

SOLID WASTE MANAGEMENT COMMISSION

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PAUL MUNIZ

DANIEL MCGOWAN

CHAIRMAN

SOLID WASTE SUPERVISOR

SOLID WASTE MANAGEMENT COMMISSION MEETING MINUTES WEDNESDAY, DECEMBER 6, 2017 - 7:45 PM CANOE BROOK SENIOR CENTER NOT APPROVED

Present: Chairman Muniz, M. Barbour, R. Lasky, J. Rollo, and Solid Waste Supervisor D. McGowan

Absent: M. Ricoszi and A. St Thomas

Chairman Muniz called the meeting of the Solid Waste Management Commission to order at 7:56 p.m. R. Lasky made a motion to approve the minutes of the Special Meeting of the SWMC held November 15, 2017. M. Barbour seconded. The motion carried unanimously.

Solid Waste Supervisor's Report:

- **Scale Replacement Project**– Supervisor McGowan reported the scale replacement is “moving along nicely,” with all the concrete poured on Monday, December 4, 2017, and the scale set to be delivered Tuesday, December 5, 2017. He reported the project should be all set within a week's time.
- **Curbside Collection Contract** - Supervisor McGowan reported a finalized RFP draft has been delivered to the Town Hall for their review and possibly the Town Council's review. He reported the due date for bids is currently January 4th and Chairman Muniz instructed the RFP should be out “as soon as possible,” and if the text requires modification, the date for bid opening could be pushed back until mid-January, specifically to Monday, January 15th, 2018. Chairman Muniz also noted that the outreach for the bidding pool should be expanded.
- **Waste Zero** - Supervisor McGowan reported WasteZero's representative Kristen is working on the data and “crunching numbers” for the WasteZero Phase I report.
- **Holiday Wrap** - Supervisor McGowan reported the bags and stickers have been ordered for the Holiday Wrap Program and the D.E.E.P. reported this may be the final year for this particular grant. He also reported he has not found a date or location for the program's kickoff at the current time, but is considering the Middle School as a possible location.
- Supervisor McGowan reported the Leaf Collection is going well with the following week as the final week of the program. Supervisor McGowan also reported the latest order of blue recycling bins has arrived, and are now available for pick up.

Chairman's Report

- Chairman Muniz stated the only question he had was regarding the timing and drafting of the “Commodities Hauling” and “Commodities Revenue” RFP. Supervisor McGowan stated these two bids need to be awarded by July 1st, 2018. Chairman Muniz added as such, the RFP would therefore be due by March 1st, 2018, and that the RFPs for both aforementioned contracts should be addressed immediately following the finalization of the Curbside Collection RFP.
- Chairman Muniz reviewed the various other contracts up for renewal and Supervisor McGowan confirmed the contracts for *Newspaper*, *Cardboard*, *Bottles & Cans* and *Scrap Metal*, and the hauling of each are all be due to go out to bid in 2018.
- The Solid Waste Management Commissioners agreed to a 2018 meeting schedule that follows the 2nd Wednesday evening of the month rule, with the exception of January and February 2018. It was agreed to accommodate incoming bids, the regular meeting of the Solid Waste Management Commission held in January will be Wednesday January 17th, and the regular meeting of the Solid Waste Management Commission for February will be held Tuesday, February 13th, 2018. R. Lasky made a motion to accept the modified 2nd Wednesday meeting schedule for 2018. J. Rollo seconded. The motion carried unanimously.

Chairman Muniz stated the next regularly scheduled SWMC meeting is scheduled for January 17, 2018. M. Barbour made a motion to adjourn. R. Lasky seconded. The motion carried. The meeting was adjourned at 8:28 pm.

Respectfully submitted,

Leslie J. Capezzone, Secretary