

**ULSTER COUNTY RESOURCE RECOVERY AGENCY
REGULAR BOARD MEETING MINUTES
MAY 25, 2023**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on May 25, 2023.

The proceedings were convened at 5:30 PM. This meeting was held at the Agency's Main Office, 999 Flatbush Road, Kingston, NY.

Board members present: Chair Andrew Ghiorse, Member James Gordon and Member Donna Egan.

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

From the public: Reporter Bill Kemble from the Daily Freeman.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT – No comment made.

CHAIR'S COMMENTS – No comment made.

APPROVAL OF MINUTES

James Gordon motioned to approve the minutes of the April 27, 2023, Regular Board Meeting and seconded by Andrew Ghiorse. 3 in favor, 0 opposed, 0 absent.

Andrew Ghiorse motioned to approve the minutes of the May 2, 2023, Special Meeting and seconded by James Gordon. 3 in favor, 0 opposed, 0 absent.

James Gordon motioned to approve the minutes of the May 10, 2023, Special Board Meeting and seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

COMMUNICATIONS & ANNOUNCEMENTS

The next Regular Board Meeting is scheduled for June 22, 2023, at 5:30 PM.

GENERAL REPORTS PRESENTED BY TIM DEGRAFF, DIRECTOR OF FINANCE AND ADMINISTRATION (Recording 1:34-7:37)

April MSW Tonnage Report & Recycling Tonnage Report

Tim DeGraff stated there was nothing significant to report.

Treasurer's Report

MSW for the month of April was 7,999 tons and C&D was 3,049 tons. Revenue line items of note: **Misc. Revenues** line in the amount of \$55,053 was for workers comp dividends for 2021-2022 policy year (\$51,314). Total revenues were \$1,530,870. Expense line items to note: **MRF Operations** in the amount of \$42,561 for spools of baling wire (\$26,847). Total operating expenses were \$1,386,318. Net operating revenues were \$144,552. Capital Outlay in the amount of \$17,731 for Recycling Ed/bagger building interior materials, supplies, and glass installations. Fund Balance was a positive of \$126,821. The Agency is ahead this year by \$107,238.

There was no motion to approve the April **Treasurer's Reports**.

MRF Cost Center Analysis

Tim DeGraff stated the total sale of recyclables was \$18,192 for the month of April. Net revenue was \$14,717. Personnel Expenses were \$34,382. Total Personnel/Operating Expenses were \$77,509. Net Loss of \$62,792. Year to date there is a net loss of \$126,930.

RECYCLING OUTREACH PROGRAM UPDATE PRESENTED BY ANGELINA BRANDT (Recording 7:42-15:13)

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

- Celebrated International Compost Awareness Week (ICAW)
 - ICAW was the main outreach focus for the month with curated social media content, radio advertising campaign and print/digital ads
 - Events held
 - New Paltz, Esopus, Pine Hill, Saugerties and Woodstock
 - Did a free screening of the documentary “Just Eat It” partnered with Upstate Films in Saugerties (approx. 30 people attended)
 - Compost Bin & Rain Barrel Sale
 - Held on Saturday, May 20th
 - Third year the Agency worked with Brand Builders
 - 123 residents participated in the event
 - 88 rain barrels, and 74 various compost bins were sold
- Collectively, all ICAW events held reached approximately 200 residents
- Household Hazardous Waste Event will be held June 25th at the Kingston facility
 - There are 247 residents registered
- New initiative
 - Volunteer Program for the Agency's Recycling Outreach Team
 - Two Options
 - Fast track-few different volunteer roles

- Master Certification Course-extensive training and larger list of volunteer opportunities
 - Volunteer Program information is posted on the website
- Engaged in multiple different projects, developing new teaching tools and working with new composting partners
 - County of Ulster
 - Kingston Farmers Market
 - City of Kingston

Staff and Board discussed the media study that is being done. There was a brief discussion on ways to reach everyone in Ulster County with all the Agency's information and programs.

EXECUTIVE DIRECTOR'S UPDATE (Recording 15:15-1:08:18)

Greg Ollivier update included the following discussion points/updates:

- Attended the EES Committee Meeting
 - Offered County Legislature Manna Jo Greene assistance with finishing up the County's Zero Waste Plan.
 - Spoke with Legislature Eric Stewart regarding Climate Smart School's Task Force

Board Discussion:

The Board was pleased that Greg offered to work with the County on the Zero Waste Plan and to work with the Climate Smart School's Task Force. The Board believed it was a good idea.

