

**SOLID WASTE ADVISORY COMMITTEE
TOWN OF MADISON
June 27, 2019
Meeting Minutes**

Committee members present: Paul Littlefield, David Downs, Tino Fernandes, Bob King

Others Present: Tim Hughes-videographer. Attending after 6 PM, Jon Cyr-Director of DPW, Rob Rand -DPW

Where and When Posted: The SWAC meeting notice is published in the Town Office upper and lower levels and in both town Post Offices. The meeting generally is the third Thursday of each month unless noted on the schedule or amended by a change notice posted in all the above locations at least 24 hours prior to the previously planned meeting.

Meeting called to Order: 5:45 PM by the Chairman Littlefield

APPROVAL OF MINUTES: Downs offered a correction to the minutes of 5/30/19. The last sentence in the first paragraph of Discussion item 4 should indicate that Casella was not interested in bidding on our contract and should read as follows: "Downs also spoke with Casella who is not interested in bidding on a new contract, but Waste Management did say they were interested in bidding." Downs moved that the minutes be accepted with the above correction. Accepted with correction unanimously 4-0

NEXT SOLID WASTE ADVISORY COMMITTEE MEETING: The next meeting will be July 18, 2019 at 5:30 PM at the Transfer Station.

APPROVAL OF AGENDA: Motion to accept the agenda approved unanimously 4-0.

ASSIGNMENT OF EMAIL FOR THE MONTH: Littlefield volunteered

PUBLIC COMMENTS: None

DISCUSSION ITEMS:

1. **Littlefield update on Transfer Station operation:** Mowing has occurred, brush has been burned, compost turned, and driveway patched. Will need to discuss chipping of brush with Jon Cyr. Further updates after Jon Cyr arrived: They are having difficulty finding contractor to remove the refrigerant from appliances and the cost is \$10 per appliance. Jon feels we should have our own employees trained to do this and perhaps work in conjunction with Tamworth and Freedom. Littlefield then mentioned that Maud Davis from Tamworth, who is working with their recycling, would like to visit our facility and attend a SWAC meeting. Note was made that Ricker is paying us promptly for our metal recycling. Littlefield also asked Jon if we could provide containers for plastic bags which then could be taken by volunteers to Hannaford's for recycle.
2. **New 40-yard containers:** At least three new containers will be necessary if we are to go to using our own containers to save money. These would include 2 closed containers for the compactors and one open container. Bids will need to be obtained and King believes funds can be taken out of the expendable compactor fund for these purchases. After purchasing we can apply for grants

from NH the Beautiful which will cover half the purchase price of the containers. We must ensure that new contract with our hauler specifies that our containers will be returned. Ultimately, we may need 3 closed 40 yd containers in order to service two compactors.

3. **RFP for New Contract:** Decided that the process would start with review of the last contract which would then be modified and finally reviewed by town counsel. NRRA can help with the RFP and assist us in negotiating with vendors. We only have 5-6 meetings before our current contract before it expires in February. Downs will review current contract and produce a draft RFP and distribute for review by SWAC at the next meeting.
4. **RFP for New Compactor:** Littlefield and Jon Cyr to do first draft. They need to get new prices from Atlantic Recycling. Expect closed compactor to be \$7,000 and open \$4,400.
5. **Old Business:** Downs has spoken with Call2Recycle and they explained that only in Vermont is the recycling of alkaline batteries free to municipalities. Once we move Downs' shack to the transfer station we could accept rechargeable batteries and store them inside. Jon Cyr suggested that we could use volunteers at the transfer station on weekends to educate the public to place clean tin cans in the metal dumpster and help accept batteries. Also updating and passing out new flyers to educate the public would be in order. The town WEB site for the TT should be updated and we could use the "Madison Boulder" town blog to inform. We could update the sign at the metal dumpster to read "Scrap Metal and Washed Cans".
6. **New Business:** We need to work on the layout of the Transfer Station to accommodate the new compactor. It's possible the price of the compactor might include a layout. The new compactors should meet height compliance issues to ensure that users cannot contact the piston which would be a safety concern. Two possibilities would be to place the 2 compactors side by side or end to end. The compactor RFP should include a site plan for two compactors. We should have Tod from Atlantic Recycling come for discussion at our next meeting to be held at the transfer station
7. **Meeting adjourned at 6:40 PM:** motion adjournment by Fernandes carried 4-0

To do list:

- Invite Tod from Atlantic recycling to our next meeting – Littlefield
- Invite Maud Davis from Tamworth to our next meeting at the TT – Littlefield, ? Cyr
- Purchase Order for new containers – Cyr
- RFP for new contract – draft from Downs
- RFP for new compactor – draft from Littlefield and Cyr

Minutes by Tino Fernandes