

City of Biddeford
Solid Waste Management Commission
September 12, 2017 7:00 PM Public Works

- 1. Call to Order**
- 2. Approval of Minutes**
 - 2.1. Minutes 8/8/17
[mtg 8 08 17.doc](#)
- 3. Discussion / Approval**
 - 3.1. Education Program
 - 3.2. Composting
 - 3.3. EDDM
 - 3.4. Transfer Station Drop Off
- 4. Staff Reports**
 - 4.1. HHW Day September 9, 2017
- 5. Review / Discussion Chapter 58, Sec. 58-64**
 - 5.1. Chapter 58, Sec. 58-64
[CHAPT 58 SEC 58-64.pdf](#)
- 6. School Programs Update**
 - 6.1. Food Waste Composting
- 7. Questions /Comments on Reports**
 - 7.1. Recycling Reports
[2017 RECYCLING CENTER REPORT.xls](#)
 - 7.2. Code Enforcement Report
 - 7.3. Curbside Trash & Recycling Report
[Recycle Jul YTD.pdf](#)
- 8. Commission Roster Changes**
 - 8.1. Roster Changes
[roster 2017.doc](#)
- 9. Education/Advertising/Fiscal Year Budget**
 - 9.1. Budget Analysis
[Budget Analysis FY 2018.xls](#)
- 10. Other Business**
- 11. Agenda for Next Meeting**
 - 11.1 Next Meeting - October 10, 2017

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

SOLID WASTE MANAGEMENT COMMISSION MEETING
MINUTES OF AUGUST 8, 2017

Attendance: Adam Bellefeuille, Marc Malon II, Ben Neveux, Francois Blais, Councilor Ready, Councilor Swanton, Guy Casavant/Staff

Martin Grohman excused
Jim Emerson excused
Donna Tippettt excused

The minutes of the July 11, 2017 meeting were accepted as printed.

The Commission discussed the forthcoming education component of doing two EDDM mailings to the community. The first one dealing with the paint and fluorescent light stewardship programs will be mailed tomorrow. The second one dealing with the upcoming HHW Day will be printed and mailed in the next week or so. The final of three approved EDDM mailings will be dealing with composting and will be developed and mailed sometime after the HHW Day of September 9. That mailing should include some type of recitation of the City's recycling numbers since the inception of the current program.

The Commission briefly discussed the upcoming HHW Day on September 9, 2017, from 8:00 AM until Noon. The big change this year will be the use of two drop off tables in order to hopefully speed up the process. Guy asked the members who would be attending the event to work. Marc Malon, Francois Blais, Adam Bellefeuille, Councilor Ready and Councilor Swanton said they would be in attendance. Guy had also received communications from Jim Emerson and Donna Tippettt that they would be attending. The Commission discussed having some handouts for that day however, no decision or actions were agreed upon.

There was not any update on School Department activities because Dawn Delano was not present.

The Commission reviewed the various recycling reports for the month.

The Commission reviewed the 2017 Roster and contact information.

The Commission reviewed the monthly Financial Report.

Guy reported that as of this week, the trash collection trucks are now starting their workday at 5:30 AM. The start time used to be 4:00 AM. This change was implemented in the hopes of reducing complaints about noise. There are other benefits related to issues with the trucks at start up that can more easily be dealt with at this later start time.

City of Biddeford, ME
Tuesday, September 5, 2017

Chapter 58. Solid Waste

ARTICLE III. WASTE FLOW CONTROL AND TRANSFER STATION

DIVISION 1. GENERALLY

Sec. 58-64. Large item and recycling programs.

