



TOWN OF HUDSON

Sustainability Committee Minutes - DRAFT



Debra Putnam, Chairman Sustainability Dave Morin, Selectmen Liaison

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September 23, 2019 – 7PM

Hudson Town Hall - 12 School St., Hudson, NH 03051

Community Development (Buxton) Meeting Room

1. **Call to Order:** D Putnam called the meeting to order at 7:01pm.
2. **Attendance:** L Bernard, C Chiquelin, R Kahn, D Putnam (Chair), T Wyatt (Secretary), **Excused:** L Elliot (Alternate), L Kipnes (Vice Chair), J Stone-Grimaldi
3. **Public Input:** None in attendance.
4. **Approval of Minutes:** There was a **motion** by C Chiquelin to approve the minutes from the August 26, 2019 meeting that was seconded with a following **motion** by L Bernard to approve with correction, which was seconded and after brief discussion both measures **passed** unanimously. (See **Item 6:** October 5 Roadside Cleanup regarding discussion for video recording of event)
5. **Reports:**
 - **Solid Waste/Recycling Collection Report** (sent with Agenda): T Wyatt reported a total August collection of 868.53 tons with 198.48 tons (22.85%) recycling. Pinard Waste will be contacted to schedule a meeting to discuss additional monthly collection data.
 - **Energy Conservation Report – L Kipnes:** To be addressed at the next meeting
 - **Expenditure Report:** D Putnam reported that as of August 2019 (sent with Agenda) A-Frame purchase - in Sept. report. (See **Item 6:** Event Specific printed signs regarding design)
 - **Next Clean Up Days:** D Putnam reported **Hudson Landfill Sept. 28, Oct. 26 - 2019 8:00am-12:00pm** {Pass Needed for 2019 – 3 free per year for Hudson residents} Last Saturday of the Month
 - **Yard Waste Disposal, Metal and Cardboard Recycling Every Saturday:** D Putnam reported **Hudson Landfill April – November 8:00am-12:00pm** {No Pass Needed}
 - **Household Hazardous Waste & Electronics Collection:** D Putnam reported **Nashua Public Works Garage Saturdays of October 5 and November 2 - 8:00am-Noon** www.nashuarpc.org/hhw or call (603) 424-2240 for information.
 - **E-mail to Committee** D Putnam reported no messages received from HUDSONSUSTAINABILITY@GMAIL.COM
6. **Action items:**
 - **Purchase of A-Frame signs completed:** D Putnam reported (see forwarded email) purchased at a cost saving also available to other Town Committees with permanent marker Sustainability Committee.
 - **Event specific printed signs for A-Frames – finalize design and enter order on Tuesday, Sept 24** D Putnam will inquire as to the use of the Town Staples account for purchase of signage. A-Frame sign design by L Elliot complete.
 - **Oct. 5 Roadside Cleanup** – D Putnam reported that distribution of the flyer by J Stone-Grimaldi will be on Facebook and other forms of media including HCTV. D Putnam reached out to Principal Beals at Alvirne HS and to the Scouts through Ben Dibble for volunteers. C Chiquelin to post event on social media. There was a **motion** by C Chiquelin to purchase 2 business card sized advertisements in the HLN 1 per week not to exceed \$100.00 total. The motion was seconded and **passed** unanimously. D Putnam will arrange for the

Town Hall and Rec Center video monitors to scroll the event. Tim Wyatt to reserve video equipment and to record the cleanup for HCTV. (see **Item 4: Approval of Minutes**)

- **Finalize the deployment of four roadside signs and “day of” action items:** D Putnam recommended deployment on Old Windham Road at Rt. 111 and at the Grange, and on Barretts Hill Road at Old Greeley Road and at the paving company. L Bernard to pick up and deploy the A Frame signs. R Kahn to pick up backpacks, water, bags, grabbers and gloves at the Department of Public Works garage. Approved use of the Hudson Grange parking was confirmed by D Putnam. D Putnam will inquire as to the possible use of Town printing equipment to create event signage.
- **Budget for 2020-2021 to be submitted to BOS by October 4 for the October 17 BOS budget** (four documents forwarded by D Putnam and emailed initially by Lisa Labrie) D Putnam reviewed previous budgets noting the elimination of the Committee web site and using safety vests instead of purchasing more T-shirts. Discussion regarding the proposed budget included the purchase of additional cardboard signs and possible new purchases. There was consensus of the Members to remain at the current level with the option for special appropriations.
- **New Mission Statement – J Stone Grimaldi:** to be addressed at the next meeting.
- **Policies and Procedures document - Drafted by L Kipnes:** D Putnam updated accepted e-mail practice. C Chiquelin to create web site document for final member review and comment at October meeting.
- **Website – Communications Officer – J Stone-Grimaldi:** D Putnam reported that this position will be responsible to provide Committee information to the Town website and HCTV. It was agreed to delay the vote for this position until the next meeting.
- **Benevity Causes – Lowes – R Kahn** reported that the BOS requires further information to make a decision.
- **Adopt a Road Program – R Kahn** reported that the BOS requires further information to make a decision.
- **Roadside signs – plastic and cardboard – L Elliot:** to be addressed at the next meeting.

7. Committee Member & Selectman Liaison & Staff Comments:

- C Chiquelin announced for L Kipnes that the first month of energy savings from new efficiency lighting at the Town Library was in excess of 10,000kwh reflecting a significant cost savings to the Town.
- D Putnam announced use of the Town computer for display of Committee notices and other information on the large monitor during the meetings for the HCTV camera to broadcast and record.

8. Selection of Next Meeting Date: D Putnam recommended and the Committee agreed that the next meeting will be on Monday, October 28, 2019 at 7pm in the Buxton meeting room.

9. November 25th meeting will take place in the Board of Selectmen's meeting room: D Putnam announced November Committee meeting location change due to schedule conflict with BOS activity.

10. Adjourned: Upon completion of Committee business, there was a **motion** to adjourn by C Chiquelin that was seconded and **passed** unanimously. Meeting was adjourned at 8:26pm by D Putnam.

Tim Wyatt

Hudson Sustainability Committee, Secretary

10/21/2019