



STAFF REPORT

AGENDA ITEM #: 24-06
COUNCIL MTG OF: January 2, 2024
FROM: Michael Fowler, Director of Public Works
OFFERED BY: Craig Durrett, Environmental Coordinator, DPW
PREPARED BY: Craig Durrett, Environmental Coordinator, DPW
SUBJECT: Certificate of Authorization: NHDES Household Hazardous Waste Agreement FY25

PURPOSE: Authorization by the Town Council to apply for and enter into the agreement with NHDES in order to receive grant funds to offset Town expenditures.

TOWN ADMINISTRATOR COMMENTS: Council support for the continuation of this program is appreciated as a critical tool to managing hazardous waste in the community.

BACKGROUND: The Town has access to various grant funds from the New Hampshire Department of Environmental Services for environmental programs within the Town. In the past, grants have been received for Landfill Closure, Household Hazardous Waste Collection Day, Watershed Assessment, improvements to the Town's Recycling Center and Do-It-Yourself Used Oil Collection Center Projects. Section 9.15 of the Town Charter authorizes the Town Council to apply for and accept State Federal and other governmental grants. NHDES requires such grant applications and contract agreements be signed by an authorized official of the Town (i.e. the Town Administrator) and that the Town execute a Certificate of Authorization stating that the official (i.e. Town Administrator), by vote of the Town Council, is authorized to sign such grant agreements on behalf of the Town.

DISCUSSION: In order to proceed with this process NHDES requires that 1) an HHW Collection Grant application signed by an authorized official of the Town be submitted, 2) upon approval of the application, a Contract Agreement be executed by the authorized official of the Town, 3) the authorized official be granted such authorizations by vote of the Council, 4) the Town authorize by vote of the Council to apply for and enter into an agreement with NHDES to hold a HHW collection event in FY25, and 5) the above authorizations be certified.

FISCAL IMPACT: The DPW is eligible and is in the process of applying for up to \$10,000.00 in matching grant funds from NHDES for the Household Hazardous Waste Collection program in FY25.

RECOMMENDED ACTION BY COUNCIL: Please see Resolution #2024-003.

* * * * *



RESOLUTION

Number 2024-003

To Apply for and Accept Grant Funding Related to Household
Hazardous Waste Collection

WHEREAS, the Section 9.15 of the Town Charter authorizes the Town Council to apply for, accept and expend funds received from the State; and

WHEREAS, the Town annually has hosted a Household Hazardous Waste Collection Day to provide residents with a convenient and safe method by which to dispose of household hazardous waste; and

WHEREAS, matching grant funding from the NH Department of Environment Services is available to the Town to help defray expenses associated with this program;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the Town Administrator is hereby authorized to sign Grant Applications and Agreements with NHDES for no more than \$10,000 in matching funds and further authorize the Town to hold a Household Hazardous Waste Collection event in Spring, 2025.

This Resolution shall take effect immediately upon its passage.

Adopted: January 2, 2024

Attest:

x _____
Charles Foote, Council Chair
Date: _____

x _____
Cristina Guilford, Town Clerk
Date: _____