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**SOLID WASTE MANAGEMENT COMMISSION
SPECIAL MEETING MINUTES
Thursday, March 23, 2023**

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DRAFTED TOWN CLERK

Present: Chairman Muniz, Commissioners Galambos, Heyman, and Aitro, Sustainability and Compliance Manager Bowne

Absent: Commissioners Rollo, Plunkett, Murray

1. Chairman Muniz called the meeting to order at 5:32 pm via Zoom.
2. RFP for Curbside Collection and Recyclable Material Processing Contract: Recommendation to BOS to Modify Scope of Work:
 - a. Chairman Muniz explained that the Town has existing contracts with several recycling facilities. The Town can modify the scope of an RFP based on discussions and contract negotiations. After several meetings with contractors, facilities, and Town staff, the decision was made to exclude recycling processing from the scope of the original RFP.
 - b. After discussion, Commissioner Heyman made a motion to recommend to the Board of Selectmen to exclude recycling processing from the scope of the RFP, seconded by Commissioner Aitro, the motion passed unanimously.
3. Recommendation to Award Curbside Collection Contract
 - a. The contract will include all services in the RFP except recycling material processing. The services do not include the Thimble Islands or the Town Green.
 - b. Chairman Muniz reported that the bid pricing obtained by January 19, 2023 from Sweitzer and BRS was researched and discussed with the bidders.
 - c. The final five-year average annual prices received for those comprehensive services were BRS \$1,770,595, Sweitzer \$1,794,542. Sweitzer's average cost per contract year would be approximately \$24,000 higher than BRS.
 - d. BRS offered weekly curbside collection using automated trucks as of July 1, 2023. Sweitzer would experience a delay in obtaining automated side loading vehicles for weekly service for several months after the contract date. Both bidders would be eligible for the cart purchase rebate, but the Town can contract directly for the carts.
 - e. After discussion, Commissioner Aitro made a motion to recommend to the Board of Selectmen to award the contract for Curbside Collection to BRS for the prices included in the proposal received, which included a five year average annual price of \$1,770,595.00 per year, Commissioner Galambos seconded, and the motion passed unanimously.

4. Recommendation to Award Recyclable Material Processing Contract
 - a. Chairman Muniz reported that two major material recycling operators in the state submitted variable monthly price cost proposals: All American Waste dba Murphy Road, and Casella Waste Services.
 - b. The Average Commodity Rate (ACR) obtains the regional average price for potential revenue
 - i. Murphy Road included a written table that identifies published sources for commodity values for the ACR.
 - ii. Casella Waste Products' proposal did not address the ACR
 - c. The Base Processing Fee (BPF) is a price negotiated with the facility for its recycling operations. A sliding scale for solid waste entrainment (i.e. contamination) is adjacent to the BPF rate. The current contamination threshold for the Town of Branford is 5%.
 - i. Murphy Road proposed a BPF of \$95.00/ton with a contamination threshold of 16%, rising to \$125/ton when the threshold is exceeded and \$145 per ton for contamination above 25%
 - ii. Casella Waste Products proposed a BPF of \$120.00/ton without stating contamination scales.
 - d. After discussion, Commissioner Aitro made a motion to recommend to the Board of Selectmen to award the Recyclable Material Processing Contract to All American Waste dba Murphy Road, seconded by Commissioner Heyman, passed unanimously.
5. Chairman Muniz and Commissioner Aitro thanked David Perotti of Sweitzer Waste both personally and on behalf of the Town for their service to the Town over many years, especially during the difficulties during the pandemic.
6. Chairman Muniz reported that the Town is making progress on the direct acquisition of waste and recycling carts. He thanked Sustainability and Compliance Manager Tyler Bowne for obtaining a \$130,000 grant to assist with the purchase of recycling carts, including up to \$8,000.00 for recycling education to Town residents.
7. Commissioner Aitro made a motion to adjourn, Commissioner Galambos seconded, the motion passed unanimously. Chairman Muniz adjourned the meeting at 6:08 pm.