

Notice of meeting

Who: Nashua Region Solid Waste Management District (NRSWMD)
When: **Wednesday, June 17, 2026, at 10 am**
Where: NRPC Conference Room, 30 Temple Street, Suite 310, Nashua, NH, 03060. If you are unable to attend in person, you may participate remotely through [Zoom](#):
Meeting ID: 845 9106 3012
Passcode: SolidWaste

Agenda

1. Call to Order and Introductions
2. Raymar's Express Inc., Styrofoam Presentation
3. HHW Program Status Update
4. Officer Appointment (**action item**)
5. Financial Update
 - a. FY 2027 Budget (**action item**)
 - b. FY 2028 Dues (**action item**)
6. Schedule A: Scope of Work, and Exhibit 3: Responsibilities of Host Communities (**action item**)
7. RFP Update/Contract Discussion
8. Annual Grant and Contract Authorization (**action item**)
9. Correspondence
 - a. Sanborn, Head & Associates, INC. Four Hills Secure Landfill Expansion
10. Approval of Minutes: March 18, 2026 (**Action Item**)
11. Other Business
12. Adjourn

Next NRPC Nashua Region Solid Waste Management District Meeting:
Wednesday, September 16, 2026

Nashua Region Solid Waste Management District

Balance Sheet

As of May 31, 2026

	May 31, 26
ASSETS	
Current Assets	
Checking/Savings	
TD Bank Account	208,737.67
Total Checking/Savings	208,737.67
Accounts Receivable	
A/R - Solid Waste District	10,622.28
Total Accounts Receivable	10,622.28
Total Current Assets	219,359.95
Other Assets	
NH PDIP	118,212.53
Total Other Assets	118,212.53
TOTAL ASSETS	337,572.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
A/P - Solid Waste District	53,553.08
Total Accounts Payable	53,553.08
Total Current Liabilities	53,553.08
Total Liabilities	53,553.08
Equity	
Capital Reserve Funds	114,026.94
Retained Earnings	171,611.39
Net Income	-1,618.93
Total Equity	284,019.40
TOTAL LIABILITIES & EQUITY	337,572.48

1 **Proposed FY 2027 NRSWMD Budget Tradebe**

2 **July 1, 2026 - June 30, 2027**

3 FY 2027 Income and Expenses			Notes
4 INCOME		% of income	
5 FY27 Municipal Assessments	\$ 157,597	67%	
6 User Fee (\$20/car)	\$ 30,400	13%	
7 NH DES Grant	\$ 40,701	17%	
8 Account Interest	\$ 6,000	3%	
9 Total Income	\$ 234,698		
10			
11 EXPENSES			
12 Fall 2026 Collections (3 events * \$26,776.54)	\$ 80,330		Current Tradebe contract
13 Spring 2027 Collections (3 events * \$28,014.3)	\$ 84,042		New Vender contract
14 Police Detail Nashua (4 events * \$400)	\$ 1,600		
15 NRPC Program Adminstration			
16 Outreach	\$ 10,000		
17 HHW Collections	\$ 26,500		\$1,500 increase
18 NRSWMD Management	\$ 26,500		\$1,500 increase
19 Printing & Signage			
20 Transfer Station Sign Updates	\$ -		
21 Lawn Sign Updates	\$ 100		
22 Educational Materials at Events	\$ 100		
23 Hazardous Waste Coordinator Certification & Training	\$ 400		Fee increased to \$400 on July 1, 2025
24 Audit	\$ 4,925		
25			
26			
27 Misc. Expenses			
28 Other expenses	\$ 2,000		
29 Total Expenses	\$ 236,497		
30			
31 SUMMARY			
32 Checking Account Balance at end of FY26	\$ 156,278		projected balance excludes capital reserve of \$100,000
33 Income FY27	\$ 234,698		
34 Expenses FY27	\$ 236,497		
35 FY27 Income less Expenses (Tradebe)	\$ (1,798)		
36 Projected Ending Balance FY 2026	\$ 154,480		

FY 2027 Municipal Assessments

Approved 6/18/25

Amherst	\$10,213
Brookline	\$6,948
Hollis	\$8,446
Hudson	\$17,743
Litchfield	\$8,391
Merrimack	\$19,358
Milford	\$11,196
Mont Vernon	\$5,217
Nashua	\$47,481
Pelham	\$10,117
Windham	\$12,486

Total **\$157,597** *includes host offsets

1 **Proposed FY 2027 NRSWMD Budget MXI**

2 **July 1, 2026 - June 30, 2027**

3 FY 2027 Income and Expenses			Notes
4 INCOME			% of income
5 FY27 Municipal Assessments	\$ 157,597	67%	
6 User Fee (\$20/car)	\$ 30,400	13%	
7 NH DES Grant	\$ 40,701	17%	
8 Account Interest	\$ 6,000	3%	
9 Total Income	\$ 234,698		
10			
11 EXPENSES			
12 Fall 2026 Collections (3 events * \$26,776.54)	\$ 80,330		Current Tradebe contract
13 Spring 2027 Collections (3 events * \$33,745)	\$ 101,235		New Vender contract
14 Police Detail Nashua (4 events * \$400)	\$ 1,600		
15 NRPC Program Adminstration			
16 Outreach	\$ 10,000		
17 HHW Collections	\$ 26,500		\$1,500 increase
18 NRSWMD Management	\$ 26,500		\$1,500 increase
19 Printing & Signage			
20 Transfer Station Sign Updates	\$ -		
21 Lawn Sign Updates	\$ 100		
22 Educational Materials at Events	\$ 100		
23 Hazardous Waste Coordinator Certification & Training	\$ 400		Fee increased to \$400 on July 1, 2025
24 Audit	\$ 4,925		
25			
26			
27 Misc. Expenses			
28 Other expenses	\$ 2,000		
29 Total Expenses	\$ 253,690		
30			
31 SUMMARY			
32 Checking Account Balance at end of FY26	\$ 156,278		projected balance excludes capital reserve of \$100,000
33 Income FY27	\$ 234,698		
34 Expenses FY27	\$ 253,690		
35 FY27 Income less Expenses (MXI)	\$ (18,991)		
36 Projected Ending Balance FY 2026	\$ 137,287		

FY 2027 Municipal Assessments

Approved 6/18/25

Amherst	\$10,213
Brookline	\$6,948
Hollis	\$8,446
Hudson	\$17,743
Litchfield	\$8,391
Merrimack	\$19,358
Milford	\$11,196
Mont Vernon	\$5,217
Nashua	\$47,481
Pelham	\$10,117
Windham	\$12,486