There was a discussion regarding schools which included:

- Putting a package together on the programs that are offered
- Set-up a meeting with the Superintendents of schools
- The best timing on programs for the schools
- State will help to create a curriculum to add recycling and waste management in the schools
- How to approach schools so everyone is involved including management/custodial staff

Donna Egan requested Greg Ollivier to reach out to Superintendent of BOCES to get on the agenda for a meeting. Angelina Brandt added that the Recycling Outreach Team does provide site visits and consultations for management/custodial staff at schools. She stated that she has mailed out kits of material, which include the services offered, to all principals, vice principals and superintendents of all schools and has forwarded them grant opportunities as well.

Greg Ollivier update included (continued):

- Attended the Supervisors/Mayors meeting
- Received quotes on compactors
 - Can purchase 5 to 6 this year
 - Working on where to put them
 - Working on specific specs
 - Analyzing data on who should receive a compactor by determining net carbon reduction, how many trucks are used, tonnage, who has the infrastructure, who can supply the electricity
 - Towns would be responsible for the electricity and infrastructure
 - Towns would be required to sign an agreement
 - Agency would pay for normal wear and tear on compactors
 - Towns would save on pull-charge fees. The Agency would save on fuel, and wear and tear on vehicles
 - The compactors would mainly be used for cardboard

Board Discussion:

The Board and Staff had a discussion regarding pull-charge fees and other fees.

Greg Ollivier update included (continued):

- Looking into the idea of downsizing MSW with a shredder to reduce the number of trucks being sent out, reducing the use of fuel and being more efficient.
 - Went to Long Island to visit a company who is shredding MSW and CD
 - The shredder would be loaded with the material, and the shredded material would be dropped directly in the trailers
 - This would reduce 100 to 200 loads a year
 - Cost savings would be approximately \$400/month
 - A demo will be setup to test the equipment and to see if it could work for the Agency (2 day test period)

Board Discussion:

Donna Egan questioned the costs savings, life of the equipment and payback. She stated the focus should be materials management, composting and other items instead of shredding garbage. Greg stated he is looking into the idea as a 5-to-7-year return. He stated if the Board didn't want him to move forward he wouldn't. He stated he was looking into this option due to the Board who asked him to reduce the number of trucks traveling to the landfill. After the demo Greg will provide the analysis. Donna asked Greg to provide the dates of the demo so the Board can be present if they want. Andrew Ghiorse asked Greg to get some quotes on a pit scale.

Greg Ollivier update included (continued):

- Waiting on DEC approvals regarding the mattress program (needed to modified Operations Plan)
- Interacting with DEC to see what would need to be done to be permitted to haul C&D diversion at the Transfer Stations. He would like C&D to be collected at the Transfer Stations and diverted to a C&D processing facility.
 - Spoke to some Legislatures regarding Flow Control on C&D

ADMINISTRATIVE MATTERS**OLD BUSINESS**-NONE**NEW BUSINESS** (Recording 1:08:21-1:26:28)

Greg Ollivier provided a few highlights from the proposed NYS DEC Solid Waste Management Plan:

- One goal/vision in the plan was to reduce landfilling by 85% by 2050
 - He stated the Agency should discuss what to prepare for
- Organics Reduction and Recycling
- Developing more EPR (Extended Producer Responsibility) programs
- Disposal disincentive surcharge on waste landfilled or combusted (per ton)
- More grant funding through the MWRR Grant
- Comments are due by June 7th
- Summary of the plan is on the NYS DEC site
- NYS DEC wants to partner with NYS Education Department to create curriculum around materials management

Board Discussion:

The Board and staff discussed the PaintCare program, getting a paint shed to collect paint all year round and electronics.

EXECUTIVE SESSION

James Gordon made a motion to **enter Executive Session** at 6:57PM for employee review and it was seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

James Gordon made a motion to **exit Executive Session** at 7:41PM and it was seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

ADJOURN

Motion to adjourn the May 25, 2023, Regular Board Meeting at 7:42PM was made by Jim Gordon and seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

June 22, 2023

Motion to approve the above transcribed Minutes of the May 25, 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

DRAFT