

Minuteman Household Hazardous Product Committee
Meeting Minutes
Tuesday, February 19, 2019

Present: Elaine Carroll (Chair) Lincoln; Rod Robison, Concord; Katharine Dagle, Bedford; Sarah Kelley, Waltham; Erin Olson, Watertown; Mary Beth Calnan, Belmont; Robert Beaudoin, Lexington; Charlotte Milan, Arlington;

The meeting of the Minuteman Household Hazardous Products Committee was called to order at 10:00 AM at the Lexington DPW, Room 221. Philip LaRicco of Stericycle met with the committee. Philip gave the group an overview of Stericycle's operation. He has been with the company since December 2018. For this upcoming season they currently have roughly 80 events scheduled. Katharine Dagle asked Mr. LaRicco some background questions about Stericycle. The company has been providing HHW disposal for 5 years. An estimate of their current largest event is around 200 cars. Stericycle does work with some other town collaboratives as well. The most difficult task for his company providing service for MHHPC would be staffing. The vendor could not currently accommodate the MHHPC scheduled events or meet the staffing needs. For the following year, if they were able to plan accordingly ahead of time, Mr. LaRicco believes they could meet the MHHPC needs. This would require they opt out of other events in the future. Stericycle would be able to provide services for 8 total events, one Sunday event as well as one satellite event. Katharine explained over the past three collection years the highest car volume has been 629, and the highest loads has been 420. But typically an event average is around 400 cars and 330 loads. Mr. LaRicco explained without more information, he would estimate 20 staff as a good number for this event, and possibly 3-4 lab pack chemist. Stericycle does have a contingency plan for events. Robert Beaudoin gave a detailed description of the MHHPC site and set up. Robert invited Stericycle to come to an event this spring to observe how the MHHPC events currently run. Mary Beth Calnan asked Mr. LaRicco about the level of staff training for the events. His staffing would always include a Lab Pack Chemist. All other staff volunteers would have specific OSHA training for the event, past event experience, and only a limited number without prior event experience would be approved. Mr. LaRicco would be the contact person, coming to the events and attending the monthly meetings.

Jason Wuoti of Acv Enviro e-mailed Mary Beth to say he would not be able to attend the meeting today and would like to set up an alternate date.

Discussion: The members were concerned that if we do not do something fast we may lose some or all of the remaining 5 events for 2019, specifically with Clean Harbors. The members reviewed the contract with further changes by Katharine and Rod Robison. Mary Beth said she would like to see us get \$15 per car load from Clean Harbors for non-member participants instead of the \$10 per car that we get now. Katharine noted that Clean Harbors did agree to continue the \$10 per car load in the October contract meeting. The members all agreed that if Clean Harbors did not agree with the price change or go back to the \$10 per car that the members would still contract with Clean Harbors in order to get the dates as scheduled. Charlotte Milan made a motion to accept the changes in red by Katharine and the suggestion of Rod Robison to strike #3 B and C from the contract and make changes to the pricing sheet suggested by Mary Beth (copies attached). Katharine seconded the motion. The vote to approve the revisions was

unanimous. Katharine will make the changes to the contact and send it to the group. Robert will then send it to Clean Harbors for approval. Mary Beth will check with Jason Wuoti to see if Acv Enviro can even accommodate the dates that we need for July – November 2019. If not we will try to see if Clean Harbors will do the other 5 events. Mary Beth will also write a letter to the towns sending the highest number of non-members to events letting them know of the price change. If Clean Harbors does not agree to the \$15 per car load then we will charge the non-members the additional \$15 and tell Clean Harbors of the new pricing for non-members with the extra \$15 to go to us. After the 2019 events the committee can start in the fall (September/October) to put out an RFP to look for another vendor on the State contract list. There was a discussion regarding each town holding the event in their own town when it is their turn to do an event. This was not received well because some towns did not have a place to hold such an event. Majority prefer to continue with operations at the Lexington Site and appreciate the work Lexington dedicates to these events.

Minutes: Katharine Dagle made a motion to approve the minutes from the January 29, 2019 as amended. Elaine Carroll seconded the motion. The vote to approve was unanimous.

Motion to adjourn at 11:50 AM

Submitted by Elaine Carroll, Town of Lincoln