

SOLID WASTE MANAGEMENT COMMISSION

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PAUL MUNIZ

DANIEL MCGOWAN

CHAIRMAN

SOLID WASTE SUPERVISOR

SOLID WASTE MANAGEMENT COMMISSION MEETING MINUTES WEDNESDAY, JUNE 14, 2017 - 7:45 PM CANOE BROOK SENIOR CENTER NOT APPROVED

Present: Chairman Muniz, R. Lasky, M. Ricozzi, J. Rollo, A. St Thomas and Solid Waste Supervisor D. McGowan

Absent: M. Barbour

Chairman Muniz called the meeting of the Solid Waste Management Commission to order at 7:51 p.m. A. St Thomas made a motion to approve the minutes of the Regular Meeting of the SWMC held May 10, 2017. J. Rollo seconded. The motion carried. M. Ricozzi abstained.

Solid Waste Supervisor's Report –

Scale Replacement Project - Supervisor McGowan stated he hoped everyone received the final bid package from *Criscuolo Engineering* which was sent to all Commissioners; some noted they did not receive the entire bid package, to which Supervisor McGowan replied he would follow-up and be sure to send out all the materials. He noted the bid for the *Replacement Scale at the Transfer Station* was scheduled to go out to bid that coming Friday June 16th, 2017, and stated bids would be opened/read on July 7th, 2017. Chairman Muniz stated that Supervisor McGowan was to check the bid specifications to be certain item #01010, Section 1.02B, with respect to the Plan of Operations, “must be accepted by the owner.” Chairman Muniz also specified that in the same Section, # 1.03B, “that probably ties into one of the drawings,” in terms of access to the lay down location and traffic patterns/flow also be secured. Supervisor McGowan reported that these issues have been discussed and addressed. Chairman Muniz also asked about the placement of employee parking, and in the same section, #1.04A, with respect to “failure to agree upon a schedule” (supplied by contractor) would be grounds to nullify the contract. Chairman Muniz stated, in addition, that some signage be displayed advising “pre-weighing” prior to arriving to the Transfer Station while the project is taking place. A lengthy discussion took place. Several follow-up items for Supervisor McGowan were enumerated by the Chairman (see below), as he stated there are some “implementation measures are still loose at this point.” Chairman Muniz advised Supervisor McGowan to review the specs, and “in the schedule section it must incorporate a milestone for shop drawing approval that must precede permission to begin demolition.” Commissioner Ricozzi cited several aspects of the project not fully explored or in place, and, after much discussion, Chairman Muniz advised Supervisor McGowan take the time to ask for and collect any final comments or suggestions from department heads and/or commission members, as well as look to other, equivalent towns’ bid procurements/packages before finalizing the “out to bid” date.

Chairman Muniz reviewed items to be addressed (referred to above) prior to “out to bid” date:

- A schedule requirement (shop drawings approved) before demolition proceeds
- Bid walk
- Identity of Point Person to whom questions be sent
- Method by which questions are to be submitted
- Proper budget destination for (Town) weighing costs during project period
- Confirmation of “lay down” area be shown (in drawings)
- Confirmation of employee parking area be depicted (in drawings)
- Initial informational handout for customers and contractors
- Signage advising of modifications during construction
- Bid Alternate for “Temp” Scale
- Bid Alternate for temporary scale pavement repair

Discussion of Collection System & Methods – Supervisor McGowan asked for consideration of the Condo Credit program; and briefly reviewed last year’s reduction in the per unit tonnage credit number. Supervisor McGowan recommended, in the coming year, an additional reduction, moving from .72 to .68 tons(per condominium unit). Chairman Muniz asked what vehicle is used to notify the Condo Associations and suggested Supervisor McGowan send the commission members a draft of the correspondence/notification he will generate to the various Condo Associations. Supervisor McGowan explained the rebate and notification program and its parameters, and suggested reviewing the ordinance in an attempt to recover more recycling from the Town’s condominiums in the future.

Chairman's Report

- **Review/Renew Contracts and Extensions** – Chairman Muniz recapped/reviewed the commission's prior deliberation to hire a consultant to support the consideration of modified recycling pick-up. The Board of Finance he reported, approved a transfer of \$20,000.00 for a study of that matter, and the First Selectman he noted, was in favor of the plan. Chairman Muniz stated the plan was ultimately disapproved of by the Ways and Means Committee. Chairman Muniz and Supervisor McGowan subsequently met with a consultant, whose fees are paid for by the D.E.E.P., and whose company, Waste Zero, works towards reducing waste, specifically advocating a "Pay as You Throw" process. Chairman Muniz advised, as explained to him and Supervisor McGowan, it is a program well worth the commission's consideration, in that it is a "transfer of responsibility," and the goal of the program is to reduce overall waste disposal, and as such, increase recyclables. Chairman Muniz noted that Waste Zero reports that in each town their program is implemented, tax spending on disposal goes down and recycling goes up. A lengthy discussion took place; Supervisor McGowan and Chairman Muniz described the various phases of the program, and a full discussion, including a review of the power point presentation was agreed upon for the next SWMC meeting.

Chairman Muniz stated the next regularly scheduled meeting is scheduled for July 12, 2017. R. Lasky made a motion to adjourn. J. Rollo seconded. The motion carried. The meeting was adjourned at 10:02 pm.

Respectfully submitted,

Leslie J. Capezzone, Secretary