

**BOARD OF SELECTMEN
Minutes of September 18, 2006**

MEMBERS PRESENT: Chairman Galen Stearns called the meeting to order at 7:05 PM. Selectmen Galen Stearns, Roger Hohenberger, Alan Carpenter, and Margaret Crisler were present. Town Administrator David Sullivan was also in attendance. Selectman Dennis Senibaldi arrived later in the meeting.

TRANSFER STATION WORKSHOP: Mr. Poulson, Transfer Station Manager, was in attendance to discuss the future of the Windham Transfer Station and how best to address how the growth of the Town may impact the station's operations. Mr. Poulson opined that the town is at a pivotal point and needs to determine how it is going to handle the disposal of solid waste, whether current operations should be expanded or whether it would be advantageous for the town to explore the idea of curb side pickup or even privatizing this service.

Mr. Poulson presented the Board with the following statistics:

- 11% annual growth in tonnage of solid waste processed by the Transfer Station.
- 2006 budget expenditures for the department are currently over budget due to equipment repairs and overtime costs
- 2006 revenues, mainly from recyclables, are 26% over the same period in 2005.
- Preliminary department budget projections for 2007 show an increase of 10%

Mr. Poulson stated that the main focus of his discussion this evening was to review options of handling solid waste disposal in the future. He suggested that a portion of the current allocation of \$400,000 planned within the CIP to renovate the present facility be allocated towards a feasibility study of the Town-owned land to the East of the transfer station for the possible combined use of the Transfer Station, Highway, and Maintenance Departments. The remaining funds could then be reprioritized based on the results of the feasibility study.

The Board discussed the capacity of the present facility. It was felt that Saturdays are generally busy but that during the rest of the week the capacity appeared adequate. Mr. Poulson commented that he felt the capacity of the facility was not sufficient enough to handle the expected increase in future tonnage. He stated that he believed the Town would outgrow the present facility in five (5) years based on the 11% average annual growth in tonnage handled.

Mr. Hohenberger indicated that he does not see a capacity issue.

Mrs. Crisler opined that it appears we have two questions to address, namely (1) are we collecting and processing solid waste efficiently, and (2) where should we be shipping our waste and what will the cost be?

Mr. Poulson outlined the following options to be studied:

- Renovate the present facility to provide for future growth and operational demands.
- Use the 12-acre adjacent site to expand operations, reviewing the possibility of sharing the site with other departments such as Highway and Maintenance.

- Revamp operational processes at existing location which could enhance productivity and reduce expenditures. Suggestions include eliminating services, establishing a “pay as you throw” program.
- Privatize all or portions of the operations at the Transfer Station.
- Establish a curb side pickup program either by the Town or a private vendor. Evaluate direct hauling options and the closing of the facility.
- Build a new facility at a different location, including the potential of a regional facility.
- Review the labor force in terms of hours of work, rates of pay.

Mr. Poulson urged the Board to support a bid process to attain costs for curb side pickup. Mr. Carpenter stated that he believed the residents would be upset at not having the Transfer Station available. He inquired as to the number of residents who use private haulers to bring their trash to the station. Mr. Poulson responded that less than 30% use haulers.

Mr. Poulson suggested that bid specifications be submitted to private haulers and to include the following options:

- Provide curb side pickup for MSW (Municipal Solid Waste) only with the waste being transported to the vendor’s site. Recyclables would continue to be brought to the Transfer Station.
- Provide curb side pickup for MSW and Recyclables with all being transported to the vendor’s site.
- Provide curb side pickup for MSW and Recyclables and transport all to the Transfer Station.
- Privatize the Transfer Station, having private company operate it.

Mr. Carpenter stated that he wants to see a ten (10) year rate proposed.

Mr. Senibaldi arrived at 8:00 pm.

Mrs. Crisler commented that she is concerned with potential environmental issues which could occur with privatizing the operations.

Mr. Carpenter suggested the following timeline be used:

- 2006 - Increase efficiencies at Transfer Station – review benefits of limiting access to only residents; - limit allowed amount of demolition that is accepted.
- 2007 - Conduct bid process for options suggested by Mr. Poulson
- 2008 - Review the potential to expand the present facility.

The Board concurred with the need to solicit bids and authorized Mr. Poulson to proceed as outlined.

Mr. Poulson commented that we should no longer allow commercial users to bring demolition waste to the facility as they quickly fill the containers to capacity.

Mr. Hohenberger stated that we offer this as a service to the residents.

Mr. Senibaldi suggested we increase our commercial demolition charge from \$95/ton to \$135/ton to be more in line with the market.

A discussion ensued regarding a suggestion to meet with our State representatives to discuss current and future legislation to allow regionalizing of our solid waste efforts. Mr. Sullivan will request our delegation attend a future meeting after the general election in November.

Mr. Poulson asked the Board their opinion in regards to the concept of a DPW and further suggested the Board place an article on the 2007 town warrant to see if the voters would support building a salt shed on the town property to the east of the Transfer Station. Mr. Hohenberger stated that he was not in favor of placing a salt shed on this land and that the town had previously voted not to allow such a facility. Mr. Poulson offered an alternative means of addressing our salt shed needs explaining that he had spoken with DOT officials about the potential of building a joint facility. The State would consider building a facility to be used by both the State and the Town if the Town would provide the land. This option will be pursued by staff in the near future.

Mrs. Crisler stated that the Town needs to get the Salt Shed committee going. Mr. Sullivan commented that Mr. McCartney, Highway Agent, is beginning to form the committee.

This concluded the workshop with Mr. Poulson.

CLOSING OF TOWN FIELDS: Mr. Stearns suggested the Board consider closing all town fields at 6:30 pm daily due to the EEE concerns. After a brief discussion on the need for the Board to take all appropriate actions, Mr. Carpenter moved to post signs that the town fields are closed as of 6:30 pm until further notice. Mrs. Crisler seconded. Passed 4-1 with Mr. Senibaldi opposed.

Mr. Hohenberger moved and Mr. Carpenter seconded to adjourn. Passed unanimously.

The meeting was adjourned at 9:25 pm.

Respectfully submitted,

David Sullivan, Town Administrator

Note: These minutes are in draft form and have not been submitted to the Board for approval.