(a) Free disposal:

- (1) All personal items (stereos, chairs, sofas, lamp fixtures, etc.).
- (2) Up to four tires per year from Biddeford residents.
- (3) Twice a year, for two-week intervals, residents will be allowed to deliver up to one cubic yard per delivery of construction materials and/or wood debris.
- (4) Wet cell and dry cell batteries.
[Added 4-1-2014 by Ord. No. 2014.25]
- (5) Metals (items that have had the Freon removed by licensed vendors must show a certificate of proper removal for free disposal of the item at this facility).
[Added 4-1-2014 by Ord. No. 2014.25]
- (6) Cardboard.
[Added 4-1-2014 by Ord. No. 2014.25]
- (7) Plastic Nos. 1 and 2.
[Added 4-1-2014 by Ord. No. 2014.25]
- (8) Paper/magazines.
[Added 4-1-2014 by Ord. No. 2014.25]
- (9) Glass (jars and bottles).
[Added 4-1-2014 by Ord. No. 2014.25]
- (10) Tin cans.
[Added 4-1-2014 by Ord. No. 2014.25]
- (11) Grass clippings, leaves, brush and branches.
[Added 4-1-2014 by Ord. No. 2014.25]
- (12) Waste motor oil.
[Added 4-1-2014 by Ord. No. 2014.25]

- (13) Telephone books.
[Added 4-1-2014 by Ord. No. 2014.25]

- (b) Fees.
[Amended 4-1-2014 by Ord. No. 2014.25]^[1]

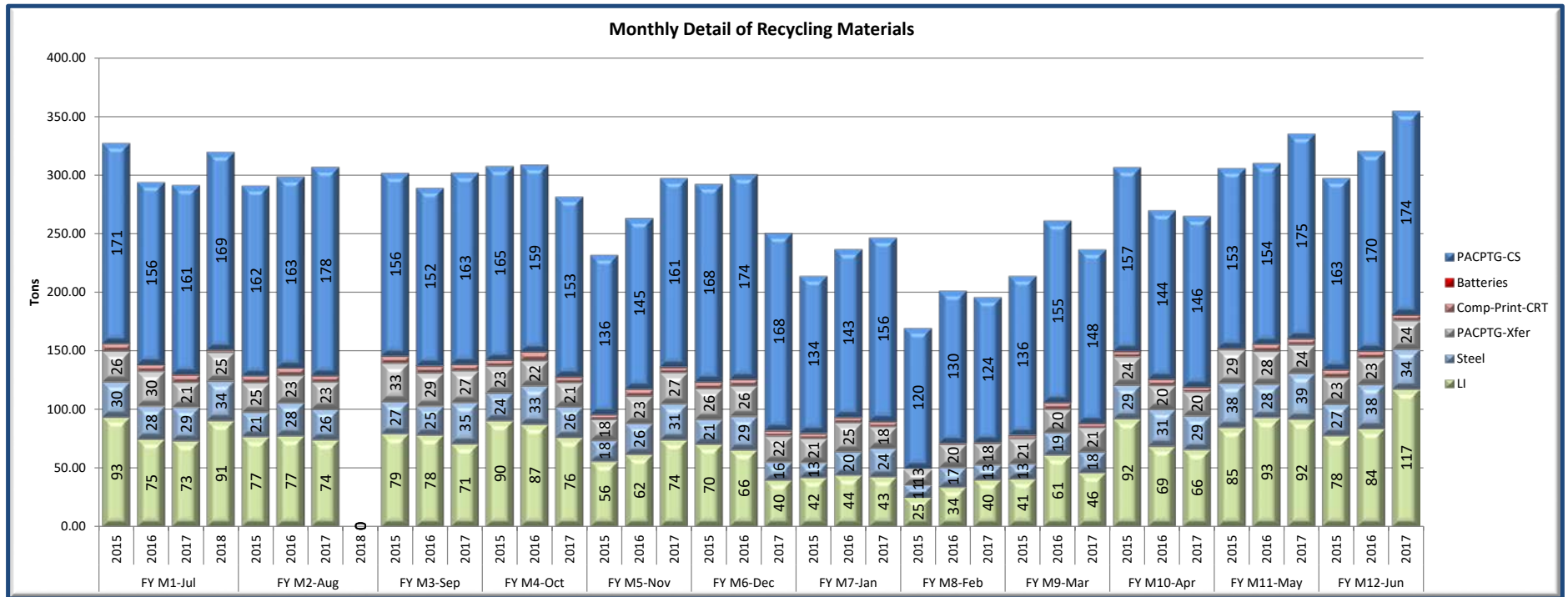
- (1) Fees for the disposal of the following acceptable items will be charged at cost. Note: "At cost" means that the charges for the disposal of the following items will be based upon the previous quarter's actual disposal costs incurred by the City for the particular item.
- a. Freon containing items.
 - b. Tires (car and pickup truck only, greater than four tires per year).
 - c. CRTs (televisions, computer monitors, laptops).
 - d. Computer CPU, keyboard, mouse and printers.
- (2) Fees for the disposal of the following acceptable items will be established by the Public Works Director.
- a. Construction materials/wood debris.

