



**TOWN OF BOXFORD**  
**Office of the Town Administrator**  
7A Spofford Road  
Boxford, MA 01921

**DATE:** December 21, 2022

**TO:** Board of Health

**FROM:** Waste Stream Task Force

**RE: Recommendations for Boxford's Municipal Refuse Contract with Waste Management**

On Wednesday, December 14<sup>th</sup>, Richard Taylor, Chair of the Boxford Board of Health ("BOH"), requested that the Waste Stream Task Force ("Task Force") make a series of recommendations to assist the BOH in advance of the January 4<sup>th</sup> meeting with representatives of Waste Management, the Town's current trash hauler. At that meeting, the BOH will determine whether or not to extend the Town's current contract with Waste Management, among other decisions.

The requests for information/recommendations from the BOH are emboldened below in **red**, with accompanying responses/recommendations listed below each.

**1. A summary table of contract options and projected costs per year for FY23-FY27**

The figures listed below are the estimated costs for each relevant fiscal year within each of the various contract extension offers that Waste Management has presented to the Town. The "Estimated Additional Cost for Refuse Collection" is based off of an estimated amount of 1,922.27 tons of municipal waste disposed of by the Town annually, which is multiplied by the per-ton incremental municipal refuse disposal rate charged by Waste Management for each fiscal year of the various offers. The estimated recycling costs are based off of the roughly \$9 K in recycling expenses that the Town has incurred in the past 12 months, increasing proportionally based on Waste Management's proposed increase in the per-ton recycling collection rate. The actual extension offers from Waste Management are listed in *Appendix 1*.

**1-Year Extension Offer (Manual Collection)**

	Base Rate	Estimated Additional Cost for Refuse Collection	Estimated Recycling Costs	<b>TOTAL</b>	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24	\$767,880.00	\$182,615.82	\$10,614.83	<b>\$961,110.65</b>	32%

**2-Year Extension Offer (Manual Collection)**

	Base Rate	Estimated Additional Cost for Refuse Collection	Estimated Recycling Costs	TOTAL	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24	\$725,220.00	\$182,615.82	\$10,614.83	<b>\$918,450.65</b>	26%
FY25	\$768,733.00	\$193,572.77	\$11,251.72	<b>\$973,557.49</b>	6%

**3-Year Extension Offer (Manual Collection)**

	Base Rate	Estimated Additional Cost for Refuse Collection	Estimated Recycling Costs	TOTAL	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24	\$699,624.00	\$182,615.82	\$10,614.83	<b>\$892,854.65</b>	22%
FY25	\$741,601.00	\$193,572.77	\$11,251.72	<b>\$946,425.49</b>	6%
FY26	\$786,097.00	\$204,568.17	\$11,927.13	<b>\$1,002,592.30</b>	6%

**4-Year Extension Offer (Manual Collection)**

	Base Rate	Estimated Additional Cost for Refuse Collection	Estimated Recycling Costs	TOTAL	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24	\$699,624.00	\$182,615.82	\$10,614.83	<b>\$892,854.65</b>	22%
FY25	\$741,601.00	\$193,572.77	\$11,251.72	<b>\$946,425.49</b>	6%
FY26	\$786,097.00	\$204,568.17	\$11,927.13	<b>\$1,002,592.30</b>	6%
FY27	\$848,985.00	\$220,926.70	\$12,881.68	<b>\$1,082,793.38</b>	8%

#### 5-Year Extension Offer (Manual Collection)

	Base Rate	Estimated Additional Cost for Per Ton Refuse Collection	Assumed Recycling Costs	TOTAL	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24 (New Contract)	\$699,624.00	\$182,615.82	\$10,986.34	<b>\$893,226.17</b>	23%
FY25	\$741,601.00	\$193,572.77	\$11,645.53	<b>\$946,819.30</b>	6%
FY26	\$786,097.00	\$204,568.17	\$12,344.58	<b>\$1,003,009.75</b>	6%
FY27	\$841,124.00	\$218,889.09	\$13,208.84	<b>\$1,073,221.93</b>	7%
FY28	\$908,414.00	\$236,400.99	\$14,265.16	<b>\$1,159,080.15</b>	8%

