

**Town of Henniker
Solid Waste Disposal Committee
Thursday – October 9, 2008
Community Center**

Approved Meeting Minutes

Members Present: Don Blanchard, Bill Christiano, Michael French, Amanda Gilman, Lia Houk, Chairman John Kjellman, Ron Lavallee, Stephany Lavallee, Donna MacMillan, Linda Patterson

Member Absent: Rod Pimentel

Guests Present: James R. Presher, Director - Concord Regional Solid Waste Resource Recovery Cooperative (CRSWRRC), also known as “The Co-op,” Elizabeth A. Bedard, Recycling Consultant

Others Present: Sheila Mitchell, Recording Secretary

Call to Order: The Chairman called the meeting to order at 7:02 p.m.

- **Introduction by the Chairman**

The Chairman reported that he and four other members (Donna MacMillan, Lia Houk, Ron Lavallee and Stephany Lavallee) had conducted tours of several waste disposal and recycling facilities on October 8th.

He stated that the Selectmen had authorized Amanda Gilman to remain on the committee, based on regular attendance from now on.

He recognized Don Blanchard, who advised everyone of a correction to his telephone number.

He pointed out for the members a recent article on recycling in the *Concord Monitor*.

He advised everyone of changes to Henniker’s transfer station policy regarding microwaves. Microwaves now must be disposed of as electronic waste rather than metal. Electronic waste is transported in Gaylord boxes to RMG Electronics. An acceptance fee of \$5 has been proposed but has yet to be approved.

- **Review and Approval of Previous Minutes**

The members offered several corrections, which were noted by the Recording Secretary, plus an amendment to a portion of the report on site visits to transfer stations in other towns, which is still being finalized.

Stephany Lavallee made a motion to accept the Minutes of September 25, 2008, as amended. The motion was seconded by Michael French and carried.

- **Single Stream Recycling
Concord Regional Solid Waste Resource Recovery Cooperative
James Presher and Elizabeth Bedard**

James (Jim) Presher introduced himself, as well as Elizabeth Bedard, who was the founding Executive Director of NRRA, and who used to sit on the Governor's Council on Recycling. Ms. Bedard is currently serving as a recycling consultant.

Members of the Co-op's governing board have toured existing single stream recycling facilities in other states. The existing single stream facilities in the region include: one in Portland, Maine (known as Eco Maine); another in Brattleboro, Vermont; and three in Massachusetts, in Auburn, Avon and Charlestown. Currently there are no single stream facilities in New Hampshire.

The Co-op has only borrowed money once in its history. It established a cash reserve to support a proposed landfill that was not approved. That cash reserve will now go toward building the proposed single stream recycling facility in Penacook. The facility that the Co-op plans to build would be the first in the state of New Hampshire. The Co-op considered four proposed sites, and the finalized plan is to locate a facility strategically off U.S. Highway 93 at Exit 17 in Penacook, adjacent to the Wheelabrator incinerator.

Henniker is one of the founding members of the Concord Regional Solid Waste Resource Recovery Cooperative, which now includes 27 municipalities in southern New Hampshire. The Co-op has provided solid waste disposal for 19 years, processing a cumulative total of 2.2 million tons.

The Co-op has maintained the lowest tipping fees in the state throughout its history. In 2009, fees to member communities will increase from the current rate of \$42.50 per ton to \$45 or \$46 per ton; and in 2010, the Co-op's tipping fees will increase to between \$50 and \$55. However, some communities in the southern part of the state that do not belong to the Co-op currently pay as much as \$60 to \$85 per ton in tipping fees.

The Co-op's contract with Wheelabrator expires in 2014. It might be extended to 2018. The Co-op owns and operates an ash landfill site in Franklin. In November of 2008, they will complete an expansion at that location, and the Franklin site is expected to remain open until 2018.

