

# SOLID WASTE MANAGEMENT COMMISSION

## MEETING AGENDA

WEDNESDAY, February 8, 2023

Present: Chairman Muniz, R Aitro, K Galambos, H Plunkett, H Heyman, Tyler Bowne

1. Chairman Muniz called the meeting to order at 6:00 pm
2. R. Aitro moved to approve the 11/09/22 meeting minutes, seconded by H Plunkett, passed unanimously.
3. Chairman Muniz introduced Tyler Bowne, Sustainability and Compliance Manager for the Town of Branford. He will be providing monthly reports and attending the SWMC meetings.
4. Review and Vote: Curbside Collection of Municipal Solid Waste and Curbside Collection and Delivery of Recyclable Materials RFP
  - a. RFP details:
    - i. Automated collection of MSW and recyclables.
    - ii. Recycling will be single-stream.
    - iii. MSW disposal costs will be covered by Town, recycling costs will be covered by the contractor and reflected in bid price
    - iv. The contract offers a three-year term with two optional one-year extensions.
  - b. The evaluation committee (Chairman Muniz, First Selectman Cosgrove, T Bowne, J Brown, R. Aitro, and M Brown from Barton & LeGuidice) met last week. They reviewed bids and scored them, then interviewed the three bidders: BRS ("John's"), Country ("Earth Loop"), and Sweitzer ("Hometown Waste").
    - i. Sweitzer's bid met the specifications of the RFP. They offered a fixed price/year for recycling processing regardless of recycling market fluctuations, and possible contamination would not raise the cost to the Town.
    - ii. BRS' bid did not include recycling processing costs, reflecting a shared-risk approach. This could expose the Town to higher costs/ton in Year One, then potentially in every month thereafter the Town would have to renegotiate the price for processing and also possible costs for contamination. The risks associated with variable pricing are inconsistent with the approach specified in the RFP.
    - iii. Country did not offer automated collection.
  - c. Carts/Toters:
    - i. Both Schweitzer and BRS quoted costs for purchase and delivery of toters (1 MSW and 1 recycling toter for every Town household). Also, a toter manufacturer, Rehrig Pacific, bid on the toters only. The acquisition of toters for the Town of Branford could exceed \$1 million.
    - ii. The Town is considering a plastics industry trade group's offer to reimburse the Town \$15/recycling cart and \$1/recycling cart for public education and outreach.
    - iii. The Town buys the toter, but the contractor replaces it if they damage it. The toters are expected to last 8-12 years. The Town Finance Director will recommend to the RTM that a sinking fund be started to provide seed money for purchase of additional toters and replacement after Year 8.
    - iv. Chairman Muniz stated that not buying the toters now just pushes the cost of participating in the broad single-stream recycling market trend down the road.
    - v. Chairman Muniz stated that he and T Bowne will investigate the toter bids and report to the SWMC next week, so the SWMC will vote separately on the acquisition of toters.

d. Discussion:

- i. R Aitro stated that BRS has enough trucks but Sweitzer would need to purchase trucks, therefore they would prefer a five-year contract, in order to amortize the purchase cost. They have two trucks on order which are expected by October 2023. Full automation would not be possible until all trucks are in place,
  - ii. Chairman Muniz stated that Country has the potential to provide excellent service to the Town. They would be bonded but do not have a robust track record on recycling processing. Also the current bins have downsides such as littler, and taking the next step toward automated cart collection alleviates potential issues with worker's comp and staffing problems.
  - iii. H Plunkett asked for clarification regarding contamination and extra charges, and how the Town would be protected in a long-term (5 year) contract. Chairman Muniz stated that both of these concerns are addressed in the RFP, the bids, and the final contract negotiation process. .
  - iv. T Bowne stated that the fixed-price model offered by Schweitzer would allow the Town to focus more effectively on expanding recycling, while the shared-risk model offered by BRS could result in higher costs and a weakening of the recycling effort.
  - v. H Heyman asked about the potential delay in the program rollout related to a lack of trucks if Sweitzer selected. Chairman Muniz stated that the Town could possibly extend the current contract until October, or reduce the price until the process is fully automated. These issues will be included in the contract negotiation.
- e. Vote: H Heyman made a motion that the SWMC recommend the Board of Selectmen to award a contract for curbside collection of MSW and curbside collection and processing of single-stream recyclables to Sweitzer for a 5 year term. R Aitro seconded. H Heyman amended the motion to exclude the selection of the toter provider at this time. R Aitro seconded, the motion passed unanimously.

