery shop weekly. A trip to the landfill would add another trip, using gas, etc. Whittier said VT landfills charge for almost everything except for food waste they charge for metal collection and sell it. There are many signs that tell residents where to deposit different types of waste.

5. Other Business

Upcoming absence: Perkins said he is going to be having surgery and will stay in touch with Rearick. Someone from the city of Nashua will be coming to the next meeting. Everyone hopes for the best for him.

Guest speaker: Whittier asked if Slosek would be involved in a Styrofoam collection committee and opened it up to other district members. Whittier offered Pelham as the host of the collection event. John Bob, head of the Nashua Rotary Club. He is truly knowledgeable about this and Meghan Terrio from Gilford as well. Cudwell suggested letting the Rotary clubs take the lead on communicating with the public and picking up at a time that works for them. Organizing the collection of styrofoam would be a great service program for them. Whittier offered to invite John Bob of the Nashua Rotary Club to one of the upcoming NRSWMD meetings.

Textile Collection: Perkins reported that Nashua put notices up around landfill and the next step will be putting it up on social media they are working with the Epilepsy Foundation (EF). Nashua will fund the textile collection program by receiving payment for the textiles collected that they give over to EF. It is in the works and should be ready in the next few weeks. It is a matter of getting all the contract signoffs. EF pays less than .06 per lb. Whittier said she has been paid up to \$1,000 a month for their textile collection that goes into the general fund. Whittier uses Ecosmith; they pay Pelham .08 or .09 per pound. This revenue offsets some of the landfill costs.

Motion to adjourn by Slosek at 10:55 a.m., with a second from Perkins. No vote as there was no quorum.

The next meeting date is December 20, 2023.

Respectfully submitted by Kathy Kirby, Administrative Assistant

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 2023.

This year the district continued using iPads to collect survey data, refined some of the survey questions, and began asking residents why they chose to attend the event. The Pelham event moved to a new location at the Pelham Highway Department, next to the Pelham Transfer Station. The April, June, and August Nashua events were held at 25 Crown Street. The October and November Nashua events returned to 9 Stadium Drive, which were the first events held there since 2019. This was the final year of a three-year contract with Veolia.

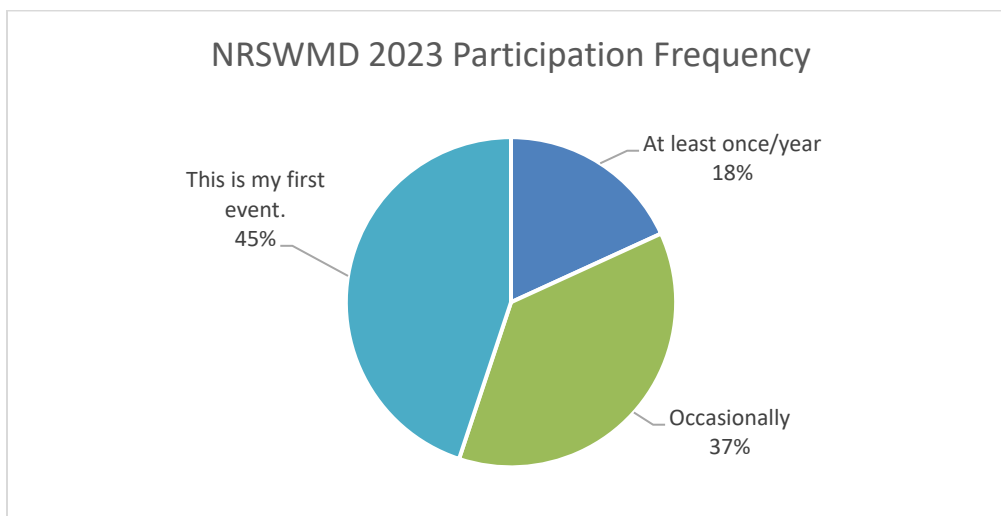
Collection Overview

Six events were held during 2023: five in Nashua and one satellite event in Pelham. Residents from any of the eleven NRSWMD member municipalities could participate in any event. In even-numbered years, the satellite event is typically held in Milford.

