

## LAKES REGION HOUSHOLD HAZARDOUS PRODUCT FACILITY

### JOINT BOARD MEETING MINUTES

MEMBERS PRESENT: Ryan Heath, Alton Town Admin, Alton rep, Chair/Treasurer; Sarah M Silk, LRHHPF Site Coordinator, Wolfeboro rep, Vice-Chair/Secretary

GUEST: Bill Belanger, Seacoast Crane

Ryan Heath opened the meeting at 8:30 AM at the LRHHPF Facility. Sarah had contacted Bill Belanger of Seacoast Crane and arranged to have him join the Board on site.

#### IV. Tour of Facility:

Prior to Agenda items I thru III, Sarah Silk introduced both gentlemen and conducted a tour of the areas within and outside of the perimeter fence. There was a discussion regarding the drawings submitted by Bill Belanger in the fall. Of concern was the tilt of the roof with its lowest point at the traffic entrance to the fence.

Bill advised that the cost and the difficulty of obtaining bar joists had an influence on the design. There will be a 5' overhang. There will be a gutter system and roof flow would go to a downspout and under the Brush Dump access driveway to a low area to the left of the site (there is a brook on the right side restricting activity in that area.)

Questions arose regarding next steps: where is buried electric line from box to concrete slab inside fence (Barry Muccio to address per discussion in 2021); are there drawings re location of town water main under driveway (Pub Wks or Barry to locate?); will Public Works be able to extend paved lane for roof clearance on brook side and do necessary excavating for footings (4' frost depth); can slab under dumpster be poured at same time as footings as the areas will overlap; and single gate to left of exit lane will need to be changed from swing to slide due to support location. Bollards will be needed as a safety measure.

The goal is to provide Bill with information prior to the next LRHHPF Joint Board meeting on 5-18-22. Bill left the meeting with the Joint Board returning to the Agenda.

#### I. Approve Minutes:

With a motion from Ryan and a second from Sarah, the Minutes of 3-30-22 were accepted as written.

#### II. Confirm Meeting Dates 2022-Status:

The May meeting will be held on the 18<sup>th</sup> at 8:30 AM.

#### III. Treasurers Report:

Ryan presented the Treasurers Report prepared by Laura Parker. There was a brief discussion regarding the first invoices to be sent to the member towns.

IV. Tour of Facility:

(See above, taken out of order to accommodate Seacoast Crane representative.

V. Safe Sharps Disposal Brochure:

Sarah presented Ryan with the revised Sharps Safe Disposal brochure done with the expertise of Paige Wilson from LRPC with grant funding. LRPC will receive 1,500 and LRHHPF 500 each sharing proportionally in the cost.

Ryan and Sarah discussed the Alton Old Home Week planning. Sarah suggested having a presence with brochures for HHW and Sharps as an educational tool. Some years ago she had a table and Scott Simonds erected an Easy-Up with a majority of those stopping by being unaware of the hazardous waste program.

Ryan said the plans were just materializing and will advise Sarah of who is the committee chair and believes it will be the second week of August.

VI. Pharmacist Protocol:

Elsa Croteau has a new email address which may be why she had not responded to Paige's request to review the Sharps brochure. Sarah will follow up for Elsa's decision on the protocol for Mike Oakes to continue to participate at the medicine collections now he is retired.

VII. 2023 LRHHPF Contract – Legal Review Status:

Ryan advised Sarah that he had spoken to Alton's town attorney regarding a review of the minor changes proposed for the renewal of the 10-year Agreement.

VIII. Clean Harbors:

Ryan was advised by Sarah that there has been no corrections forthcoming on the invoice errors from Danny. Sarah sent an email, 4-8-22 to Danny and Catherine with a copy of the meeting Minutes and cited the 3-day turn around discussed 3-31-22 and asking if the delay was due to Corporate originating the new bills. Cathy responded 4-12-22, apologizing for lack of resolution, saying if needed she would go to Braintree. The next step is not yet determined on our end. Clean Harbors is not being paid until corrections are made (1-can be determined, 1-cannot as the numbers of hours is unknown.)

IX. Any Other Business:

The new rental unit will be delivered 5-9-22 which is the same day that Interstate Fire Equipment will service the dry chemical unit.

Jon Folkersen will schedule after 5-9-22, and before the collection on 5-21-22 for one day's work re-shingling the 2 roofs on the wooden buildings.

Sarah spoke with Chief Rondeau regarding a "Coffee with the Chief" WCTV Thursday spot to introduce the population to the Sharps Safe Disposal brochure as well as a reminder of the HHW dates. The Chief also does a Monday noon call in program on WASR.

Ryan suggested using an electronic message board at the Alton traffic circle as a reminder of the July and September collection dates in Alton. Arrangements will be made when one is available.

X. Adjourn:

With a motion from Ryan and a second from Sarah, the meeting was unanimously adjourned at 10:01 AM. (Sarah will meet with Laura Parker after checking at the Wolfeboro Town Hall for additional invoices in the LRHHPF mail box.)

Respectfully submitted,

Sarah M Silk, Secretary

Jb4-22