Total **\$157,597** *includes host offsets

1 **Proposed FY 2027 NRSWMD Budget Veolia**

2 **July 1, 2026 - June 30, 2027**

3 FY 2027 Income and Expenses			Notes
4 INCOME			% of income
5 FY27 Municipal Assessments	\$ 157,597	67%	
6 User Fee (\$20/car)	\$ 30,400	13%	
7 NH DES Grant	\$ 40,701	17%	
8 Account Interest	\$ 6,000	3%	
9 Total Income	\$ 234,698		
10			
11 EXPENSES			
12 Fall 2026 Collections (3 events * \$26,776.54)	\$ 80,330		Current Tradebe contract
13 Spring 2027 Collections (3 events * \$40,966)	\$ 122,898		New Vender contract
14 Police Detail Nashua (4 events * \$400)	\$ 1,600		
15 NRPC Program Adminstration			
16 Outreach	\$ 10,000		
17 HHW Collections	\$ 26,500		\$1,500 increase
18 NRSWMD Management	\$ 26,500		\$1,500 increase
19 Printing & Signage			
20 Transfer Station Sign Updates	\$ -		
21 Lawn Sign Updates	\$ 100		
22 Educational Materials at Events	\$ 100		
23 Hazardous Waste Coordinator Certification & Training	\$ 400		Fee increased to \$400 on July 1, 2025
24 Audit	\$ 4,925		
25			
26			
27 Misc. Expenses			
28 Other expenses	\$ 2,000		
29 Total Expenses	\$ 275,353		
30			
31 SUMMARY			
32 Checking Account Balance at end of FY26	\$ 156,278		projected balance excludes capital reserve of \$100,000
33 Income FY27	\$ 234,698		
34 Expenses FY27	\$ 275,353		
35 FY27 Income less Expenses (Veolia)	\$ (40,654)		
36 Projected Ending Balance FY 2026	\$ 115,624		

FY 2027 Municipal Assessments

Approved 6/18/25

Amherst	\$10,213
Brookline	\$6,948
Hollis	\$8,446
Hudson	\$17,743
Litchfield	\$8,391
Merrimack	\$19,358
Milford	\$11,196
Mont Vernon	\$5,217
Nashua	\$47,481
Pelham	\$10,117
Windham	\$12,486

Total **\$157,597** *includes host offsets

FY28 NRSWMD Dues (July 1, 2027-June 30, 2028)
No change from FY27

	2024 Population	% of population	Base Fee	FY28 Dues Allocation by Pop	Host Offsets	FY28 Dues Invoiced
Amherst	11,943	0.051	\$3,606.00	\$6,082.68	\$0.00	\$9,688.67
Brookline	5,881	0.025	\$3,606.00	\$2,995.25	\$0.00	\$6,601.24
Hollis	8,674	0.037	\$3,606.00	\$4,417.74	\$0.00	\$8,023.74
Hudson	26,015	0.111	\$3,606.00	\$13,249.67	\$0.00	\$16,855.67
Litchfield	8,577	0.037	\$3,606.00	\$4,368.34	\$0.00	\$7,974.34
Merrimack	29,291	0.125	\$3,606.00	\$14,918.16	\$0.00	\$18,524.16
Milford	16,569	0.071	\$3,606.00	\$8,438.74	\$1,500.00	\$10,544.74
Mont Vernon	2,657	0.011	\$3,606.00	\$1,353.23	\$0.00	\$4,959.23
Nashua	93,011	0.398	\$3,606.00	\$47,371.32	\$6,000.00	\$44,977.32
Pelham	14,751	0.063	\$3,606.00	\$7,512.81	\$1,500.00	\$9,618.81
Windham	16,277	0.070	\$3,606.00	\$8,290.02	\$0.00	\$11,896.02
Total	233,646	1.000	\$39,665.99	\$118,997.97	\$9,000.00	\$149,663.96

Total Dues	\$158,663.96
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[*Population calculated by NH OPD](#)

Base Fee %

25%

Projections with no changes to dues

	<i>FY27 - 6 events</i>	<i>FY28 - 6 events</i>
<i>Municipal Assessments</i>	\$ 149,664	\$ 149,664
<i>Starting Cash Balance</i>	\$ 156,278	\$ 154,480
<i>Income</i>	\$ 234,698	\$ 234,698
<i>Expenses</i>	\$ 236,497	\$ 236,497
<i>Income less Expenses</i>	\$ (1,798)	\$ (1,798)
<i>Ending Balance</i>	\$ 154,480	\$ 152,681

FY28 NRSWMD Dues (July 1, 2027-June 30, 2028)
3% increase from FY27

	2024 Population	% of population	Base Fee	FY28 Dues Allocation by Pop	Host Offsets	FY28 Dues Invoiced
Amherst	11,943	0.051	\$3,714.18	\$6,265.16	\$0.00	\$9,979.33
Brookline	5,881	0.025	\$3,714.18	\$3,085.10	\$0.00	\$6,799.28
Hollis	8,674	0.037	\$3,714.18	\$4,550.28	\$0.00	\$8,264.46
Hudson	26,015	0.111	\$3,714.18	\$13,647.16	\$0.00	\$17,361.34
Litchfield	8,577	0.037	\$3,714.18	\$4,499.39	\$0.00	\$8,213.57
Merrimack	29,291	0.125	\$3,714.18	\$15,365.71	\$0.00	\$19,079.89
Milford	16,569	0.071	\$3,714.18	\$8,691.90	\$1,500.00	\$10,906.08
Mont Vernon	2,657	0.011	\$3,714.18	\$1,393.83	\$0.00	\$5,108.01
Nashua	93,011	0.398	\$3,714.18	\$48,792.46	\$6,000.00	\$46,506.64
Pelham	14,751	0.063	\$3,714.18	\$7,738.20	\$1,500.00	\$9,952.38
Windham	16,277	0.070	\$3,714.18	\$8,538.72	\$0.00	\$12,252.90
Total	233,646	1.000	\$40,855.97	\$122,567.91	\$9,000.00	\$154,423.88

Total Dues	\$163,423.88
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Base Fee %	25%
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[*Population calculated by NH OPD](#)
Projections with 3% increase to dues

	<i>FY27 - 6 events</i>	<i>FY28 - 6 events</i>
Municipal Assessments	\$ 149,664	\$ 154,424
Starting Cash Balance	\$ 156,278	\$ 154,480
Income	\$ 234,698	\$ 239,458
Expenses	\$ 236,497	\$ 236,497
Income less Expenses	\$ (1,798)	\$ 2,961
Ending Balance	\$ 154,480	\$ 157,441

FY28 NRSWMD Dues (July 1, 2027-June 30, 2028)
5% increase from FY27

	2024 Population	% of population	Base Fee	FY28 Dues Allocation by Pop	Host Offsets	FY28 Dues Invoiced
Amherst	11,943	0.051	\$3,786.30	\$6,386.81	\$0.00	\$10,173.11
Brookline	5,881	0.025	\$3,786.30	\$3,145.01	\$0.00	\$6,931.31
Hollis	8,674	0.037	\$3,786.30	\$4,638.63	\$0.00	\$8,424.93
Hudson	26,015	0.111	\$3,786.30	\$13,912.15	\$0.00	\$17,698.45
Litchfield	8,577	0.037	\$3,786.30	\$4,586.76	\$0.00	\$8,373.06
Merrimack	29,291	0.125	\$3,786.30	\$15,664.07	\$0.00	\$19,450.37
Milford	16,569	0.071	\$3,786.30	\$8,860.67	\$1,500.00	\$11,146.97
Mont Vernon	2,657	0.011	\$3,786.30	\$1,420.90	\$0.00	\$5,207.19
Nashua	93,011	0.398	\$3,786.30	\$49,739.89	\$6,000.00	\$47,526.19
Pelham	14,751	0.063	\$3,786.30	\$7,888.46	\$1,500.00	\$10,174.75
Windham	16,277	0.070	\$3,786.30	\$8,704.52	\$0.00	\$12,490.82
Total	233,646	1.000	\$41,649.29	\$124,947.87	\$9,000.00	\$157,597.16

