

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
ANNUAL ORGANIZATIONAL MEETING MINUTES
JANUARY 26, 2023**

The Ulster County Resource Recovery Agency held an Annual Organizational Board Meeting on January 26, 2023.

The proceedings were convened at 5:35 PM by Tom Kacandes who was Chair prior to election of officers.

Board members present: Chair Andrew Ghiorse, Vice Chair Margot Becker, Treasurer Tom Kacandes, Member James Gordon and Member Donna Egan.

Staff present: Counsel/Secretary Kenneth Gilligan, Executive Director Greg Ollivier, Director of Finance and Administration Tim DeGraff, and Office Manager Melinda France

From the public: Reporter Bill Kemble from the Daily Freeman, and Ulster County Legislator Laura Petit.

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS

Kenneth Gilligan asked if there were any nominations for Chair, Vice-Chair, Treasurer, and Secretary.

CHAIR

Andrew Ghiorse was nominated for the office of **Chair** by **Donna Egan**. 3 in favor, 2 opposed (BECKER & GORDON).

Margot Becker was nominated for office of **Chair** by **James Gordon**. 2 in favor, 3 opposed (KACANDES, EGAN & GHIORSE).

By vote, **Andrew Ghiorse** was duly elected **Chair** by a vote of 3 in favor, 2 opposed (BECKER & GORDON).

VICE CHAIR

Margot Becker was nominated for office of **Vice Chair** by **James Gordon**. 5 in favor, 0 opposed.

TREASURER

Tom Kacandes was nominated to serve as **Treasurer** by **Andrew Ghiorse**. The nomination was seconded by James Gordon. 5 in favor, 0 opposed.

SECRETARY

Kenneth Gilligan was nominated to serve as **Secretary** by Andrew Ghiorse. 5 in favor, 0 opposed. Kenneth Gilligan made a motion to close the nominations. 5 in favor, 0 opposed.

ESTABLISH REGULAR MONTHLY BOARD MEETING DATE AND TIME

The Board established regular monthly Board meeting date to be set for the fourth Thursday of each month at 5:30 PM.

APPOINTMENT OF BOARD COMMITTEE MEMBERS-There was a brief discussion of each role of the committees and meeting times. The Board agreed to the following appointments:

Audit Committee: Thomas Kacandes will be Chair of the Audit Committee and Members will Andrew Ghiorse and Donna Egan.

Finance Committee: Thomas Kacandes will be Chair of the Finance Committee and Members will be James Gordon and Donna Egan.

Governance Committee: Margot Becker will be Chair of the Governance Committee and Members will be Andrew Ghiorse and James Gordon.

Zero Waste Committee: Tabled

Recycling Oversight Committee: Donna Egan will be the Committee Member

COMMUNICATION AND ANNOUCEMENTS

- An Audit Committee Meeting has been scheduled for February 6, 2023, at 4:00 PM.

ADMINISTRATIVE MATTERS

Resolution #2582 Re: Authorizing and Approving the 2023 Approved Vendors List (To hear the complete discussion please visit the RECORDING at 24:00-32:33)

Tim DeGraff presented and explained Resolution #2582. He stated that the resolution doesn't supersede the Agency's procurement policy but adds an extra layer of controls for situations like an emergency or safety related situations. He stated that this Resolution is not required but gives the staff an established vendor it can go through.

There was a discussion regarding this resolution:

Donna Egan asked:

- How vendors can be put on the "approved vendor list"
- What is the process with preparing the list
- If the vendors are qualified and insured
- Why the Resolution was being presented to be approved; if not required

Tim DeGraff responded:

- Vendors are solicited and based on prior experience
- There is no application to be filled out
- Nothing is required to have anything posted to website or to prepare the vendor list. The list is an extra layer of controls.
- The Procurement Policy is followed
- This is not the same list from last year
- Vendors that are on the list are required to provide certificates of insurances and indemnification agreements

Tim stated the Board can make any changes, at any time.

James Gordon motioned to approve **Resolution #2582 RE: Authorizing and Approving the 2023 Approved Vendors List**. Seconded by Andrew Ghiorse. 4 in favor, 0 opposed, 1 abstention (EGAN).

ADJOURN

Motion to adjourn the January 26, 2023, Annual Organizational Meeting at 6:07 PM was made by Tom Kacandes and seconded by James Gordon. 5 in favor, 0 opposed, 0 abstention/absent.

February 23, 2023

Motion to approve the above transcribed Minutes of the January 26, 2023 Annual Organizational Meeting was made by _____, seconded by _____. in favor, _____ opposed, _____ absent.

The Minutes were approved by the Board.

Transcribed by: Melinda France, Office Manager. Meetings are recorded and available at www.ucrra.org/about-us/board-of-directors-meetings-minutes/.

Signatures:

Andrew Ghiorse, Chair

Ken Gilligan, Secretary

Melinda France, Office Manager