

SOLID WASTE MANAGEMENT COMMISSION

APRIL 13, 2022

MEETING MINUTES

Attendees: P Muniz, K Galambos, J Rollo, R Aitro, J Brown, J Cosgrove, H Plunkett, K Vasquez (RRT Design & Construction), D McCarthy-Bercury

1. Chairman Muniz called the Zoom meeting to order at 5:30 pm
2. K Galambos made a motion to approve the meeting minutes of 3/9/22, 3/16/22, and 3/23/22. J Rollo seconded the motion and it was passed unanimously.
3. Chairman Muniz announced the retirement of Commissioner Alain St. Thomas, who stepped down after more than 30 years of service on the Solid Waste Management Commission. All agreed the Town owes him a debt of gratitude. Chairman Muniz will create a statement of recognition.
4. Recyclable Material Study Status
 - a. Kate Vasquez delivered a presentation of RRT's final report and took questions from Commissioners.
 - b. Review of Responses to March 29, 2022 SWMC Questions
 - i. #10- Discussion of how the shared risk model would be calculated.
 - ii. #6 – Discussion of historical processing fees and options for saving on processing fees in future contracts.
 - iii. #18 - Request for more information regarding local vendors that would offer a shared-risk contract. Specifics were not included in the report. Kate Vasquez will email these details to the Commission.
 - iv. #15 – Discussion on how the conclusions regarding the costs of self-performance were reached. Kate Vasquez offered to send the Commission a page with assumptions, for example, 3-4 drivers, 7-10 helpers, and the number of hours of work per day. Chairman Muniz asked to be provided with the number of FTEs and the number of trucks.
 - v. #23 – Discussion on the sections of the report that address the Transfer Station. Chairman Muniz emailed the report to the Town Risk Manager today and asked that the Commission be provided with an update as to its disposition re: the Transfer Station.
 - c. Review of RRT Final Report
 - i. The Commissioners discussed RRT's presentation and responses to questions.
 - ii. All agreed we need further information, specifically regarding 1) self-performance cost details; 2) a spreadsheet on revenue sharing that was shown in the presentation; and 3) names and contact information of local MRF vendors.
 - iii. R Aitro made a motion to accept the report as presented under the condition that we receive the three items listed above. K Galambos seconded. The vote was two Yay (Aitro, Galambos), three Nay (Muniz, Plunkett, Rollo)

- iv. J Rollo made a motion to schedule a special meeting in one week to finalize the disposition of the report and to include a discussion of RFP procurement. H Plunkett seconded and the motion passed unanimously.
- v. R Aitro made a motion to adjourn the meeting, J Rollo seconded and the motion was passed unanimously. The meeting adjourned at 7:59 pm.