

**WEST NEWBURY BOARD OF HEALTH  
MINUTES  
January 7, 2020  
4:00pm Second Floor Health Agent's Office  
1910 Office Building 381 Main Street**

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**Board:** Robert Janes-Chairman, Blake Seale-Member, Thomas Fahey-Member

**Absent:** N/A

**Health Agent:** Paul Sevigny

**Admin Asst:** Jane Krafton

**Others in Attendance:** Jason Mello–G. Mello Disposal, Angus Jennings–Town Manager, Scott Berkenbush–19 Chestnut Street, and Chuck Wegrzyn-12 Baileys Lane.

**R. Janes, Chair- called meeting to order at 4:30pm.**

4:00PM INTERVIEW: Recycling Coordinator Position Candidate:

- Scott Berkenbush - Board discussed job responsibilities and the Saturday commitment that the position requires. S. Berkenbush is well aware of what the job entails; he stated he has been filling in at the recycling center since the end of June 2019.

5:00PM INTERVIEW: Recycling Coordinator Position Candidate:

- Chuck Wegrzyn -- Board discussed job responsibilities and the Saturday commitment that the position requires. C. Wegrzyn is extremely enthusiastic about recycling and willing to work Saturdays in all types of weather. Board also suggested C. Wegrzyn apply for the Tax Work Off Program which would have him a candidate to fill in at the recycling center if needed.

**Board Voted 2-1-0 to offer the Recycling Coordinator position to Scott Berkenbush, based on his experience and qualifications that match the position.**

Robert Janes will sign form letters (provided by the Town Manager's Office) to both candidates as discussed with the Town Manager.

**I. NEW OFFICE BUSINESS:**

- Reviewed minutes dated December 17, 2019. **APPROVED 3-0-0**
- Reviewed invoices and payroll. **APPROVED 3-0-0**
- Steele Landfill - discussed updates.
- Land Tech request dated 12/20/19 for new construction out of season soil testing at 28 Coffin Street. **APPROVED 3-0-0**
- Williams & Sparages Eng. Request dated 12/30/19 for new construction out of season soil testing at 44 Coffin Street. **APPROVED 3-0-0**
- Discussed date for next meeting in January. All agreed that the 21<sup>st</sup> of January will be next scheduled meeting. 3-0-0
- Discussed email from Town Manager dated December 17<sup>th</sup>, 2019 regarding Recycling Coordinator position. View of the Town Manager – Angus Jennings, believes the health statue is that the BOH appoints agents and assistants, (all 3 employees in the department) which is not the view of Town Council. Town Council believes that the

BOH appoints just the Health Agent due to enforcement of regulations on the behalf or BOH. Town Manager does not agree with Council's finding. As far as the job offering for the Recycling Coordinator Position, T. M. Jennings is not going to get involved with any recommendation but would like to have a consistent way of processing resumes, offers and employment paperwork. He feels that the overview of all admin of duties of employees is consistent and that the paperwork filter through his office. TM Jennings is content with the BOH conducting the interviews and appointing a candidate for the position. Town Manager stated that he does not care who signs the offer letter. Though he would recommend that the BOH to use a draft form letter that he will forward to the BOH to use. BOH will conduct a discussion and vote at this meeting so an offer letter signed by R. Janes, Chair can be sent out with copies going to the Town Manager's office.

## **II. APPOINTMENTS:**

- **4:30pm** Jason Mello – G. Mello Disposal, discussed curbside waste proposal. (Proposal attached) J. Mello submitted a proposal to renew the current solid waste and recycling collection. Proposal would commence July 1, 2020 and expire on June 30, 2015. J. Mello also explained that there is "Market Rate" per ton for recyclables. The proposal is based on the automated service whereby each resident will receive on (1) sixty-four (64) gallon cart for household solid waste as well as one (1) sixty-four gallon cart for recyclables. Literature will also be provided to the resident when the barrels are delivered. Resident C. Wegrzyn asked if there will some way to get rid of the existing barrels and recycling bins that residents currently use. J. Mello will look into a one-time program with Casella regarding taking old barrels and get back to the Board.

Many questions and a lively discussion regarding how to launch the cart program as well as the bulk item for a fee program. It was agreed that there would be a list put together with questions submitted to Mello as soon as possible. Krafton will also work with the Senior Center on an informational meeting possible at a luncheon or an early bird dinner. B. Seale suggested that we request help with the Facebook page. Informational flyers will need to be created and mailed to residents. Information posted on the Town's website and a press release to the newspaper will need to be tasked. Many details such as in-law apartments, smaller carts, additional carts, and collection days for bulk items as well as fee and how to manage the private ways in town, all need to be ironed out at the upcoming meetings.

J. Mello also mentioned that should the program launch as anticipated for FY21 the Collection Fee per Year is \$240,660, if the program remains as the conventional collection the Fee is \$261,300. Mello needs approximately 3 months to order and delivered to residents. All carts remain the property of G. Mello (and shall be assigned to the property in which it is delivered) these carts will be maintained and replaced as needed by Mello. Over the course of 10 years the cost of the barrels will be amortized and become the Town property.

J. Mello does not anticipate that the recyclables prices will ever stabilize. It's calculated by the revenue brought in the prior month, selling the commodities. The commodities change every month.

Board did not vote on Mello's proposal. The Board will review at a later meeting, when all proposals are submitted.

Public Informational meetings are tentatively scheduled for February 25<sup>th</sup> and March 2<sup>nd</sup> at 6:30pm

### **III. SEPTIC PLANS:**

- **13 Norino Drive**, Colin & Reine Hodgson #19-17 D. Unger Eng. **TABLED**

### **IV. FYI: No Action Needed**

- February meetings 11<sup>th</sup> and 25<sup>th</sup>.
- Recycle Smart Newsletter regarding bottle cap – “Put a lid on it.”

Next Meeting Scheduled for **January 21, 2020**  
4:30 pm Second Floor - Health Agent's Office  
1910 Office Building 381 Main Street, West Newbury MA

R. Janes adjourned meeting at 6:40pm