

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
MINUTES OF THE REGULAR BOARD MEETING  
MARCH 29, 2021**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on March 29, 2021. This meeting was held virtually via WebEx.

The proceedings were convened at 12:00pm.

The following Board members were present: Chair Katherine Beinkafner; Vice Chair JoAnne Myers; Treasurer Charles Landi; Board Members Lisa Mitten and Thomas Kacandes.

Also present were: Counsel/Secretary Kenneth Gilligan, Executive Director/Controller Tim DeGraff, Director of Operations and Compliance Charlie Whittaker, Director of Sustainability Angelina Peone, Recycling Educator Melinda France, and Administrative Assistant Brenna Whitaker.

From the public: Amy Lopiano Chief Accounting Clerk at UCRRA, Reporter Bill Kemble from the Daily Freeman, Nick Catania student from NTNU, Ulster County Legislator Manna Jo Greene, Reporter Hank Gross from Mid-Hudson News and James Pfeiffer, VP of Special Projects of Green Waste Energy.

**PLEDGE OF ALLEGIANCE**

**ELECTION OF OFFICERS**

Ken Gilligan, Agency's Counsel/Secretary stated that according to the by-laws it is required, that if a member resigned, that the vacant position must be voted on at the next regular scheduled meeting.

Ken Gilligan opened up the Chair and Vice Chair positions for nomination.

**Katherine Beinkafner** was nominated for the office of **Chair**, by Lisa Mitten. The nomination was seconded by JoAnne Myers. Charles Landi moved to close the nomination of Chair. Katherine Beinkafner was duly elected Chair.

Roll Call Vote

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Aye

**JoAnne Myers** was nominated for the office of **Vice Chair**; by Lisa Mitten. The nomination was seconded by Katherine Beinkafner. Charles Landi moved to close the nomination of Vice Chair. JoAnne Myers was duly elected Vice Chair.

Roll Call Vote

Beinkafner: Aye  
Myers: Aye  
Landi: Aye

Mitten: Aye  
Kacandes: Aye

## **PUBLIC COMMENT**

Bill Kemble from the Daily Freeman noted that it is extremely hard to hear in the meeting with the amount of echoing from Charles Landi's phone.

Ulster County Legislator, Manna Jo Greene, wanted to make sure the Board received her public comment that she sent in prior to the board meeting. She asked the Board to postpone acting on Resolutions #2531, 2532, 2533, 2534 and 2535 due to the pending litigation against the Agency. She also recommended the Agency to advertise for the Executive Director position in order to bring in the best candidates for an interview.

Charles Landi responded to Manna Jo Greene's public comment. He stated that he and the Board are concerned of the parameter of her authority. He stated the committee made the decision not to reappoint Fred Wadnola which was not her decision to make and most recently served no grave concern that she broke the Public Authorities Law Title 13 G S 2050 C appointments and she should know her limits of her jurisdiction.

Supervisor James Quigley of the Town of Ulster spoke regarding shared services with the Agency and complaints he has received regarding odors from the compost at the Agency. He stated that he has received numerous complaints from various residents including the Bridge Authority, Whittier, over to Ulster Landing Road, the intersection of KuKuk Lane, the northern section of Ulster Landing Road, and south on Ulster Landing Road to almost Park Road; as recently as last week. He stated he has reported these smells to the NYSDEC. He believes that it is prudent for the RRA to conduct a public session. He said this would make his life a little more enjoyable.

Katherine Beinkafner stated that the Board will consider his request and figure out the course of the smell. She stated a public session might be a good thing and thanked Supervisor Quigley.

## **CHAIR'S COMMENTS**

Katherine Beinkafner stated she had no comment at this time.

## **APPROVAL OF MINUTES**

Charles Landi motioned to approve the minutes of the **February 22, 2021 Regular Board Meeting** seconded by Lisa Mitten.