[1] *Editor's Note: This ordinance also repealed former Subsections (c), At cost disposal, and (d), Nonpermit fee disposal. For current provisions on at cost disposal, see Subsection (b).*

Department of Public Works
Monthly Recycling Report

2017	JAN		FEB		MAR		QTR 1	APR		MAY		JUN		QTR 2	6 MO TOTAL	
	Units	Lbs	Units	Lbs	Units	Lbs	Totals	Units	Lbs	Units	Lbs	Units	Lbs	Totals		
News Paper	0	0	4	9,473	0	0	9,473	3	7,522	3	7,793	0	0	15,315	24,788	
Office Paper	0	0	0	0	1	1,306	1,306	0	0	0	0	1	1,256	1,256	2,562	
Aluminum	0	0	0	0	1	660	660	0	0	0	0	0	0	0	660	
Cardboard	18	34,341	14	26,246	21	38,786	99,373	17	31,930	21	39,514	23	44,146	115,590	214,963	
Milk Jugs	0	0	0	0	0	0	0	0	0	0	0	1	980	980	980	
#1 Plastics	0	0	0	0	0	0	0	0	0	0	0	1	780	780	780	
Mixed Plastics #2	1	940	0	0	0	0	940	0	0	1	904	0	0	904	1,844	
Tin Cans	1	818	1	796	0	0	1,614	1	860	0	0	1	804	1,664	3,278	
Glass		622	0	0		444	1,066		418		302		472	1,192	2,258	
Junk Steel	10	48,840	5	25,860	7	35,580	110,280	11	57,826	16	78,260	13	67,920	204,006	314,286	
Large Item/Demo Debris		98,460		80,340		92,520	271,320		131,440		183,280		234,460	549,180	820,500	
Automotive Batteries		1,348		1,138		980	3,466		1,416		1,386		1,380	4,182	7,648	
Computers - Printers	125	2,350	32	450	152	2,596	5,396	58	1,254	84	1,480	79	1,560	4,294	9,690	
CRT's - TVs	31-82	6,034	51-22	3,488	27-63	4,636	14,158	45-82	6,704	44-136	8,718	113-52	8,360	23,782	37,940	
	JUL		AUG		SEP		QTR 3	OCT		NOV		DEC		QTR 4	6 MO TOTAL	YEAR TO DATE
	Units	Lbs	Units	Lbs	Units	Lbs	Totals	Units	Lbs	Units	Lbs	Units	Lbs	Totals		
News Paper	4	9,190	0	0			9,190							-	9,190	33,978
Office Paper	1	774	0	0			774							-	774	3,336
Aluminum	1	1,100	0	0			1,100							-	1,100	1,760
Cardboard	19	36,838	21	41,538			78,376							-	78,376	293,339
Milk Jugs	0	0	0	0			-							-	-	980
#1 Plastics	0	0	0	0			-							-	-	780
Mixed Plastics #2	0	0	0	0			-							-	-	1,844
Tin Cans	1	826	1	878			1,704							-	1,704	4,982
Glass		434		670			1,104							-	1,104	3,362
Junk Steel	15	67,240	14	72,900			140,140							-	140,140	454,426
Large Item/Demo Debris		178,980		186,980			365,960							-	365,960	1,186,460
Automotive Batteries		878		1,468			2,346							-	2,346	9,994
Computers - Printers	142	4,062	32	910			4,972							-	4,972	14,662
CRT's - TVs	179-57	10,442	103-42	2,240			12,682							-	12,682	50,622

City of Biddeford Transfer Station and Curbside Recycling Program



PACPTG-CS = paper, aluminum, cardboard, plastic, tin, glass from curbside collection

PACPTG-Xfer = paper, aluminum, cardboard, plastic, tin, glass from transfer station

