

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
REGULAR BOARD MEETING MINUTES  
DECEMBER 28, 2023**

The Ulster County Resource Recovery Agency held a Regular Board Meeting on December 28, 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, Vice Chair James Gordon, Treasurer Regis Obijiski, Member Donna Egan and Member David Gilmour.

**Staff present:** Counsel/Secretary Kenneth Gilligan, Interim Director Anna Roppolo; Director of Finance and Administration Tim DeGraff, and Office Manager Melinda France. Angelina Brandt was absent.

**From the public:** Reporter Bill Kemble from the Daily Freeman; and Manna Jo Greene, Ulster County Legislator.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**-no comments were made at first. Please see public comments made after Communication and Announcements.

**CHAIR'S COMMENTS**-no comments were made.

**APPROVAL OF MINUTES**

Jim Gordon made a motion to dispense the reading of the Minutes of November 30, 2023, and it was seconded by Regis Obijiski. 5 in favor, 0 opposed, 0 absent.

Regis Obijiski made a motion to approve the Minutes of November 30, 2023, Regular Board Meeting and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed, 0 absent.

**COMMUNICATIONS & ANNOUNCEMENTS**

- An Annual Organizational Meeting is scheduled for January 25, 2024, at 6:00 PM and the Regular Board Meeting will immediately follow.

**PUBLIC COMMENT**

Manna Jo Greene, Ulster County Legislator asked that the Agency make it a priority to figure how to get the RIC up and operating this year and how to complete the Zero Waste Implementation Plan. She believes the destiny to achieve being a model for NYS is that

everyone needs to be working together. The UCRRA Reform Committee will not be working on the RIC or ZWIP.

### **EXECUTIVE DIRECTOR UPDATE (Recoding 6:57-10:08)**

Anna Roppolo's update included the following points, recommendations, comments, and discussion:

- GFOA Certificate of Achievement
  - Fifth year in a row that UCRRA has received the award.
  - Anna thanked Tim for all his efforts on this accomplishment.
  - The Board applauded Tim on his accomplishment
- Recycling Education Department
  - The 2023 year-end statistics were provided in the packet
  - Highlights of the program in 2023
    - 1,488 adult participants
    - 1,220 youth participants
    - 4,952 newsletter subscribers
    - Thanked the Recycling Department for keeping detailed stats
    - NYSAR awardee recognized from Onteora School District
  - Recycling Department has begun promising discussions with Mid Hudson Teacher Center.
    - Potentially, UCRRA's message could be spread in each school via curriculum which would allow the Agency to efficiently get the message out.
    - Anna will ask Angelina to give the Board an update at the next board meeting.
- Ulster Tip Floor
  - Ongoing
  - The entire repair is approximately 80' x 116'. The first phase of the repair (approximately 80' x 50') has been completed as to concrete pour, sika flex application and drains and grates. The second phase of the repair (approximately 80' x 66') is anticipated to be completed by the end of February.
  - Cost savings calculations will be provided to the board when the project is completed
  - Pictures from the first phase was shared to the board
- New Paltz Landfill Pump Station
  - Staff performed maintenance work
  - Work was completed last Friday
- Executive Director Position
  - 40 applicants
  - After review and reference checks there are between 5-10 candidates moving forward on the first round of interviews
  - Board was asked to provide Melinda with dates and times of availability for the second half of January to conduct interviews

## RECYCLING PROGRAM UPDATE

Angelina Brandt, Director of Sustainability, was absent from the meeting. The report was provided to the Board in the packet.

David Gilmour asked what OTT and pre-roll meant in the Recycling Program Review. Anna would have Angelina follow up with David.

**DISCUSSION** (recording 11:10-14:45): The Board and Staff discussion included the following points:

- Jim Gordon asked Anna if it would be beneficial to setup a workshop meeting to give an update/overview of solid waste in the region instead of an executive director report
  - Anna stated she would be happy to do this if the Board would like
- Andrew Ghiorse asked how in-depth Jim was looking for
  - How each county handles it?
  - The costs?
- Jim Gordon stated he would like to know
  - What the current state is with solid waste
  - Regulations for landfill
  - State of art is other than landfilling; new technologies
  - Overview of what is happening in NYS and the Hudson Valley
  - What is happening in other states that the Agency should be aware of
- Donna Egan stated she would forward some links to the Board Members regarding solid waste
- David Gilmour stated he is interested in consistency with the Solid Waste Management Plan

## ADMINISTRATIVE MATTERS

- **Resolution # 2608 Re: Reappointment of Agency Attorney on a Month-To-Month Basis** (recording 14:50-16:45)

David Gilmour made a motion to move Resolution #2608 for discussion and it was seconded by Jim Gordon. The resolution was postponed for discussion in executive session.