Total Dues	\$166,597.16
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Base Fee %	25%
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[*Population calculated by NH OPD](#)
Projections with 5% increase to dues

	FY27 - 6 events	FY28 - 6 events
Municipal Assessments	\$ 149,664	\$ 157,597
Starting Cash Balance	\$ 156,278	\$ 154,480
Income	\$ 234,698	\$ 242,631
Expenses	\$ 236,497	\$ 236,497
Income less Expenses	\$ (1,798)	\$ 6,135
Ending Balance	\$ 154,480	\$ 160,615

FY28 NRSWMD Dues (July 1, 2027-June 30, 2028)
7% increase from FY27

			FY28 Dues			
	2024 Population	% of population	Base Fee	Allocation by Pop	Host Offsets	FY28 Dues Invoiced
Amherst	11,943	0.051	\$3,858.42	\$6,508.46	\$0.00	\$10,366.88
Brookline	5,881	0.025	\$3,858.42	\$3,204.91	\$0.00	\$7,063.33
Hollis	8,674	0.037	\$3,858.42	\$4,726.99	\$0.00	\$8,585.41
Hudson	26,015	0.111	\$3,858.42	\$14,177.15	\$0.00	\$18,035.57
Litchfield	8,577	0.037	\$3,858.42	\$4,674.13	\$0.00	\$8,532.54
Merrimack	29,291	0.125	\$3,858.42	\$15,962.44	\$0.00	\$19,820.86
Milford	16,569	0.071	\$3,858.42	\$9,029.45	\$1,500.00	\$11,387.87
Mont Vernon	2,657	0.011	\$3,858.42	\$1,447.96	\$0.00	\$5,306.38
Nashua	93,011	0.398	\$3,858.42	\$50,687.32	\$6,000.00	\$48,545.74
Pelham	14,751	0.063	\$3,858.42	\$8,038.71	\$1,500.00	\$10,397.13
Windham	16,277	0.070	\$3,858.42	\$8,870.32	\$0.00	\$12,728.74
Total	233,646	1.000	\$42,442.61	\$127,327.83	\$9,000.00	\$160,770.44
				Total Dues	\$169,770.44	
				Base Fee %	25%	

[*Population calculated by NH OPD](#)
Projections with 7% increase to dues

	<i>FY27 - 6 events</i>	<i>FY28 - 6 events</i>
Municipal Assessments	\$ 149,664	\$ 160,770
Starting Cash Balance	\$ 156,278	\$ 154,480
Income	\$ 234,698	\$ 245,805
Expenses	\$ 236,497	\$ 236,497
Income less Expenses	\$ (1,798)	\$ 9,308
Ending Balance	\$ 154,480	\$ 163,788

SCHEDULE A
SCOPE OF WORK FOR THE NASHUA REGIONAL PLANNING COMMISSION
JULY 1, 2026 - JUNE 30, 2027

This document outlines Nashua Regional Planning Commission's (NRPC) annual work task in fulfillment of its terms of engagement with the Nashua Region Solid Waste Management District (the District) established through the Cooperative Agreement for Household Hazardous Waste Collection within the Nashua, NH Region. This document shall be updated and executed annually.

NRPC shall perform the following tasks in FY2027 on behalf of the District.

1.0 HOUSEHOLD HAZARDOUS WASTE (HHW) COLLECTION PROGRAM

1.1 Creation and Dissemination of Outreach Materials

NRPC is responsible for fulfilling the public education component of the HHW Collection Program. Educating the public on sound purchasing decisions and ways to most efficiently utilize the materials they already have can help to reduce the amount of HHW that is generated. In addition, it is important to incorporate lessons on the potential dangers of HHW and the need to dispose of it properly. The following tasks are anticipated:

Task 1—Create Outreach Materials—NRPC develops outreach materials including fliers, brochures, website, press releases, posters, and presentations that address ways to reduce HHW generation, the potential dangers of HHW, and proper disposal methods. *(FY27 District budget line items 16, 20, 21, 22)*

Task 2—Disseminate Outreach Materials—NRPC distributes outreach materials in a manner that is tailored to each municipality based on input received from HHW surveys. Outreach methods may include NRPC's HHW website, NRPC's email newsletter, NRPC's social media accounts, local press, local cable TV, municipal websites and social media accounts, direct communication with public, mailings to municipalities, transfer station signs, and presentations to civic groups and realtors. *(FY27 District budget line item 16)*

Task 3—Update Transfer Station Signs—NRPC purchases new placards as needed to update HHW Collection program signs as transfer stations. *(FY27 District budget line item 20)*

1.2 Organize and Manage Household Hazardous Waste Collection events

NRPC will organize and manage the HHW collection events according to the schedule established by the District members per Section 2.2 of the Cooperative Agreement. Residents from any participating municipality can attend any of these events. Preregistered Small Quantity Generators ([as defined by NH Code of Administrative Rules Env-Hw 503.01](#)) may also attend. Events scheduled for FY27 include:

FY	Date	Time	Address	City/Town
26	8/8/2026	8:00AM-12:00PM	Pelham Hwy Dept, 33 Newcomb Field Pkwy	Pelham
26	9/26/2026	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
26	11/7/2026	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
26	4/17/2027	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
26	5/8/2027	8:00AM-12:00PM	Milford Public Works, 289 South St	Milford
26	6/3/2027	3:00PM-7:00PM	Nashua Park and Ride, 25 Crown Street	Nashua

(Note: Schedule to be set annually per section 2.2 of the Cooperative Agreement)

The following tasks shall be undertaken by NRPC:

Task 4—Event Preparation—NRPC notifies emergency management in host community, hires police detail (as necessary), coordinates with HHW vendor, sets up cash box, packs for event, facilitates pre-event meeting with HHW vendor and representative from host community. *(FY27 District budget line item 17)*

Task 5—Event Staffing—NRPC provides 4 staff members per event (including 1 staff with Hazardous Waste Coordinator Certification status), arrives at site at least 1 hour in advance of start to setup for event, is responsible for management during operation of event, breaks down after event, accounts for and deposits user fees collected into the District's account according to audit standards. *(FY27 District budget line item 17)*

Task 6—Post Event Summary—NRPC tallies surveys and completes cash box and deposit paperwork according to audit standard. *(FY27 District budget line item 17)*

Task 7—HHW Vendor Payments—NRPC make payments to HHW vendor following each collection event. NRPC works with the HHW vendor to develop Operations and Safety Plans. NRPC facilitates communications between participating Small Quantity Generators and the HHW vendor. *(FY27 District budget line items 12, 13)*

Task 8—Purchase Supplies—NRPC purchases supplies as needed to run the HHW Collection program, including but not limited to receipt books and rubber gloves. *(FY27 District budget line item 28)*

Task 9—Hazardous Waste Coordinator Certification—participate in Hazardous Waste Coordinator Certification training offered by NH Dept. of Environmental Services and achieve re-certification. *(FY27 District budget line item 23)*

2.0 DISTRICT PROGRAM MANAGEMENT

NRPC manages the day-to-day business of the District. The following tasks shall be completed along with any other necessary or advisable tasks:

Task 10— Budget and Accounting—NRPC prepares the District’s annual budget. NRPC is also responsible for the District’s accounting and financial administration, in accordance with audit standards. NRPC shall maintain the District’s funds, including paying HHW program expenses directly from the District’s financial account, receiving and reviewing bank statements, maintaining financial records, and providing quarterly financial updates. *(FY27 District budget line item 18)*