#### 5-Year Extension Offer (Automated Collection)

	Base Rate	Estimated Additional Cost for Per Ton Refuse Collection	Assumed Recycling Costs	TOTAL	% Increase vs. Prior Year
FY23 (Current Contract)	\$543,185.43	\$176,849.01	\$8,871.27	<b>\$728,905.71</b>	N/A
FY24 (New Contract)	\$576,000.00	\$182,615.82	\$10,986.34	<b>\$769,602.17</b>	6%
FY25	\$601,920.00	\$190,843.15	\$11,425.80	<b>\$804,188.94</b>	4%
FY26	\$629,006.00	\$199,435.70	\$11,883.16	<b>\$840,324.86</b>	4%
FY27	\$666,740.00	\$211,411.45	\$12,358.42	<b>\$890,509.87</b>	6%
FY28	\$713,418.00	\$226,212.95	\$12,852.40	<b>\$952,483.34</b>	7%

Keep in mind, while there are significant cost savings with Waste Management's automated collection offer vs. their extension offers with the current manual collection method, **a one-time capital expense of \$280 K - \$330 K** (depending on the size of the barrel) **is required to facilitate this collection method.**

#### 2. The Task Force position of automated pick up

**The Task Force is in favor of moving the Town to an automated collection method.** As demonstrated in the figures above, doing so would yield significant cost savings for the Town. Additionally, after speaking with neighboring communities that have already made this transition, it does not appear that there are any notable service issues that could arise from this method of collection to be concerned about.

**3. The Task Force position on allowing one, no charge container for trash per week per household**

While there was not a unanimous consensus on this matter, **the Task Force recommends allowing one, no-charge container per week per household. There was not a consensus on what the size of that container should be, however.** Waste Management will bring sample containers to assist the BOH in making a decision regarding container size.

**4. The task Force position on 'extra' trash exceeding the one container limit---if colored bags or stickers a range for the cost of each**

**The Task Force believes that there should be an option for disposal of “overflow” trash aside from the capacity of the standardized barrels.** The general consensus of the method for allowing overflow bags was to maintain some variation of the current usage of stickers. **A \$5 fee per bag/sticker was recommended.**

**5. Any suggestions for improvement of services, i.e., missed collections**

Waste Management recommended the following improvement to their service (through their representative, Roy Boyer), which the Task Force believes the BOH should consider:

We will provide Boxford residents two options to report a missed pick up. One will again have the residents start calling our 800 number to our call center. This removing the Town from taking these calls. Then, as a second option for anyone that feels that do not want to call, I am proposing an online option on the Towns website where the resident answers a few questions, which I will review with you. They click submit. This information will be sent directly to my call center who in turn will take this information and generate a ticket and send this to Dacron's team in dispatch. They will send this out to the driver to recover this miss. We currently have this set up in the Town of Groveland and they love it. I also spoke to Rebecca the Town Manager who said she would be more than happy to discuss how this was set up and how it's been working since we set this up. The email address that this is sent to, is done behind the scene and is blind to the resident as this cannot made public at any time.

## **Appendix 1**

### **Contract Extension Offers from Waste Management**



December 12, 2022

Town of Boxford  
7A Spofford Road  
Boxford, MA 01921

**RE: “Extension of Agreement of the Collection and Disposal of Refuse and Recyclable Services Between Town of Boxford and Waste Management of Londonderry Inc.”**

Dear Brendan and Alex

Waste Management of Londonderry, Inc. (“WM”) is proud to be the Town of Boxford’s community’s service provider since 2018 and we are grateful for your business. WM is also proud of the essential work our frontline collection, recycling, and disposal crews performed throughout the COVID-19 pandemic and continue to provide your community despite lingering and difficult disruptions.

This letter will formally propose an extension of the current Collection and Disposal of Refuse and Recyclable Services Agreement between the Town of Boxford Ma and Waste Management of Londonderry Inc.

