

Hopkinton/Webster Landfill Committee
Hopkinton Slusser Center
6:30 PM

October 4, 2012

Attendance: Karen Irwin, Richard Kennedy, Sally Embley, Ellen-Kontinos-Cilley, Rich Houston, Barbara Corliss, Terry Targett, Dave Klumb and Steve Clough

Absent: Mike Greenwood

Public Members: Frank Davis and Bruce Johnson, Webster Selectman

Chairman Irwin opened the meeting at 6:32 P.M. The minutes were reviewed and after several edits a motion was made to accept the minutes as amended by Richard Kennedy and seconded by Barbara Corliss. All were in favor except Ellen-Kontinos-Cilley who abstained.

Steve Clough provided a review of Departmental financial issues starting with the CIP plan. There were three CIP projects scheduled for 2012. The Transfer Station camera system and facility paving projects have been completed. The break room project is not finished and has approximately \$7,000 worth of expenditures left to be made. It should therefore be noted that the account balance on the Town of Hopkinton's CIP spreadsheet that has been provided is actually about \$10,000 rather than \$17,000. It should also be noted that the CIP spreadsheet only represents Hopkinton's CIP accounting. Webster's CIP planning for its 25% contribution is not illustrated here. Hopkinton finances CIP projects and Webster is charged for its share as part of the regular billing process.

There are no capital purchases planned for 2013. Steve further explained that all CIP projects are scheduled according to industry standards (equipment replacement every 10 years for example) but are evaluated annually. The entire CIP plan is reviewed and subject to change every year depending on the condition of equipment and current priorities. He is also evaluating several building and grounds issues, such as inadequate buried electrical lines and structure deterioration, with the intention of adding any significant projects to the CIP plan. The Committee should be aware that the CIP plan needs to be revised every year prior to budget season.

Steve reviewed bonds, agreements, and schedules. The Transfer Station bond was retired in 2009. The schedule for the Landfill Closure Bond and Community Well Bond was provided. Warner's share agreement and the state grant for the closure bond were also explained. The formula for Webster's billing, which includes credit for revenue and PAYT revenue loss compensation, was provided.

The fund balances for the PAYT Bag Fund and Recycling Revolving Fund were provided and explained. A spreadsheet of all revenues sources, from 2007 through 2012 year-to-date, along with estimates for 2013 was presented, explained, and discussed. Tracking notes on Waste Management trash disposal, material quantities and revenue, trash hauling amounts to the Transfer Station, PAYT Bag sales, PAYT Compensation, and recycling were presented to provide a perspective on how these issues were trending in 2012. Steve went over the proposed 2013 Transfer Station and Solid Wastes Budgets.

The Transfer Station total budget was \$542,913 down from the previous year's budget of \$547,199. The large reductions were in the budgeted areas of trash disposal and transportation costs, overtime reductions and demolition haulage. Estimated revenues on the Budget are \$420,000. The solid waste budget is up \$1,672 from \$47,417 to \$49,089. The increase mainly due to an increase in engineering fees.

Next the facility report was reviewed nothing major for discussion in that report. The permit process was moving along with nothing new to report. The ordinances were reviewed and Steve would send out some costs and how to break that down by the next meeting.

Public Comments: On residents versus non-residents Warner shreds their plastic are we going to do that? Steve explained that we bailed our plastic and are not planning to shred our plastic.

Barbara Corliss made a motion to adjourn it was seconded by Rich Houston. All were in favor. The meeting adjourned at 8:52 p.m.

These Minutes were drafted by Karen Irwin, Chair
w/ amendment by Steve Clough, Ex Officio