

## **Solid Waste Commission**

### **\*\* Special Meeting \*\***

**January 17th, 2024 at 7 pm**

**Lebanon Town Hall Upper Conference Room**

### **Meeting Minutes**

1. **Call to Order:** SWC Chair Mike Rota called the meeting to order at 7:02pm.  
Present: Mike Rota, Robert Nejako, Doug Blakeslee (Transfer Station Supervisor)  
Absent: Nik Lohse,  
Others Present: Dean Hunniford (Director DPW), Kevin Cwikla (First Selectman)
2. **Public Comments:** No members of public present
3. **Approval of September 25th, 2023 Meeting Minutes:** Minutes unanimously approved.
4. **Correspondence**
  - A. Fuss & O'Neil Landfill Monitoring Report: no reports available
  - B. Finance Director Provided Expense & Revenue Data
5. **Solid Waste Supervisor Report:** Severe rain storms and ice storm have delayed opening on a few days. No incidents to report with residents. No other issues at this time.
6. **Old Business**
  - A. **Meeting Schedule for 2024:** meeting schedule amended from previous meeting and will be held on January 17th (special meeting to replace January 22nd), April 22nd, July 22nd, and October 28th.
  - B. **Update on cracked concrete collar at MW-05** (from Q3 2022 Fuss & O'Neil Report) - On DPW list to complete
  - C. **Signage Changes:** On DPW list to complete
  - D. **Issuance of Customer Receipts:** no residents ask for receipts, end of day totals entered into register. Will evaluate option of handheld device to use in place of register. Will test idea of using shed window as a 'drive thru' window for easier access to register and materials in shed to give to residents coming through.
  - E. **Cashless Payment Options:** will evaluate as part of looking at hand held device options as well as effectiveness of the 'drive thru' window test
  - F. **New SWC Commission Members:** Current members Mike and Robert have agreed to continue on for another term. Will continue to look for additional members.
7. **New Business:**
  - A. **Current landfill monitoring report:** None available, will contact Sarah Hill to obtain copies of most recent reports
  - B. **Revenue, Expenses, Tonnage Review:** Discussed year to date data compared to last year data. Total tonnage of waste and total vehicles are about the same comparing FY23 to FY24 after six months. Revenue has gone up 50% due to increased fees.

Transfer station expenses are projected to still exceed revenue for FY24. No additional fee changes will be proposed for FY24, need to monitor expenses and revenue for full year before considering any additional changes.

- C. **FY2025 Budget:** Reviewed and agreed to proposed budget for FY2025 which represents a 2.5% decrease over FY24 budget. No additional capital items identified for long term planning.
- D. **Contractor waste disposal** - no changes to costs or process for contractor waste disposal will be considered at this time, will re-evaluate in FY2025

#### 8. Long Range Capital Planning Ideas

- A. **Building upgrades** - new roof in TIP list, in queue to be done
- B. **Bulky waste area changes** (concrete pads under dumpsters, other) - in queue to be done
- C. **Running water / sewage** - adding hand washing station in FY25 budget

#### 9. Adjournment: Meeting adjourned at 8:11 pm.

Minutes Prepared and Respectfully Submitted by: Mike Rota, SWC Chair. Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.