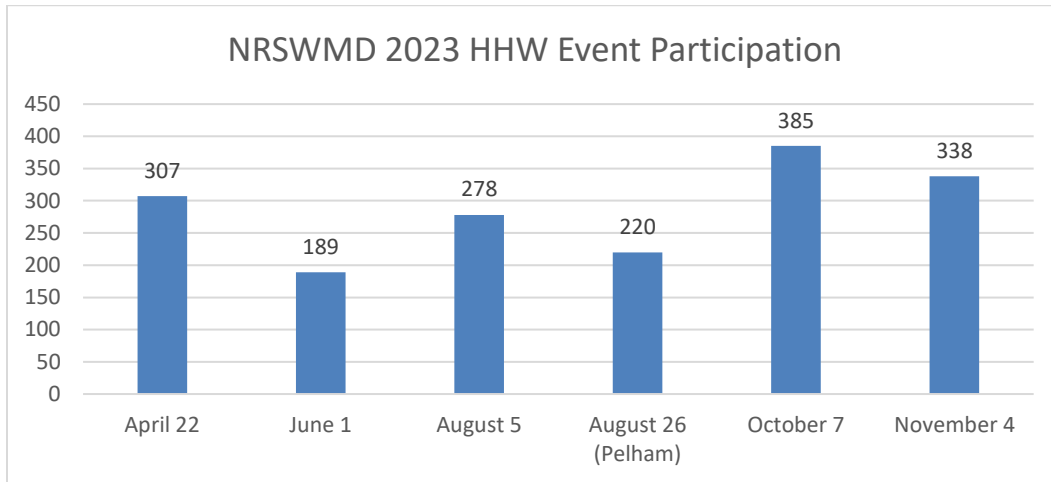
Saturday April 22, 8am-12pm, in Nashua	Saturday August 26, 8am-12pm, in Pelham
Thursday June 1, 3pm-7pm , in Nashua	Saturday October 7, 8am-12pm, in Nashua
Saturday August 5, 8am-12pm, in Nashua	Saturday November 4, 8am-12pm, in Nashua

Participation

In 2023, a total of 1,717 households participated in the HHW collections. As pictured in the pie chart below, 37% of the participants indicated attending HHW collections occasionally, 45% reported attending for their first time, and 18% reported attending at least one event every year.

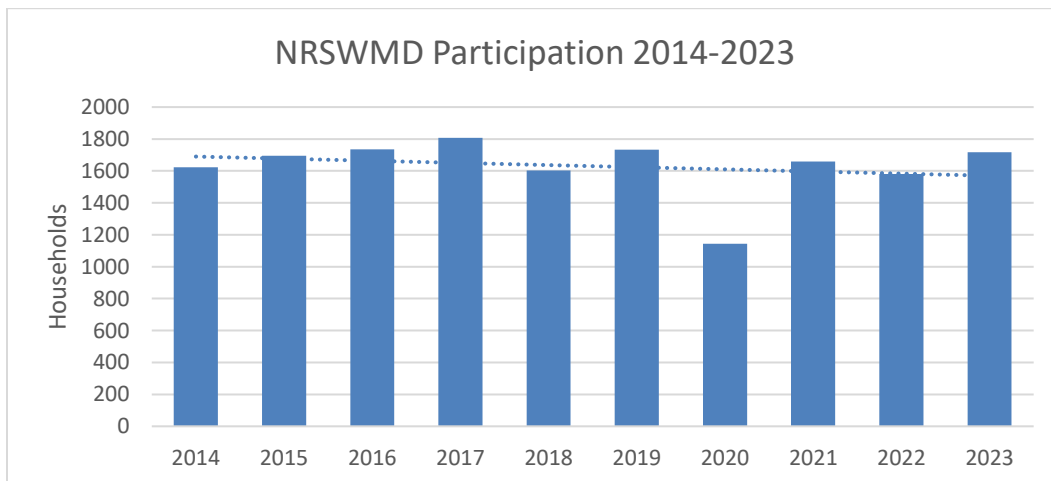


The most popular event in 2023 was the October 7 Nashua event, with 385 households participating, as shown in the bar chart below. That event, at 9 Stadium Drive, may have been so well attended because of extra efforts to advertise the last-minute location change.