### Roll Call Vote

Beinkafner: Aye  
Landi: Aye  
Myers: Aye  
Mitten: Aye  
Kacandes: Abstain

The motion passed 4-1

Charles Landi motioned to approve the minutes of the **March 15, 2021 Special Board Meeting** seconded by Lisa Mitten.

Roll Call Vote

Beinkafner: Aye

Landi: Aye

Myers: Aye

Mitten: Aye

Kacandes: Abstain

The motion passed 4-1

**COMMUNICATIONS AND ANNOUNCEMENTS**

Chair Katherine Beinkafner, stated that the next Regular Board Meeting will be held on Monday, April 26, 2021 at 12:00pm. A decision will be made as to the next meeting being held virtual or in person as April 26<sup>th</sup> approaches.

Tim DeGraff stated that on March 24, 2021, the Agency received the official approval of the Solid Waste Management Plan from the NYSDEC. The first biennial reporting requirement will be due May 1, 2022. The end date for the plan is December 31, 2029. He stated that the staff has already been working on the reporting.

Tim DeGraff stated the Agency's Comprehensive Annual Financial Report "CAFR" received the Certificate of Achievement for Excellence in financial reporting for a second year in a row. The Certificate is received from the National Government Finance Officers Association (GFOA).

Tim DeGraff stated that the agency met with Professor David Tonjes from Stony Brook University after he reached out to the Agency. His group has funding from NYSDEC to characterize NYS solid waste and the study is called the Waste Data and Analysis Center. This project is led by researchers from Stony Brook University in the Department of Technology and Society within the College of Engineering and Applied Sciences. The goals of the Center is to conduct research to better understand the generation, composition and management of solid wastes, particularly within New York State. They were on site last week to discuss the planning and to see the operations. The study will take place one week over the next four summers. The study will include Islip and Brookhaven Towns, Delaware County, Oneida-Herkimer RRA, Oswego County and Jefferson County. Tim stated he will update everyone throughout the process. He said this a great way to learn more about our waste stream both garbage and recycling. Tim will provide the link to the study.

Katherine Beinkafner added this is great way to be able to compare with other agencies and would be helpful in the future.

**PRESENTATION**

\*To hear the complete presentation please visit <https://ucrra.org/about-us/board-of-directors-meetings-minutes/>

James Pfeiffer, VP of Special Projects of Green Waste Energy presented. Green Waste Energy has developed a process, where trash is turned into synthetic gas that will be used as fuel to produce electricity.

Mr. Pfeiffer discussed the state of recycling, using waste-to-energy, Green Waste Energy technologies/equipment, pyrolysis, the C6 process and the marketability of the output.

### Q&A

Charles Landi asked where the plant is located in the presentation and the size. Mr. Pfeiffer responded the Schenectady area and they will process 100 tons per day of sludge.

Charles Landi asked if that is the only plant in the country. Mr. Pfeiffer responded that they are working on a plant in Rhode Island that will process medical waste but they are still going through the approvals for that project. He also stated that there is a larger project in development in Ireland that will process 225 tons per day of municipal solid waste "MSW" and once that line is up, to add a second line, which would process 450 tons per day and that would produce about 10 megawatts of power for export.

Charles Landi asked if the Schenectady plant was open to visit. Mr. Pfeiffer stated not yet but once it is operational and in a controlled setting, yes. He said it should be commissioned next quarter.

Charles Landi stated Ulster County generates 133,000 tons of MSW each year; and asked Mr. Pfeiffer what size plant would be needed and what cost. Mr. Pfeiffer stated he prepared this for Tim DeGraff previously but a line can process 225 tons a day. Tim DeGraff stated he will send all the information provided from Mr. Pfeiffer to the Board Members.

Thomas Kacandes asked if it was dry tons or as received tons. Mr. Pfeiffer replied that 225 or 250 tons a day are as received tons. He stated you would need to figure on a moisture content of 20-30% and 15% on rejects (glass and metal) and the actual amount processed is a little more than half that.

