

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

The Ulster County Resource Recovery Agency held a Regular Board Meeting on July 27, 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 and Kathleen Harris from the Human Rights Commission.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT – No comment made.

CHAIR'S COMMENTS

Mr. Ghiorse is anticipating new board members to be appointed by the legislature by the next meeting.

COMMUNICATIONS & ANNOUNCEMENTS

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

APPROVAL OF MINUTES

Donna Egan moved to amend the May 25, 2023 to include the following:

- Page 3 of 6; under **Executive Director's Update**, third paragraph, first sentence, added "and follow-up with the Board"
- Page 4 of 6; under the last **Board Discussion** paragraph, first sentence, added "payback analysis be presented to the Board"

James Gordon motioned to approve the amended minutes of the May 25, 2023. 3 in favor, 0 opposed, 0 absent.

James Gordon motioned to approve the minutes of the June 12, 2023, Special Board Meeting and seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

GENERAL REPORTS PRESENTED BY TIM DEGRAFF, DIRECTOR OF FINANCE AND ADMINISTRATION (Recording 5:27-12:47)

June MSW Tonnage Report

MSW target tons were short by 2,226 tons. Target tons are allocated based on prior years actuals. Last June, there was a spike because the burn plant was down. Due to the burn plant being down last year; Royal Carting brought in 5,000 tons and this year brought in approximately 3,000 tons less. Year to date MSW targeted tons were short 1,554 tons.

Sludge tons were short by 26 targeted tons (approx. 1 load).

June Recycling Tonnage Report

Tim DeGraff stated the recycling tonnage coming in is consistent month to month. Tim pointed out that food waste was still high due to Organix. Organix brings in 80% of the volume. There was a drop in fibers due to Royal and Welsh not bringing in as much material.

Treasurer's Report

No line items to mention. Year to date the deficit is \$842,734 and last year at this time the deficit was \$847,216.

James Gordon made a motion to approve the **June Treasurer's Report** and it was seconded by Andrew Ghiorse. 3 in favor, 0 opposed, 0 absent.

MRF Cost Center Analysis

Tim DeGraff stated the total sale of recyclables was \$36,227 for the month of June. Transportation and Disposal Costs were \$7,466. Net revenue was \$28,761. Personnel Expenses were \$29,986. Total Personnel/Operating Expenses were \$39,351. Net Loss of \$10,590. Year to date there is a net loss of \$176,525.

RECYCLING OUTREACH PROGRAM UPDATE PRESENTED BY ANGELINA BRANDT (Recording 12:58-18:39)

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

Angelina congratulated the City of Kingston on the successful launch of their composting program.

- Program launched on July 10th
- Angelina has been working with Julie Noble, the City Sustainability Coordinator
- Educational materials and consultation was provided

- There are over 250 families, representing approximately 600 people that are composting in the free, voluntary pilot program
- The collected material are composted by UCRRA
- The City established 11 community food scrap drop off sites, one in each of the City's wards. Residents of the City of Kingston can register by visiting engagekingston.com

Recycling Outreach Team has been preparing for the Ulster County Fair next week:

- Tanesia designed signage for the waste sorting stations, and the educational displays at the outreach booth in Climate Row.
- Fair Goers will be able to play a Recycling Trivia Game and win a reusable prize like bottles, mugs, metal straws, shopping bags, and more.
- Fairgoers who visits the booth will be entered into a free raffle for a chance to win a compost tumbler and bags of compost.

For the month of July the Recycling Outreach Team coordinated the Master Composter Master Recycler Volunteer Training and Certification program:

- 7 adults were in the first cohort of volunteers
- Training has been held Mondays, Wednesdays and Fridays
- Received wonderful feedback about the training course
- Several of the new volunteers will be assisting with outreach at the Fair

Website:

- Started a new initiative, the "Community Spotlight"
- Interviewed Second Nature Refillery, Black Cat Bulk Goods, and Habitat for Humanity Restore to showcase stories of local waste-sustainability programs. Previously interviewed the Onteora Central School District about their film plastic recycling program

School Outreach:

- Visited the entire 2nd grade at Crosby Elementary on 06/14 for the "Oceans of Possibilities" program.
- Hosted a tour for the 5th graders of Cahill Elementary on June 1st.
- Visited Bennet Elementary School on July 25th and delivered a "Composting for Kids" youth program.
- Working with Kerhonkson Elementary School to work on visiting classrooms, improving their facility recycling programs, and starting a composting pilot project for 2nd/3rd grade classrooms.
- Planning visits to Plattekill Elementary School in the Fall; will visit every classroom in the entire school with the Recycling Jeopardy Game and will come back in the Spring of 2024 for composting education program for the entire school.

Other outreach:

- There are currently 15 more programs requested for the summer from:
 - Highland Library
 - Olive Library
 - Ellenville Library

- Wallkill Library
- Shandaken Conservation Advisory Council
- Pheonicia Farmers Market
- Saugerties Farmers Market
- Pheonicia Playhouse
- People's Place

All the above information and progress was provided in the Board packet.

EXECUTIVE DIRECTOR'S UPDATE (Recording 18:48-31:37)

Greg Ollivier update included the following discussion points/updates:

- The Agency will have a booth on "Climate Row" at the Fair
 - Booth's focus will be the Agency's website and energy conservation through diversion and recycling
 - Staff, board members and volunteers will be working the booth
 - There will be a static display of bagged compost along with educational materials regarding composting
 - Small samples of compost will be handed out
 - A prize wheel will be at the booth for residents to spin and win a prize
 - There will be 150 bins for commingled recycling and organic collection around the fair grounds
 - The bins will be offered throughout the County for any event or festival
 - All vendors will be receiving a pail to collect food scraps.
 - Food scraps will be collected each morning by Greg
- Mattress recycling
 - Received response from NYS DEC on Wednesday afternoon with four or five follow-up questions
- Still working on the date for the shredding demonstration
 - Will provide a cost analysis after the demo but can't do that prior to the demo
- Introduced himself to the Ulster County BOCES Superintendent at the Chamber Breakfast. A meeting will be scheduled in the Fall.

There was a brief discussion regarding the Ulster County Fair.

BUDGET WORKSHOP DISCUSSION (Recording 31:39-2:16:58)

Tim DeGraff provided a visual (projected the budget spreadsheet on the tv screen) of different scenarios for the budget. He changed several budget lines so the Board could understand how changing certain numbers would change the tipping fee. He also explained how he came up with

the numbers. The Board and Staff had an in-depth discussion of possible future projects/ideas for the Agency and what items in the budget needed to be changed.

ADMINISTRATIVE MATTERS

James Gordon motioned to table Resolution #2593 until August 22, 2023, for further review; seconded by Andrew Ghiorse. **Resolution # 2593 Authorizing and Approving the Purchase of Compactors and Containers** was **TABLED** to August 22, 2023, for further discussion.

OLD & NEW BUSINESS-NONE TO REPORT

EXECUTIVE SESSION

Donna Egan made a motion to **enter Executive Session** at 7:47PM for employee review and it was seconded by James Gordon. 3 in favor, 0 opposed, 0 absent.

James Gordon made a motion to **exit Executive Session** at 8:45PM and it was seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

ADJOURN

Motion to adjourn the July 27, 2023, Regular Board Meeting at 8:45PM was made by Jim Gordon and seconded by Donna Egan. 3 in favor, 0 opposed, 0 absent.

August 22, 2023

Motion to approve the above transcribed Minutes of the July 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