Waste Management of Londonderry Inc. proposes to offer the Town the following Options below as we discussed in exchange for a contract extension. **These rates will remain valid until January 6, 2023.**

**Manual Collection as it is being done today**

**One Year Option**

Contract Period	Curbside Annual Collection Rate	Solid Waste Disposal Rate Per Ton	Processing Fee Per Ton
July 2023 - June 2024	\$767,880	\$95.00	\$135.00

### **Two Year Option**

<b>Contract Period</b>	<b>Curbside Annual Collection Rate</b>	<b>Solid Waste Disposal Rate Per Ton</b>	<b>Processing Fee Per Ton</b>
July 2023 - June 2024	\$725,220	\$95.00	\$135.00
July 2024 - June 2025	\$768,733	\$100.70	\$143.10

### **Three Year Option**

<b>Contract Period</b>	<b>Curbside Annual Collection Rate</b>	<b>Solid Waste Disposal Rate Per Ton</b>	<b>Processing Fee Per Ton</b>
July 2023 - June 2024	\$699,624	\$95.00	\$135.00
July 2024 - June 2025	\$741,601	\$100.70	\$143.10
July 2025- June 2026	\$786,097	\$106.42	\$151.69

### **Four Year Option**

<b>Contract Period</b>	<b>Curbside Annual Collection Rate</b>	<b>Solid Waste Disposal Rate Per Ton</b>	<b>Processing Fee Per Ton</b>
July 2023 - June 2024	\$699,624	\$95.00	\$135.00
July 2024 - June 2025	\$741,601	\$100.70	\$143.10
July 2025- June 2026	\$786,097	\$106.42	\$151.69
July 2026- June 2027	\$848,985	\$114.93	\$163.83

### **Five Year Manual Collection Option**

<b>Contract Period</b>	<b>Curbside Annual Collection Rate</b>	<b>Solid Waste Disposal Rate Per Ton</b>	<b>Processing Fee Per Ton</b>
July 2023 - June 2024	\$699,624	\$95.00	\$135.00
July 2024 - June 2025	\$741,601	\$100.70	\$143.10
July 2025- June 2026	\$786,097	\$106.42	\$151.69
July 2026- June 2027	\$841,124	\$113.87	\$162.31
July 2027- June 2028	\$908,414	\$122.98	\$175.29

### **Automated Collection**

### **Five Year Automated Collection Option**

<b>Contract Period</b>	<b>Curbside Annual Collection Rate</b>	<b>Solid Waste Disposal Rate Per Ton</b>	<b>Processing Fee Per Ton</b>
July 2023 - June 2024	\$576,000	\$95.00	\$135.00
July 2024 - June 2025	\$610,560	\$100.70	\$143.10
July 2025- June 2026	\$647,194	\$106.42	\$151.69
July 2026- June 2027	\$692,497	\$113.87	\$162.31
July 2027- June 2028	\$747,897	\$122.98	\$175.29

<b>5 Year Manual Collection Rates:</b>			<b>5 Yaer Automated Collection Rates</b>		
<b>FY24</b>	<b>\$699,624</b>		<b>FY24</b>	<b>\$ 576,000</b>	
<b>FY25</b>	<b>\$741,601</b>		<b>FY25</b>	<b>\$ 610,560</b>	
<b>FY26</b>	<b>\$786,097</b>		<b>FY26</b>	<b>\$ 647,194</b>	
<b>FY27</b>	<b>\$841,124</b>		<b>FY27</b>	<b>\$ 692,497</b>	
<b>FY28</b>	<b>\$908,414</b>		<b>FY28</b>	<b>\$ 747,897</b>	
<b>Total</b>	<b>\$3,976,860</b>		<b>Total</b>	<b>\$ 3,274,148</b>	
			<b>Variance</b>	<b>\$702,712</b>	



## **Revised Annual Rate Increases for our Five Automated Collection Option**

### **Five Year Automated Collection Option**

Contract Period	Curbside Annual Collection Rate	Annual Curbside Rate % Increase	Solid Waste Disposal Rate Per Ton	Annual Disposal Rate % Increase	Processing Fee Per Ton	Annual Processing Rate % Increase
July 2023 - June 2024	\$576,000		\$95.00		\$135.00	
July 2024 - June 2025	\$601,920	4.50%	\$99.28	4.50%	\$140.40	4.00%
July 2025- June 2026	\$629,006	4.50%	\$103.75	4.50%	\$146.02	4.00%
July 2026- June 2027	\$666,740	6.00%	\$109.98	6.00%	\$151.86	4.00%
July 2027- June 2028	\$713,418	7.00%	\$117.68	7.00%	\$157.93	4.00%

The revised offer above is contingent upon the Town accommodating our request on the reduction of the current holiday schedule to the six holidays we had requested.

