

Minuteman Household Hazardous Products Committee Meeting Minutes

Tuesday, May 3, 2016

Present: Angela Braun (Chair) and Mary Beth Calnan, Belmont; Elaine Carroll, Lincoln; Robert Beaudoin and Katie O'Neil, Lexington; Rod Robinson, Concord; Eileen Zubrowski, Waltham; Katharine Dagle, Bedford; Josh Decknick and Krista Gloden, Clean Harbors Institute; Charlotte Milan, Arlington; and Deborah Rosati, Watertown.

1. **Call to Order:** The meeting of the Minuteman Hazardous Products Facility Committee was called to order at 2:30 PM by Angela Braun, Chair, in Room 221 at the DPW building in Lexington.
2. **Minutes:** The minutes from the April 5, 2016 meeting were reviewed. Corrections made for the spelling of Mary Beth Calnan, Rod Robinson, and Deb Rosati's names. Elaine Carroll made a motion to approve the minutes. Rod Robinson seconded the motion. The motion was voted unanimously.
3. **Site Operations Update:** Robert Beaudoin reported there is currently no issue with the trash compactors. The solar development project has not started yet; they are waiting for final approval. If the project impacts our events, possible options are the Lexington DPW, Lexington High School, and the Vocational Technical School. However, our goal is to stay at the compost facility.
4. **Update from Clean Harbors:** Josh Decknick and Krista Gloden introduced themselves. Josh reported that Seth will continue to be at all events for this 2016 season. Mary Beth had a question regarding the emergency manual. She was provided with a copy for her records. Krista also asked that her contact information be sent out to the committee members.
5. **Report for April 16 Collection:** Katharine Dagle reported that the event went smoothly overall. The event started to get very busy around 9:30 AM. Cars were backed up all the way past the tent, around the bend, and down the hill. We estimated about a 40-50 car backup at our busiest time. Many people expressed their unhappiness and complaints about the wait times and the long line. Kerry was extremely helpful in stopping the incoming traffic on two occasions to allow cars who did not want to wait in line to exit safely out the entrance. Many Lexington patrons expressed their discontent about this event being open to other communities. Also, residents from communities outside of the 8 member towns seemed to be unaware that cash was not accepted. Around 11:00 AM the cars began to slow, and the lines died down for the rest of the event.

Mary Beth Calnan expressed that it might be helpful to the committee, if in the future the event summaries included specific details such as the weather, the number of volunteers from the town department, number of volunteers from Clean Harbors, and approximately how long the wait is for cars. She recommended that during busy times, Clean Harbors ask cars when they arrive at the collection tent how long their wait was, so that we can have accurate knowledge.

Eileen Zubrowski suggested that we vote on a policy for the minimum age of volunteers. The group discussed what an acceptable age would be. Vehicle safety and customer service were taken into consideration. Mary Beth asked for a vote to have a policy for the age of volunteers to be 16 and older. The vote passed 7 - 8.

Robert reminded the members that Kerry is an excellent resource to facilitate any issues with traffic, and patrons who would like to exit the facility instead of waiting in line, when needed.

6. **2017 Collection dates:** Angela Braun discussed possible meeting and event dates for the 2017 season. The following dates were accepted:

Month	Meeting	Event
April	4th	15th
May	2nd	13th
June	5th	17th
July	11th	15th
August	1st	12th
September	12th	17th- SUNDAY
October	3rd	14th
November	OCTOBER 31st	4th

7. **Additional Business:**

- Angela Braun explained the public meeting law according to the HHW Committee Memorandum. It was agreed upon that each Town will need to post the agenda 48 hours before the scheduled meeting, the agenda should be sent to the Town Clerk to post. Angela will work on updates to the Memorandum and send the updates out for discussion.
- Robert Beaudoin asked about the topic of guest communities, and which towns the Memorandum states as guest community. Angela explained that in 2002 there were three guest communities; Andover, Chelmsford, and Westford. Also Winchester had shown interested in the past. It was decided that we would revisit the topic of guest communities at a later date.
- Eileen Zubrowski mentioned that she made some edits to the pest flyer, and will send out the updated version.
- Robert provided an update on Sungevity, they will no longer be giving out information at the HHW events.
- Mary Beth Calnan explained that the member prices have increased. She would like the committee to consider increasing the price of non-members also so that they have an equal increase for both. The current nonmember price is 60/35. The member price was 48/32, which is now 50/32. Charlotte Milan made a motion to accept Mary Beth's motion to increase both member and nonmember prices per car, resulting in a re-imbursment of \$7.00. The new price for nonmembers will be 62/37. The motion was voted unanimously
- Mary Beth discussed the event data and overhead costs chart. She explained that the fluorescent bulb re-imbursment has a limit for the grant per community for bulbs and mercury.
- Robert explained the host's expenses. The compactors are a large expense to the host, which he would like to see updated. The MHP tent should be sold, to allow for future expenses. Robert stated he does have a potential purchaser for the tent.

8. **Next meeting:** June 7, 2016.

9. **Adjourn:** Angela Braun made a motion to adjourn the meeting at 3:25 PM. Mary Beth Calnan seconded the motion. The motion was voted unanimously.

Submitted by: Katharine Dagle, Bedford