

LAKES REGION HOUSEHOLD HAZARDOUS PRODUCT FACILITY  
JOINT BOARD MEETING MINUTES  
1-30-17

MEMBERS PRESENT: Liz Dionne, Alton Town Admin/member rep, Chair/Treasurer; Sarah M Silk, Site Coordinator/Wolfeboro member rep, Vice-Chair/Secretary; Kerry Long, Tuftonboro Transfer Station/member rep

OTHERS PRESENT: Dave Owen, Wolfeboro Town Manager; David Jeffers, LRPC Reg Plnr; Krista Gloden, Clean Harbors HHW Program Mgr; Danny Applegate, Clean Harbors, Braintree

I. Discussion with Clean Harbors:

Liz Dionne, Chair, opened the meeting at 8:25 AM. Introductions were made by Sarah Silk of all those present.

A discussion regarding the set up fee ensued with Krista Gloden responding to a question by Sarah that individual 1x/yr collections generally pay \$2-3,000. (Currently LRHHPF pays \$956.68 + 9% recovery fee for each of the 6 collections in Wolfeboro with no set up fee at the Alton satellite collections.) The ability to store supplies in advance at the haz-mat building and sending out only full containers until the last collection is much to the advantage of the member communities.

David Owen inquired as to the time for mobilization from Braintree with Krista advising that it is about 2-2 ½ hours prior to arriving at the site on Beech Pond Road. The truck is loaded the day prior to the collection with any supplies and returns late in the day on Saturday.

Sarah explained that the team from Braintree that performs the collection duties is highly satisfactory. The current Clean Harbors site coordinator Danielle Magner is excellent, as was Courtney before her. Wendell was the only other coordinator since 2002. Sarah noted the continuity of Clean Harbors employees that are familiar with the site (Scottie Eagles, Jack, and Wayne are the core group) undoubtedly contribute to the smooth implementation of services.

Sarah spoke to her concern this past collection season revolving around an inability to get timely estimates for small quantity generators (SQG's). She was sympathetic to a larger territory being set up with new personnel and changes in procedures. However, inquiries the end of June require resolution before October. She inquired about a suggestion from Sonya that the Portland, ME office respond to estimates due to workload in CT.

Krista responded that packing often dictates the pricing and getting Danielle involved with estimates may make the process more timely as Portland may not be able to make those determinations. There was a brief discussion regarding the lack of an accounts manager. Danielle reports to Mike Walsh, to Danny Applegate, to Krista.

Tom O'Brien in Norwell as a very responsive resource for resolving the issues of billing (set up fees charged to SQG's in error and to Alton's satellite collection) and missing SQG checks was complimented by Sarah. She has interacted with this long-time employee of Clean Harbors for many years. There was a discussion about continued SQG payment at time of drop off, billing later (as is done with the regional school district) or some other method to assure safe receipt from Wolfeboro to Braintree to Norwell.

Krista asked if an inventory was filed out by the SQG with Sarah responding that the SQG submits a list to her by email. Sarah then forwards the email with EPA ID#, address, etc for an estimate from Clean Harbors/Krista. The products are then manifested separately from the LRHHPF waste.

When Sarah asked about rate of industry increases, Dan Applegate responded that the driving factors behind pricing were increases in fuel costs and staff salaries/benefits. Dave Owen that the COLA was 1.6% and energy costs had been going down until recently. Dan continued that Clean Harbors had built several new facilities to process hazardous waste (a new incinerator in Arkansas) which impacted prices. There was an explanation about the 3%/yr increase in the present 3 yr contract and the constant 9% recovery fee.

David Jeffers reviewed the RFP process every 3 years by LRPC and the rationale for their change of vendors for the ensuing year. The driving factor is funding related with a flat fee appearing to be more advantageous than pricing by the piece. In response to Dan's question, David assured him that quality of work had not been an issue. This led to a quick review by Sarah of the various means of pricing used by those attending the quarterly HHW site coordinators meetings in Concord (from Keene to UVLSRP) over the years and some reported pros and cons,

Sarah advised that LRHHPF had not done an RFP, but monitored the LRPC results and extended the contract from the company that had originally been Northeast Solvents, Laidlaw, Safety Kleen and then Clean Harbors (original contract with Safety Kleen). There is satisfaction with the crew on site, frustration with the new office procedures for the region, and a necessity to resolve estimate turn-around and invoicing for SQG's.