Joanne Myers asked about dioxins during the cool down and heating up processes. Mr. Pfeiffer stated that dioxins are part of the emissions and as the table shows (in PowerPoint presentation) there is very little emissions. He stated that there are two things that are paramount one is the residue which is not toxin and is inert and second is the air emissions which are super clean.

Charles Landi stated it is a very interesting process that Mr. Pfeiffer presented. He asked Mr. Pfeiffer if he is aware of the solid waste problems in the County. He said Tim DeGraff provided him with data/information about 6 months ago. Tim DeGraff responded to Charles Landi that he provided him with volume and the type of waste stream. The type of waste stream provided was very general and was based off of New York State information.

Charlie Whittaker asked if 225 tons a day are received and processed or received over a 24 hour period and then processed. Mr. Pfeiffer stated that it would be a continual process and would run 24 hours a day. Charlie Whittaker asked if there would be any scheduled shut downs, how available are parts for the equipment or issues with unplanned shutdowns. Mr. Pfeiffer stated that the plant would operate 340 days a year and that would include one planned scheduled maintenance shut down and they always have parts in stock. Unplanned things, Green Way tries to do the best they can so that does not happen. Charlie Whittaker asked if there is a contingency plan. Mr. Pfeiffer stated the contingency plan would be to go back to landfilling it or export your waste to an adjacent county that uses the system.

Thomas Kacandes asked if the 340 operating days used as projection were based on operating data using US garbage. Mr. Pfeiffer stated it is based on operating data for the systems that exist in South Africa. Thomas Kacandes asked Mr. Pfeiffer if there are waste characterization studies from South Africa to

compare to what we have here. Mr. Pfeiffer said one study is from slaughterhouse waste and the other study was based on processing stuff in South Africa. He continued to state that there won't be dramatic differences in the waste. Thomas Kacandes asked for Mr. Pfeiffer to clarify how things would be removed (glass, metal, etc.). Mr. Pfeiffer responded that those items shouldn't end up in the waste stream and if they did end up they would need to be pulled out in the waste reception area. Thomas Kacandes stated that we would have pre-processing before it enters the process and potential for storing waste. He stated all of those things are subject to DEC regulatory limits and there would not be an option to suddenly shift things to a landfill. Thomas Kacandes asked if there was an American MSW example expected to be able to derive operating data from. Mr. Pfeiffer stated there is not and that has been their biggest challenge. He stated if Ulster County wanted to proceed ahead, he would try and get New York State Energy Research and Development Authority "NYSERDA" involved. Mr. Kacandes responded that NYSERDA has certain statutory limitations in terms of what can be funded and tends to stay away from waste based processes. Mr. Kacandes asked Mr. Pfeiffer if there were an engineered cost study for 200 or how many tons per day and a detailed layout in terms of land needs and infrastructure requirements written up. Mr. Pfeiffer stated they have no study of Ulster County's waste at this time. Mr. Kacandes asked again if there was an engineered cost study done; where vetted vendors, figured out variability of the specs for what can actually procure and deliver, what the throughput would be, residual balances and everything spelled out. Mr. Pfeiffer stated they have gone to the extent where when they (customer) wants the final proposal they will take a ton of their standard waste and ship it in a container to South Africa. It will be processed under the observation of the customer. Mr. Kacandes asked if the Schenectady facility was issued a title 5 permit. Mr. Pfeiffer stated they are getting all the applicable permits. He stated they are in compliance with every rule the state has and they have nothing to hide. Mr. Kacandes responded that he is not implying that Mr. Pfeiffer had anything to hide. He stated he was trying to establish distance between where the project is today, what fraction of the waste stream is actually appropriate, is there an economic proposition prepared to be made, who's building it, what are the ins and outs of the engineering cost study, what sorts of contract terms are being proposed, and what are the rejection terms for received waste. He stated this all backs into the Agency's permitting to do anything. Mr. Pfeiffer responded that there is quite a number of steps and he agrees with Mr. Kacandes. He stated that today's presentation was to basically introduce the technology in terms of what can be done and there is no proposal at this time.

