

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
TUESDAY, JANUARY 6, 2009
TOWN HALL CHAMBERS**

A Town Council Workshop of the Old Orchard Beach Town Council was held on Tuesday, January 6, 2009 in the Town Hall Chamber. The Chairman opened the Workshop at 8:00 p.m. Discussion will be on the subject of solid waste collection services and the upcoming RFP.

The following were in attendance:

Present: Chair Sharri MacDonald
Vice Chair Robin Dayton
Councilor Mike Tousignant
Councilor Shawn O'Neill
Town Manager Steve Gunty
Assistant Town Manager V. Louise Reid
Public Works Director Mary Ann Conroy

Absent: Councilor Laura Bolduc

Presentation and Discussion:

The Public Works Director presented the following overview for discussion. There were members of the vendor community present including Ken Blow and Ken Hunger of BBI; Patrick Corcoran; Jetta Antonakos of the State Planning Office, and Missi Labbe of Ecomaine.

**OVERVIEW FOR
Town of Old Orchard Beach
MUNICIPAL SOLID WASTE and RECYCLING
DRAFT STRATEGIC PLAN**

*Prepared by; Mary Ann Conroy, Director of Public Works
Date: December 31, 2008*

A. REVIEW THE EXISTING COMPONENTS

- a. Draft Overview of all the components
 - i. Status: Done*
 - ii. Curbside MSW and Recycling Contracts**
 - iii. Transfer Station Operations**
 - iv. Blue Bag Program**
 - v. Commercial MSW and Recycling Operations**
 - vi. Returnable Bottle Scholarship Program**
 - vii. Reporting/Goal Setting/Outreach/Education****

1. DPW Staff
 2. SMART – Regional Group
 3. OOB Recycling Committee
 4. Council/Residents/Students
- viii. Other Options to Consider
1. Automated Pick Up
 2. Weekly Recycling Pick up
 3. Condo Inclusions (30% of our total tax base)
 4. Excluding Trash Collection at Transfer Station
 5. New Ideas
- b. Review existing contract language between the Town and BBI
- i. *Status: Done* – Contract Expires April 4th, 2009
- c. Review the existing contract language between the Town and Merc
- i. *Status: Done* – Contract Expires June 30th, 2025
- d. Review the current Town Ordinances for Solid Waste/Recycling
- i. *Status: Done* – Last Updates in 2004, May need some revisions
- e. Review other related contracts, such as Management of Recycling
- i. *Status: Underway*
 1. Current contract gives ownership of recyclables to contractor
 2. Blue Bag Contract with Pheonix expires: 2010? with possible extension clause
- f. Review the current MSW/Recycling Annual Reports
- i. *Status: Underway*
 1. State Planning Office Annual Reports
 2. Monthly Reports from BBI
 3. Tipping Fee reports from Jill
 4. Average Revenue Sharing Reports from EcoMaine
 5. others...

B. SEEK INPUT FROM OTHERS

- a. Gain Council Input
 - i. *Status: Underway* – Workshop Scheduled for Jan 6th
- b. Gain Resident Input
 - i. *Status: Underway*
 1. Review of DPW records/qualitative reports
 2. Request records of complaints/comments received per contract
 3. Website? Survey? Sample Calls?
- c. Meet with other regional peers
 - i. *Status: On-going*
 1. On-going calls and questions to Saco, Biddeford, York, Scarborough
 2. Review draft RFP prior to advertisement
- d. Research other regional community contracts currently in use
 - i. *Status: Done*
 1. Town of York, Maine – New Contract this year with Waste Management

2. *City of Biddeford, Maine – New Contract this year with Town Crew*
3. *Various Sample Contract from Waste Management*
4. *EcoMaine Regional RFP avail approx. Jan 16th*

C. RESEARCH ALTERNATIVES FOR A BETTER PROGRAM

- a. **Research the current economic impacts**
 - i. ***Status: Underway***
 1. *Recycling commodity down – short-term future looks bleak*
 2. *National economics weak – preference for set fees, low risk*
 3. *Seeking other resources...*
- b. **Research the financial impacts and history**
 - i. ***Status: Underway***
 1. *History of Town Contract Costs*
 2. *Pro/Con of Recycling Revenue/Costs*
 3. *History of Cost per ton – possible state projections*
 4. *Integrate Projected Costs into the FY10 Budget for DPW*
- c. **Research other successful components currently in use**
 - i. **Trash for Cash – *Status: Done for now***
 1. **Recycle * Reward * Record!**
 2. **Residents get debit card for the recycling tonnage contributed each week to be used in coordination with purchases from local businesses**
 3. **Recycle Bank is the management company providing this service**
 4. **Most easily used with automated curbside pickup – some equipment costs**
 5. **Everett, Massachusetts Article dated Nov 08 states this program is running in 90 communities and 13 states.**
 - ii. **Regional Partners *Status: Underway***
 1. **Beginning discussions with Saco, Biddeford and Scarborough for a future regional MSW/Recycling Program (intend to leave an opening for such an endeavor in the new contract wording)**
 2. **Saco and Scarborough currently share a full-time recycling coordinator**
 3. **Research other possible partners**

