

**Town of Pembroke
Solid Waste & Recycling Committee
Meeting: Wednesday February 3, 2010
DPW Office, Exchange Street, Pembroke**

DRAFT MINUTES

Present:

David Jodoin, Town Administrator
Chris Culberson, Committee member
Gerry Fleury, Committee member
Sally Hyland, Committee Chair
Cindy Lewis, Selectman - Selectmen's rep
Jim Boisvert, DPW Director
Reno Nadeau
Cathe Roche, Visitor

1. Meeting started at 6:30 pm. A quorum was present.
2. Visitors - Cathe Roche and son, representing Pembroke Academy First Robotics Team
This year, the 35-member Team's focus is on recycling - reusing and recycling parts from old robots. As a community service project, the team has designed a card with information on the new automation program for distribution at the Transfer Station, library, town meeting, budget meeting, etc. The quick reference guide outlines the key points from the letter that was sent to residents, including what goes into the trash cart and what goes into the recycling cart. The half-page flyer is on recycled card stock. The design can also be used, with other information on the specifics of the program on the back of the card, to be handed out with the carts.

Discussion: frequently asked questions ("FAQs") should be listed on the Town's website, and in the newsletters that are sent to residents.

Send thank you letter to PA First Robotics Team.

Green Team at the Elementary Schools is also working to educate students on new recycling program.

Grant request for NH the Beautiful funds: reimbursable; grant will be submitted when there is a known definite number of residents who need the assistance. David is working with Welfare Officer to identify potential assistance needs.

3. Minutes: January 13, 2009

MOTION (GF, second = CC): to accept minutes of meeting on January 13, 2010 > passed.

4. Updates:

a. Cart Sales: just over 1300 households have purchased carts to date;

	Recycling	Trash
64-gal carts	939	923
96-gal carts	423	451

Total sold to date: 2,736 carts ~ \$125,000 (63% residents bought carts)

How many extra carts will we buy? What size? How many can be stored in one bay of Waco? What about spare parts?

Order must be placed by mid to end of February. Toter will send in team to assemble and deliver carts after City of Franklin, which is scheduled for the beginning of April.

GF: There is no authorization for Town to purchase carts that have not been paid for by residents.

JB / CL: Littlefields has decided to privatize their trash collection, because there is no room for 2 carts per household.

b. Transfer Station Fees

New fees are on the next agenda for Board of Selectmen 2/15/10, when the Public Hearing will be conducted.

c. Street List for parking Ban

RN: Front, Glass and Main Streets present safety issues for collection. Limit time for ban on trash day: should be all day. Summer parking problems = worse than winter on some downtown streets.

GF: Other downtown streets should be included in parking ban. Signage must be installed (JB will check with Chief Lane on sign requirements; there is no requirement to get approval from the Planning Board for signage). Need map of downtown area showing parking ban streets. RN has list of one-way streets. Central Street is one-way and will be a problem for collection.

Discussion: winter collection issues; sheds at end of driveway to store carts.

Must sent letter to residents on dead end blocks, so that some residents must put their carts on the other side of the road.

JB: 3 workers have volunteered to be a driver of the new truck.

DJ: Cart questions: pickup of only one cart for trash and only one cart for recycling at each residence.

d. Extra Carts / Purchase Order:

Funds for carts were encumbered from last year's Town Meeting vote (\$254,000). Discussion: source of encumbrance funds and revenue/repayment of Town's fund balance. Therefore, we can't order more carts than we can pay for from revenue from sales.

DJ & JB will determine the specific number of carts to order, and will place the order with Toter by the end of the month.

5. Compost Bin sales: Committee does not want to sponsor the sale of compost bins, rain barrels, and kitchen scrap pails that is being coordinated by the Northeast Resource Recovery Assn. and the New Hampshire the Beautiful; check with friends of Library.

Next meeting: before Town Meeting: Wednesday March 3, 2009, 6:30 pm.

6. Adjournment

MOTION (GF, second = CC): to adjourn. PASSED unanimously. Meeting ended at 8:15 pm.