Lisa Mitten asked if the staff wanted to offer any context on how to start the approach on evaluating technologies. Lisa stated that there are many different opportunities and this is a learning process.

Tim DeGraff responded that James Pfeiffer was invited to speak merely from an educational learning standpoint. Tim stated that this has not been previously done in the past. He stated he wanted to get the information out to give everyone the opportunity to start learning about it and to start making determinations going forward. He stated he chose to be more interactive versus Rockland County who went out for an RFEI.

Tim DeGraff asked James Pfeiffer to speak more about syngas markets, does it go back into the plant, if it does what is leftover to sell, and who is responsible for marketing. Mr. Pfeiffer stated that all that information would be included in the proposal. Tim DeGraff asked if it just creating electricity instead of syngas. Mr. Pfeiffer explained that in a larger system, the syngas could go through a Fischer Tropsch process and generate ultra, low sulfur diesel or NASFA which are marketable commodities.

The Board thanked James Pfeiffer for his presentation.



Katherine Beinkafner added when there was a County solid waste commission/committee they learned a lot about syngas and other systems that generated and normally alongside it another system, using syngas to generate electricity; usually using a turbine. She stated, this is pretty normal, for a waste-to-energy system.

## **RECYCLING PROGRAM UPDATE**

Angelina Peone presented the March 2021 Recycling Program Update.

She stated for the month of March the Recycling Outreach Team has been planning the spring classes/events. The spring newsletter which promoted the classes/events was sent out on March 24<sup>th</sup> to 3,448 subscribers and she noted that in the last 30 days there were 21 new subscribers. Angelina Peone stated that this spring, the Recycling Outreach Team will be hosting a compost bin and rain barrel sale. Residents must pre-order backyard bins/supplies and pick-up their orders at the one-day event on Saturday, May 1<sup>st</sup> which will kick off International Compost Awareness Week "ICAW". The Recycling Outreach Team is very excited about this sale. BrandBuilders will be the vendor. BrandBuilders is supporting the Recycling Outreach Team with all the logistics of the sale, orders and payments. All payments go directly to the BrandBuilders, LLC.

The free electronics program will resume on Saturdays starting April 10<sup>th</sup> from 8am-2pm at the main office in Kingston. This program was on pause for the winter.

Angelina discussed the four free webinars planned for spring. The first class scheduled is a Spring Cleaning Seminar on Wednesday, April 7<sup>th</sup> which participants will learn to de-clutter and deep clean their homes in an eco-friendly way. Recycling Outreach Team is in collaboration with Highland Public Library in celebration of Earth Day on April 22<sup>nd</sup> to host the Recycle Right class. This class will de-mystify recycling and help participants avoid being a wishful recycler. April 28<sup>th</sup> will be Intro to Home Composting class which will teach participants everything they need to know to start composting with confidence. The last spring class will be held on May 5<sup>th</sup>, Using Compost in the Garden. This class will discuss the basics of soil science, many benefits of home composting and how to use compost in the garden.

The Agency will be announcing in the coming days the 2021 household hazardous waste event dates. Angelina stated that she has been working very closely with Charlie and Tim on the planning for the program to ensure that it is a safe collection program with social distancing and other safety considerations in mind. She feels the adjustments being made will be very beneficial to the overall logistics of the program.

Charles Landi asked how far along the education and bagging buildings was. Tim DeGraff responded that that situation is tied into the permit renewals/modification, which the Agency is still waiting on. Permits have been drafted by the NYSDEC.

Charles Landi wanted to know where the electronics program stands. Angelina responded that the electronics program will resume on April 10<sup>th</sup> and it is a free program for the public. This program will run every Saturday from April to November. She added that some changes were made to the program to offer it seasonally due to concerns over social distancing, weather and unloading vehicles outside in the snow for safety reasons. Charlie Whittaker added he is optimistic with moving the e-waste. He stated the Agency has an extra 53 foot trailer on site and an extra trailer for back up. He is expecting high turn-out

participation rate in the first month. He stated that some of towns have continued accepting electronics and have not been on pause.

