

**Minuteman Household Hazardous Product Committee**  
**Meeting Minutes**  
**Tuesday, September 11, 2018**

**Present:** Francis Dagle (Chair) Lexington; Charlotte Milan, Arlington; Rod Robison, Concord; Krista Gloden, Clean Harbors; Katharine Dagle, Bedford; Elaine Carroll, Lincoln; Sarah Kelley, Waltham; Kristel Bennett and Rajit Gupta, Watertown; Katie Kocur and Robert Beaudoin, Lexington

**1. Call to Order:** The meeting of the Minuteman Household Hazardous Products Committee was called to order at 2:35 PM in Room 221 at the Lexington DPW by Francis Dagle in place of Gerry Cody. The members were informed that Gerry's last day will be September 14.

**2. Introductions** were made.

**3. Acceptance of Minutes:** All minutes will be approved at the Oct. meeting and will be distributed to the members before the meeting.

**4. August 11 Event Report:** Krista Gloden said the August 11 event was slow with 331 cars. The day was raining hard at times and the small registration tent was not put up so the volunteers from Arlington got soaked at times and had to go to their car to get out of the rain in between registering cars. According to Krista everything went well with Clean Harbors who had 17-18 employees

**6. Upcoming September 16 Event:** The CH staffing levels should be the same as in August with 17-18 people and Krista will be there. Francis Dagle also said he would help with registration. Elaine Carroll will have one other volunteer at the event. There is still no large tent for the registration staff but the small tent may be put up before the event. Rob Beaudoin said the large tent has been ordered and will be installed when it arrives. The cost of the tent can either be a monthly overhead cost to the members or use the money of about \$1,000 from lead acid batteries.

Invoices for July have gone out and August should be going out soon.

**7. Speaking Engagement:** Gerry spoke at the North American Hazardous Materials Management Association conference in place of Robert. Krista was also there as a vendor. A copy of the slide show was given to the members. Robert had nominated Gerry for an award for all the work he has done with the Lexington Hazardous Waste site but unfortunately he did not get the award.

**8. Rhode Island Resource Recovery:** They are interested in having a site visit in Lexington and hosting us in RI and Robert will follow up with them to see when this can be arranged.

Rod Robison said the Concord satellite event will be held on Monday, September 24. He is hoping for a good turnout and will report back at the next meeting.

At this time Krista left the meeting. Rob reviewed the contract that expires on March 31, 2019 and found that we can extend for a 4<sup>th</sup> year option with the same per car rate and set up fee by giving them 60 days written notice. Are we interested in extending for a one-year option? There are 3 new vendors to go along with the ones we have who are interested in a Minuteman contract. We can negotiate with CH and if it is not agreeable we can go out to bid. Costs are going up with HHP and recycling and if they end up wanting to charge something like \$2,000 more an event, then we go out to bid. CH is doing a better job since the really bad event where Kerry took pictures and then not putting down the car loads. Rob can send out a group e-mail to see where we are and can possibly vote by e-mail. The next meeting is Oct. 2 and Rob can have a draft RFP for that meeting if we get a bad response.

**Motion to adjourn at 3:00 PM.**

Submitted by Elaine Carroll, Town of Lincoln