

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
REGULAR BOARD MEETING MINUTES**

**January 23, 2025, at 6:25 PM**

The meeting was held at UCRRRA’S Main Office, located at 999 Flatbush Road, Kingston, NY

**ROLL CALL** (recording starts at 14:00)

**Board Members**

James Gordon	<u>  x  </u>
Andrew Ghiorse	<u>  x  </u>
Donna Egan	<u>  x  </u>
David Gilmour	<u>  x  </u>
Erica Brown	<u>  x  </u>

**Agency Staff**

Marc Rider	<u>  x  </u>
Timothy DeGraff	<u>  x  </u>
Angelina Brandt	<u>  x  </u>
Timothy Weidemann	<u>  x  </u>
Melinda France	<u>Excused</u>

Also present was Agency Counsel, Jillian Jagling, Esq. from West Group Law.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT** (Recording 15:00-40:32)

Rebecca Martin, Project Manager of the Hudson and Mohawk Rivers Leachate Collaborative shared her report and executive summary of “The Threat of Landfill Leachate to Drinking Water in the Hudson and Mohawk Rivers”.

Manna Jo Greene, Ulster County Legislature wanted to encourage the Board to move forward with the Zero Waste Implementation Plan and Reuse Innovation Center. She stated more waste diverted will be less ominous than the facility will be to the community.

Marc Rider, Executive Director, updated the Board regarding the ZWIP. He stated he was in communication with the consultant who prepared most of ZWIP. Marc stated he hasn’t heard back from the consultant regarding the proposal but will follow up.

Tyler Cannon-Reese, Lauren Selvery, Poppy Cannon-Reese, Mr. Swiderski, Kenneth Wayne Cook, Andrew Faust, Robin Bouchard and Anthony Viera all provided comments in opposition to a landfill in the town of Wawarsing. They shared their concerns, which included environmental concerns, the impact that the landfill would have on the community and shared other possible options.

James Gordon thanked the public for coming out to speak. He told the public that the Agency is listening, reviewing all options and the Agency will do what will benefit the County the most.

**APPROVAL OF AGENDA** (Recording 40:38-44:31)

The following changes were made to the Agenda:

- Committee Membership was added to the Agenda after **Approval of the Minutes**

- Under **New Business** first bullet point, the word “Agency” was removed-should read “Goals of 2025”
- Under **New Business** a bullet point was added for County Farmland Protection Plan as the last bullet

David Gilmour moved the Agenda with the amendments and it was seconded by Donna Egan. 5 in favor, 0 opposed and 0 absent.

### **APPROVAL OF MINUTES** (Recording 45:00-48:49)

Minutes from November 21, 2024, Regular Board Meeting was moved for discussion by David Gilmour. The Board made the following changes to the Minutes:

- Page 1 in “Public Present” Erica Brown’s first name was corrected
- Page 6 under Resolution #2633 changed the word approve to move
- Page 6 under Resolution #2636 first paragraph, changed \$93/gallons to 93 gallons/load

James Goron made a motion to approve the amended minutes, and it was seconded by Donna Egan. 4 in favor, 0 opposed and 1 abstention (BROWN).

Minutes from December 19, 2024, Regular Board Meeting was approved by David Gilmour, and it was seconded by Andrew Ghiorse. 5 in favor, 0 opposed and 0 absent.

### **COMMITTEE MEMBERSHIPS** (Recording 48:50-1:00:32)

The Board agreed to the following appointments:

**Finance Committee:** David Gilmour will be Chair of the Finance Committee and Members will be James Gordon and Donna Egan.

**Audit Committee:** David Gilmour will be Chair of the Audit Committee and Members will be Erica Brown and Donna Egan.

**Governance Committee:** James Gordon will be Chair of the Governance Committee and Members will be Andrew Ghiorse and Erica Brown.

**Recycling Oversight Committee:** Erica Brown will be the Committee Member

The board and staff discussed the committees further. Donna Egan discussed possibly having working groups. The Board decided to discuss the Zero Waste Committee and working groups further at the February meeting.

### **COMMUNICATIONS & ANNOUNCEMENTS**

The next Regular Board Meeting has been scheduled for February 27, 2025, at 6:15 PM

**GENERAL REPORTS**

***Recycling Program Update***-Angelina Brandt, Director of Sustainability (Recording 1:01:35-1:09:30)

- For the month, there were no outreach events or activities
- The department’s focus at this time of year are the annual reports, grants, and other administrative matter
- Advertising for the month was how to recycle books for National Book Month and how to keep your recyclables dry in wintertime
- Recycling Outreach Team is actively promoting the pop-up electronic recycling events (Jan. 11<sup>th</sup> and 25<sup>th</sup>)
- In the process of recruiting a Recycling Educator
- New resources have been added to the Agency’s website (resources were included in the board packet)
  - 2025 class catalog
  - 2025 list of youth programs
- Updating
  - Local composting services
  - Reuse outlets
- Updated the MRDC list (provided in the board packet)

The Board and staff briefly discussed the Recycling Educators position, biennial report, what MWRR grant covers and the MRDC meetings.

***Tim DeGraff, Director of Finance and Administration provided an update regarding the following reports for December:*** (Recording 1:09:37-1:18:13)

➤ **MSW & C &D Tonnage Report**

Target Tons	Actual Tonnage in	Difference
10,190	10,920	Actual Tonnage was 730 tons more than the targeted tons

Final year-end #: Actual tonnage was under the targeted tons by 3,055 tons which is about 2.1% under budgeted amount.

