

Minuteman Household Hazardous Products Committee Meeting Minutes

Tuesday, April 5, 2016

Present: Wesley Chin (Chair), Belmont; Robert Beaudoin, Katie O'Neil, Lexington; Gerard Cody, Lexington, Marybeth Colnan, Belmont; Rod Robison, Concord; Deborah Rosati, Watertown, Katharine Dagle, Bedford, Seth Dawber, CHI.

1. **Call to Order:** The meeting of the Minuteman Hazardous Products Facility Committee was called to order at 2:35 PM by Wesley Chin, Chair, at the DPW building in Lexington.
2. **Minutes:** The minutes from the November meeting were reviewed, Gerard Cody made a motion to approve the minutes as discussed. Rod Robison seconded the motion. The motion was voted unanimously.
3. **Site Operations Update:** Robert Beaudoin said the site was all set. Bedford has the April event.
4. **Update from Clean Harbors:** Clean Harbors is all set and Seth will be at the next event. Seth has taken another position with CHI but he will remain as our contact for the HHP Committee until further notice.
5. **Additional Business:**
Robert Beaudoin discussed potential changes in location for the registration tent. The group discussed a desire to leave the registration site where it is currently located.

Other notes:

- Robert Beaudoin discussed the overhead charge. It includes compactor service and repairs, disposal and hauling costs.
 - There was a discussion about creating an operating budget for the upcoming season. After much discussion, Gerard Cody made a motion to set the budget for the season at \$180k. Rod Robison seconded. All approved.
 - There was a discussion about the CHI policy to accept checks only and no cash. No motion necessary.
 - HHP Meeting date for July was changed from the 5th to July 12th.
6. **Next meeting:** May 3, 2015 at 2:30 p.m. in 2nd floor training room.
 7. **Adjourn:** Deb Rosati made a motion to adjourn the meeting at 3:34 PM. Gerard Cody seconded the motion. The motion was voted unanimously.

Submitted by Gerard Cody, Lexington.