

Solid Waste Commission

**** Special Meeting ****

September 25th, 2023 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 7:15pm.
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 April 18th and August 7th 2023 Meeting Minutes:** Minutes unanimously approved.
4. **Correspondence**
 - A. Fuss & O'Neil Landfill Monitoring Report: Q3 2023 Report received
 - B. Finance Director Provided Expense & Revenue Data
5. **Solid Waste Supervisor Report:** Doug reported that things are going well at the transfer station and change introduced since July are going smoothly. Stickers continue to be distributed when possible. Transfer Station area is staying cleaner with new waste management company compactors.
6. **Old Business**
 - A. **Update on cracked concrete collar at MW-05** (from Q3 2022 Fuss & O'Neil Report) - On DPW list to complete
 - B. **Transfer Station Permit Update** - No change since last meeting, DEEP continues to process permits and is aware we are operating with the older permit. Recommendation will be made to First Selectman to get something in writing from DEEP.
 - C. **Vehicle Sticker Distribution Update** - Stickers have been distributed since July with at least 300-400 being given out at this time. Extra help is needed to keep the line moving and distribute stickers. Mike has provided help one day. Robert will look to help another day. Program will continue with sticker distribution as possible.
7. **New Business:**
 - A. **Discuss current landfill monitoring report** - Q3 2023 report findings discussed, no actions identified that need to be taken
 - B. **Revenue and Expenses current year review, comparison to last year** - Using Finance Director provided data to monitor impact of new fee increases for this fiscal year, as well as expenses from new waste management company. Report provided with two months of data to review but not enough information yet to see impact on full year. Report will be updated in January 2024 with six months of data.

- C. **Signage** (any new needed? Remove old pricing sign, speed limit signs, other?) - Sign changes will be made by DPW including removing old bulky waste pricing, putting up new signs, adding speed limit signs to entrance road, and one way/this way signs to direct traffic around dumpsters to leave transfer station.
- D. **Discuss receipts for customers** - Receipts are currently available if requested by a resident. Town auditors would like to see additional detail in the end of day total receipts with per vehicle information. Doug will start to enter information into register after each vehicle and let us know in the next meeting how this is going and if this is creating any vehicle backups at the shed.
- E. **Discuss cashless payment options** - With internet in place, this can be implemented. Kevin and Dean will discuss with technology team and look at possibility of hand held device to log transaction details per vehicle and allow for credit card payments.
- F. **New SWC members** - No new members at this time
- G. **Contractor waste disposal** - deferred to future meeting
- H. **Meeting schedule for next year** - Meeting schedule defined as
 - 1. January 22, 2024
 - 2. April 22, 2024
 - 3. Jul 22, 2024
 - 4. September 23, 2024

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** - future topic

9. Adjournment: Meeting adjourned at 8:29 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.