Jim Presher then showed a slide with a graph for the Town of Henniker, which averages 2,500 to 2,600 tons of solid waste per year. The volume has gone down in the last couple of years, presumably due to a downturn in the economy and increased recycling. Over 19 years, the volume for the Town of Henniker has come to 48,575 tons. He then showed a slide of Co-op volume overall.

Mr. Presher posed the question: What is single stream recycling? The answer he supplied is putting all household recyclable materials in one container. Single stream is also known as combined, mixed, or “zero sort” (a term trademarked by Casella Waste Systems).

Single stream recycling is more efficient both for residences and businesses. Businesses save on hauler fees and labor expenses.

The types of acceptable plastics could be expanded with the new facility to include No. 1 to No. 7 plastic. Soiled, organic waste (or trash) would go in another container. Food wrap and styrofoam would need to go in the trash container. Other materials, such as construction material, scrap metal, electronics, batteries, bicycles and other mechanical devices would not be included as household recyclable resources.

Stephany said she’s going to find it difficult not to sort recyclables, after she has sorted them for many years. Jim said she’s not alone, but that all the materials will go to the same resource markets as before, so there truly is no need to sort. Henniker might lose some revenue, because it currently separates its recyclables, but it might gain revenue due to increased recycling volume.

Mr. Presher showed a slide of a photograph taken at a facility in Liverpool, New York, displaying the process of screen separation, specifically of newsprint and cardboard containers.

He then showed a slide with a flow chart for the single stream recycling process: pre-sort, separation of shredded paper, separation of cardboard by screening, polishing areas manned by staff members (picking out contaminants), more fiber separated by screening, more polishing, sending mixed paper to baler. Metal containers are extracted by magnets. Glass falls through the screen because of weight.

Plans at the Concord facility are for mixed glass at the moment. Sorted glass is a capability for the future. Optical sorting can be done by computer, which identifies target materials and separates them with air currents. Optical scanners can sort grades of plastic. However, optical scanners are expensive and are not in the immediate plans.

He then posed another question: Why single stream? Recyclable revenues increase due to increased recycling volume. Tipping fees – which are due to increase in the near future – can be reduced by reducing the volume and weight of solid waste. Landfills reach capacity more slowly. The recycling resource markets have been stable to date.

Elizabeth (Liz) Bedard presented an economic analysis she had prepared for the Town of Henniker, which was based on information from the beginning of 2008, as provided to her by the Transfer Station Manager. She estimates that Henniker would save a total of \$34,000 per year if it decided to begin single stream recycling.

On the second page of her analysis, her assumptions are explained. The analysis assumes a second compacter would be purchased and used for recycling materials. The cost of a compactor is approximately \$50,000. It assumes a reduction in salaries and benefits of \$60,000.

Single stream recycling typically increases the level of recycling by 20% to 30%, depending somewhat on how well the community is recycling already. She calculated an estimate of savings per person per year. If recycling material is brought to the Transfer Station, there should be a saving of 218 pounds of solid waste per person per year. Savings with curbside pickup is estimated to be 250 pounds of solid waste per person per year; however, curbside pickup entails more hauling and service costs.

Then ways to encouraging recycling were discussed. For example Casella Waste Systems uses a bigger container for recycling materials and a smaller one for solid waste.

Ron Lavallee asked if there would still be a place for NRRA services. Liz replied that NRRA would still be useful for disposal of construction and debris, electronic waste and scrap metal. The Co-op would like to partner with NRRA, both Liz and Jim said.

Lia Houk asked if large businesses or organizations would be able to use the Co-op's single stream facility, regardless of whether the Town of Henniker decides to participate. Jim said yes, they would, and offered examples of entities (a university and an elementary SAU) that have expressed an interest in recycling at the planned facility.

The single stream facility would be a \$13 million project. Capacity would be 25,000 tons per year, if run on one shift; and 40,000 to 45,000 tons per year, if a second shift were added. Some operation time needs to be dedicated to maintenance; however, the more capacity the facility processes, the more cost effective it will be. As far as location, the Co-op looked at four possible sites and decided on Penacook. The facility will be owned by the Co-op. It might be operated by the Co-op itself, or it might be privately operated.