Katherine Beinkafner asked if the electronics depository was to the right as you're facing the office. Charlie stated yes. Katherine Beinkafner confirmed that the area is gated, cleaned-up, and flat. Charlie Whittaker responded yes and stated that they will have a 40 yard dry box to store electronics.

Charlie Whittaker updated Katherine Beinkafner regarding the e-waste collection with the Rotary Club.

**GENERAL REPORTS**

Tim DeGraff presented the MSW and Recycling Tonnage reports:

**MSW**

	February 2021		
	Target Tonnage	Actual Tonnage	Difference
MSW	8,523 tons	8,191 tons	-332 tons
Sludge	282 tons	183 tons	-99 tons

Tim DeGraff stated that year to date MSW is a little bit over by 228 tons and sludge is short by 107 tons.

**Recycling Tonnage**

	February 2021	February 2020
Commingle	113.11 tons	96.46 tons
Glass	68.58 tons	25.82 tons
Mixed News	86.86 tons	79.81 tons
Kingston City Hard Mix	70.16 tons	66.69 tons
OCC	181.68 tons	168.72 tons
Food Waste	103.08 tons	542.05 tons

Tim DeGraff stated the recycling numbers are still pretty good but he wanted to discuss food waste. Tim DeGraff noted food waste is down 68% compared to January-February of last year. He stated a big reason is in the past, most of the food waste was coming in from other counties. He stated the Agency needs to come up with a way to capture more of the county's food waste. Organix brought in 60% of the food waste every month. He added for their own business reasons they are bringing it elsewhere. Another reason food waste is down, is because Westchester is keeping some of their material in Westchester. He stated that there is a food waste law in the County but he is not sure where it stands regarding the enforcement. He stated he is working on a couple of future plans now with Angelina and Charlie.

Thomas Kacandes asked if there have been any recent discussion with the City of Kingston regarding food waste. Tim DeGraff responded there have been discussions with City of Kingston over the years but he was not sure where they stood on collecting it. He knew of research that was being done due to a

grant and the Agency contributed time in the study. He believes their study was completed last year. He stated no one approached the Agency as of today to bring in food waste.

Charlie Whittaker added when City of Kingston goes online that it will be approached with caution and will have concerns with contaminations. Charlie continued to state that every load of food waste is inspected and every load of brush that comes into the facility is checked by the Agency to make sure there are no contaminants like plastics. He stated the Agency wants to make sure when residents purchase the compost there is nothing that will put them at risk.

Tim DeGraff added if the City of Kingston brought their food waste to the Agency there wouldn't be any changes to the operations.

Thomas Kacandes stated Charlie Whittaker made a good point especially with food waste possibly containing contamination like plastics. He stated you need to go back to the generators and fix the misunderstanding or you will see contamination.

Charlie Whittaker responded to Thomas Kacandes stating you need to continuously and constantly talk with the drivers who are picking up and delivering food waste and the owners of the companies. He added that he, Angie and Melinda constantly battle with compostable items.

## **FINANCIAL MATTERS**

Tim DeGraff presented the February 2021 Treasurer's Reports and the February 2021 MRF Cost Center Analysis.

### **Treasurer's Report**

MSW for the month of February was 6,483 tons and C&D was 1,708 tons. Revenue line items of note: sale of recyclables \$71,898 related to sale of several plastic loads in the amount of \$42,594. Total revenues for the month were \$983,021. Expense line items to note: transfer station line is higher at \$27,148 due to Ulster Transfer Station floor repairs to door #5; composting operations of \$8,086 which relates to repairs to the belt on the trammel screen. Total operating expenses \$922,639. Net operating revenues of \$60,382. Tim stated the Agency made its annual debt service payment in the amount of \$1,790,000. Fund balance is a negative \$1,729,618. Tim stated there is always a negative fund balance every February.

