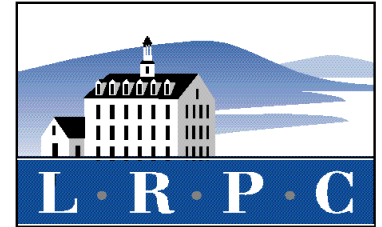


HHW Coordinator's Meeting
May 13, 2020 – 6:00 PM
Conference Call



Conference Call Number: 656-4263
Participant Code: 500246

- 6:00** Introductions – confirmed participants on the call (10 community reps, 2 LRPC staff)
- 6:10** Organizational Items
- Dates and Sites
 - July 25th (8:30AM – 12PM) in Belmont, Franklin, Gilford, **Meredith**
 - August 1 (8:30AM – 12PM) in Bristol, Laconia, Moultonborough, **Ossipee**
 - **5/14/20 Ossipee will not be a host site for the 2020 Collection**
 - **5/19/20 Meredith will not be a host site for the 2020 Collection**
 - Residents from both communities will NOT be able to participate this year (delayed until 2021)**
 - Waiting for Bristol to confirm they are a host site
 - All other collection sites have confirmed for 2020
 - 2020 meeting dates have been set and are on the LRPC HHW webpage
 - August 26th meeting changed to September 2nd (same time)
 - Letters of Commitment
 - LRPC has received 16 out of 25 Letters of Commitment – missing letters from: Bridgewater, Bristol, Effingham, Gilford, Hill, Moultonborough, Northfield, **Ossipee** and Sandwich
 - Invoices
 - Sent out (emailed) May 8th to town administrator – went to DPW if no admin
 - Invoices raised questions about whether towns should pay now or after the collection – please pay now. We will totally refund communities if we decide not to move forward with the collection due to COVID-19.
 - We are entering the 2nd year of a 3-year contract – there was no cost increase
 - Keep track of the dumpster cost(s) and send the receipt to the LRPC we will reimburse you as a thank you for your efforts as a host site
- 6:15** Collections – Vendors
- Site visits
 - Glenn Wilkinson (Tradebe) – will visit all sites because there may be some procedural adjustments this year
 - Glenn will do site visit the week of June 10th (our next meeting)
 - Coordinator Requests?
 - ~~Barry (Meredith) – Wednesday is good~~
 - ~~Brewster (Ossipee) – Monday, Thursday, Friday is good~~
 - Moultonborough – Tuesday or Wednesday before 12pm
 - Belmont, Gilford, Laconia – can make any day work
 - Bristol/Franklin not in attendance to clarify

6:25 Publicity, Outreach, and Information (COVID-19 adjustments)

- HHW webpage & Facebook page <http://www.lakesrpc.org/serviceshhw.asp>
- Brochures & Flyer
 - Bundles of brochures, flyers and stickers were sent to town offices in January
 - Site coordinators did not receive outreach materials, placed in public offices
 - Do away with all handouts this year
 - Direct participants to visit LRPC webpage for more information
- Survey
 - Survey takers must stay 6-feet away from cars and talk to the person to fill out the survey (no exchange of clipboards, limit any physical contact)
 - LRPC staff will take another look at the survey to see if we can shorten it even more
 - Remove the survey from the website – explain that it would entail residents to pass it to the site staff.
 - Have a bag available as a drop-off in case people do print the surveys?
- Donations
 - Forgo donation envelopes this year, use buckets for people to drop money in
 - “If you would like to make a donation at a later time, you can go to the website”
- Banners – hang up at transfer stations
- PPE – LRPC may be able to purchase masks (light weight for time duration)
 - Customize with logo and dates?
- Signs
 - *Big Daddy Signs* – makes low cost, plastic corrugated signs – customizable – can insert text and images
 - Purchase customized signs:
 - Visit the LRPC HHW webpage for disposal information
 - Please stay in your car – extra for each site
 - Please wear a mask
 - Put your hazardous materials in the trunk or truck bed of your vehicle
 - NO LATEX PAINT
 - *put out BEFORE collection, place on-site and as people are driving up*
 - *purchase a few backups in case they get stolen
- T-Shirts/Aprons
 - Stick with safety colors theme
 - Print “Please Stay in your Vehicle” on front of t-shirts?

6:35 Local Coordinator Roles and Responsibilities - Outreach

- ~~Printing and distribution of brochures & flyers~~ – up to site coordinators due to Covid
 - Get rid of printed materials and move money into signage. Approve signage idea.
- Communication with community – ensure your town website has the correct info!
- Issues and Concerns
 - Need to limit or eliminate the transfer of materials between people
 - Need much stronger footing for residents to STAY IN THE CAR
 - No collecting money – have a bucket

- What is the value of the survey? Do we need to spend the time and the effort doing it? It's used to collect data and measure some level of success year after year.
- Who will open the back on people's cars? Volunteers handling universal waste before going to the vendor? Who is reaching into a vehicle? Possibility of contamination.
- Belmont – people collecting lightbulbs, electronics and oil will have gloves and masks on.
- Have people heard the case of people going through their homes and bringing in
 - Meredith has seen a small influx in people bringing in latex paint
 - May have influx in HHW or people may be too afraid to go out

6:45 What will be different for the 2020 Collections? – more safety precautions

7:00 Other

Dave Katz – Are people required to have a transfer station sticker from a participating community? No. We use our survey to ask if they are from a community because some folks are summer residents. Belmont does not have a transfer station so they would not be able to issue a sticker to validate residency.

Lead fishing sinkers?

Barry – has seen very few come in, lead has been banned for finishing for a while so most people have probably gotten rid of it

No objections to accepting lead fishing tackle – put on event flyers

Resources on website for other NH Collections. Some accept waste from non-residents for a fee (Pemi-Baker SW Facility, Keene, Goffstown takes it on a scheduled basis, UVLSRPC)

Would we like to accept, for a fee/pre-arrange, materials from non-participating communities?

- Belmont – a bad idea. If a non-participating community needs to participate, they should join the group and pay the fee. We should continue sending them to a place like LRHHPF that is set up for that.
 - Agreed: Gilford, Ossipee, Tamworth, Laconia, Meredith
 - Will NOT accept waste from non-participating community members

Contact LRPC if you need a letter of commitment template.

Talk with your town administrators, selectmen, etc. and raise questions early on.

Next meeting is June 10th (6pm) – conference call