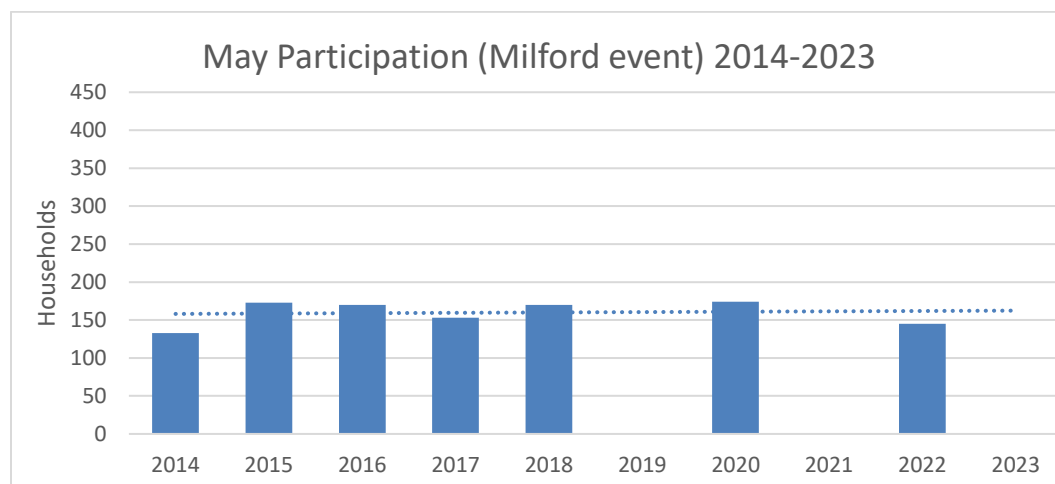
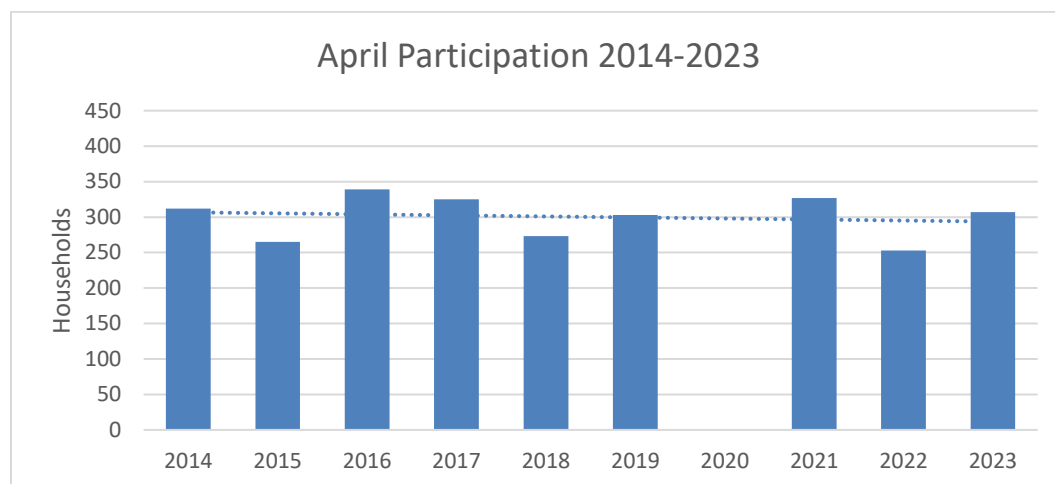
Historic Participation Trends

