

Solid Waste Commission

**** Special Meeting ****

April 18th, 2023 at 7 pm

Lebanon Town Hall Upper Conference Room

Meeting Minutes

1. **Call to Order:** SWC Chair Ryk Nelson called the meeting to order at 7:00 PM.
2. **Members**
 - A. Present: Robert Nejake, Ryk Nelson, Mike Rota, Doug Blakelee (Solid Waste Supervisor)
 - B. Absent: Nik Lohse
 - C. Others Present: Dean Hunniford
3. **Approval of January 23, 2023 Meeting Minutes**
 - A. Meeting minutes reviewed and approved unanimously.
4. **Approval of April 6, 2023 Meeting Minutes**
 - A. Meeting minutes reviewed and approved unanimously.
5. **Correspondence**
 - A. Fuss & O'Neil Landfill Monitoring Report: No new reports since last meeting
 - B. Casella Reports: No reports provided since last meeting
6. **Solid Waste Supervisor Report**
 - A. New supervisor shack is working out well
 - B. Recent issue with transfer station customer not following rules - will be a future commission item to review process to be followed for these situations.
7. **Old Business**
 - A. SWC Membership – One vacant position, contact needs to be made to Nik Lohse on participation or resignation
 - B. Consideration for new SWC members - None identified at this time
 - C. Update on Casella contract - contract negotiations ongoing
 - D. Update from Director, DPW: cracked concrete collar at MW-05 (from Fuss & O'Neil Report) - Dean will have his crew review collar and repair if necessary
 - E. Transfer Station Permit - no update on whether Town is currently required to take any action on permit or waiting on State
 - F. Additional Operator Certificates - Doug stated that two of three employees have their certificate, dates on these need to be checked. Final employee will be considered for training.
 - G. Supervisor shed replacement status (building, electricity, internet, security) - Shed in place, power in place, internet being planned and will take 3 - 4 months to get approval

to use electric poles and then complete the work. Expected to be \$92/month for service that should be added to future budgets. Security cameras have been installed and activated. Will be adding bollards around shed corners to avoid damage and protect employees.

8. New Business:

- A. New fee schedule - Reviewed draft of new fee schedule and minor modifications made. Upon approval of new fees, copies of the schedule can be made and distributed at the transfers station to residents. Signage of fees will be considered at Transfer Station. Notification of new fees will be done through appropriate communications such as town email, town website, Facebook, etc.)
- B. Discuss Transfer Station sticker system (cost, distribution, etc.) - Will put in place proof of residency sticker to use Transfer Station. Will be for residents and non-resident property owners. Sticker would be provided upon showing proof of residency and placed on vehicle. Stickers would be good for the life of the vehicle. Stickers would be available at the Transfer Station or at the Town Hall. No fee planned to obtain a sticker.
- C. Discuss cashless payment options for transfer station fees - Not able to be implemented until after internet connection is in place. Dean will discuss with other towns what systems they have put in place.
- D. Discuss contractor waste disposal at Transfer Station - Planning to implement contractor guideline for out of town contractors to use Transfer Station for project debris will need to show valid building permit for project within Lebanon. Signage at Transfer Station will be needed to display this requirement.
- E. Discuss idea of a "swap shack" - very few requests been made for this, only a few surrounding towns have implemented the idea and are doing with outside assistance, would require consideration of additional employee effort to maintain, not planning on pursuing this idea in the foreseeable future
- F. Discuss ideas regarding brush chipping - Will continue current process of carting brush for offsite disposal
- G. Discuss ideas regarding freon retrievable - Vendor Take2 in place for this

9. Long Range Capital Planning Ideas

- A. Building upgrades: new roof for large building on TIP list
- B. Concrete pads under dumpsters on TIP list
- C. Speed bumps - Design will be temporary speed bumps that can be moved aside during winter or other needs. Will be done within the next month through DPW budget, will locate on entry road and at shed exit location
- D. Stop sign when leaving, pedestrian striping - Removing from list, no longer required
- E. Running water / sewage - will be difficult to implement and require drilling of well, may consider trailer type bathroom/water depending on pricing
- F. No other capital items identified

10. Public Comments - none

11. Action Items:

- 1. Follow up with Town on any new Casella reports available (Ryk)
- 2. Follow up with Bernie on SWC membership: open position and possible resignation of Nik Lohse (Ryk)
- 3. Check with Kevin if another SWC meeting is needed related to Casella contract negotiations (Ryk)
- 4. Check with Kevin on status of Transfer Station Permit (Ryk)
- 5. Check Operator Certificate Dates, schedule remaining employee for training (Doug)

6. Check with other towns on how implemented cashless payments (Dean)
7. Check on portable bathroom/water pricing and options (Mike)
8. Future meeting item: Define process for dealing with residents not following Transfer Station employee directions (SWC)
9. Future meeting item: After approval of new fees and vehicle stickers, copies of fee schedule, purchase of vehicle stickers, and Transfer Station signage will be needed (SWC)

12. Adjournment: Meeting adjourned at 8:05 PM.

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