5. Review and Vote: MSW Hauling RFP

- a. RFP details:
  - i. The RFP specified price/load to each location.
    1. Cherry Hill responded with price/load to each location. Cherry Hill is the Town's current provider. Their bid of \$454 /\$474 reflects an 18.5% increase from their current rates.
    2. Enviro Express bid as units/ton. Branford's typical load weight is minimum 20 tons, thus Enviro Express would come to \$525/load for Y1 to both locations,
- b. The contract length is 3 years with two optional 1-year extensions.
- c. A fuel surcharge is included for 2023 that anchors the fuel price to the price of diesel on the date of the RFP. Fuel surcharge will then be recalculated by T Bowne each month.
- d. R Aitro made a motion that the SWMC recommend the Board of Selectmen to award a contract for MSW Hauling to Cherry Hill, for a 3-year term with two optional 1-year extensions. H Plunkett seconded, passed unanimously.

6. Program Operations:

- a. Recycling Material Costs and Metrics
  - i. T Bowne provided a detailed report on MSW and recycling operations at the Transfer Station last month.
  - ii. Recyclables totaled 218.4 tons.

- b. T Bowne reported that he is working on Town ordinance changes regarding resident stickers: He is working with other Town departments on these and will report to the SWMC when the proposed ordinance changes are completed.

**7. Other Business:**

- a. New Curbside Collections Program Rollout Preparation
  - i. Chairman Muniz noted that we will need to order the toters, and provide education and outreach to residents. He suggested we get sample toters to be exhibited on the Town Green so residents can become familiar with the new equipment and processes.
- b. Budget Preparation – Chairman Muniz and T Bowne will begin work with the Finance Director next week, expecting to have a draft budget for the SWMC to review at the next meeting in March.
- c. Updates on Town Ordinance Revisions:
  - i. T Bowne is working on changes in the Town ordinance to accommodate single-stream recycling
  - ii. An ordinance change regarding the condo rebate for single-stream recycling will also be needed.
- d. HazWaste Central
  - i. The Regional Water Authority contracts with the Town to provide HazWaste Central, which collects and disposes of household hazardous waste. This is a multi-town entity and the Town has entered into these three-year agreements for several years. The cost per household is approximately \$3/year.
  - ii. T Bowne stated the process is seamless and efficient.
  - iii. K Galambos made a motion to recommend the Board of Selectmen to participate in HazWaste Central for another 3-year term. Seconded by R Aitro, passed unanimously.

- 8.** Richard Aitro moved to adjourn the meeting, H Plunkett seconded, passed unanimously. , Chairman Muniz adjourned the meeting at 7:43 pm. The next meeting is scheduled for March 8 at 6:00 pm via Zoom.

**TOWN OF BRANFORD**

1019 Main Street  
BRANFORD, CT 06405  
Tel: 203-315-0637

**TO:** James B. Cosgrove, First Selectman; Paul Muniz, MSW Commission Chairman  
**FROM:** Tyler Bowne, Sustainability and Compliance Manager  
**SUBJECT:** Transfer Station Monthly Report – Month of January 2023  
**DATE:** 02 /08/2023

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**I. Solid Waste and Recycling:**

<b>A)</b>	<u>Municipal Solid Waste (MSW) Processed:</u>	<u>1,202.64</u>	<b>TONS</b>
<b>B)</b>	<u>Recycling Processed:</u>	<u>218.4</u>	<b>TONS</b>
<b>C)</b>	<u>Construction and Demolition Debris (C&amp;D)</u>	<u>91.03</u>	<b>TONS</b>

**Recycling Processed by Category:**

<b>Category</b>	<b>Tonnage</b>
Bottles/Cans	73.39
Corrugated Cardboard	16.01
Mixed Paper	70.24
Metal	44.21
Books	1.38
Mattresses	5.85
Textiles	.15
Tires	3.62
Electronics	3.55
<b>Total Tonnage</b>	<b>218.4 Tons</b>

**Transfer Station Ordinance Revision:** Started the process of revising the ordinance pertaining to transfer station disposal stickers. Changing of the ordinance will include the topic of contractor specific transfer stickers. The intention is to address the issue of town residents being denied the ability to dispose of household trash while utilizing a vehicle that belongs to a business entity. The topic of changing verbiage from “Resident” to “Tax Payer” within the ordinance will also be visited. This would address home owners who spend less than half the year living in Branford trying to acquire a town transfer station disposal sticker.