

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
APRIL 27, 2023**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on April 27, 2023.

The proceedings were convened at 5:30 PM.

Board members present: Chair Andrew Ghiorse, Treasurer Tom Kacandes, Member James Gordon (arrived at 5:39PM) and Member Donna Egan. Vice Chair Margot Becker was absent.

Staff present: Executive Director Greg Ollivier, Director of Finance and Administration Tim DeGraff, Director of Sustainability Angelina Brandt and Office Manager Melinda France. Counsel/Secretary Kenneth Gilligan was by phone.

From the public: Reporter Bill Kemble from the Daily Freeman, Ulster County Legislature Manna Jo Greene, Ulster County Legislature Kevin Roberts, and Reporter Rokosz Most from Hudson Valley One.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT- There was no public comment at the beginning of the meeting. Please view below after “New Business” to view public comments.

CHAIR’S COMMENTS

Andrew Ghiorse reminded the Board to provide all ABO (Authorities Budget Office) required documents to staff.

APPROVAL OF MINUTES

Donna Egan motioned to approve the minutes of the March 23, 2023, Regular Board Meeting and seconded by Andrew Ghiorse. 3 in favor, 0 opposed, 2 absent (BECKER/GORDON).

COMMUNICATIONS & ANNOUNCEMENTS

The next Regular Board Meeting is scheduled for May 25, 2023, at 5:30 PM.

GENERAL REPORTS PRESENTED BY TIM DEGRAFF, DIRECTOR OF FINANCE AND ADMINISTRATION (Recording 2:27-6:13)

March MSW Tonnage Report

Tim DeGraff stated there was nothing significant to note in the MSW Tonnage Report.

March Recycling Tonnage Report

Tim DeGraff noted the following:

- Food waste compared from first quarter this year to first quarter last year was up by approximately 43% due to the hauler Organics bringing in more food scraps.

Treasurer's Report

➤ MARCH

Tim DeGraff noted the following:

- **Personnel Expense** hirer due to three payrolls
- **Compost Operations**
 - 33% share of new engine costs for L60H Loader in the amount of \$21,000 (cost was shared between the manufacturer, dealer and Agency)
- **Capital Outlay**
 - Recycling Ed/bagger building interior materials, supplies, electrical infrastructure in the amount of \$19,701
- **Fund Balance** was a deficit of \$1,429,308 and compared to last year the Agency is ahead by \$58,953

Tom Kacandes made a motion to approve the March **Treasurer's Reports** and it was seconded by Andrew Ghiorse. 4 in favor, 0 opposed, 1 absent (BECKER).

MRF Cost Center Analysis

➤ MARCH

Tim DeGraff stated two loads of plastics were sold and there were three payrolls for the month. This provided a net income of \$988.

RECYCLING OUTREACH PROGRAM UPDATE PRESENTED BY ANGELINA BRANDT (Recording 6:20-10:53)

Angelina Brandt, Director of Sustainability provided the update. The update included the following:

- International Compost Awareness Week (ICAW)
 - Celebrated the first week in May
- April 1st the bagged compost launched
 - Bags must be pre-ordered and paid prior to picking up
 - Pick-ups are on Saturdays
 - Sold over 366 bags of compost so far
- Spring Compost Bin and Rain Barrel Sale is still active
 - Must pre-order and pay prior to May 19th

- Earth Day new initiative
 - Earth Day Tree and Shrub Distribution on April 22nd
 - All residents received a free tree sapling
 - The initiative was made available by the support of Ulster County Soil and Water Conservation District
 - Approximately 200 trees were provided
- Household Hazardous Waste Event will be held April 29th at the New Paltz facility
 - This event is appointment only
 - The event can accommodate up to 300 participants
- Working on NYS Pollution Prevention Institute's Community Grants Program application
 - Grant is to raise awareness and understanding of pollution prevention practices
 - Could award up to \$20,000
- Working on signs for MRDCs

EXECUTIVE DIRECTOR'S UPDATE (Recording 11:00-14:03)

Greg Ollivier's update included the following discussion points/updates:

- Earth Day-provided information at the Rotary Event in Modena
- Mattress recycling
 - Working with consultant to get approval with DEC
- Meetings with the following were all positive:
 - County Executive Jen Metzger
 - Legislative Chair Tracey Bartels
 - Supervisors/Mayors meeting
- Working on getting prices for compactors

A discussion ensued regarding MSW treatment with food scraps and yard waste and data for Ulster County. Data Greg provided to the Board was Statewide and not specifically Ulster County. SUNY Stony Brook is preparing a report. Currently, the Agency is still waiting for a report from SUNY Stony Brook. Board and staff also discussed paper and its ability to be composted. (Recording 14:06-19:12)

ADMINISTRATIVE MATTERS

Resolution No. 2591 - Re: Authorizing the Opening of an Agency Bank Account with Greene County Commercial Bank (Recording 19:18-23:45)

Tim DeGraff made the following points regarding Resolution #2591:

- Received 2 proposals from the bid opening on April 12th
 - Catskill Hudson Bank

- Greene County Commercial Bank
- Reviewed both and prepared a summary
 - Monetary benefit in interest by switching
- Suggested we leave money in Catskill Hudson Bank and open a new account with Greene County Commercial Bank.
 - Good to diversify
 - Gives flexibility
- Due to NYS Banking Law the Agency cannot use savings and loans banks or credit unions

James Gordon made a motion to approve **Resolution No. 2591-Re: Authorizing the Opening of an Agency Bank Account with Greene County Commercial Bank** and it was seconded by Donna Egan. 4 approved, 0 opposed, 1 absent (BECKER).