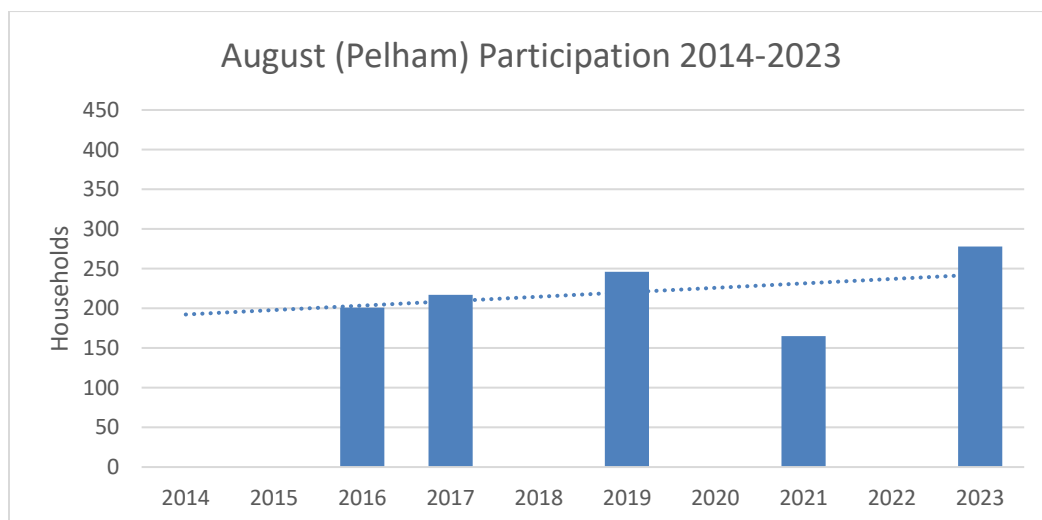
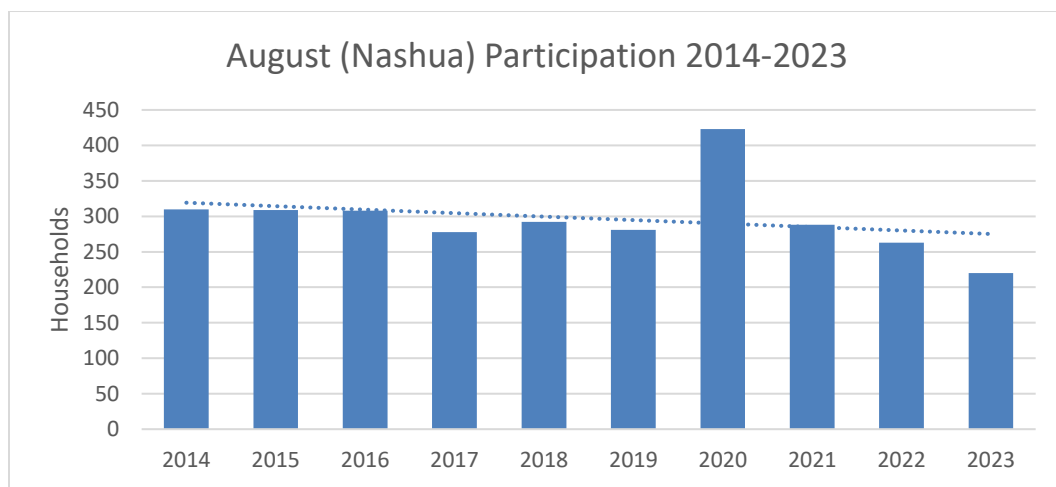
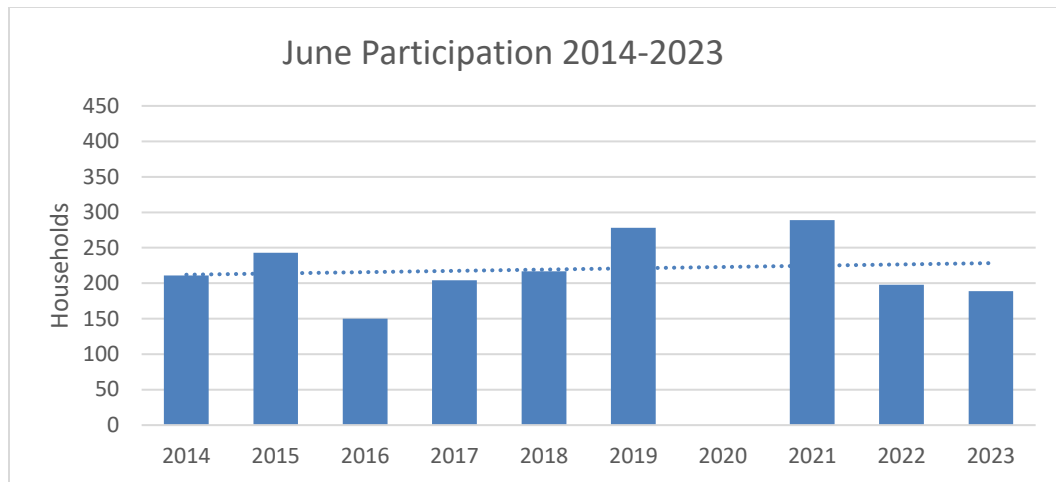
NRSWMD began charging a \$10 user fee per vehicle in 2008, which was raised to \$15 in 2019. While participation rates trended consistently upward between 2014 and 2017, they have fluctuated up and down since 2018. The district held seven events in 2016 and 2017, and only four events in 2020 due to the Covid-19 Pandemic. The last three years have shown participation rates similar to pre-2020 years, although waste volumes have continued to increase.