## GENERAL REPORTS PRESENTED (Recording 17:39-27:33)

**Tim noted the following:**

### **November MSW & Recycling Tonnage Reports**

**Nothing significant was needed to be reported.**

### November Treasurer's Report

- Received grant money from the NYS DEC for a 2017 purchase of a skid steer
- November was a good month
- Surplus of \$210,067
- Year-to-Date deficit of \$39,455

Regis followed up from Tim's points made with respect to the November Treasurer's Report. Regis explained some line items and discussed what the numbers represented. Regis stated, the Agency is in good shape from a budget perspective.

David Gilmour moved the November Treasurer's Report, and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed, 0 absent.

### November MRF Cost Center Analysis

- Net revenue was \$29,731
- Net loss of \$13,705
- Year-to-date net loss of \$295,351
- Noted the markets are down (in value)

David Gilmour requested guiding terminology for items on the MRF Cost Center Analysis. There was brief discussion regarding glass-volume, value, and markets.

### **ADMINISTRATIVE MATTERS (Recording 27:42-)**

#### **Resolution # 2609 Re: Authorizing and Approving the Purchase and Swap of Surplus Equipment from the Town of Ulster Highway Department (recording 27:42-34:21)**

David Gilmour made a motion to approve **Resolution #2609 Re: Authorizing and Approving the Purchase and Swap of Surplus Equipment from the Town of Ulster Highway Department** and it was seconded by Jim Gordon. 5 in favor, 0 opposed and 0 absent.

Discussion included the following:

- Donna wanted to know how the staff knew this was a good price
- Regis stated that Frank Petramale, Town of Ulster Highway Department and Charlie Whittaker, Director of Operations and Compliance, know equipment. He also stated, the Town Ulster passed the resolution last Thursday (December 21, 2023).

- Donna stated that she would have preferred legitimate attachment/backup documents regarding the pricing (where the pricing came from)
- Anna stated that there were two professionals who reviewed Kelley Blue Book pricing and saw it was fair market value
- Donna stated having this information would eliminate questions and protect everyone
- Tim added Kelley Blue Book has nothing to do with public auction
- David Gilmour asked what the use of the sweeper would be for; assumed it was for fines on site
- David Gilmour confirmed that there was a letter attached to this resolution (one page) dated December 6, 2023, from Frank C. Petramale, Superintendent of Highways, Town of Ulster

**Resolution # 2610 Re: Approval of Cornerstone Engineering Proposal for Waste Management Strategies for Ulster County (Recording 34:24-52:28)**

Andrew Ghiorse made a motion to discuss Resolution #2610 and it was seconded by Regis Obijiski.

Discussion included:

- Andrew thought this resolution would be broken out in three parts
- Resolution is for all three items discussed in the resolution
- Donna wanted to make a motion to postpone the resolution until there is full time Executive Director to manage the project
- Regis stated that was one of the tasks that was given to Anna when she was hired
- Jim didn't believe it was a good idea to wait, he believed that there is a competent staff to handle this

Donna Egan made a motion to postpone the resolution until there is fulltime Executive Director to manage the project David Gilmour seconded the motion for discussion purposes.

Discussion included:

- David asked if the Agency attorney reviewed the Cornerstone prososal
  - Ken Gilligan, Esq. stated he has reviewed the proposal
- David believed that a steering committee might be beneficial in reviewing the landfill study
  - Committee would be 7 or 9 members including 2 Agency Board Members, Executive Director, another staff of the Agency, a County Legislator, County Executive's appointment and possibly community members or at large members (local environmental commissions, or conservation advisory boards)
- David believed there might be benefits by delaying for 60 to 90 days and there could be some advantages
- Jim wanted to know what the advantages would be by delaying moving forward

- David continued to state it would be getting the Executive Director on Board and possibly putting together the steering committee for landfill feasibility planning, if there was support
- David wanted to make sure there was a majority position of the board, that this resolution does not commit the Board to the subsequent tasks within the planning process. He wanted to make sure the board would be committing to all three or subset of the three tasks proposed in the resolution.
- Jim believed the Agency has competent staff who have hired competent people to do this. He believed it was too early to set up a committee and the Agency should move forward with gathering the information.
- Regis and Andrew agreed with Jim's points
- Andrew asked what the total price would be. The total price was on the resolution which was \$32,000. Anna added that each task is individually priced and the Agency is not committed to all tasks.

A motion was made to approve the postponing of **Resolution #2610**. The vote was as follows: 1 in favor (EGAN) & 4 opposed (GHIORSE, GORDON, GILMOUR, OBIJISKI).

Discussion:

- David Gilmour is hoping the Agency can manage cost with add-ons
- David Gilmour would like to revisit GUS and possibly partnership with Dutchess County
- David Gilmour hopes the consultant will look into how climate legislation, climate protection legislation could influence future markets and relate to siting a landfill
- The Board discussed the Dutchess County Burn Plant

Jim Gordon moved to approve **Resolution #2610 Re: Approval of Cornerstone Engineering Proposal for Waste Management Strategies for Ulster County**, and it was seconded by Andrew Ghiorse. 4 in favor, 1 opposed (EGAN) and 0 absent.