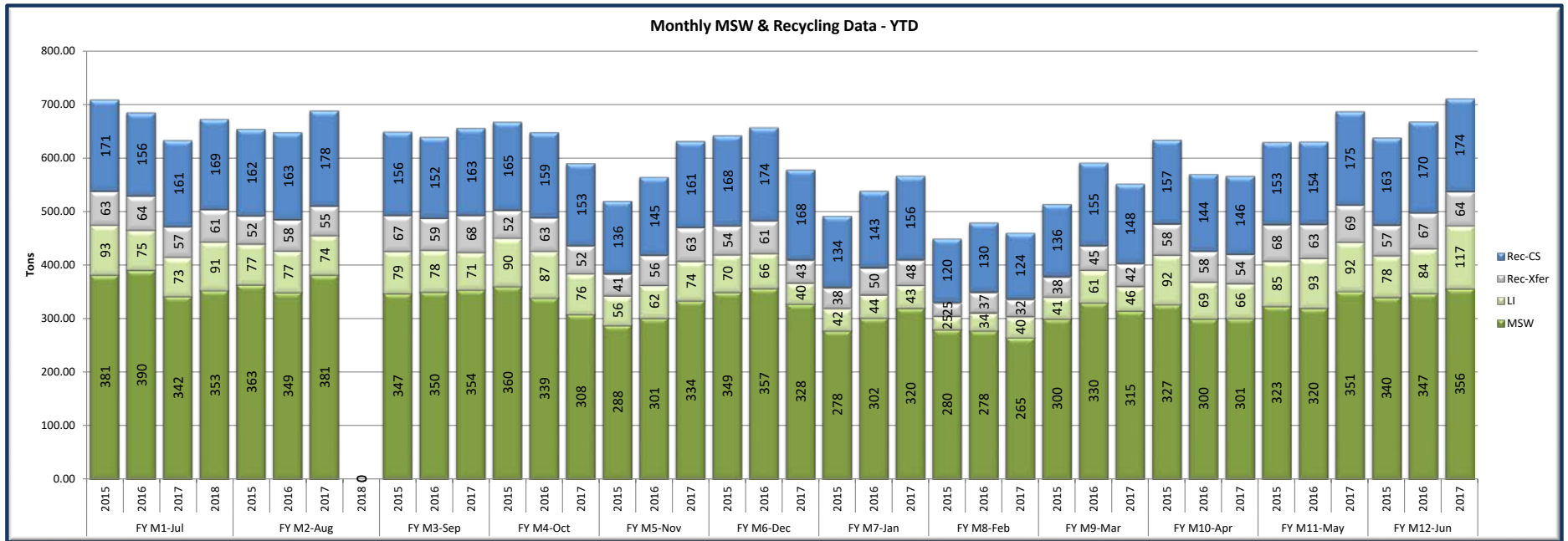
LI = large item

City of Biddeford Transfer Station and Curbside Recycling Program

Monthly Detail of Recycling Materials

Sum of Tons	Column Labels						
Row Labels	LI	Steel	PACPTG-Xfer	Comp-Print-CRT	Batteries	PACPTG-CS	Grand Total
FY M1-Jul							
2015	93.44	30.06	26.23	6.38	0.46	170.84	327.41
2016	74.74	28.05	29.74	5.57	0.66	155.51	294.27
2017	73.30	28.63	21.23	6.15	0.84	161.48	291.64
2018	90.58	33.62	24.58	2.03	0.44	168.62	319.87
FY M2-Aug							
2015	76.71	20.97	25.16	6.18	0.00	162.05	291.06
2016	77.49	28.15	23.47	6.43	0.34	162.85	298.73
2017	74.20	26.14	23.25	5.16	0.68	177.75	307.17
2018	0.00	0.00	0.00	0.00	0.00		0.00
FY M3-Sep							
2015	79.17	27.48	32.76	6.04	0.61	155.84	301.89
2016	78.20	24.52	28.56	5.76	0.58	151.60	289.22
2017	70.61	35.41	26.86	5.46	0.69	163.14	302.16
FY M4-Oct							
2015	90.45	23.73	22.76	5.20	0.43	165.08	307.66
2016	87.22	32.74	21.65	7.61	0.60	159.21	309.02
2017	76.27	26.03	20.60	4.77	0.83	153.40	281.89
FY M5-Nov							
2015	55.76	18.06	18.21	3.95	0.39	135.88	232.25
2016	61.66	26.42	23.44	5.87	0.58	145.48	263.45
2017	74.24	30.53	26.73	4.37	0.93	160.69	297.49
FY M6-Dec							
2015	70.43	21.22	26.41	5.56	0.55	168.47	292.65
2016	65.56	28.62	26.09	5.38	0.49	174.48	300.61
2017	39.83	15.50	22.27	4.38	0.69	168.16	250.82
FY M7-Jan							
2015	42.23	12.62	20.65	4.09	0.73	134.06	214.38
2016	44.05	20.09	24.93	4.29	0.58	143.10	237.05
2017	42.80	24.42	18.36	4.19	0.67	156.47	246.92
FY M8-Feb							
2015	25.19	10.89	13.17	0.26	0.24	120.26	170.01
2016	34.03	16.91	19.64	0.35	0.58	130.23	201.74
2017	40.17	12.93	18.26	0.23	0.57	124.11	196.26
FY M9-Mar							
2015	41.05	12.88	21.37	2.77	0.49	135.77	214.34
2016	61.08	19.33	20.08	5.61	0.38	154.86	261.33
2017	46.26	17.79	20.60	3.62	0.49	148.11	236.86
FY M10-Apr							
2015	92.03	28.72	24.10	4.67	0.65	156.73	306.90
2016	68.74	31.45	20.32	5.47	0.38	143.83	270.19
2017	65.72	28.91	20.37	3.98	0.71	145.70	265.39
FY M11-May							
2015	84.69	37.63	28.69	1.01	0.56	153.48	306.06
2016	93.06	28.34	28.12	6.24	0.49	154.16	310.40
2017	91.66	39.13	24.26	5.10	0.69	174.53	335.37
FY M12-Jun							
2015	77.77	26.85	22.83	6.41	0.66	162.98	297.50
2016	83.69	37.64	22.67	5.68	0.58	170.22	320.48
2017	117.23	33.96	24.22	4.96	0.69	173.83	354.89

