

City of Biddeford
Solid Waste Management Commission
November 14, 2017 7:00 PM Public Works

- 1. Call to Order**
- 2. Approval of Minutes**
 - 2.1. Minutes 10/10/17
[mtg 10 10 17.doc](#)
- 3. Discussion / Approval**
 - 3.1. Education Program
 - 3.2. Composting
 - 3.3. Transfer Station Drop Off
- 4. Staff Reports**
 - 4.1. Sunday Openings
 - 4.2. Free Wood Debris Disposal
- 5. School Programs Update**
 - 5.1. Food Waste Composting
- 6. Questions /Comments on Reports**
 - 6.1. Recycling Reports
[2017 RECYCLING CENTER REPORT.xls](#)
 - 6.2. Code Enforcement Report
 - 6.3. Curbside Trash & Recycling Report
- 7. Commission Roster Changes**
- 8. Education/Advertising/Fiscal Year Budget**
 - 8.1. Budget Analysis
[Budget Analysis FY 2018.xls](#)
- 9. Other Business**
- 10. Agenda for Next Meeting**

City of Biddeford
Public Works Department
371 Hill Street, Biddeford, Maine 04005

SOLID WASTE MANAGEMENT COMMISSION MEETING
MINUTES OF OCTOBER 10, 2017

Attendance: Martin Grohman/Chair, Adam Bellefeuille, Francois Blais, Councilor Ready, Councilor Swanton, Marc Malon II, Donna Tippet, Dawn Delano/School Dept., Guy Casavant/Staff

Ben Neveux and Jim Emerson excused

Guest : Tyler Gleason from We Compost It

The minutes of the September 12, 2017 meeting were accepted as amended.

The Commission discussed the Education Program. Consensus was to keep waiting for a decision on the direction that will be taken relative to composting and food wastes. Discussion took place on whether or not to do something else in the interim like showing the progress that has been made on recycling. Could be distributed in the Thursday folders at the Schools, maybe doing a distribution of the left over EDDM mailings that have recently been produced and mailed, maybe posting the Solid Waste Reports on the City Web Site. No final decisions were made on these matters.

The Commission welcomed Tyler Gleason of We Compost It. Guy gave a report on the issue of creating a food waste drop off program at the Recycling Center/Transfer Station. He confirmed that an amendment to the City's current license from the State would be required. The site criteria for such an amendment would not allow for that type of activity without a waiver which would have to be approved by the abutting property owner. Tyler discussed the experiences at the Transfer Stations where they currently have food waste collections. Most of those cities or towns do not have curbside collection of trash. In most cases the programs have grown and have reduced the amount of trash for disposal. Their totes average about 175 pounds when filled. They generally do pick-ups once per week although DEP reports that the pick-up schedule is two to three times per week. The compost that is produced can be made available with some being for free and some for a cost. The Commission voted unanimously to authorize up to \$750 for the pursuit of a license amendment. Guy stated he would first approach the abutting property owner to see if there would be a willingness to be in favor of a waiver of the set-back criteria. If the neighbor is in agreement Guy will proceed with the amendment process. If not or unsure, Guy will wait and report back to the Commission for direction.

Guy reviewed the issue of the requested changes to Chapter 58, Sec. 58-64, which the City Manager requested be undertaken. This is related to the issue of instituting fees and/or raising fees for disposal of items at the Recycling Center/Transfer Station. Councilor Ready stated that Councilor Swanton reported to the Council after the last Commission meeting that there was no interest in raising or creating new fees as was reported last fall. There was no further need for the Commission to report to the Council. However, the City Council certainly can take action on this matter at its own discretion.

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A School Department composting report was given by dawn. The High School has not yet started the program. Will possibly start next week. She asked for help from the Commission members if they would be available. She reported that the Intermediate and Middle School programs are somewhat falling off track but still are going strong. Councilor Swanton stated he would bring 6 buckets to the High School for their use the week of Oct. 23. Any member who is available is welcome to participate with the institution of the High School program.

The Commission reviewed the various Recycling Reports for the month.

Next month's agenda should have the license amendment and the High School program on it.

The meeting adjourned.

SOLID WASTE MANAGEMENT COMMISSION

11/9/2017

FY 17 / FY 18 Budget Analysis

DESIGNATED FUND BALANCE				FY 18			
TOTAL RESERVED FUNDS END OF FY 17 :		\$ 7,348.00		Revenues			
FUNDS RESERVED FROM FY 17 BUDGET :		\$ 2,780.00			Budget Appropriation		\$ 4,575.00
					Casella Education Funds		\$ 1,000.00
TOTAL RESEVED FUNDS AS OF 7/18/17 :		\$ 10,128.00			Compost Bin/Kit. Pail Sales		\$ 50.55
					Composter Inventory Value	(12)	\$ 606.60
					Kitchen Pail Inventory Value	(6)	\$ 39.84
						Total :	\$ 6,271.99
Expenditures				Expenditures			
	Two EDDM Mailings (HHW, Paint)	\$ 4,055.97					
	EDDM Printing first mailing	\$ 1,080.00					
	EDDM Printing second mailing	\$ 1,145.29					
	EDDM Mailing - Bidd. Pool ZIP Code	\$ 113.28				Total :	\$ -
					Balance (cash and inventory) :		\$ 6,271.99
					Balance (cash only) :		\$ 5,625.55
					TOTAL CASH AVAILABLE :		\$ 9,359.01
	Total :	\$ 6,394.54					
	TOTAL CURRENT RESERVED FUNDS:	\$ 3,733.46					
	NOTE : REPORTED NUMBERS ARE AS OF November 4, 2017						
							4
	NOTE : EARTH MACHINES \$50.55 KITCHEN PAILS \$6.64						