

## Sanbornton Solid Waste Committee (SWC)

September 18, 2017 Meeting

Call to order at 5:40 pm

In attendance: Tara Mae Albert, Jen Holt, Dave Swanay, Bob White (alt.), Lynn Chong (Chair), Jeff Burns, Andy Sanborn (alt.)

Towns People: None

Jen made a motion for all alternates to have voting rights for this meeting, Jeff seconded.

- The voting members of the committee voted 'Aye' – 5 and 'Nay' – 0. The motion passed and for this meeting all 7 sitting members will stand.

Review Code of Ethics, Right to Know Law, Town Governing Policies

- The chair noted that over the past few months there have been some activities that may be and have been viewed as committee business outside of a quorum, therefore she wanted to reiterate that we need to proceed according to the laws & policies.
- There are reasons for these rules in place including that the town has been sued for specific things regarding right to know laws.
- There was some discussion between members of the committee that does not revolve around actual activities of the SWC.
- The Chair stated what would happen if the SWC does not follow the Ethics/RtK/Policies.
- Members of the SWC determined that this discussion was more of a personal nature and that we were to move on with agenda items #5-12.
- At this time, the chair reiterated to the committee that addressing this issue was not a personal issue or attack. The issue was a repeated failure to follow Town policy/protocol as well as not respecting the right to know law, which the committee took an oath to uphold and committee needs to address this. The chair also cautioned the committee that failure to address & remedy this issue may require future further action. The committee voiced they understood and the agenda resumed.

Review role of SWC, Operating Guidelines, Mission Statement and SWC policies voted in by committee

- The SWC did not discuss this at the meeting
- All members do have printed copies of all of these items

BOS Budget Updates

- Kevin – leaving for personal reasons NOT town politics
- Brian – had a chance for a change, BOS will conduct an exit interview
- BOS – is undergoing interviews for both positions. Also there is a restructuring. The TS Manager will be a full-time position and will move from under direction from the DPW Director to directly under the BOS.
  - TS Position – 40 hours a week. 1 day a week will be dedicated to maintenance
  - Winter months things will change and the manager will have flexibility to run the facility

## Budget Committee Member Tasks

- Very impressed with the work that was done last year
- Brian & Kevin made a request for the items they were looking for
  - Bob & Dave met with the TS Mgr to create a budget
- The Chair informed the SWC through the Town Administration that Ralph Rathjen of the Budget Committee would like to meet regarding the SW budget request which needs to be in by the end of September.
- There was discussion during the budget conversation regarding the replacement of MSW compactor to upgrade to a 3 way power source and to also replace the compactor. The quote was around \$8,500.
- **ACTION ITEM**: Jen Holt is to check with Katie Ambrose to make sure the BOS is aware of the expense.
- **Request and Assignment** Tara makes a motion that Dave & Bob follow through with the Town Administrator request to contact Ralph Rathjen regarding Budget Matters of the SW Facility. Jen Seconds the motion. The voting members of the committee voted 'Aye' – 7, 'Nay' – 0, Abstain – 0.

## Updates of Committee Member Tasks

- Cement Pad – Jeff
  - There was a BOS meeting on 9/5/17 where Jeff presented three pad options for the BOS to consider. They were very excited with the proposal
  - Couple of questions regarding the designs AND whether this is a budget item or warrant article
  - Design: Recommended the 2 bay design (30X22).
  - Tara, with her background with NHDES, strongly suggests adding positive limiting barriers to the design of the concrete pad. This is a design additive to help prevent spills and leaks of fluids to bare ground that may leach out of equipment that may be placed on/in the scrap metal bin.
  - Next steps are to figure out how this fits into the budget.
- Metal Container – Andy
  - Container for free from NRRRA
  - 1 – 80 yard open topped container
  - TS rules will not allow picking out of the container
  - \$168.50 fuel charge and 4-5 tons of metal contained yielding \$130 per ton to the town
- Budget – Bob & Dave
  - Have the budget estimates ready to go
- Permit & Operating Manual – Bob And Tara
  - Bob has a draft permit
  - There is an operating manual example that we can use on the NRRRA Website. We need the town's password in order to get it off line. The town is a member and has a password. We need to check with TA to get it for this purpose.
  - **Action Item**: Jen to check with Katie regarding the NRRRA Password.

Previous meeting's minutes

- Motion to accept with amendment made by Jen. Tara Seconds. Voted 'Aye' – 5, 'Nay' – 0, 'Abstain' – 2.

Other Business

- The LRPC is offering workshops to people in their communities on SW issues. Latest one is on plastic bags.
- Idea for an article regarding positive public impression. The amount of money saved by the compactor. We should publicize this. Future agenda topic.

Next regular meeting is October 16, 2017 at 5:30.

Adjourned at 7:25 pm.

DRAFT