Task 11—Reporting—NRPC provides annual HHW Collection event participation reports to the District and NHDES. *(FY27 District budget line item 18)*

Task 12—Audit—NRPC is responsible for contracting with a certified public accounting firm to conduct an annual audit of the District’s financial records. *(FY27 District budget line item 24)*

Task 13—NHDES HHW grant—NRPC applies for the NH Dept. of Environmental Services HHW grant, administers grant according to contract (if awarded), and applies for reimbursement at the end of the contract period. Reimbursement is then transferred from NRPC’s financial account to the District’s financial account. *(FY27 District budget line item 18)*

Task 14—Collect Municipal Fees—NRPC prepares letters and invoices District member municipalities to request dues payments. Dues payments are sent to NRPC and NRPC deposits them directly into the District’s financial account. *(FY27 District budget line item 18)*

Task 15—Insurance—NRPC maintains adequate insurance coverage, as required by New Hampshire law and/or more specific donor or grant imposed requirements. Additionally, NRPC will ensure that the vendor-provided liability insurance lists NRPC and all District members as additional insured parties. *(FY27 District budget line item 18)*

Task 16—Planning—NRPC develops plans as appropriate for the District, such as strategic planning and MOUs with emergency responders. *(FY27 District budget line item 18)*

Task 17—District Meetings—NRPC is responsible for scheduling and noticing quarterly meetings of the District and documenting meeting minutes in accordance with applicable laws. *(FY27 District budget line item 18)*

Task 18—District Representatives—draft annual letter to confirm District representatives from each member municipality. *(FY27 District budget line item 18)*

3.0 TERMS AND CONDITIONS

3.1 Ownership of Material:

All materials and other work products prepared by NRPC in its engagement to the District shall be owned by the District, provided, however, that NRPC may retain file copies of any or all of

the above for its own use, which use shall not be in contravention of the goals and purpose of the HHW Collection Program or those of the District.

3.2 Compensation:

In order to implement these tasks, NRPC shall invoice the District monthly based upon the actual hours worked and any other HHW program expenses incurred by NRPC during the billing period.

3.3 Project Officer:

The project officer for NRPC shall be the Executive Director. No other member of the Commission or staff may make representations or binding commitments for the Commission unless authorized by the Director.

NASHUA REGIONAL PLANNING COMMISSION

Jay Minkarah, Executive Director

Date

NASHUA REGION SOLID WASTE MANAGEMENT DISTRICT

Scott Perkins, Chairperson

Date

EXHIBIT 3
RESPONSIBILITIES OF THE HHW HOST MUNICIPALITY

The Municipality of Nashua desires to support the Nashua Region Solid Waste Management District (the District) by hosting one or more household hazardous waste collection (HHW) event (“host municipality”). The Nashua Regional Planning Commission holds the contract with the licensed HHW vendor and is the main administrator of the HHW collection event. However, the host municipality agrees to provide the services outlined below.

HOST MUNICIPALITY RESPONSIBILITIES

1. **Site**—the collection site must have a flat surface for the HHW vendor to set up tables and containers along with parking for a 22 foot truck and up to 12 workers’ vehicles. The site must have sufficient space for traffic to safely line up off the street. Municipalities that have not previously hosted a HHW collection event must complete a site tour with the HHW vendor and a representative from the local police department to ensure this condition is met. Restroom facilities for event staff and volunteers must be available. The site must also have a breakroom or office space with internet access for the HHW vendor to set up a computer to process the manifest.
 - *Optional:* A paved site that can accommodate two lanes of traffic is preferable. A sheltered location in the event of rain is also preferable.
2. **Staff**—the host municipality must provide a paid municipal staff member familiar with household hazardous waste, such as a Transfer Station Manager or Recycling Administrator, who will remain on-site during the entire collection event. Staff responsibilities include:
 - Attending a pre-event meeting one week prior to collection event with NRPC staff and HHW vendor
 - Unlocking facility by 6:30AM
 - Conducting final check of vehicles prior to their disposing of waste with the HHW vendor
 - Remaining at the facility until the HHW vendor has cleaned up and left
 - Providing radios for communication between municipal staff and NRPC (*Nashua only*)
3. **Roll-off bin**—the host municipality must provide a roll-off (minimum size 30 yards) prior to the event and dispose of waste contained in the roll-off after the event. The HHW vendor is responsible for lining roll-off.
4. **Cones or other traffic aides**—the host municipality must set up the site on day of event as needed to ensure proper traffic flow. This may include:

- Putting out cones and signs to direct traffic
- Moving municipal vehicles kept on site as needed

5. **Emergency information**—the host municipality must work with NRPC prior to the event to notify appropriate emergency response officials about the event (police, fire, emergency management director)

COMPENSATION

Host municipalities are eligible for \$1,500 per HHW collection event in FY 2027 to offset costs associated with providing these services. Compensation will be deducted directly from the municipality's annual dues for FY 2027.

FY27	9/26/2026	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
FY27	11/7/2026	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
FY27	4/17/2027	8:00AM-12:00PM	Nashua Park and Ride, 25 Crown Street	Nashua
FY27	6/3/2027	3:00PM-7:00PM	Nashua Park and Ride, 25 Crown Street	Nashua

NASHUA REGIONAL PLANNING COMMISSION

Jay Minkarah, Executive Director

Date

HOST MUNICIPALITY

*Host Municipality District Representative -or-
City of Nashua Division of Public Works Director*

Date

NASHUA REGION SOLID WASTE MANAGEMENT DISTRICT

Scott Perkins, Chairperson

Date

EXHIBIT 3
RESPONSIBILITIES OF THE HHW HOST MUNICIPALITY

The Municipality of Milford desires to support the Nashua Region Solid Waste Management District (the District) by hosting one or more household hazardous waste collection (HHW) event (“host municipality”). The Nashua Regional Planning Commission holds the contract with the licensed HHW vendor and is the main administrator of the HHW collection event. However, the host municipality agrees to provide the services outlined below.

HOST MUNICIPALITY RESPONSIBILITIES

1. **Site**—the collection site must have a flat surface for the HHW vendor to set up tables and containers along with parking for a 22 foot truck and up to 12 workers’ vehicles. The site must have sufficient space for traffic to safely line up off the street. Municipalities that have not previously hosted a HHW collection event must complete a site tour with the HHW vendor and a representative from the local police department to ensure this condition is met. Restroom facilities for event staff and volunteers must be available. The site must also have a breakroom or office space with internet access for the HHW vendor to set up a computer to process the manifest.
 - *Optional:* A paved site that can accommodate two lanes of traffic is preferable. A sheltered location in the event of rain is also preferable.
2. **Staff**—the host municipality must provide a paid municipal staff member familiar with household hazardous waste, such as a Transfer Station Manager or Recycling Administrator, who will remain on-site during the entire collection event. Staff responsibilities include:
 - Attending a pre-event meeting one week prior to collection event with NRPC staff and HHW vendor
 - Unlocking facility by 6:30AM
 - Conducting final check of vehicles prior to their disposing of waste with the HHW vendor
 - Remaining at the facility until the HHW vendor has cleaned up and left
 - Providing radios for communication between municipal staff and NRPC (*Nashua only*)
3. **Roll-off bin**—the host municipality must provide a roll-off (minimum size 30 yards) prior to the event and dispose of waste contained in the roll-off after the event. The HHW vendor is responsible for lining roll-off.
4. **Cones or other traffic aides**—the host municipality must set up the site on day of event as needed to ensure proper traffic flow. This may include:

- Putting out cones and signs to direct traffic
- Moving municipal vehicles kept on site as needed

5. **Emergency information**—the host municipality must work with NRPC prior to the event to notify appropriate emergency response officials about the event (police, fire, emergency management director)

COMPENSATION

Host municipalities are eligible for \$1,500 per HHW collection event in FY 2027 to offset costs associated with providing these services. Compensation will be deducted directly from the municipality's annual dues for FY 2027.