#### **OLD BUSINESS (Recording 52:30-1:22:43)**

- Andrew Ghiorse stated he will ask the Ulster County Legislature Resolution 549 Reform Committee to direct them to study Ulster County Code 304, Solid Waste Code. This law directs who and what should be done. He feels this law needs to be updated.
- David Gilmour asked if the Reform Committee would have a recording or notes of the meetings. Andrew stated he spoke to the Secretary of the Legislature, and they are working on it but he will check-in again.
- Jim Gordon asked for an update at the meeting (UC Legislature 549 Reform Committee)
- Andrew provided the following regarding an update:
  - Covered a bunch of issues quickly
  - People voiced their opinion on what they wanted to speak about
  - They are going to get serious about diversion and enforcement
- Manna Jo Greene, Ulster County Legislator added to Andrew's update:

- Agreement was made to focus on diversion, disposal and then intergovernmental issues including the contract and 304
  - There is an outline for the report due in June
- Jim discussed the RIC report and he felt that it was premature for the Agency to take on the RIC. He believes the Agency should not fund the project, due to too many things up in the air. He stated the RIC has some good ideas for diversion. He wanted Angelina to provide a report in response to the RIC. The Board and staff stated that Angelina did provide a report regarding the RIC.
- Discussion regarding the RIC included:
  - Costs associated with trucking trash to the landfill
  - Possibly putting together, a Diversion Committee
  - Can the Agency do better with diversion
  - More questions regarding the RIC report-who, what, where will it be, timeframe, etc.
  - Reading what Angelina put together
  - Use the RIC report as a prototype
- Discussion of commenting on HV1 interview with Mr. Baden.
  - If response should be made regarding clarification of comments made by Mr. Baden.
  - Who should respond, not just this article but all articles or to the press
  - There are no formal policies or process regarding erroneous articles and Anna didn't feel it was her place to respond at that time
  - This is a policy the Governance Committee should work on

#### **NEW BUSINESS** (recording 1:22:44-

- UCRRA Board Norms Discussion
  - Norms were put together, so Board Members know what to do before, during and after board meetings
  - No policies are set in place
  - Should this go to the Governance Committee

David Gilmour made a motion that UCRRA Board Norms be sent to the Governance Committee for deliberation, and it was seconded by Donna Egan.

Jim Gordon made a motion to table UCRRA Board Norms and stated that the whole Board should discuss this not just the committee. Jim wanted to discuss this document now.

Andrew wanted to discuss this in a workshop meeting.

Donna felt this document restricted the Board's discussion. She felt that some of the items she didn't agree with but believed that the Board should read and accept internally. She stated there was no need to vote on it or bring it to the committee.

Andrew stated this document is what are the norms of a business meeting. The Robert Rules summary was provided to the Board from Donna. He felt some of the items should be followed normally.

Donna stated this should be accepted as a general rule. She felt the meeting was running a lot smoother.

Jim withdrew his motion to table the UCRRA Board Norms.

The Board and staff discussed receipt of the meeting documents, timeframe on preparation of board reports, mailing out packets, and when they want to receive the meeting documents. The Board agreed that Agenda items will be completed 9 days prior to the meeting and the board packet will be sent electronically and a hard copy mailed 7 days prior to the board meeting.

The motion that UCRRA Board Norms be sent to the Governance Committee for deliberation. 2 were in favor (EGAN/GILMOUR) and 3 opposed (GHORSE, OBIJISKI, & GORDON).

Regis Obikiski asked the Board, if they could please review and make any suggestions be sent to him so corrections could be made to the UCRRA Board Norms. He will compile all suggestions.

The UCRRA Board Norms will be put on the Agenda for further discussion next month.

#### **EXECUTIVE SESSION**

Jim Gordon made a motion to enter Executive Session at 7:15 PM for employment history of a particular person and it was seconded by Regis Obijiski. 5 in favor, 0 opposed, 0 absent.

Jim Gordon made a motion to exit Executive Session at 7:32 PM and it was seconded by Regis Obijiski. 5 in favor, 0 opposed, 0 absent.

After discussion in executive session and exiting Executive Session the Board voted on **Resolution # 2608 Re: Reappointment of Agency Attorney on a Month-To-Month Basis.**

David Gilmour moved to approve **Resolution #2608 Re: Reappointment of Agency Attorney on a Month-To-Month Basis** and it was seconded by Regis Obijiski. 5 in favor, 0 opposed, 0 absent.

The Board had a brief discussion regarding meetings.

#### **ADJOURN**

Donna Egan made a motion to adjourn the December 28, 2023, Regular Board Meeting at 7:41 PM and it was seconded by Regis Obijiski. 5 in favor, 0 opposed, 0 absent.



January 25, 2024

Motion to approve the above transcribed Minutes of the December 28, 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/](http://www.ucrra.org/about-us/board-of-directors-meetings-minutes/).

Signatures:

\_\_\_\_\_  
Andrew Ghiorse, Chair

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

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