



Town of Plaistow, NH
Trash & Recycling Advisory Committee (TRAC)
145 Main Street, Plaistow, NH 03865

TRAC MINUTES

March 4, 2021

The following statement was read into the record:

The Plaistow Trash & Recycling Advisory Committee, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, is authorized to meet electronically, and these reasons shall be reflected in the minutes.

The Plaistow TRAC is utilizing the GoToWebinar program of the GoToMeeting platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during the meeting through the GoToWebinar program, and the public has access to contemporaneously listen and, if necessary, participate in this meeting. There is no physical location to view this meeting. The link to access this meeting is provided on the Town's website.

There is a "raise your hand" feature of the program that will allow attendees to participate in the discussion. There is also a Q&A box for the public to type questions during the meeting. The Public can also send emails with questions or concerns prior to the meeting to dvoss@plaistow.com. Please note: all questions and concerns typed into the Q & A box or sent via email will be read aloud to become part of the public record.

Call to Order: The meeting was called to order at 7:03 PM

ROLL CALL: Richard Anthony, *excused*
Deborah Esparza-St.Louis
Kelley Fox
Isabel Gautreau, *Chair Elect*
Robert Kinkaid, *Vice Chair Elect*
Mary Anne LoCascio

Also present: John DeRoche, *Selectmen*; Julian Kiszka, *Selectmen*

Agenda Item 2: Organization – Nominations

a. Chair

★M. LoCascio nominated I. Gautreau for Chair of the TRAC. D. Esparza-St. Louis second the nomination. There were no additional nominations.

Roll Call Vote: D. Esparza-St.Louis – yes; K. Fox – yes; I. Gautreau – yes; R. Kinkaid – yes; M. LoCascio – yes. The vote was 5-0-0 U/A.

b. Vice Chair

★I. Gautreau nominated R. Kinkaid for Vice Chair of the TRAC. M. LoCascio second the nomination. There were no additional nominations.

Roll Call Vote: D. Esparza-St.Louis – yes; K. Fox – yes; I. Gautreau – yes; R. Kinkaid – yes; M. LoCascio – yes. The vote was 5-0-0 U/A.

Agenda Item 3: Organization - Meeting Schedule

There was discussion on the best night to meet. It was decided that the TRAC would meet monthly on the second Thursday. If additional meetings are found to be necessary to accomplish the Committee's goals, then an additional meeting will be scheduled for the first Thursday of the month. All meetings will begin at 7:00 PM and will be remote access for the time being.

Agenda Item 4: Priorities and Timelines

J. DeRoche shared a proposed timeline towards the goal of a new trash collection contract. The current contract with JRM will expire on December 31, 2021.

The timeline allows the TRAC until the end of May to compile their recommendations to the Board of Selectmen (BOS) for what should be included in the Request for Proposal (RFP) to solicit a new vendor. The Committee hopes to shorten that timeline to allow for more time for posting the RFP, responses and negotiating of a contract to meet the December 31, 2021 deadline.

There was discussion about the timeline to make sure that what ever decision is made can be included in operating budget for consideration by the Budget Committee (BudCom). It was noted that any RFPs should be in hand in time to provide at least a working number for the BudCom.

There was discussion regarding the carts and the status of their purchase. It was noted that there is a contract in place, but that delivery had been delayed pending resolution of a vendor contract. It was noted that the carts that had been ordered are 96 gallons, on wheels and that approximately 3,200 had been ordered.

It was noted that the carts are standardized and should be usable with any vendor the BOS might select. It was also noted that the current vendor, JRM, does not have the equipment for automated pick up. It was unknown if the carts could be used for manual pick-up if JRM were selected as they currently have a size limit of 65 gallons for barrels.

There was discussion regarding using the already-ordered carts for recycling and perhaps recommending additional, perhaps smaller carts for trash.

It was decided to shorten the goal of getting recommendations to the BOS to mid-May, which would allow for a little "wiggle room" if any issues were to come up.

There was discuss as to whether or not, and how best to receive input from residents. It was offered that it could be assumed that most residents wanted recycling and curbside pickup based in previous input. It was noted that there had already been surveys done of other towns and those results could be used by this Committee as Plaistow was not unique in their needs for trash collection and recycling. Information that was sought was the volume, automated vs/ manual, number of carts allotted per household, and frequency of pickup.

Along with other communities, it was suggested that Waste Zero be contacted for information. They were noted as not being a trash collection vendor, but a resource to assist in cutting waste. It was also suggested that Northeast Resource Recovery Association (NRRA) be contacted. The TRAC would be looking for information on services provided and associated costs from both these organizations.

It was suggested that committee members split up tasks to gather information. The tasks and assignments would be tracked in an Action Item spreadsheet.

Assignments:

Other Community Information: I. Gautreau; D. Esparza-St.Louis; M. LoCascio
Vendor Outreach, Possible presentation to TRAC: R. Kinkaid

Contact Waste Zero: M. LoCascio
Contact NRRA: K. Fox

J. Kiszka encourage the Committee to look into joining an organization that can offer assistance and guidance. He noted that the Energy Committee had recently join Clean Energy New Hampshire to assist with project planning.

There was discussion regarding single-stream versus multi-stream collection and contamination issues caused by multi-stream. It was noted that while single stream was easier for the residents to use, mishandling of recyclables in single-stream was the most common cause of contamination. It was noted that there needed to be an educational effort made for better recycling results. An item for discussion of education will be placed on the next meeting's agenda.

Regarding education, it was noted that some vendors will make educations materials available, such as videos and flyers. This is something that could be considered to be included in the RFP recommendations.

There was discussion about the response to previously posted RFPs for the trash collection contract. The first round produced proposals from Casella, Waste Management, JRM and Republic. The second posting of the RFP got responses from only Casella and Waste Management. It was noted that once the RFP has been completed, the Town Manager intends to send it directly to area vendors as opposed to relying on them seeing it on a website somewhere.

There was additional discussion about the size of the carts. It was noted that there would need to be recommendations made about how to handle larger households that might need additional barrels, and what to do about multi-unit developments like condos and apartments in regard to providing trash collection as well as encourage recycling. It was suggested that when members are speaking with other towns, they ask how each are handled in those communities.

Suggestions for education were made such as materials provided by the vendor, updating existing materials, blogs, and materials posted to the website.

Agenda Item 5: New Business

There was discussion regarding how best to share information without being in violation of NHRSA 91-A. It was noted that all information should flow to D. Voss and then will be distributed to the committee as a whole. There should not be communication of Committee business via email between members.

There was no additional business before the committee and the meeting was adjourned at 8:39 PM.

Respectfully Submitted,

Dee Voss
Administrative Assistant