FY27	5/8/2027	8:00AM-12:00PM	Milford Public Works, 289 South St	Milford
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NASHUA REGIONAL PLANNING COMMISSION

Jay Minkarah, Executive Director

Date

HOST MUNICIPALITY

*Host Municipality District Representative -or-
Town of Milford Public Works Director*

Date

NASHUA REGION SOLID WASTE MANAGEMENT DISTRICT

Scott Perkins, Chairperson

Date

EXHIBIT 3
RESPONSIBILITIES OF THE HHW HOST MUNICIPALITY

The Municipality of Pelham desires to support the Nashua Region Solid Waste Management District (the District) by hosting a household hazardous waste collection (HHW) event (“host municipality”). The Nashua Regional Planning Commission holds the contract with the licensed HHW vendor and is the main administrator of the HHW collection event. However, the host municipality agrees to provide the services outlined below.

HOST MUNICIPALITY RESPONSIBILITIES

1. **Site**—the collection site must have a flat surface for the HHW vendor to set up tables and containers along with parking for a 22 foot truck and up to 12 workers’ vehicles. The site must have sufficient space for traffic to safely line up off the street. Municipalities that have not previously hosted a HHW collection event must complete a site tour with the HHW vendor and a representative from the local police department to ensure this condition is met. Restroom facilities for event staff and volunteers must be available. The site must also have a breakroom or office space with internet access for the HHW vendor to set up a computer to process the manifest.
 - *Optional:* A paved site that can accommodate two lanes of traffic is preferable. A sheltered location in the event of rain is also preferable.
2. **Staff**—the host municipality must provide a paid municipal staff member familiar with household hazardous waste, such as a Transfer Station Manager or Recycling Coordinator, who will remain on-site during the entire collection event. Staff responsibilities include:
 - Attending a pre-event meeting one week prior to collection event with NRPC staff and HHW vendor
 - Unlocking facility by 6:30AM
 - Conducting final check of vehicles prior to their disposing of waste with the HHW vendor
 - Remaining at the facility until the HHW vendor has cleaned up and left
 - Providing radios for communication between municipal staff and NRPC (*Nashua only*)
3. **Roll-off bin**—the host municipality must provide two roll-offs (minimum size 30 yards) prior to the event and dispose of waste contained in the roll-offs after the event. The HHW vendor is responsible for lining roll-off.
4. **Cones or other traffic aides**—the host municipality must set up the site on day of event as needed to ensure proper traffic flow. This may include:

- Putting out cones and signs to direct traffic
- Moving municipal vehicles kept on site as needed

5. **Emergency information**—the host municipality must work with NRPC prior to the event to notify appropriate emergency response officials about the event (police, fire, emergency management director)

COMPENSATION

Host municipalities are eligible for \$1,500 per HHW collection event in FY 2027 to offset costs associated with providing these services. Compensation will be deducted directly from the municipality's annual dues for FY 2027.

FY	Date	Time	Address	City/Town
FY27	8/8/2026	8:00AM-12:00PM	33 Newcomb Field Pkwy	Pelham

NASHUA REGIONAL PLANNING COMMISSION

Jay Minkarah, Executive Director

Date

HOST MUNICIPALITY

Host Municipality District Representative -or-
Town of Pelham Public Works Director

Date

NASHUA REGION SOLID WASTE MANAGEMENT DISTRICT

Scott Perkins, Chairperson

Date

8. Pricing Proposal

Attachment 2. Pricing Proposal

All applicants must provide **BOTH** a fixed rate per event price (A) and pricing per unit of material (B).

A. Fixed Rate per Event Pricing

Please provide a flat fee cost proposal for the NRSWMD HHW collection program in the 2027 and 2028 collection seasons. Cost estimates should be made on a per-event basis, based on project coordination, set-up, labor, transportation, handling, storage, and waste disposal. Costs should also include all other pertinent duties associated with the collection program, as described in Section 3 of this RFP. You may attach additional documentation to this form to explain cost budgeting, if desired.

Flat Fee per Event Pricing = \$28,014.30

B. Per Unit Pricing

Please indicate the disposal price per unit of each material. The cost should be inclusive of all services described in Section 3 of this RFP, including supplies, transportation, labeling, treatment, and disposal.

Item	Unit	Disposal Cost per Unit
Flammable Liquids	55 Gallon	\$80
Consolidated Paint (non-latex)	55 Gallon	\$255
Liquid Pesticides	55 Gallon	\$483
Solid Pesticides	55 Gallon	\$272
Inorganic Acid	30 Gallon	\$207
Organic Acid	30 Gallon	\$207
Corrosive Base	30 Gallon	\$207
Aerosols	55 Gallon	\$365
Poison Inhalation Hazards Lab Pack	Each	\$135
Lab Pack	5 Gallon	\$90
Lab Pack	14 Gallon	\$180
Lab Pack	30 Gallon	\$239
Poison Inhalation Hazards Reactive Lab Pack	Each	\$135
Reactive Lab Pack	5 Gallon	\$225
Reactive Lab Pack	14 Gallon	\$275
4 Foot Lamps	Per pound	\$1.91 (\$50 MIN)
8 Foot Lamps	Per pound	\$1.91 (\$50 MIN)
U-Tube Lamps	Per pound	\$3.64 (\$50 MIN)
Compact Lamps	Per pound	\$3.64 (\$50 MIN)
Ni-Cad Batteries	Per Pound	\$2.57 (\$50 MIN)
Lithium Batteries	Per Pound	\$7.84 (\$50 MIN)
Mercury Devices	5 Gallon	\$380
E-Cigarettes & Vapes (optional)	5 Gallon	\$350
Labor (please note number of staff provided)	4 hours per event plus set-up/break down	\$3,889 / 8 person Crew
Transportation		\$1,351 / Event
Supplies		\$3,429 / Event
Additional Fees (please explain)		\$27 eManifest Upload Fee

Attachment 2. Pricing Proposal

All applicants must provide **BOTH** a fixed rate per event price (A) and pricing per unit of material (B).

A. Fixed Rate per Event Pricing

Please provide a flat fee cost proposal for the NRSWMD HHW collection program in the 2027 and 2028 collection seasons. Cost estimates should be made on a per-event basis, based on project coordination, set-up, labor, transportation, handling, storage, and waste disposal. Costs should also include all other pertinent duties associated with the collection program, as described in Section 3 of this RFP. You may attach additional documentation to this form to explain cost budgeting, if desired.

Flat Fee per Event Pricing = \$3,3745.00

B. Per Unit Pricing

Please indicate the disposal price per unit of each material. The cost should be inclusive of all services described in Section 3 of this RFP, including supplies, transportation, labeling, treatment, and disposal.