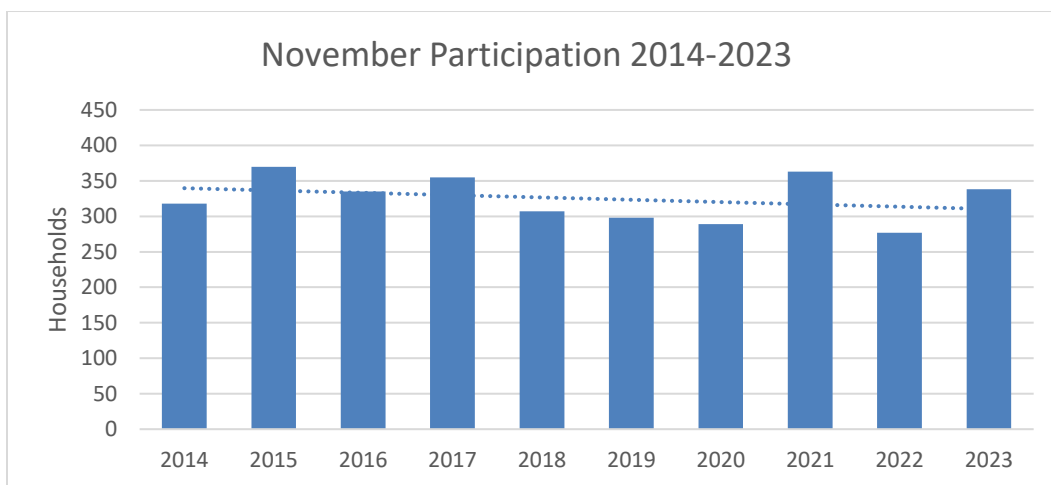
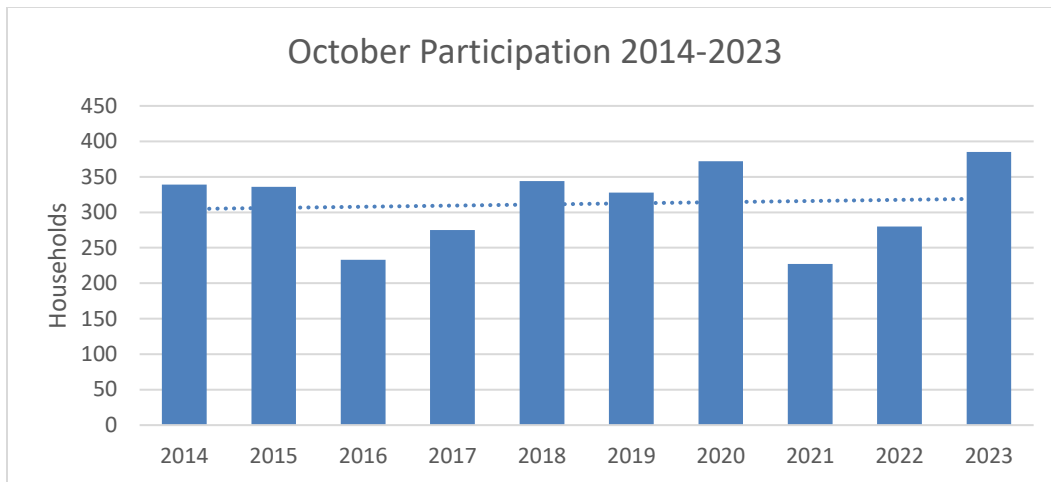