City of Biddeford Transfer Station and Curbside Recycling Program



Rec-CS = recycling materials collected at curbside

Rec-Xfer = recycling materials collected at Biddeford Transfer Station

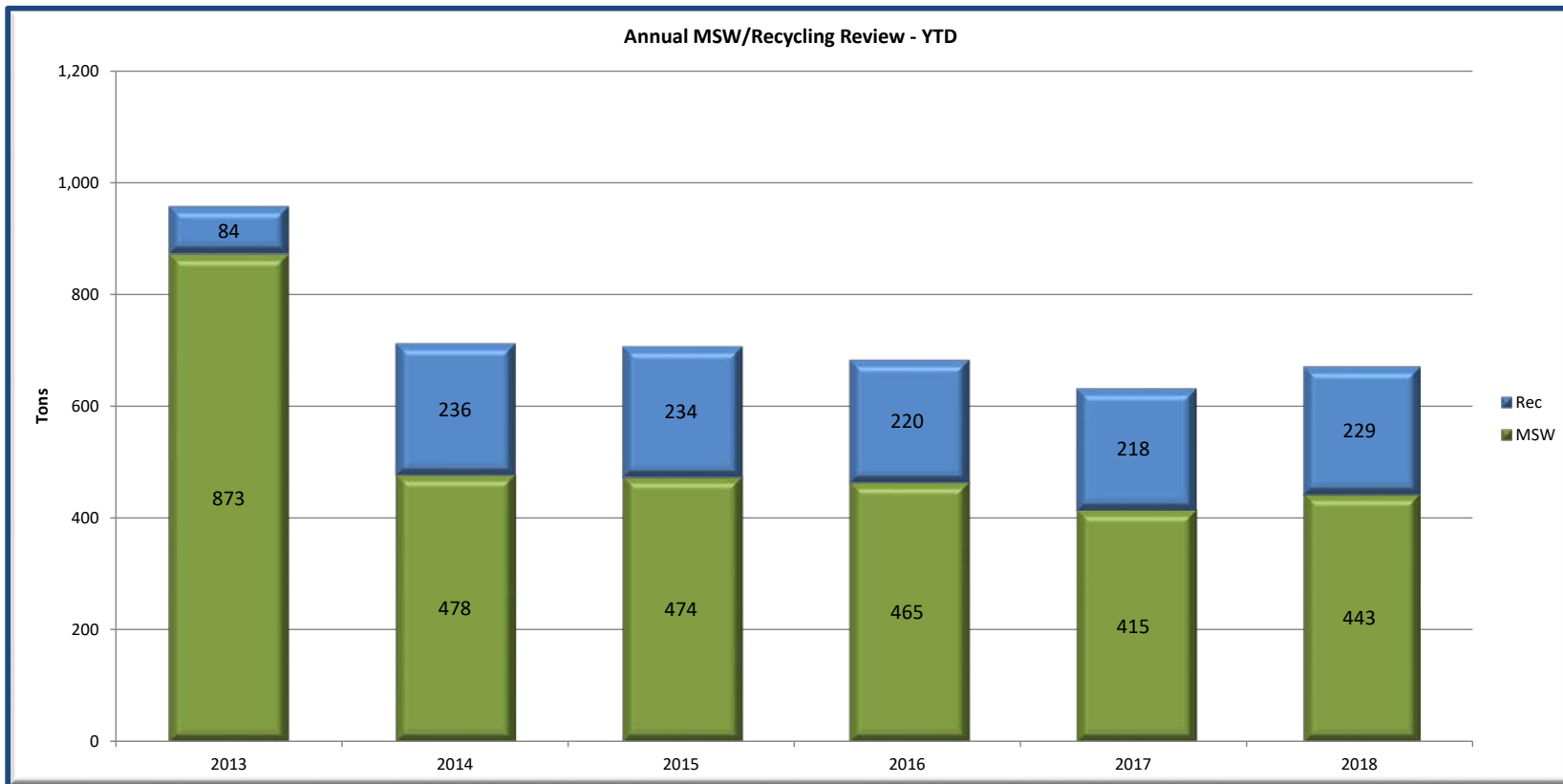
LI = large item

MSW = municipal solid waste

City of Biddeford Transfer Station and Curbside Recycling Program
Monthly MSW & Recycling Data

Sum of Tons	Column Labels					
Row Labels	MSW	LI	Rec-Xfer	Rec-CS	Grand Total	
FY M1-Jul						
2015	381.05	93.44	63.13	170.84	708.46	33.03%
2016	390.14	74.74	64.02	155.51	684.41	32.08%
2017	341.61	73.30	56.86	161.48	633.25	34.48%
2018	352.62	90.58	60.67	168.62	672.49	34.10%
FY M2-Aug						
2015	363.09	76.71	52.30	162.05	654.15	32.77%
2016	348.99	77.49	58.39	162.85	647.72	34.16%
2017	381.01	74.20	55.22	177.75	688.18	33.85%
2018		0.00	0.00		0.00	
FY M3-Sep						
2015	346.85	79.17	66.88	155.84	648.74	34.33%
2016	350.01	78.20	59.42	151.60	639.23	33.01%
2017	353.71	70.61	68.41	163.14	655.87	35.30%
FY M4-Oct						
2015	359.77	90.45	52.13	165.08	667.43	32.54%
2016	338.86	87.22	62.59	159.21	647.88	34.23%
2017	308.29	76.27	52.22	153.40	590.18	34.84%
FY M5-Nov						
2015	288.13	55.76	40.61	135.88	520.38	33.92%