Item	Unit	Disposal Cost per Unit
Flammable Liquids	55 Gallon	\$275.00
Consolidated Paint (non-latex)	55 Gallon	\$200.00
Liquid Pesticides	55 Gallon	\$275.00
Solid Pesticides	55 Gallon	\$275.00
Inorganic Acid	30 Gallon	\$136.37
Organic Acid	30 Gallon	\$136.37
Corrosive Base	30 Gallon	\$136.37
Aerosols	55 Gallon	\$200.00
Poison Inhalation Hazards Lab Pack	Each	\$250.00
Lab Pack	5 Gallon	\$175.00
Lab Pack	14 Gallon	\$200.00
Lab Pack	30 Gallon	\$250.00
Poison Inhalation Hazards Reactive Lab Pack	Each	
Reactive Lab Pack	5 Gallon	\$175.00
Reactive Lab Pack	14 Gallon	\$200.00
4 Foot Lamps	Per pound	\$2.75
8 Foot Lamps	Per pound	\$2.75
U-Tube Lamps	Per pound	\$2.75
Compact Lamps	Per pound	\$2.75
Ni-Cad Batteries	Per Pound	\$2.25
Lithium Batteries	Per Pound	\$3.25
Mercury Devices	5 Gallon	\$450.00
E-Cigarettes & Vapes (optional)	5 Gallon	\$250.00
Labor (please note number of staff provided)	4 hours per event plus set-up/break down	\$4000.00
Transportation	per truck	\$4000.00
Supplies	per forklift (if needed)	\$1200.00
Additional Fees (please explain)		

Conversion factor for 30 gallon drum price to 55 gallon drum is 1.8333.
Conversion factor for 55 gallon drum to cubic yard box is 3.3.

Attachment 2. Pricing Proposal

All applicants must provide **BOTH** a fixed rate per event price (A) and pricing per unit of material (B).

A. Fixed Rate per Event Pricing

Please provide a flat fee cost proposal for the NRSWMD HHW collection program in the 2027 and 2028 collection seasons. Cost estimates should be made on a per-event basis, based on project coordination, set-up, labor, transportation, handling, storage, and waste disposal. Costs should also include all other pertinent duties associated with the collection program, as described in Section 3 of this RFP. You may attach additional documentation to this form to explain cost budgeting, if desired.

Flat Fee per Event Pricing = 2027 - \$39,390.00; 2028 - \$40,966.00

B. Per Unit Pricing

Please indicate the disposal price per unit of each material. The cost should be inclusive of all services described in Section 3 of this RFP, including supplies, transportation, labeling, treatment, and disposal.

Item	Unit	Disposal Cost per Unit
Flammable Liquids	55 Gallon	\$140
Consolidated Paint (non-latex)	55 Gallon	\$140
Liquid Pesticides	55 Gallon	\$350
Solid Pesticides	55 Gallon	\$350
Inorganic Acid	30 Gallon	\$350
Organic Acid	30 Gallon	\$530
Corrosive Base	30 Gallon	\$350
Aerosols	55 Gallon	\$350
Poison Inhalation Hazards Lab Pack	Each	\$175/5 gal
Lab Pack	5 Gallon	\$175
Lab Pack	14 Gallon	\$275
Lab Pack	30 Gallon	\$495
Poison Inhalation Hazards Reactive Lab Pack	Each	\$250/5 gal
Reactive Lab Pack	5 Gallon	\$250
Reactive Lab Pack	14 Gallon	\$475
4 Foot Lamps	Per pound	\$2.50
8 Foot Lamps	Per pound	\$2.50
U-Tube Lamps	Per pound	\$3.50
Compact Lamps	Per pound	\$6.50
Ni-Cad Batteries	Per Pound	\$3.00
Lithium Batteries	Per Pound	\$13.50
Mercury Devices	5 Gallon	\$295
E-Cigarettes & Vapes (optional)	5 Gallon	\$250
Labor (please note number of staff provided)	4 hours per event plus set-up/break down	\$10,200 for up to 12 people per event; Estimated event time/travel total 12 hours
Transportation	Note: Waste rates reflect container transportation	Truck Mobilization Fee - \$400
Supplies		See Attachment 2A
Additional Fees (please explain)		See Attachment 2A

Attachment 2A: Supplies and Additional Fees

Nashua HHW Event Schedule 2027-2028 Materials and Supplies	QUANTITY	UNIT	PRICE
051G Fiber Drum	1	each	\$ 25.00
141G Fiber Drum	1	each	\$ 45.00
301G Fiber Drum Round	1	each	\$ 85.00
551G Fiber Drum Round	1	each	\$ 85.00
551A1 New - 55-Gallon Closed-Top Metal Container	1	each	\$ 100.00
551A2 New - 55-Gallon Open-Top Metal Container	1	each	\$ 100.00
551A2 Recon - 55-Gallon Open-Top Metal	1	each	\$ 85.00
PIH Box	1	each	\$ 35.00
8 Foot Lamp Box	1	each	\$ 12.00
2 Foot Lamp Box	1	each	\$ 12.00
2 Foot Lamp Box	1	each	\$ 12.00
5 Gallon Screw Top Poly Pails	1	each	\$ 35.00
CYDG Cubic Yard Box	1	each	\$ 120.00
Vermiculite Bag	1	each	\$ 38.00
Currently 28% Energy, Security and Insurance Surcharge on Total Invoice			
State Regulatory Fee (per manifest)	1	each	\$ 37.50
* Veolia will only invoice for actual materials and supplies utilized.			

**Annual Grant and Contract Authorization
For the Period July 1, 2026 - June 30, 2027**

On an annual basis, the Nashua Region Solid Waste Management District must affirm that the Nashua Regional Planning Commission is authorized to file applications, sign contracts and implement the annual work program on behalf of the Nashua Region Solid Waste Management District.

Proposed Motion:

THAT the Nashua Regional Planning Commission be authorized to file applications with federal, state, and local governmental units and other agencies to implement the FY 2027 work program of the Nashua Region Solid Waste Management District, and to execute agreements to receive funds for such purposes.

Scott Perkins, Chair
Nashua Region Solid Waste Management District
30 Temple Street, Suite 310
Nashua, NH 03060

April 27, 2026
File No. 3066.263

RE: Applications for Waiver of Env-Sw 805.11(1) and Env 805.05(j)
Four Hills Secure Landfill Expansion
Nashua, New Hampshire
DES-SW-SP-95-002

Dear Mr. Perkins:

On behalf of the City of Nashua (City), Sanborn, Head & Associates, Inc. (Sanborn Head) is providing this notice of filing for two (2) Applications for Waiver of the New Hampshire Solid Waste Rules (NHSWRs) for the Four Hills Secure Landfill Expansion (Facility); one related to Env-Sw 805.11(l) related to vegetated buffers and landfill siting and the other related to Env-Sw 805.05(j) related to annual camera inspections of the leachate collection piping. These waiver applications will be submitted to the New Hampshire Department of Environmental Services (NHDES) on or about April 29, 2026.

The Facility is located at 840 West Hollis Street in Nashua, New Hampshire. The land where the Facility is located is owned by the City and operated by the Division of Public Works. This notice is being provided in accordance with the RSA 149-M and the NHSWRs because you own property which abuts the Facility property.

The waivers are sought to align the Facility development plans (i.e., expansion of the existing DPW building to accommodate the Streets and Fleets Department's facilities) and preferred operating practices.