Year	April (Nashua)	May (Milford)	June (Nashua)	Aug. (Nashua)	Aug. (Pelham)	Oct. (Nashua)	Nov. (Nashua)	Total Households
2023	307	N/A	189	278	220	385	338	1,717
2022	253	145	198	263	N/A	280	277	1,416
2021	327	N/A	289	288	165	227	363	1,659
2020	N/A	(Aug) 174	N/A	423	N/A	372	289	1,258
2019	303	N/A	278	281	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

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.

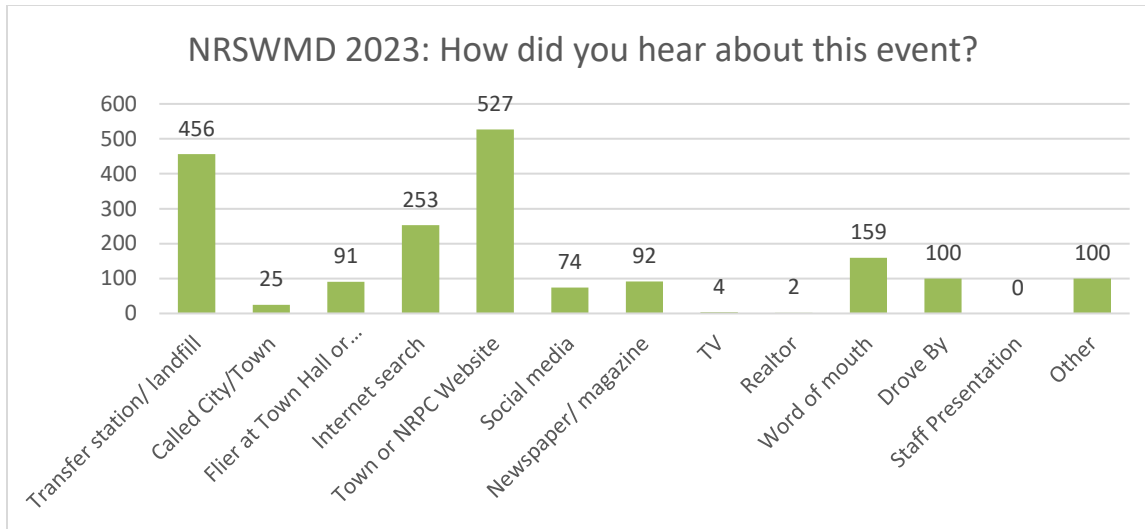






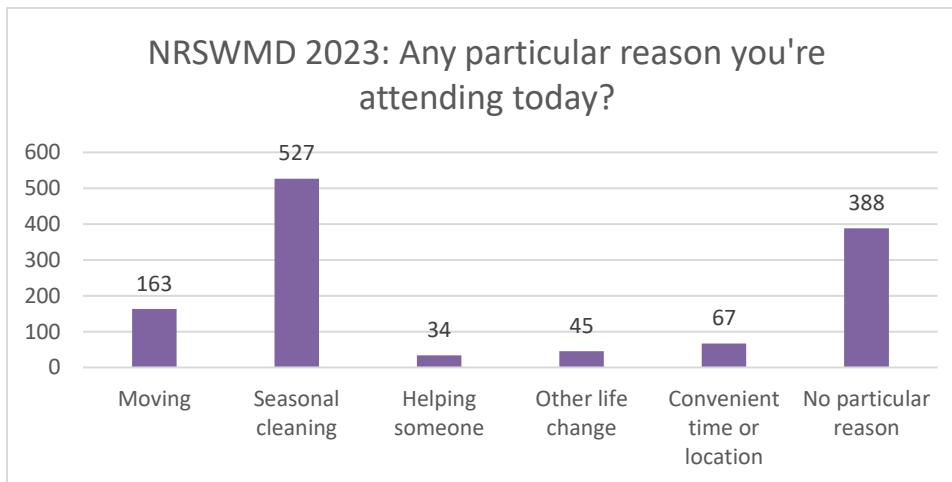
Marketing & Outreach

By tracking how participants learn about HHW events, the district can better target its marketing and outreach. In 2023, most participants learned about the collection events from either their municipality's website or the NRPC website (527 vehicles) or their local transfer station (456). Many learned about the event by using an internet search (253), or by word of mouth (159).