OLD BUSINESS (Recording 23:52-37:58)

Greg Ollivier provided a summary of both the RFP for engineering services regarding a landfill feasibility study and Request for Statement of Interest. Greg's points/comments made were:

RFP for engineering services regarding a landfill feasibility study:

- Received two responses from qualified firms
 - Board was provided a copy of each response for review
- Greg scored them on criteria he set prior to receiving responses. The criteria included
 - Experience
 - Projects the firm worked on
 - Resumes of staff members
- Both scored closely to each; two-point difference
- Interviewed both firms and made sure there were no misunderstandings on what would be required
- Provided a chance for both firms to provide an addendum after the interview discussion
 - One addendum received; waiting on the second
 - Will provide addendums to the Board for review once all are received
- One firm had more familiarity with the Agency and NYSDEC Region 3 and the other had more experience with developing a landfill in NY
- Both firms have a firm understanding of the project
- One firm's cost was lower
- Both firms are very qualified

Statement of Interest:

- Received four responses
 - Board was provided a copy of each response for review prior to meeting
- Greg stated there was a lot to read and review
- Statement of Interest brief overview of each company:

- Two resulted in digestion
- All four responses focused on removing organics from waste stream
- Two responses would remove organics and send through digestion to create fuel
- One company is local and primarily focused on source separation and composting
- Another company was focused on sorting and pre-sorting everything to maximize diversion from MSW and using pyrolysis to create biochar and other byproducts
- The SOIs received are not full proposals, just an overview of each company, who they are and what they do. They provided what direction they would go, resources they have to offer and their ability to work with the Agency.
- Based on Greg's review, he felt that there were two companies that stood out and would be a good fit for Ulster County based on the resources they stated they had and preference on how waste is handled in Ulster County.
- Board and staff discussed the next steps in the process:
 - Setup presentations of each company who submitted a response
 - Presentations will be setup as Special Meetings

Donna Egan made a motion to set up two meetings in May, dates to be determined, for one-hour timeslots for each company to provide a presentation; seconded by Andrew Ghiorse. 4 in favor; 1 absent (BECKER).

NEW BUSINESS (Recording 38:00-39:45)

Summary of NYSDEC proposed changes to the NYS Solid Waste Management Plan:
Greg Ollivier asked that this discussion be tabled for the May meeting. Andrew Ghiorse made a motion to table discussion of the NYSDEC proposed changes to the NYSSWMP to the May meeting seconded by Jim Gordon. 4 in favor; 1 absent (BECKER).

PUBLIC COMMENT (Recording 39:48-44:20)

Legislature, Manna Jo Greene asked when the RFPs and Statements of Interest would be available to the public.

Board and Staff advised that they don't have all the information at this time, are waiting for follow-up responses and have not completely reviewed everything. Greg advised the Statements of Interest will be posted to the website and he would send the Statements of Interest directly to Legislature, Manna Jo Greene.

Bill Kemble, reporter from the Daily Freeman asked who the two RFP responses were from and how much they proposed. Greg Ollivier stated he did not feel it was appropriate to reveal how much they proposed due to waiting for a full response. The two responses were from Cornerstone Engineering, Inc. and Barton and Loguidice, PC. Bill Kemble asked if Greg or the Board checked with Ken Gilligan, Esq. regarding releasing the dollar amount of what each company proposed. The Board and Greg explained that they don't have a dollar amount at this time. The Board is waiting for follow-up responses. Bill Kemble stated Greg said the amounts were similar. Greg responded that he stated the amounts were similar in the original responses, but he didn't say he

couldn't give out amounts, he said it wouldn't be appropriate. The Board had no legal opinion regarding this and would ask Ken Gilligan and follow-up with Bill Kemble.

EXECUTIVE SESSION

James Gordon made a motion to enter Executive Session at 6:47PM to discuss appointments and it was seconded by Donna Egan. 3 in favor, 1 opposed (GHIORSE), 1 absent (BECKER).

Tom Kacandes made a motion to exit Executive Session at 6:59PM and it was seconded by Jim Gordon. No action was taken. 4 in favor, 0 opposed, 1 absent (BECKER)

ADJOURN

Motion to adjourn the April 27, 2023, Regular Board Meeting at 7:00 PM was made by Jim Gordon and seconded by Tom Kacandes. 4 in favor, 0 opposed, 1 absent (BECKER).

May 25, 2023

Motion to approve the above transcribed Minutes of the April 27, 2023 Regular Board Meeting was made by _____, seconded by _____. in favor, 0 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