Strict adherence with Env-Sw 805.11(l) with respect to the proposed DPW building expansion would result in an undue and unnecessary hardship to the City and its residents and taxpayers because of the impracticability of redesigning the proposed development. No other changes to the established setbacks or existing buffers are proposed.

Strict adherence with Env-Sw 805.05(j) would result in an undue and unnecessary hardship to the City and its residents and taxpayers because of the significant cost of conducting the annual camera inspections. An alternate inspection frequency is proposed that will meet the intent of the NHDES requirement.

These waivers do not change the type of material managed at, or the operation of the Facility. Only waste generated within the City of Nashua is accepted at the Facility including municipal solid waste, construction and demolition debris, and special non-hazardous wastes that are approved by NHDES.

In accordance with Env-Sw 303.07(d), a copy of the waiver applications is enclosed. Copies of the waiver applications are also available for review at the DPW office building at 848 West Hollis Street and at the NHDES offices located at 29 Hazen Drive in Concord, New Hampshire. Please schedule an appointment with the City Solid Waste Department (603-589-3410) or the NHDES Public Information & Permitting Office (603-271-2919) to review a paper copy of the permit application.

The applications will be reviewed by the NHDES in accordance with the NHSWRs.

If you have any questions or comments regarding the application, please contact me at (603) 415-6138 or esteinhauser@sanbornhead.com.

Very truly yours,
SANBORN, HEAD & ASSOCIATES, INC.



Eric Steinhauser, PE, CPESC, CPSWQ
Senior Vice President and Principal

Enclosed: Waiver Applications

ESS:gnr

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Scott Perkins, Chair
Nashua Region Solid Waste Management District
30 Temple Street, Suite 310
Nashua, NH 03060

May 29, 2026
File No. 3066.263

RE: Application for Waiver of Env-Sw 805.11(I)
Four Hills Secure Landfill Expansion
Nashua, New Hampshire
DES-SW-SP-95-002

Dear Mr. Perkins:

On behalf of the City of Nashua (City), Sanborn, Head & Associates, Inc. (Sanborn Head) is providing this notice of filing for an Application for Waiver of the New Hampshire Solid Waste Rules (NHSWRs) for the Four Hills Secure Landfill Expansion (Facility) related to Env-Sw 805.11(I) related to vegetated buffers and landfill siting. The waiver application will be submitted to the New Hampshire Department of Environmental Services (NHDES) on or about May 29, 2026.

The Facility, a land disposal site, is located at 840 West Hollis Street in Nashua, New Hampshire 03062. The contact person for the Facility is Darrin Santos (santosd@nashuanh.gov). The land where the Facility is located is owned by the City and operated by the Division of Public Works. This notice is being provided in accordance with the RSA 149-M and the NHSWRs because you own property which abuts the Facility property.

The waiver is sought to align the City development plans at the Facility (i.e., expansion of the existing DPW building to accommodate the Streets and Fleets Department's facilities) [Env-Sw 805.11(I)].

Strict adherence with Env-Sw 805.11(I) with respect to the proposed DPW building expansion would result in an undue and unnecessary hardship to the City and its residents and taxpayers because of the impracticability of redesigning the proposed development. No other changes to the established setbacks or existing buffers are proposed.

The waiver does not change the type of material managed at, or the operation of the Facility. Only waste generated within the City of Nashua is accepted at the Facility including municipal solid waste, construction and demolition debris, and special non-hazardous wastes that are approved by the NHDES.

A copy of the waiver application is available for review at the DPW office building at 848 West Hollis Street and at the NHDES offices located at 29 Hazen Drive in Concord, New Hampshire. Please schedule an appointment with the City Solid Waste Department (603-589-3410) or the NHDES Public Information & Permitting Office (603-271-2919) to review a paper copy of the permit application.

In accordance with Env-Sw 3003.07(d) a copy of the waiver application is enclosed. Additional copies are available upon request.

The application will be reviewed by the NHDES in accordance with the NHSWRs. Attached to this letter is a copy of the NHDES application processing flow chart that explains the review steps.

Should you require additional information regarding the waiver, please contact any of the following:

- At the City – Mr. Darrin Santos, Environmental Engineer, 848 West Hollis Street in Nashua, New Hampshire 03062, santosd@nashuanh.gov
- At Sanborn Head – Mr. Eric S. Steinhauser, PE, CPESC, CPSWQ, Senior Vice President and Principal, 6 Bedford Farms Drive, Bedford, NH 03110, (603) 415-6138, esteinhauser@sanbornhead.com
- At the NHDES – Ms. Mary F. Daun, PE, Permit Engineer, Solid Waste Management Bureau, 29 Hazen Drive, Concord, New Hampshire 03302, (603) 271-8573, mary.f.daun@des.nh.gov

Very truly yours,
SANBORN, HEAD & ASSOCIATES, INC.



Eric Steinhauser, PE, CPESC, CPSWQ
Senior Vice President and Principal

Enclosures: NHDES Solid Waste Waiver Application Review Flow Chart
Waiver Application