Why did you choose to attend today?

In 2023, the district began asking participants why they chose to attend that day's event. More than 500 attendees said it was because of spring or fall cleaning, while many attended because they were moving.

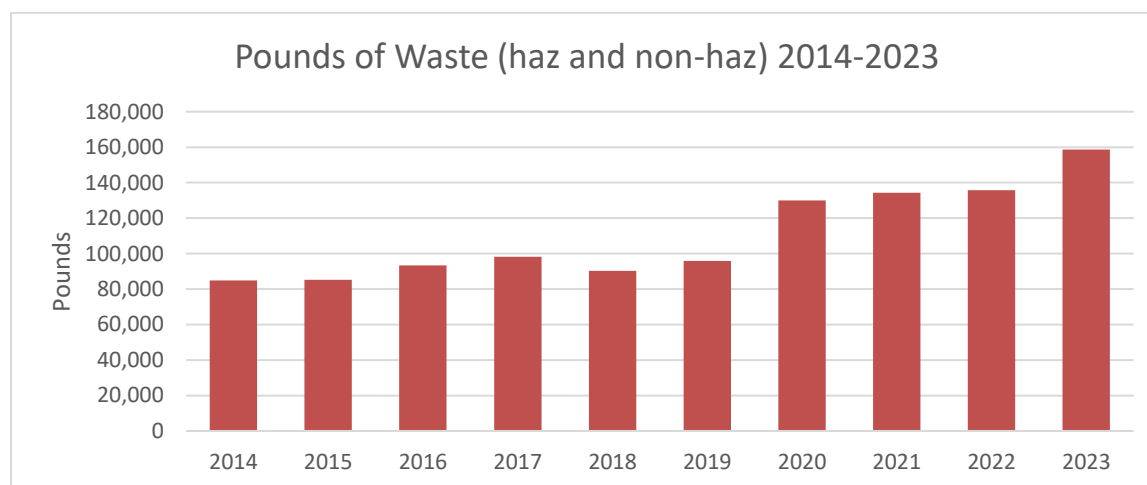


Materials Collected

The district manifested a total of 158,598 pounds of waste during the 2023 collection season. Of this, 141,278 pounds were hazardous, and 17,320 pounds were universal wastes. This is an increase of 22,862 pounds from the 2022 total (135,736 total pounds of waste in 2022: 121,857 pounds hazardous and 13,879 pounds universal).