D. CREATE/ADVERTISE/AWARD CONTRACTS

- a. **Draft a Request for Proposal for curbside pickup**
 - i. ***Status: Underway***
- b. **Create a Timeline for Each Major Step in the Draft Strategic Plan**
 - i. ***Status: Draft Underway***
 1. ***RFP Advertise: Monday, February 2, 2009***
 2. ***Contract Award: Monday, March 9, 2009***

3. *Council Approval: Tuesday, March 17, 2009*
4. *New Contract Begins: April 5, 2009*
- c. **Advertise and Award a Contract for Curbside Pick Up**
 - i. **Status: Underway**
 1. **Current Contract allows extending BBI contract, if needed**
- d. **Advertise and Award other Related Contracts, as needed**
 - i. **Status: Underway**
 1. *Requested two draft contracts from EcoMaine for Recycling Management*
 2. *In process of requesting the same from MERC*
 3. *Reviewing other related services currently provided by various contractors for related operations at the Transfer Station*

E. ADMINISTER THE UPDATED STRATEGIC PLAN

- a. **Clarify specific roles for DPW staff**
 - i. **Status: Underway**
 1. *Director has a sincere interest and determined priority to administer an improved strategic plan and program administration*
 2. *New Assistant DPW Director has considerable experience in recycling*
 3. *Union Position at Transfer Station was upgraded last year with a more defined leadership role from our Attendant*
 4. *Another Union Employee has a personal goal of assisting with the Returnable Bottle Scholarship Program*
- b. **Re-Energize the current Recycling Committee**
 - i. **Status: Underway/On-going**
 1. *Dan Patry is the only active member*
 2. *Recruit other members and/or participates (possibly Jetta Antonakos, resident and state recycling coordinator, Missi Labbe, EcoMaine Development Coordinator, other nominations?)*
- c. **Market to the community**
 - i. **Status: On-going**
 1. *EcoMaine includes this service in their contract for Recycling Management*
 2. *Director has a strong interest to work with the schools for success in our program*
 3. *Coordinate with other regional resources*
- d. **On-going reporting and updates**
 - i. **Status: On-going**

Discussion was consistent with all those in attendance of the need to establish a recycling program; something terribly lacking in Old Orchard Beach. Discussion on the single-sort recycling program was included in discussions as well. The fact that a new recycling program is needed was not lost in the discussion and the

suggestion of the renewal of the Recycling Committee was an insistent request by Councilor Robin Dayton. Curbside recycling and pay by bag options were discussed as well as some newer recycling incentive programs. Landfill space has continued to decline is an issue to be dealt with in disposal or recyclables. In the single system program all products go into one barrel and the materials are then sorted. Equipment needs are also an issue with those in the vendor service of servicing the trash and recycling needs of those who do this for a living. Discussion included a new process of a Recycle Bank in which vouchers are issued for recycling by citizens. Discussion also about the pay-per-bag system which requires citizens to buy special bags to use for the disposal of trash.

Other discussions included hours of operation; the need for good community relations. It was also mentioned by the vendors that if there are complaints they need to be made aware of them as they are not mind readers and cannot solve a problem or situation unless they are aware of it. Discussion of what our transfer station offered was explained as well and the needs for improvements in some areas.

With all the discussion over the two hours it was evident that a review of the reinstatement of the recycling committee is a consideration; that continued workshops be held to discuss suggested options provided by vendors; that an extension to the present trash contract be a consideration; that the RFP be considered carefully and perhaps there even be two RFP's; one for trash pickup and one for recycling. It is important that the Council knows what it wants; what the citizens want and that there is a provisions for options but specifics being defined. The length of the contract was another consideration and it was noted that many new contracts are for many years with a renewable clause and the ability within the contract to add or delete services as it seems appropriate. Also discussed were the number of educational opportunities at our disposal to help our citizens understand all concepts of recycling.

Respectfully Submitted,

V. Louise Reid
Town Council Secretary

I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of five (5) pages is a true copy of the original Minutes of the Town Council Workshop of January 6, 2009.

V. Louise Reid