Lisa Mitten made a motion to approve the **February Treasurer's Report** and it was seconded by Katherine Beinkafner.

### **Roll Call Vote**

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Aye

Kacandes: Abstain

The motion passed 4-1.



### **MRF Cost Center Analysis**

Tim DeGraff stated this report is mainly driven by the plastic revenues. For the month of February, the total sale of recyclables were \$68,176. Total transport/disposal costs for February were \$4,171. Net revenue of \$64,005. Total personnel expenses were \$35,928. Total operating expenses were \$4,258. Total personnel/operating costs were \$40,186. Net income for the month of \$23,819. Net loss \$1,183 for the year.

### **ADMINISTRATIVE MATTERS**

#### **Resolution No. 2531 RE: Authorization for Revision of Director of Operations and Safety Job Description**

Katherine Beinkafner stated this resolution is to revise Charlie Whittaker's title to reflect all of Charlie's actual job duties. She stated Charlie Whittaker is in charge of everything with dealing with compliance, regulations of permitting and all other reporting to NYSDEC. Safety is still included in the job description.

Charles Landi motioned to approve **Resolution No. 2531 Re: Authorization for Revision of Director of Operation and Safety Job Description** and seconded by Lisa Mitten.

#### **Roll Call Vote**

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Abstain

The resolution passed 4-0 with 1 abstained.

#### **Resolution No. 2532 RE: Authorization for Revision of Recycling Coordinator Job Description and Pay Scale**

Katherine Beinkafner stated this resolution relates to Angelina Peone. This resolution changes her title to Director of Sustainability due to the fact that she had taken more responsibilities on; including her eagerness to work on the Solid Waste Management Plan.

Lisa Mitten motioned to approve **Resolution No. 2532 Re: Authorization for Revision of Recycling Coordinator Job Description and Pay Scale** and seconded by JoAnne Myers.

#### **Roll Call Vote**

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Abstain

The resolution passed 4-0 with 1 abstained.

**Resolution No. 2533 RE: Authorizing the Appointment of the Executive Director and Approving the Executive Director’s Employment Agreement**

Lisa Mitten motioned to approve **Resolution No. 2533 Re: Authorizing the Appointment of the Executive Director and Approving the Executive Director’s Employment Agreement** and seconded by Charles Landi.

Thomas Kacandes asked if there was an opportunity to discuss.

Katherine Beinkafner stated yes.

Thomas Kacandes stated he wanted to make note, that these resolutions were received on Friday before the Board meeting and there was not much time to evaluate them. He suggested the Board defer these resolutions for a month. He stated that he would like to have the opportunity to be familiar with the positions, the state of the Agency and the proposed individuals. He also noted the public comment relative to conducting a search for an Executive Director. He stated that he spoke to Tim DeGraff briefly once. Mr. Kacandes stated this is not a comment on people he doesn’t know and history which he is not familiar with. He suggested that this be deferred for a month so the full board is able to operate with more information.

Katherine Beinkafner requested they vote on whether to defer the resolution for another month or vote on it today. (TIME ON RECORDING 1:59:20)

Ken Gilligan requested roll call on if these resolutions should be put off.

Roll Call Vote

Beinkafner: No-should decide today.

Myers: No-don’t want to put this off because this was discussed at the last meeting in executive session.

Mitten: No-would like to vote on this matter today.

Landi: Yes

Kacandes: He would vote to defer it. He was confused if it was Aye or Nay. Ken Gilligan stated it was Nay.

The vote was 4-1.

**Ken Gilligan conducted roll call Resolution No. 2533 Re: Authorizing the Appointment of the Executive Director and Approving the Executive Director’s Employment Agreement**

Roll Call Vote

Beinkafner: Aye

Myers: Aye

Landi: Aye

Mitten: Aye

Kacandes: Nay

The resolution passed 4-1.

