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SOLID WASTE MANAGEMENT COMMISSION
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(203) 315-0622 PAUL MUNIZ, CHAIRMAN

SOLID WASTE MANAGEMENT COMMISSION
MEETING MINUTES

The meeting was called to order at 5:39pm. *on September 9, 2020.*

Attendance: Paul Muniz (Chair), Mike Barbour, Alain St. Thomas, Joe Rollo, Jeff Brown, and Diana McCarthy-Bercury (Town Staff)

1. Approval of Minutes, Solid Waste Management Commission Meeting March 11, 2020 and June 16, 2020
 - a. Alain St. Thomas made a motion to approve both meeting minutes. The motion was seconded by M.Barbour. The motion passed unanimously.
2. Chairman's Report
 - a. Introduction of Diana McCarthy-Bercury, Sustainability & Compliance Manager to the SWM Commission.
 - b. Recycling materials contamination charges- In August there was a \$31,000 budget transfer request by town hall from SWM Wages account into Material Handling account proposed to the Board of Finance. The commission reviewed the history of the contamination charges in 2019-2020 for recycling contract. The previous FY 2019 contamination charges, which had been discussed in March 2020, had been resolved with vendor at the new rate for mixed loads (\$75/Ton). The budget transfer request reflects FY 2020 unpaid amounts on invoices from Murphy Road Recycling (DBA All American Waste) in the 2020 fiscal year to be resolved before year-end audit is completed. These unpaid invoice amounts continued to be for single stream recycling volume due to contamination charges for unacceptable recyclables. The executive administrator to the First Selectman continues to communicate with All American Waste to get charges adjusted and revised invoices. The \$31,000 budget transfer request will be followed up by an additional request for additional \$20,000 for similar charges before FY 2020 books are closed and audit is completed.
 - c. The SWM Commission recommends that photodocumentation at the transfer station be improved to help monitor vendor drop off and pick up to ensure the loads are "acceptable recyclables" quality. The commission believes that there should be an improved archiving system for the photographs and documentation which would help get a handle on the quality of materials coming into the transfer station and leaving the transfer station. The photos taken by the transfer station are to be used to document that contents of the waste stream match the description of the commodity being transferred
 - d. Standardize the language to be used regarding materials to be pick up communicated from TS staff to hauler.

- e. Improved educational component to the TS staff to ensure the language and photo documentation use the “pay items” language used in the specific contract with Murphy Rd Recycling.
- f. Improved processes - Photos taken at half can and full cans with the same time every day, with an identifying placard and archived with the communication log for pickup to haulers. Photos of each can to be included with each email calling for recycling pickup.
- g. “Earth Matters” Recycling Flyer Update – the commission recommends that a press release be issued to inform residents of the recycling contamination situation and to provide clarification on recyclable materials that will be accepted in Branford. Modifying the list of recyclable materials on Earth Matters flyer – the commission discussed the potential to improve the recyclable material quality and help eliminate the contamination charges. There was uncertainty as to whether or not a modification to the collection process would help with the quality of acceptable loads. The following action items were recommended:
 - h. Request the Town research modifications to the materials list and if appropriate discuss with the recycling company which, if any, material should be discouraged to the residents to positively impact load contamination. This matter should first be discussed with Chairman Muniz.
 - i. Status of existing contracts – recommended the S&C Mgr to track waste and recycling contracts and become familiar with the names/dates/terms of existing collection and disposing contracts.
 - j. Collection Study Underway – The Commission has started working with CCM on a request for a materials collection study. Requested they provide research on curbside collection process in other communities and identify communities to approach for information/experience including North Haven, New London, Vernon, Waterbury, Newington, Mansfield.
 - k. MSW Chair and S&C Mgr will work together on developing a matrix to express the cost centers associated with the functions of trash/recycling collection. Goal to have some information available for next meeting to be reviewed by committee.
 - l. Question arose in light of the recent storms - who determines if the transfer station is to be a transfer point for storm debris? Who coordinates the companies who are transferring wood around town to be brought to the TS to be chipped? The commission was informed that the Department of Public Works organizes the clean up campaign, contracts the services needed for storm clean up and disposal. Hurricane wood chip pile was surveyed; tornado wood being sent to other destination. FEMA or state application for debris reimbursement will be pursued by Town Hall. The storm clean-up costs are monitored and kept separate from the standard operations of the transfer station.

3. Other Business

- a. Collection times with the haulers – pick up times are coming earlier than advertised to residents. It was recommended that the S&C Mgr become familiar with the contracted pick up start time. Variations from the contract pick up time should be noted and presented to the SWM Commission. It was recommended that complaints which normally go to Trista/Sharon be redirect to S&C Mgr, which can then be relayed back to the offending contractor. Review contracts to see if there are clearly stated times.
- b. Next meeting is Oct 14, 2020 at 5:30 PM basement conference room.

4. Adjournment - Motion – by Alain at 6:59 pm second by M. Barbour