Krista noted there is an issue of cell coverage in Bristol, CT. Sarah has the office number and email and has tried all avenues. Dan advised that he can be contacted in Braintree and Danielle can assist as she would be well-versed with the packing for costing out the inventoried items.

There was a discussion led by Dave Owen regarding a proposal for another 3 year contract and presenting the 2 alternatives: pricing by piece; pricing by some sort of flat fee. A stable recovery fee, reasonable set up fee and predetermined disposal fee increases is the goal. Krista will prepare the information in person at the June 21st meeting.

II. Approve Minutes:

It was noted the correct day for the December meeting was the 14<sup>th</sup> as listed on the Minutes rather than the date on the Agenda. With a motion from Liz and a second from Sarah, the Minutes of 12-14-16 were accepted as written.

III. Confirm Meeting Dates:

It was agreed that the 6-21-17 meeting would be held at 8:30 to meet with Clean Harbors.

IV. Treasurers Report:

Liz distributed the report from Paulette Wentworth for the end of December.

V. DES Grants 2015-6, 2016-7, 2017-8:

Sarah advised that she is still waiting to hear from Dean Robinson regarding the check for the fiscal year 2015-6. The 2016-7 grant period will not be completed until June 30<sup>th</sup> which includes the May and June collections. Prior to the deadline, the 2017-8 application was filed.

VI. 2017 Facility Brochures:

Sarah noted that she had information that Tuftonboro was considering withdrawing again from the 10 year LRHPF contract in favor of the once a year LRPC collection. Having sought clarification as to the correct contents for the new brochure these past 3 months, she asked Kerry if he was able to provide the needed information.

Kerry Long reported that the decision was not final with the BOS. He had looked at the 2015 Annual Facility Report and it appeared that Tuftonboro's portion was about \$5,200 which was more than \$4,000.

It was explained to him that contrary to some reports to Tuftonboro's BOS, they do not purchase 50 passes at \$80 each. The cost is equal to the town's proportion of the actual costs which varies annually per household depending on the type of HHW disposed of.

Liz explained that the rollover money (funds not used the previous year) had covered the cost above the \$4,000 with Sarah adding that increased use was the rational behind her recommendation that Tuftonboro increase their budgeted amount to \$4,500. As households have become more used to proper disposal, attendance has grown. If the intent is to grow the program, the budget must keep in step with attendance. Sarah reminded everyone that Tuftonboro had yet to reach the 70-120/yr attendance of the once a year LRPC program when Wolfboro was a site.

Kerry said they were weighing all the options.

The deadline for designing the brochure has been delayed twice and January was to be the final date for changes of content. It was requested that Kerry get a definitive answer as soon as possible and before the next meeting as that is not until the end of February.

VII. Status of Additional Pharmaceutical Collections:

Sarah has an appointment with one of the participating pharmacists and has consulted with Chief Dean Rondeau. Currently, it is not known if the DEA program of 2x/yr will continue as September's take back was delayed until October. A mid-winter collection would assist those wishing to dispose of meds between the 9 months from August thru June. The NERC protocol would be used. A place is yet to be determined.

Liz discussed drop boxes with David Jeffers noting that Gilford has one. David Owen suggested discussing the box option with the new Chief.

VIII. Any Other Business:

Sarah reported on a notice from NRRA regarding HB 547 and producer responsibility for electronics. She is uncertain as to the outcome. David Jeffers noted the Paint Care bill does not seem to have made a return in the legislature.

Sarah reported she had received an email regarding an asbestos shipment and the manifest indicating its final destination. However, the product clearly did not have LRHHPF as its generator. She will contact the disposal company for resolution.

Sarah will meet with Paulette to confirm a date for the Annual Facility Report work session.

With a motion from Liz and a second from Kerry, the meeting was adjourned at 9:45 AM.

Respectfully submitted,  
Sarah M Silk, Secretary

Jb1-17