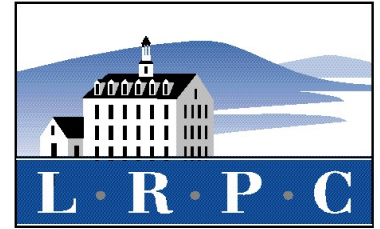


HHW Coordinator's Meeting
May 12, 2021 6:00 PM
Remote Meeting – Minutes



6:00 **Introductions** – Zoom etiquette (mute)

Tom Murphey (Belmont), Bill Wrabel (Effingham), Mike Amero (Franklin), Cliff Caldwell (Franklin), Rob Weeks (Gilford), Mary Ellen Prescott (Laconia), Tyler Smith (Laconia), Barry Weeks (Meredith), Chris Theriault (Moultonborough), Ron DeDucca (Moultonborough), Dave Katz (New Hampton), Bruce Vittum (Ossipee), TJ Eldridge (Ossipee), Kerry Long (Tuftonboro), Sarah Silk (LRHHPF), David Jeffers (LRPC), Paige Wilson (LRPC)

6:10 **Organizational Items**

- Dates and Sites
 - o July 31 – Belmont, Franklin, Gilford, Meredith
 - o Aug. 7 – Bristol, Laconia, Moultonborough, Ossipee
- Letters of Commitment
 - o 23 Y, 1 N (Northfield), 1 Likely (Hill)
 - o Once final commitments in, LRPC will negotiate with Tradebe
- Actions, Updates in the past nine months?
 - o Drone in Laconia will show aerial flow of collection site.
- Questions and Concerns?
 - o Latex paint (Tom – Belmont)
- Invoices
 - o Due to be sent out May 17th
 - o Please follow up with your community

6:15 **Collections - Vendors**

- Site visits
 - o Glenn Wilkinson (Tradebe) will be available for visit sites. Meredith and Ossipee will need site visits because both are participating after opting out of 2020 event.

6:25 **Publicity, Outreach, and Information**

- HHW webpage: www.lakesrpc.org/serviceshhw.asp - info is being updated as we get commitment letters and finalize site details.
- Social media – created Facebook event, posts will be published on FB & Instagram
- Brochure & flyer – being updated, final version will be posted to the LRPC website and copies will be sent out to all local HHW Coordinators.
 - o Contact local realtors and share event flyers/LRHHPF brochure. Should people be required to report HHW on site when they list their house for sale?
 - o Homeowners' associations – can LRPC speak to promote HHW event?

- Press releases/e-blasts – submitted first newspaper press release on May 7th as a general “save the dates” reminder. More will be submitted.
- Signs & banners – designed new ones in 2020 to communicate COVID-19 safety precautions. Worded specifically so they could be used in the future.

SIGNS: 1) No Latex Paint, 2) Put HHW in trunk, 3) Stay in vehicle, 4) Visit LRPC HHW website for more info, 5) Universal Waste, 6) EXIT

- Belmont, Franklin, Gilford, Moultonborough, Laconia are set for 2021
 - Meredith and Ossipee need all new signs and banners
 - Bristol? – need to check with Steve Favorite
 - LRPC can make additional signs with directional arrows for sites
- Shirts – site coordinators should fill out the Bulb Boxes/Shirts spreadsheet. Shirt design will remain the same as last year but will likely be a new color.
 - Survey – short, 2 question survey will remain the same. To keep with COVID precautions, site staff/volunteers will verbally ask residents the questions and keep tally.

6:35 **Local Coordinator Roles and Responsibilities - Outreach**

- Printing and distribution of brochures & flyers – up to each town to print and distribute materials if permitted by local COVID rules. LRPC can print and mail colored copies.
- Communication with community
 - o Laconia is getting lots of resident questions about event details.
 - o LRHHPF is receiving inquiries from Northfield residents and other NH towns.
 - o Sue Stowbridge has posted to Tamworth Exchange (public email listserv)
- Issues and Concerns

6:45 **What will be different for the 2021 Collections?**

- Continuing COVID-19 safety precautions
- Can we return gas/oil containers this year? Dave will talk with Tradebe about removing this rule since it's more of an airborne virus.
 - o Clean Harbors at LRHHPF will be returning containers, masks still required.

7:00 **Other**

- Collection of lead sinkers – in partnership with Loon Preservation Committee
 - o Set up bucket at universal waste disposal area.
 - o Tally who brings sinkers - put each contribution of sinkers in a plastic bag to track the number of people?
 - o Laconia can advertise in weekly newsletter.
 - o No objections from coordinators.

- Resources – NAHMMA/LRPC Smokin’ Hot Topics Webinar
 - Presentations and discussion about fire extinguishers, propane tanks, smoke detectors, flares.
 - Recording will be available soon.

- LRHHPF Update (Sarah Silk) – new disposal fee, \$45/5-gallons of waste because of contract changes. Brochures will be mailed to sites and town halls for distribution.
 - Took in over \$6,000 worth of non-participating town waste in 2020
 - Contact Sarah Silk (sms@metrocast.net) if you want updated brochures, mailed.

- Franklin has contaminated fuel from garage and transfer station – will be put on a separate manifest/invoice.
 - Other sites can contact LRPC about disposing of waste on a separate manifest with Tradebe (reduces transportation costs).

- LRPC will reimburse for dumpsters, Tradebe will provide liners.