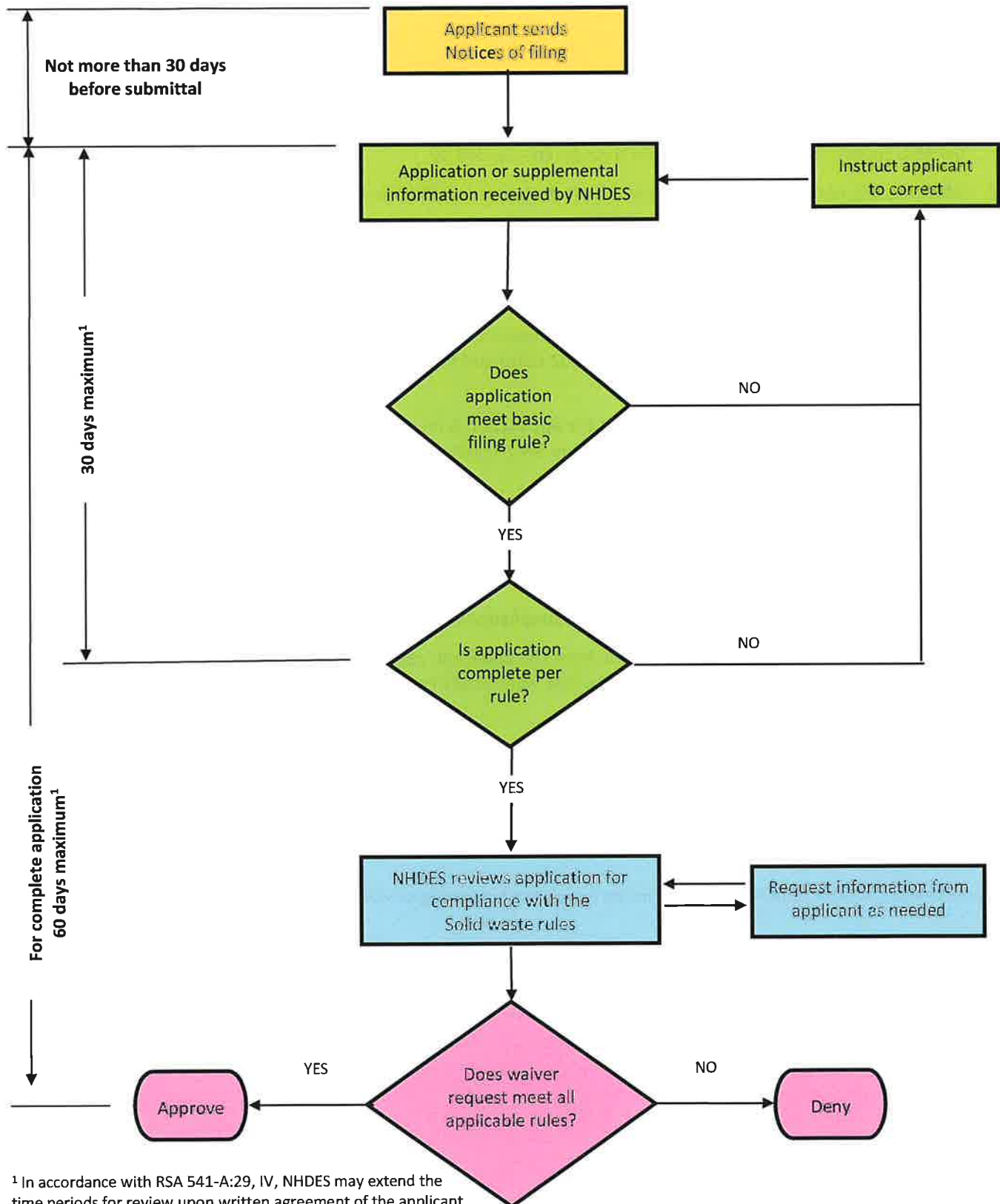
MCP/ESS:mcp

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Solid Waste Waiver Application
Processing provisions as provided in part
Env-Sw 202 of the *New Hampshire Solid Waste Rules*



This document does not replace the NH Solid Waste Rules. Always consult the official rules.



¹ In accordance with RSA 541-A:29, IV, NHDES may extend the time periods for review upon written agreement of the applicant.

Draft Minutes Nashua Region Solid Waste Management District (NRSWMD)

Wednesday, March 18, 2026, 10 am, Public Meeting with Zoom Option

Attendees:

Craig Durrett, Town of Amherst
Pat Flynn, Town of Brookline
Joan Cudworth, Town of Hollis
Jay Twardosky, Town of Hudson
Patrick Davis, Town of Merrimack (Zoom)
Mike Fimbel, Town of Mont Vernon
Scott Perkins, Chair, City of Nashua
Cole Corbett, Plodzik & Sanderson
Michael Campo, Plodzik & Sanderson (Zoom)

NRPC Staff:

Nick Principato, Reg./Enviro. Planner
Salem Quinn, Admin./Comms. Coordinator
Nicole Kingsbury, Finance & Benefits Admin.
Kate Lafond, Assistant Director

1. **Call to order and introductions.** Perkins called the meeting to order at 10:02 am.
2. **Approval of minutes tabled until a quorum was present.**
3. **HHW Program Status Update** Principato gave an update about the program. There is lots of excitement about the April event. Flyers and posters are available. Also discussed the new NRSWMD / HHW logo. Principato will be presenting at varying sustainability fairs and events. More information in the packet.
4. **Financial Update:** Kingsbury gave a financial update. More information in the packet. Balances for accounts were noted, with no big changes. Pelham is waiting to pay dues after their town meeting. They are the only town that still needs to pay its dues.
5. **Audit Briefing** Corbett and Campo of Plodzik & Sanderson gave a presentation on the Audit Report (**Nashua Regional Solid Waste Management District (NRSWMD) Annual Financial Report As Of And For The Fiscal Year Ended June 30, 2025**). It is not included in the packet, but available on the [NRPC website](#). There was a focus particularly on the Statement of Revenues, Expenditures, and Changes in Fund Balance.

Quorum was present at 10:20 am when Flynn arrived.

- **Motion by Fimbel: To approve Nashua Regional Solid Waste Management District (NRSWMD) Annual Financial Report As Of And For The Fiscal Year Ended June 30, 2025, as presented.**
Seconded by Twardosky. A voice vote was conducted. **Motion adopted.**
6. **Tradebe Contract Extension:** The group discussed the pain points of working with Tradebe, and there was a consensus not to extend their contract for an additional year and instead do an RFP. It was noted that NRPC both advertises and targets a specific list of candidates. MXI and Viola were mentioned positively. The RFP will need to go out by May, to schedule interviews in July, and decide by September.
 7. **Create a 2027 RFP Subcommittee.** NRSWMD will create an RFP Subcommittee, since we are not extending our contract with Tradebe. Principato will double-check if the RFP needs to be Calendar or Fiscal Year. The annual grant money from NHDES is ~\$40K. Usually, 3-4 people are on the subcommittee. Whittier, Perkins, and Durrett will join the subcommittee. Fimbel can be an alternate. Principato will

reach out to Amherst and Milford since folks from there were on the subcommittee last time. If a fourth is needed, Twardosky can join.

8. **Permanent Facility** Perkins is waiting to hear back from the state on the status of the building. Nashua is bringing a wooden shed down in the next few days, which is on the property.
9. **Correspondence:** No correspondence received. Just calls from people excited about the April HHW event. There will be a Nashua city report at the next meeting.
10. **Revisited the minutes since a quorum was present.**
 - **Motion by Cudworth: To approve December 17, 2025, Nashua Region Solid Waste Management District (NRSWMD) meeting minutes, as presented.** Second by Flynn. A voice vote was conducted. **Motion adopted.**
11. **Other Business** Cudworth had a big fire in her trash hopper. Staff thankfully thought quickly to call the fire department, and no one was injured. Nashua has hired staff just for monitoring and keeping things in check. Twardosky needs a staff member for every dumpster.
12. **Meeting adjourned at 10:54 am.**
 - **Motion by Cudworth: To adjourn the Nashua Region Solid Waste Management District March Meeting.** Second by Twardosky. A voice vote was conducted. **Motion adopted.**

The next meeting is Wednesday, June 17, 2026.

Respectfully submitted by Salem Quinn, Administrative/Communications Coordinator, NRPC.

From: [Perkins, Scott](#)
To: [Nick Principato](#); [Rhonda Whittier](#)
Cc: [Leo Lessard \(llessard@milford.nh.gov\)](#); [Joan Cudworth \(jcudworth@hollisnh.org\)](#)
Subject: New Boston
Date: Wednesday, April 22, 2026 12:52:31 PM

Good morning,

I got a call Gerry Cornett, the manager of the transfer station in New Boston. Apparently the town did not approve their budget and as part of the cuts he is making with the default budget they are cancelling their only HHW collection.

It seems he heard from people in New Boston that we took people from out of our district and he was looking to see if they could refer residents to us. I told him that we have taken the occasional out of district resident but that we cannot accept all of the residents from New Boston.

Gerry is going to tell people that they should not come to our collection and should find an outlet and pay for the material out of their pockets. He did say that word was already out in town that we have taken people from New Boston in the past and so I think we are probably going to see some people show up.

We may have to consider asking for id's from people attending going forward. Helping some individuals here and there who need to get rid of something is one thing but communities that want to cut spending and send large numbers of people our way are not going to be welcome.

We should discuss this further at our next meeting.

Thank you,

Scott Perkins
City of Nashua
Recycling Administrator
DPW Solid Waste Department
848 West Hollis St
Nashua, NH 03062
603-589-3426