2016	301.21	61.66	56.31	145.48	564.66	35.74%
2017	333.62	74.24	62.56	160.69	631.11	35.37%
FY M6-Dec						
2015	349.30	70.43	53.75	168.47	641.95	34.62%
2016	356.64	65.56	60.57	174.48	657.25	35.76%
2017	327.72	39.83	42.83	168.16	578.54	36.47%
FY M7-Jan						
2015	278.05	42.23	38.09	134.06	492.43	34.96%
2016	301.60	44.05	49.90	143.10	538.65	35.83%
2017	320.05	42.80	47.65	156.47	566.97	36.00%
FY M8-Feb						
2015	280.38	25.19	24.56	120.26	450.39	32.15%
2016	278.12	34.03	37.48	130.23	479.86	34.95%
2017	264.65	40.17	31.98	124.11	460.91	33.87%
FY M9-Mar						
2015	300.17	41.05	37.52	135.77	514.51	33.68%
2016	330.09	61.08	45.39	154.86	591.42	33.86%
2017	315.00	46.26	42.49	148.11	551.86	34.54%
FY M10-Apr						
2015	326.97	92.03	58.14	156.73	633.87	33.90%
2016	300.24	68.74	57.62	143.83	570.43	35.32%
2017	301.11	65.72	53.97	145.70	566.50	35.25%
FY M11-May						
2015	323.42	84.69	67.89	153.48	629.48	35.17%
2016	320.00	93.06	63.18	154.16	630.40	34.48%
2017	351.15	91.66	69.18	174.53	686.52	35.50%
FY M12-Jun						
2015	340.31	77.77	56.75	162.98	637.81	34.45%
2016	347.26	83.69	66.57	170.22	667.74	35.46%
2017	355.93	117.23	63.83	173.83	710.82	33.43%

