

**Town of Pembroke
Solid Waste & Recycling Committee
Meeting: Wednesday April 29, 2009
DPW Office, Exchange Street, Pembroke**

MINUTES

Present: Cindy Lewis, Selectman
Chris Culberson, Committee member
David Jodoin, Town Administrator
Sally Hyland, Committee Chair
Jim Boisvert, DPW Director
Gerry Fleury, Committee member
Roland Lemoine, Committee member
Reno Nadeau, DPW Staff

Absent: Larry Preston, Selectmen's rep

1. Meeting started at 6:40 pm
2. Motion by RL to table vote to approve Minutes of 4/15/09 meeting: GF, second > Passed
3. Review Bid for new body for refurbished Peterbilt: 5 bids received
Discussion:
JB: Reeving system: the existing system does not need replacement, except for a new cable; only used for school dumpsters.
Bids:
\$ 61,491 = Howard Fairfield bid (without new reeving system, either Labrie or Leach)
Model: Labrie 2R3 32 yd
\$ 64,950 = Hewes, Bow NH bid on New Way truck (used by Franklin for ~18 yrs)
\$ 73,250 = McNeilus bid (original bid was lower, 9 months ago)
\$ 75,600 = CN Wood bid on both a Leach body and a Heil body (top of the line)

\$ 31,718 cost to rebuild truck by Peterbilt, with a 3-yr warrantee on motor

\$ 93,209 = total cost for truck

- no trade in on existing body; DPW would bring directly to scrap metal dealer
- good track record for working with Howard Fairfield, JB & RN & Darrell A (mechanic) but DPW has not had a Leach truck in the fleet. RL has had good experience with Leach trucks.
- timeline: ~ 30 days from issuance of purchase order for truck to be completed

Motion: GF, RL = second

The Committee recommends that the Town accept Howard Fairfield's bid of \$61,491 for a new Leach body for the refurbished Peterbilt packer.

The Board of Selectmen will vote on bids at next meeting, Mon 5/4/09.

GF: there is enough money in the Trust Fund to finance this part of the project. DJ

4. New truck: split body - Labrie and Heil both provide a split-body, but Labrie is recommended over Heil by other communities and the local dealer.
 - draft RFP will be sent to committee for review before sending out - 2 versions:
 - > International truck with split body (would charge \$18 k more to lower entry)
 - > Peterbilt cab-over truck with split body (low entry, right hand drive)
 - Labrie works with these 2 truck manufacturers, but not with other trucks (Mack, Volvo, etc).
 - Local Dealer has several trucks with body already put together for turnkey purchase.

5. Financials:

DJ: Historically, town gets low on money in October, before second tax bill goes out. Concern = cash flow problems, and unknown variables.

- No problem in paying now for the refurbishing of the Peterbilt (\$100k).

But, there are 2 other large ticket items in the Town budget this year that require large initial outlay before reimbursement: \$150 k for work on North Pembroke Road (FEMA reimbursement), and \$289+ k for housing complex on Pembroke Street (CDBG reimbursement); also, \$600 k road paving + \$30 k sidewalks. Town will spend \$1.6 m before September; capital expenditures are \$900 k higher than last year.

Discussion:

- Problem: Town authorized project, but did not authorize selling tax anticipation notes to pay for items as needed; so, payment for carts and truck must be timed to coincide with the receipt of revenue.

- Another factor, property assessment re-evaluation updates are due. May 18, BoS will determine if re-evaluation will be done. Schedule for carts and truck can be determined at that time.

- Tax bills out in October, due December 1. In December, can pay for equipment

- Another issue: timely payments by State of NH for rooms and meals tax, etc.

- Concern: should not start new program in the winter

- Carts: Town puts out cash first, then will get reimbursed by residents.

- Work language into RFP for payment in December.

- Possibility: issue RFP with delivery date in December.

- new emission standards are not required in NH

Committee will be sent Draft RFP for new trucks for review.

6. CARTS:

RL recommends only one size, ~ 64 gal

Cart delivery will depend on truck delivery.

DJ: put order form in with Oct tax bill.

Delivery: option for vendor to do assembly / delivery

Discussion: why are ID numbers needed? Does it cost more?

RFP: Questions should be directed to DPW

Cost:

Question: when will Co-op's single stream facility be available?

7. Transfer Station Costs:

JB: costs for recycling at Transfer Station have increased; budget has no line for payments for recycling; revenue from recycling goes directly into town budget, not into a separate recycling account. Currently, the cost is \$4,500, with an estimate ~\$10,000 by end of year.

- \$225,000 = annual payment for trash to Co-op. GAT can be adjusted annually, in the Fall; will be reduced when curbside recycling starts.

- compactor for the Transfer Station; DPW wants to rent or buy a compactor for the Transfer Station.

- BFI increased fees recently

- use of Transfer Station on Tuesdays is half of Saturday activity.

- RL & CL: keep the Stirling truck and use for single stream recycling at the Transfer Station, and for picking up dumpsters at the schools and at Littlefields, etc.

8. Littlefields: JB & SOH met with Tom Haley of the Littlefield's Board to discuss new program. They are interested in using dumpsters for trash, and asked if Town pays for pads and fencing. Answer: NO

9. Other Business / Updates

- Saltshed: Needs to be built; discussion at an upcoming meeting

- Transfer Station permit from the State of NH has been received.

10. Next meeting Wednesday May 13, 2009 at 6:30 pm at DPW office on Exchange St.

11. Tasks:

SOH will work with Kelly Preston on newsletter article

JB will send out RFPs for new truck

12. Motion to adjourn: RL; GF = second > approved. Meeting ended at ~ 8:30 pm.