

**BOARD OF SELECTMEN MINUTES**  
**Hubbardston-Princeton-Templeton**  
**Intermunicipal Waste Reduction Task Force**  
**Narragansett High School**  
**November 12, 2008**

**Board Members:** Paul Hale, Chair  
Kristie Casey, Vice Chair  
Matt Castriotta, Clerk  
**Staff Present:** Deb Roussel, Town Administrator

**Task Force:** Dennis Rindone, Princeton Town Administrator; Lucinda Oates, Hubbardston Board of Health Administrative Assistant & Templeton's Health Director Joyce E Crouse. DEP Staff Irene Congdon. **Others present:** See Sign In Sheet Attached.

The meeting opened at 7:00 pm.

Princeton Town Administrator Dennis Rindone welcomed the group and explained dual purpose for formation of task force, which included exploring options for regional solid waste and recycling with single hauler and the cost through a request for proposal (RFP) process. Introductions made round-robin style,

Three towns seemed to have commonality of multiple haulers, with cost borne completely by residents, out of the tax rate. Three Boards of Selectmen were approached, seemed interested and award of a \$8,400 grant to each of the three towns allowed payment of technical assistance from Department of Environmental Protection staff, Irene Congdon.

Task force has been working for almost two years developing a program that they believe will fit the needs of all three towns. They reviewed a similar program provided by Town of Easton, only community in the State that provides. Easton has only been able to secure 50% of available participants, as a result of political strife between Board of Health and Board of Selectmen, resulting in virtually no difference in cost between participating and non-participating residents. The visible difference is in recycling, where the Town's program has a much higher percentage contribute.

The program was explained in three components. The first component is a 64-gallon tote for solid waste (trash), provided at a flat fee rate and picked up curbside weekly. The second component provides a 96-gallon tote for single-stream recycling (plastic, glass, paper etc. all go in one bin), which is also pickup curbside, however bi-weekly. The third and final component is a pay as you throw concept and involves the need to purchase a 33-gallon bag, which will fund the tipping (disposal) fee. The program will be able to utilize Princeton's contract and price for disposal.

The program will be voluntary and open to single and multi-family residents and business, however individuals will need to contact their Town to opt out. Important to provide education and highlight benefits of participating; believed the program will reduce the present cost borne by residents by at least 50% or more. Approach should be proactive, citing benefits of participating. Analogy of expenditure likened to billing for purchase of electricity, with pickup as the fixed cost and the cost of bags fluctuating dependent upon use. The cost is equitable, as it is based on use. If someone actively recycles and/or composts, they can reduce their costs, as they will use less bags. There is no financial incentive for the Town, it is all about increasing services and reducing costs for the residents. It will also conserve resources, by reducing the number of haulers traveling the same routes, using less fuel and extending the life of town roads as well. Goal was to keep it simple and low cost.

Outstanding issues include permission to issue RFP, which the task force hopes to receive tonight. There also remains a formal intermunicipal agreement; necessary approvals; billing and collection; funding for lead town holding enterprise fund, including costs for associated accounting and treasury tasks; compilation of single set of regulations for all three towns Boards of Health; part-time staffing for billing, collection, marketing and customer services to be funded through the program; and last but most certainly not least, education, education and education.

Goal is to begin July 1, 2009. Each community needs to support the goal by agreeing to assist in the education and marketing process, including public information session and press releases for it to be a success. Suggestion for one Board of Health and Board of Selectman from each Town to work with the task force for a six-month term to get it off the ground.

Bags are available at reduced rate through State Contract Vendor, who arranges sale locations in each town. They also supply bags, tracking of sales and transfer payment via electronic transfer. Provides opportunity for retail locations, bringing traffic into their businesses. Bags will not be biodegradable, as it is not only cost prohibitive, but since they are going into a landfill, will not promote decomposition.

Possibility of grant for start-up costs offered, however present state of economy may influence. Encouraged to learn from mistakes of other towns, providing emphasis on sign up, education, and encouraging everyone to participate. Questions raised on process in Easton, why Board of Health did not support. Felt it was political, not related to virtue of program. It was confirmed that it would not require vote of Town Meeting to commit to intermunicipal agreement, as a result of recent state legislation. Templeton indicated necessary for it to succeed in their Town. Princeton indicated they believed it should be compulsory and would not bring to Town Meeting. Aim is to obtain five-year contract; belief noted term beyond three years requires Town Meeting approval.

Interest from existing light districts in providing billing services; providing opportunity to increase staffing without benefits. Annual cost estimated between \$150-250 a year including cost of bags, dependent upon recycling and composting function. Expense of billing software significantly reduced if service provided by entity (enterprise fund or third party billing) that already operating; update is all that would be needed. Noted it was in the interest of a vendor chosen to provide marketing to increase volume.

Hopeful to have proposal accepted by group in January. Start-up costs includes bringing on staff person on or about February 1<sup>st</sup>, first quarter billing, pickup and disposal costs. Need to schedule follow-up meeting in January to discuss numbers. Agreed public hearing needed to put forth change in regulations; approval by Board members only. Princeton indicated would proceed whether or not other Towns participated, however hopeful regional effort succeeds.

**Motion: K. Casey**

To authorize the task force to proceed with a Request for Proposals to obtain costs before moving forward.

**2<sup>nd</sup>: M. Castriotta**

**Vote: All in Favor**

Each Board of Selectmen and Board of Health voted, all three Towns supporting the proposal unanimously. It was agreed a separate group would form to analyze bid result and return in January with a recommendation. Meeting scheduled for January 14, 2008 at 7 p.m., same location as this evening.

**Motion: M. Castriotta**

**To adjourn the meeting at 8:15 pm**

**2<sup>nd</sup>: K. Casey**

**Vote: All in Favor**

Respectfully submitted,  
Debra A. Roussel,  
Town Administrator

Approved: December 8, 2008

*Board of Selectmen  
November 12, 2008*