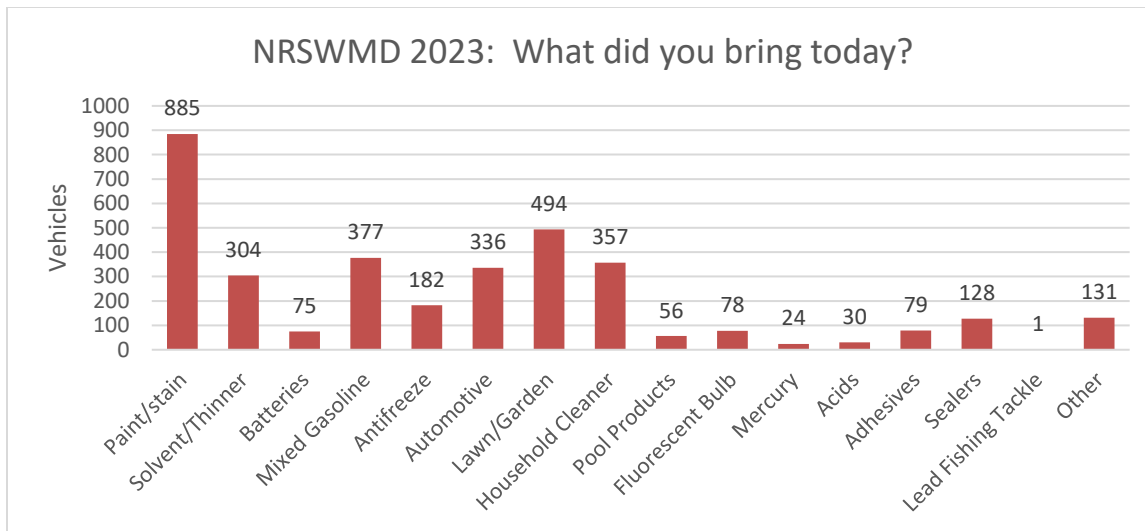
2023 Volume by Event (Pounds)			
Date	Haz	Non-Haz	Total
4/22	23,944	4,489	28,433
6/1	13,475	2,415	15,890
8/5	34,926	2,505	37,431
8/26	23,583	1,390	24,973
10/7	26,811	4,445	31,256
11/4	18,539	2,076	20,615
2023 Totals	141,278	17,320	158,598

The volume of waste has been increasing since 2020, as seen in the chart below:



Participant surveys provide more detailed information on the types of waste being collected from each community. The types of waste collected in 2023, as reported on participant surveys, are shown in the figure below.

Participants reported paint/stain (885 vehicles), lawn/garden (494 vehicles), and mixed gasoline (377 vehicles) as the three most common types of waste.



Conclusions

Total event attendance and volume of waste both increased since last year. Changing locations in Pelham and Nashua attracted more participants. Labor shortages, rising costs, and waste stream delays have put pressure on our communities and environmental contractor. The proper disposal of household hazardous waste is enormously important as it decreases 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.

From: [Rhonda Whittier](#)
To: [Emma Rearick](#)
Cc: [Perkins, Scott](#)
Subject: Re: Custom sign quote request for NRPC
Date: Friday, October 20, 2023 3:01:53 PM

Hi Emma & Scott,

Okay, New England Barricade, says they can do :

30 X 6 which is only 3/4" taller, they would charge 43.19 ea sign. (43.19 x 11 = 475.09)

Thank you,

Rhonda Whittier
Admin Asst for
Pelham NH Highway/Transfer
rwhittier@pelhamweb.com
603-635-8526 or 603-635-3964

Always remember to smile, you may brighten someone's day!

From: Emma Rearick <emmar@nashuarpc.org>
Sent: Friday, October 20, 2023 12:15 PM
To: Rhonda Whittier <rwhittier@pelhamweb.com>
Cc: Perkins, Scott <PerkinsS@nashuanh.gov>
Subject: RE: Custom sign quote request for NRPC

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Rhonda,

I can put it on the agenda for December. I don't have any comps at this point. If you'd like to request one from New England Barricade, here are the details:

Finished Traffic Signs - Prismatic*

Size:

30" x 5.25" Single Sided White w/ Black Letters

Text:

9 Stadium Drive
Nashua, NH

Quantity:

11

Perma-Line Corp

REMIT ADDRESS

P.O. Box 1022

Easton, MA 02334-1022

Phone # 508-588-6240**E-mail** steve@perma-line.com**Fax #** 508-587-2110**Web Site** www.perma-line.com**Quote**

Date	Quote #
10/18/2023	24050

Name / Address
Nashua Regional Planning 30 Temple Street Suite 310 Nashua, NH

Ship To
ATTN: Scott Perkins City of Nashua 840 West Hollis St Nashua, NH 03062

				Terms	Rep
				Net 30	
Qty	Item	Description	Unit Rate	Total	
11	*M	Finished Traffic Signs - Prismatic* =====			
		30" x 5.25" Single Sided White w/ Black Letters	34.25	376.75T	
		9 Stadium Drive Nashua, NH			
	Freight	Freight/Shipping	24.97	24.97	
				Subtotal	\$401.72
				Sales Tax (0.0%)	\$0.00
				Total	\$401.72