Towns or cities that are already members will be allowed to join in single stream recycling at any time. Towns or cities that have not belonged before, but wish to recycle with the Co-op, will be considered Associate Members, and must make a commitment by May of 2009.

The Co-op would like to receive letters of commitment from all municipalities by May 2009. If a minimum commitment of a total of 25,000 tons per year by is not received by that time, the Co-op will not proceed with plans to build the facility. Mr. Presher pointed out that there still will be a need for such a resource in the state, however; so another entity (perhaps a for-profit one) might build a recycling plant.

He pointed out that no capital investment to build the facility will be required of member communities. Therefore, there should be no need to request local funding to support it.

Members will be guaranteed long-term acceptance of recyclable resources, regardless of fluctuations in revenue share or volume.

Mr. Presher explained the Co-op governance structure, while emphasizing that municipalities will be contracting with another public entity – which must abide by the same regulations, and which is not required to make a profit. The governing board is made up of the 27 full-member communities. Associate member communities contract with the Co-op solely for recycling purposes and do not participate in governance.

Liz Bedard explained the plan for shared revenues. Participating communities will be offered either a monthly pay-out, at a fixed rate, or a quarterly revenue share, which will be based on the average revenue over a three-month period. Co-op communities had asked for a quarterly (as opposed to an annual) disbursement in order to coordinate better with local budget and reporting schedules.

Committee Chairman John Kjellman clarified to the guests that the Committee will plan to present the single stream alternative, along with costs and benefits, to the Board of Selectmen as one of several potential alternatives for solid waste disposal.

For Immediate Follow-up:

- Jim Presher will e-mail a document containing presentation points to the Chairman of the Committee.
- The Chairman will contact Elizabeth Bedard to request an electronic copy of the cost-benefit analysis for Henniker that she prepared, and then will distribute it to Committee members by e-mail.

- **Questions and Answers regarding the Presentation**

A period of time was allowed by the Chairman for questions from Committee members to the presenters. Several questions were not caught by the Recording Secretary, but two were captured.

Ron Lavallee asked what the average cost of single stream recycling would be to a community. Jim Presher responded that it would need to be customized for each town. The specific cost for Henniker presumably would depend in part on the analysis prepared by Elizabeth Bedard that was mentioned previously in the minutes, as well as any analyses prepared by the Committee.

Bill Christiano inquired what the operational challenges might be. Jim responded that, in this type of operation, there is a good deal of employee turnover – which can be mitigated somewhat by addressing certain issues, such as rate of compensation. The expense of heating a large area and of controlling dust particles also present operational challenges.

- **Future Meeting Schedule**

October 23	(2 nd meeting of the month)
November 6	(1 st meeting of the month)
November 20	(2 nd meeting of the month)
December 11	(one meeting planned for December)
January 8	(one meeting planned for January)

- **Agenda for October 23, 2008 Meeting, including Proposed Budget**

The Committee discussed possible expenses for next year and decided to request a certain amount to be budgeted.

Ron Lavallee made a motion to request \$3,000 be budgeted for expenses of the Solid Waste Disposal Committee through next year. The motion was seconded by Stephany Lavallee and carried with a majority. Don Blanchard voted against the motion.

- **Other Business**

Representative to the Community Profile Steering Committee

Amanda Gilman expressed an interest in representing the Solid Waste Disposal Committee on the Community Profile Steering Committee, and she agreed to attend the informational meeting on October 20th. The Committee plans to finalize the appointment after that meeting.

- **Adjournment**

Stephany Lavallee made a motion to adjourn the meeting, the motion was seconded by Ron Lavallee and carried unanimously. The meeting was adjourned at 9:15 p.m.

Approved Meeting Minutes
Respectfully Submitted
by Recording Secretary
Sheila Mitchell