**Resolution No. 2534 RE: Authorizing the Appointment of the Director of Operations and Compliance and Approving the Director of Operations and Compliance’s Employment Agreement**

Charles Landi motioned to approve **Resolution No. 2534 Re: Authorizing the Appointment of the Director of Operations and Compliance’s Employment Agreement** and seconded by Lisa Mitten.

Roll Call Vote

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Nay

The resolution passed 4-1.

**Resolution No. 2535 RE: Authorization for Revision of Compliance Officer Job Description and Pay Scale**

Katherine Beinkafner stated there was a similar position in the past but at this time the position is vacant. She stated the job description has changed to not just include non-compliance issues but also to assist the Agency on other tasks.

Charles Landi motioned to approve **Resolution No. 2535 Re: Authorization for Revision of Compliance Officer Job Description and Pay Scale** and seconded by JoAnne Myers.

Roll Call Vote

Beinkafner: Aye  
Myers: Aye  
Landi: Aye  
Mitten: Aye  
Kacandes: Aye

The resolution passed 5-0.

Thomas Kacandes stated that there was no second to his motion to vote on deferring the resolutions for a month. He stated the board did vote but there was no second to his motion.

Thomas Kacandes stated the record should show there was no second to his motion.

Ken Gilligan redid the vote.

Thomas Kacandes moved to defer the approval of the resolutions that were already approved. Charlie Landi seconded it.

Roll Call Vote was made by Ken Gilligan as to suspend the resolutions until the next meeting and proceed with the vote.

Roll Call Vote

Beinkafner: Yes, to proceed with vote on the resolutions  
Myers: Yes, to proceed with vote

Landi: Yes, to proceed  
Mitten: Yes, to proceed  
Kacandes: No, to proceed

Ken Gilligan stated this will clarify if there was any shortcomings on the resolution brought by Thomas Kacandes. He confirmed that all resolutions were approved.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Katherine Beinkafner mentioned they asked Tim DeGraff to work on defining goals for the coming year. Lisa Mitten and Tim DeGraff have been working on the list of goals together. Katherine Beinkafner asked Tim DeGraff to add at the bottom of the list deadlines.

Tim DeGraff responded his list of goals will be ready for review at the next board meeting.

Lisa Mitten added that maybe it should be considered who will be the lead on each of those goals. This will help clearly articulate responsibility, leadership and to consider whether the Agency has the capacity and what actually the Agency can get done and are achievable. Tim DeGraff agreed with Lisa's comments. He stated he did review other waste authority's strategic plans who actually noted the specific job title responsible for which goal.

Charlie Whittaker updated the board regarding the compost site and floor repairs. He stated they are continuing upgrades to the compost site and completed floor repairs on door number 5. He stated he did receive approvals from the NYDEC to start using door number 5 floor last Friday. He added that all repairs were done in house for the floor and compost site.

Katherine Beinkafner added door number 5 goes into the tipping floor. She stated the board will need to discuss the odor complaints.

Brief discussion among Board and staff regarding plans regarding odors complaints.

Thomas Kacandes asked if the draft goals document could be shared. Tim DeGraff will distribute the goals to the Board once completed.

## **ADJOURN**

Katherine Beinkafner motioned to adjourn the March 29, 2021 Regular Board Meeting. Moved by Charles Landi and seconded by Lisa Mitten. Ken Gilligan stated no roll call is necessary to close the board meeting.

April 26, 2021

Motion to approve the above transcribed Minutes of the March 29, 2021 Regular Board Meeting was made by \_\_\_\_\_, moved by \_\_\_\_\_. \_\_\_ in favor, \_\_\_ opposed, \_\_\_ absent, \_\_\_ abstention.

The minutes were approved by the Board.

Transcribed by: Melinda France, Recycling Educator. Meetings are recorded and available at [www.ucrra.org](http://www.ucrra.org).

Signatures:

\_\_\_\_\_  
Katherine Beinkafner, Chair

\_\_\_\_\_  
Ken Gilligan, Secretary

\_\_\_\_\_  
Melinda France, Recycling Educator

DRAFT