

TOWN OF BRANFORD
SOLID WASTE MANAGEMENT COMMISSION
Special Meeting - Meeting Minutes
MARCH 16, 2022

Attendees: Chairman Muniz, First Selectman Cosgrove, Sustainability Coordinator Diana McCarthy-Bercury, J Rollo, R Aitro, J Brown, K Galambos

1. Chairman Muniz called the meeting to order at 5:35 pm
2. Collection Study Project Status
 - a. Chairman Muniz noted that Commissioners and staff had numerous phone calls & conferences with RRT over the months since the project began in October 2021. On March 8, 2022 RRT sent a Technical Memo which is the topic of tonight's meeting.
 - b. Chairman Muniz reviewed the three key questions about recycling that the Commission is interested in: what should we collect, how should we collect it, and what happens to it after it is collected?
 - c. Also the Commission maintains a fundamental concern regarding whether we should self-perform the recycling processes
3. Review of Technical Memorandum of March 8, 2022
 - a. Section 1. Collection Operations:
 - i. This section addresses the question, how should we collect it?
 - ii. The Table on page 2 presents cost estimates for self-performance
 1. The Table does not indicate clearly the number of men and trucks that would be necessary.
 2. It is unclear how shifts are covered for sick time or vacations.
 3. It appears that self-performance would not be cost effective for the Town, based on the staffing levels that RRT verbally indicated (6 trucks, 6 drivers, 9 laborers, 2 spares, and a dedicated manager)
 - b. Section 2: Availability of shared-risk recyclables processing contracts
 - i. This section addresses the question "what happens after it is collected"
 - ii. The section provides a comparison between fixed price and shared risk contracting
 - iii. RRT interviewed 3 of the 4 available firms in Connecticut that offer a shared risk opportunity
 - iv. In a shared risk model, the recyclable materials are collected and processed. The vendor charges the Town a fee/ton price, then shares a percentage of the resale of the material. This model could offset some of the cost of recycling to the Town.
 - v. RRT recommends a shared risk contracting model, not fixed price/ton as we currently have.
 - c. Section 3: Recyclable processing cost estimates
 - i. This section also addresses our question, "what happens after it is collected"
 - ii. RRT performed a detailed analysis of actual invoiced costs for processing last year. This analysis supports RRT's recommendation to acquire a shared risk contract.

- iii. On Page 4 the Tables reveal that the single stream model would cost \$100,000 more to process.
 - iv. The per household/year for single-stream would be \$12/year, and dual stream would be less
 - v. It appears the Town should aim for high-quality dual stream collection with a shared risk contract, with two passes by the vendor.
 - d. Section 4: Additional technical information
 - i. Information on the economics of rolling carts relates more to trash pickup, not for recyclables
 - ii. Information on mechanized trash pickup vs traditional model was added as a consideration by the Commission and is not desired to be part of the upcoming collection procurement at this time
 - iii. On pages 6 and 7, the analysis revealed that the economics point to dual-stream weekly pickups with bins
 - e. Section 5: Procurement and bidding: the Commissioners found this section to be incomplete
4. Discussion
- a. The Commission discussed questions concerning high quality recycling compared to trash. Why are contaminated recycling and trash loads being picked up? All agreed there are multiple factors and the situation is complicated.
 - b. First Selectman Cosgrove pointed out that Branford does not collect enough recycling tonnage to command meaningful buying power.
 - c. First Selectman Cosgrove commented that the RFP did not request specific recommendations or a 10-year plan, but information for the Commission to make decisions.
 - d. Chairman Muniz stated that the Commission was seeking economic data that would be useful in preparing and explaining the impact of any process changes to the budget.
 - e. The Commissioners agreed that the Commission is not ready to accept the final report, because it should be edited to represent what RFP asked for.
 - f. First Selectman Cosgrove will ask RRT to explain the report to the Commission directly and Chairman Muniz will invite RRT to present to the entire Commission.
 - g. J Brown suggested that the Commission prepare a summary list of questions for RRT in preparation for that meeting.
 - h. The Commission scheduled a Special Meeting for March 23.
5. The meeting was adjourned at 7:48 pm