City of Biddeford Transfer Station and Curbside Recycling Program



Fiscal Month FY M1-Jul Jul

Sum of Tons	Column Labels		
Row Labels	MSW	Rec	Grand Total
2013	873	84	957
2014	478	236	714
2015	474	234	708
2016	465	220	684
2017	415	218	633
2018	443	229	672

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

SOLID WASTE MANAGEMENT COMMISSION 2017

<u>NAME / ADDRESS</u>	<u>PHONE NUM.</u>	<u>EXP. DATE</u>
Martin Grohman, CHAIR 9 Lisa Lane E-mail : martin.j.grohman@gmail.com	283-1476 423-8260	12/2018
Councilor Michael Swanton 110 Old Pool Road E-mail : michael.swanton@biddefordmaine.org	282-6387	12/2017
Councilor Michael Ready 6 Kennedy Drive E-mail : michael.ready@biddefordmaine.org	710-2013 205-0952	12/2017
James Emerson 127 Old Pool Road E-mail : jaz_emerson@maine.rr.com	209-7254	12/2017
Adam Bellefeuille 111 Pool Street E-mail : Bellafuel111280@gmail.com	229-2992	12/2017
Marc G. Malon II 1 Rockwood Drive E-mail : marc.malon@gmail.com	590-8366	12/2019
Bernard Neveux 10 Kennedy Drive E-mail : b.a.neveux@gmail.com	376-5938	12/2019
Francois Blais 26 Westland Avenue E-mail : fablais@gwi.net	229-1695	12/2019
Donna Tippet 77 West Street	282-3392	12/2020

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

WASTE MANAGEMENT COMMISSION 2017

SCHOOL DEPARTMENT MEMBER :

Dawn Delano 286-5137
455 Gebung Road
Alfred, Maine
E-mail : ddelano@biddefordschooldepartment.org

SOLID WASTE MANAGEMENT COMMISSION

9/5/2017

FY 17 / FY 18 Budget Analysis

DESIGNATED FUND BALANCE					FY 18			
TOTAL RESERVED FUNDS AS OF 7/18/17 :			\$ 10,128.08		Revenues			
						Budget Appropriation		\$ 4,575.00
						Casella Education Funds		\$ -
						Compost Bin/Kit. Pail Sales		\$ -
						Composter Inventory Value	(13)	\$ 657.15
						Kitchen Pail Inventory Value	(6)	\$ 39.84
							Total :	\$ 5,271.99
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) :		\$ 5,271.99
						Balance (cash only) :		\$ 4,575.00
						TOTAL CASH AVAILABLE :		\$ 8,308.54
		Total :	\$ 6,394.54					
	TOTAL CURRENT RESERVED FUNDS:		\$ 3,733.54					
NOTE : REPORTED NUMBERS ARE AS OF September 2, 2017								14
NOTE : EARTH MACHINES \$50.55 KITCHEN PAILS \$6.64								