

**SOLID WASTE MANAGEMENT COMMISSION  
MEETING MINUTES –  
FEBRUARY 15, 2022**

**Present: P. Muniz (Chair), K Galambos (Secretary), First Selectman J Cosgrove, R Aitro, A St Thomas, J Brown, J Rollo**

1. Chairman Muniz called the meeting (via Zoom) to order at 5:42 pm
2. Sustainability & Compliance (S&C) Manager's Report
  - a. S&C Manager Diana McCarthy-Bercury was not present, she will resume her fulltime position on April 1, and will start working remotely part-time at some date in March TBD. First Selectman J Cosgrove provided the report.
  - b. 2021-2022 Contract Status
    - i. Five transportation contracts need to be bid before the end of the fiscal year: TI collection, bulky waste hauling, bulky waste processing, bulky waste hauling, and MSW hauling. If the S&C Manager is not available then P Muniz will initiate the process with the Finance Committee
    - ii. Discussion on whether to renew or rebid the contracts. There is probably not enough time to create new RFPs before May considering that we may be changing our requirements. J Cosgrove suggested we offer the current vendors one-year extensions of the existing contracts. The Commissioners agreed to extend the existing contracts for one year. J Cosgrove will ask Cherry Hill if they are willing to extend 1 year.
  - c. Recycling Material Reimbursement/Costs (AAW):
    - i. We did not receive an update report due to the S&C Manager's absence. We did receive a report today from All American Waste with photos and comments. They claimed a contaminated load with 85% single stream, 10% contaminated, 5% moisture. J Cosgrove pointed out that Branford's contamination threshold is 5% when standard in other communities there is 15-20% tolerance.
      1. Discussion on the issue: could vehicles be coming into Branford with partial loads already? We do not know whether they are dedicated vehicles.
  - d. Collection Performance Update-
    - i. The vendor reported that in the past few weeks they have had manpower shortages. Performance has been less than expected. There have been more calls from residents to Town Hall and Public Works reporting curbside pickup problems. The vendor has not been as responsive as we would like.
    - ii. Discussion on the issue: there has been turnover of drivers and office staff, resulting in impaired communication. For example, when the

vendor missed a road, they wanted to “get it next week” – but our contract specifies the pickup should occur within 24 hrs. The vendor is responsible for communicating with the Town and training their employees. J Cosgrove explained that Town Hall will initiate a shared document to improve communication between Branford and the vendor. Voice messages will be entered into the document in the morning, and at noon the status will be checked, so that any load that is late can be taken to the Transfer Station by 2:30 before they close. Currently Sharon tracks these issues and there have been some deductions on vendor invoices.

- iii. P Muniz requested a copy of the charge back log for collections.
  - e. Transfer Station Performance and Practices Update – there is no new information due to the S&C Manager’s work status.
3. Chairman’s Report on the Collection Study Project Status
- a. Chairman Muniz and other Commissioners have reservations as to how well the draft report addresses the intentions of the study. There continue to be gaps between what we asked for and what is contained in the draft report.
  - b. There is a project meeting Zoom scheduled with RRT for Friday, Feb. 11. Chairman Muniz suggested that other SWMC commissioners could join him at Town Hall prior to the meeting to prepare for the meeting. J Cosgrove agreed the Commissioners should meet and identify exactly what they are expecting prior to the call with RRT.
4. Draft Budget –
- a. J Cosgrove reviewed the draft budget for the SWMC to be approved by the Town on the 2<sup>nd</sup> Tuesday in May
  - b. Budget line items were reviewed
    - i. MSW disposal (Covanta) -
      - 1. Discussion on the Tip fee of \$63.32 – will budget a 3 ½ % increase. It is not clear whether we will continue to use the Preston site. Cosgrove will confirm with Covanta whether they are planning to divert; usually we get a letter by this time. J Cosgrove suggested we use contingent budgeting for now.
    - ii. Bulky waste disposal cost stays the same
    - iii. Recycling – disposal costs were \$132,393. We need RRT to help analyze how to optimize this cost. Discussion of differences between contaminated and single stream loads. It costs us more to recycle because we are not recovering any income from commodities to offset the cost of recycling or burning it.
    - iv. Other budget lines discussed: Hazwaste, disposal costs, composting, grinding brush, refuse recycling collection, curbside collection, State fees, membership
    - v. Landfill operations - P Muniz will check the check contract duration for permit compliance sampling

- vi. Department heads overall will receive a 2% increase
  - c. Chairman Muniz made a motion to accept the SWMC budget of \$3,593,712.00 (a 2.39% increase from last year) pending clarification of the destination of MSW. A St Thomas seconded the motion. There was no further discussion and the motion passed unanimously.
5. Adjournment –K Galambos moved to adjourn the meeting at 7:38 pm, J Brown seconded the motion, and it was unanimously approved. The next meeting of the SWMC is scheduled for March 9<sup>th</sup> via Zoom.