### **Cart Rate Options**

<b>QTY</b>	<b>2600</b>	<b>2600</b>	
<b>Cart Option One</b>	<b>64- Gallon Trash</b>	<b>64 -Gallon Recycling</b>	<b>\$ 290,272</b>
<b>QTY</b>	<b>2600</b>	<b>2600</b>	
<b>Cart Option Two</b>	<b>64- Gallon Trash</b>	<b>96-Gallon Recycling</b>	<b>\$ 308,306</b>
	<b>2800</b>	<b>2800</b>	
<b>Cart Option Three</b>	<b>64- Gallon Trash</b>	<b>64 -Gallon Recycling</b>	<b>\$ 310,996</b>
	<b>2800</b>	<b>2800</b>	
<b>Cart Option Four</b>	<b>64- Gallon Trash</b>	<b>96 -Gallon Recycling</b>	<b>\$ 333,168</b>

We are presenting the above Automated Collection price which is for up to 2,400 units. Any additional request for carts, then the per unit collection price of \$20.00 per home per month would be applicable. So, in other words if only 2300 sign up, the monthly collection prices above would not be reduced. This a minimum price due our fixed costs that need to be covered.

Example: We start this program with 2350 Homes that sign up. Any additional home added up to 2400 will not impact the annual fee. If the new homes that sign up increases to 2450. The Town would be charged and additional \$20 per month times the 50 additional homes, which would be \$1000 per month

I have two quotes from Cascade the Carts for what it will cost the Town to purchase the carts for this roll out. I have a 64 Gallon Cart for Trash. I have provided two cart options for Recycling which are a 64 gallon and a 96 gallon.

The Town would need to store the extra carts at the DPW or a location that works for the Town. Then every time a resident opts into this program you provide them their 2 carts. Then bill them their annual cart fee. The Town would notify us when a new address has been approved.

All Recycling must be placed inside the cart. Any Recycling placed outside the cart will be tagged and left. Any trash left outside the cart, must be placed inside a Town Approved bag. If not, it will be tagged and left behind.

The fee for driver to get out and to collect the Town approved bags will be \$1.00 per bag. We will monitor this through the Monthly Report that Waste Zero will provide for bag sales each month.

The Town of Boxford's current prevailing wage schedule is \$28.19 per hour. We have based our offer upon a PW rate of \$32.00 per hour. We shall either increase or decrease our proposed charges to the Town by \$850 per year for every \$0.10 per hour over the \$32.00 rate. As well as decrease our offer by \$850 per year for every \$0.10 under the \$32.00 rate we based our offer upon.

Should the Town accept any of the three proposed options, the Town would then request new PW rates for the new contract term, no sooner than 90 days of the start of the new contract.

### **Town of Boxford 2018 FY23 Bid Results**

		JRM	Waste Management	Casella
Description				
FY23 Solid Waste and SS Collection		\$ 1,063,555	\$ 543,185	\$ 770,000

Contract Changes
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- 1) For manual collect annually each July 1<sup>st</sup> starting on July 1, 2024. The collection price shall increase to account for Certificates of Occupancy permits (CO's) for new RPS issued in the previous calendar year. The annual adjustment shall be calculated by multiplying the number of Co's by \$255.
- 2) The Town of Boxford shall reduce their current holiday schedule to the six main holidays.

New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving and Christmas.

Contact Information
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Primary Contact: Roy Boyer

Title: Public Sector Services Representative

Address: Waste Management, 26 Liberty Drive, Londonderry, NH 03053

Cell Phone: 603-726-0587

Email: [rboyer@wm.com](mailto:rboyer@wm.com)

In closing, we believe Waste Management offers the operational expertise and financial strength to remain a valuable partner with the Town.

We look forward to this opportunity to continue to provide excellent service to the Town of Boxford.

Sincerely,  
Waste Management

*Roy Boyer*

Roy A. Boyer  
Public Sector Services Representative

