

LAKES REGION HOUSHOLD HAZARDOUS PRODUCT FACILITY

JOINT BOARD MEETING MINUTES

May 18, 2022

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

GUESTS: Matt Rose, LRPC Solid Waste Planner

I. Approve Minutes:

Chair, Ryan Heath opened the meeting at 8:30 AM at the Alton Town Hall. Introductions were made by Sarah Silk, Vice-Chair, as she had met with Matt Rose on May 5<sup>th</sup> at the LRHHPF Facility.

With a motion from Ryan and a second from Sarah, the Joint Board Minutes of 4-20-22 were unanimously accepted as written.

II. Confirm Meeting Dates 2022:

After a brief discussion about dates, the 7-20-22 meeting will be scheduled at 8:30 AM.

Ryan checked on the dates for the Alton Old Home festivities (8-12-22) which led to a brief discussion of what materials and brochures would be used for educational purposes.

Matt Rose discussed BD needle clips that he will be displaying at SWF visits. He gave a sample to Ryan.

III. Treasurers Report:

Sarah advised she had arrived at 7:45 AM to meet with Laura Parker regarding invoices, signed PAF copies, and various updated Primex Employment Postings needed for the LRHHPF Office.

Ryan asked about the roof transfer, and Sarah showed where the Annual Facility Report showed that was to take place. Matt was advised that the Wolfeboro site has the Reports posted from 2016 (which has historical data pre-dating that year) which demonstrates the myriad non-member towns who attend, as well as member activity.

IV. Status of Facility for 5-21-22 Opening:

Personnel are scheduled and confirmed for opening day on 5-21-22. June will be a medication disposal event and Sarah will be dropping off requests for both the Alton and Wolfeboro Police Officers after the meeting. Sarah Connelly, Pharmacist will attend in June with Mike Oakes in August and Sarah Connelly in September in Alton.

Elsa Croteau had responded to the new protocol for Pharmacist coverage to include retired Pharmacists. There is one small change to the last paragraph which will be made, the revision sent to Elsa, and included in LRHHPF Emergency Management binder.

The LaPierre unit was delivered on the 16<sup>th</sup> and the old unit was removed on Friday the 13<sup>th</sup>.

Interstate Fire Equipment has performed the necessary inspections and replaced the fusible links in the haz-mat building.

The signed documents, originals with back-up electronic copy, have been sent to DES for the July 2022-June 2023 grant to await signatures by the State.

Sarah had the new estimate for the Seacoast Crane covering over the Facility. The cost has risen by \$12,700 (about 16%) due to the post-pandemic inflation. Ryan suggested that funds might be available from ARPA's second round of funding. The afternoon was suggested as the best time for Sarah to arrange a staff meeting with Dave Ford, Ryan, and herself.

Sarah will contact the contractor for re-shingling to begin now that LaPierre has set up the unit.

A copy was made for all present and Ryan discussed minor changes suggested by Town Attorney for the Facility Agreement. There was consensus and a final draft will be prepared for the next meeting.

V. Pharmacist Protocol:

(See under IV above.)

VI. LRHHPF Outreach:

Ryan had earlier presented the Old Home Week information.

Matt reported on the LRPC HHW meeting and his role at LRPC. He will be visiting SWF locations with information for the public. Advertising the events was discussed as a challenge with social media to reach those not seeing the press releases.

Ryan cited Josh Monaco as the key person to Alton's web site and a community share link. Matt noted Sandwich and several other towns have various sites. Sarah has had a good response from David Baker for the home page notice in Wolfeboro.

Ryan suggested using the Laconia Sun as well as the Baysider. Sarah noted Wolfeboro has access to the Laconia Sun as well as the Conway Sun.

Matt reported that the USDA grant had been about 75% completed before Paige Wilson went to DES. He will be the point person for storm water management. He spoke about the reclamation of the Moultonborough landfill where the gain in space out-weighed the value of the materials mined.

VII. Any Other Business:

Matt was thanked for attending and will receive all the group notices.

VIII. Adjourn:

With a motion from Ryan and a second from Sarah, the meeting was unanimously adjourned at 9:26.

Respectfully submitted,

Sarah M Silk, LRHHPF Secretary

Jb5-22