➤ **Recycling Tonnage Report**

Tim stated the recycling correlates with MSW.

Compared to last year-

- Commingled: down by 1.8%
- Glass: down by 3.1%
- Mixed News: down by 2.4%
- Kingston City Mix: down by 2.5%

- OCC: was up by 1.4%
- Scrap: was up by 2.8%
- Ewaste: was up by 7.7%

➤ **MRF Cost Center Analysis**

- Total Sale of Recyclables was \$44,176
- Total Recycling cost was \$8,735
- Net Revenue of \$35,441
- Total Personnel/Operating Expenses \$48,473
- Net loss of \$13,032 for the month
- Year-to-date net loss of \$154,017
- Improved by \$135,091 from prior year

➤ **Treasurer's Report**

There was no vote on the Treasurer's Report due to it not being the final report. Tim stated he needs 30 days for final closure of the books and two weeks is not enough time.

- Revenue Line items to note:
  - **Misc Revenues** in the amount of \$19,193 of which \$7,092 was related to WC audit adjustment (prior years)
  - **HHW/MWRR/FSR Grants** in the amount of \$222,792 was accrual of grants receivable at year end
- Expenses Line items to note:
  - **Personnel** in the amount of \$448,594 which includes year end payroll accruals of one full pay period plus two days
  - **Insurance** in the amount of \$46,416 for premium increase
- Total Operating Expenses for the month were \$1,508,135
- Net Operating Revenues were \$198,616
- Capital Outlay in the amount of \$304,000 was for new CAT 930-wheel loader for New Paltz- this was approved by Resolution #2617 April of 2024
- Net deficit of \$105,384
- Year-to-date the deficit is \$510,713
- Compared to last year the deficit is \$413,085

**Executive Director Update**-Marc Rider, Executive Director (Recording 1:18:17-1:41:50)

➤ **Stakeholder Meetings**

- Attended the Ulster County Legislature's Organizational Meeting on January 14, 2025- Wawarsing residents were present and spoke in opposition to the landfill.
- Attended the Sullivan County Legislature's meeting on January 16, 2025-a resolution was put forth opposing the landfill which passed 8-1.
- Sullivan County Executive Committee voted on the resolution opposing the landfill on January 23, 2025, and met as a full board which passed 8-1.
- Will send to the Board the updated resolutions

➤ **Leachate Collection Project**

- Circulated previously the report “Leachate Loophole” to the Board
- SCS, the Agency’s engineers for this project, are looking for an option of treatment onsite, including treatment of any PFAs or PFOAs present in the leachate. This project has been added to the 2025-2029 Capital Project Plan.
- **Composting Operations and Permit Modifications**
  - Met with the engineers from Sterling Environmental regarding the compost operations and mattress recycling permit modifications. Staff provided Sterling all the documents needed to respond to DEC.
  - West Law, the Agency attorney, is also researching and writing a legal response to the notice.
  - Board and staff discuss the permit modifications
- **Agency Counsel Position**
  - Signed a three-month agreement with the West Law firm
  - Received zero applications. Posted to several law schools (50 different). One of the employment listing sites recommended that the salary should be increased for the position.
  - Marc suggested:
    - Reduce the position to 20 hours per week
    - Reduce the salary to \$70,000
    - Include benefits
  - The Board and Marc discussed the salary of the PT Counsel. They decided the range would be \$75,000-\$85,000 for part-time counsel.
- **County Contract**
  - Had two meetings with the County Attorney
  - Discussed various items
  - Not sure where the County will be on the net service fee
  - The County Attorney will meet with the County Executive next and discuss what the County is looking at
- **Landfill update**
  - Closing date of the RFP will be January 24, 2025
  - Have not received any proposals which are typical
  - Anticipated that the Agency will receive proposals from at least 3-4 firms the day, the RFP is due
  - He will put together a review committee
  - He suggested that a Board member be part of the committee
  - Donna Egan and David Gilmour would be interested in being part of the committee

The Board and Marc briefly discussed Rob Friedlander, Recycling Compliance Officer’s report. The Board is pleased with the work of the Compliance Officer.

## **RESOLUTIONS AND BOARD NOTIFICATIONS** (Recording 1:41:52-1:55:56)

### **Resolution #2640: RE: Approving the 2025-2029 Agency Capital Project Plan**

Donna Egan made a motion to discuss **Resolution #2640 Re: Approving the 2025-2029 Agency Capital Project Plan** and Erica Brown seconded it. A presentation was previously sent to the Board. Marc stated the 25-10 (PPE Maintenance and Replacement) and 25-11 (Landfill Leachate Collection & Treatment) was

added to the previous plan presented. The Board, Marc and Tim Weidemann discussed the updates and, in more detail, the 2025-2029 Agency Capital Project Plan.

After discussing the 2025-2029 Agency Capital Project Plan, Donna Egan made a motion to move the plan to the Finance Committee and it was seconded by Andrew Ghiorse. 4 in favor, 1 opposed (GORDON)

### **OLD (UNFINISHED) BUSINESS -None**

### **NEW BUSINESS** (Recording 1:56:09-2:51:06)

- ***Goals for 2025*** (Recording 1:56:09-2:11:43)

The Board, Marc Rider, Executive Director and Tim Weidemann, Coordinator of Organizational Performance and Development, discussed goals for the Agency and staff. After the discussion, Marc Rider, Executive Director, will provide the Board at the next meeting, with departmental goals. The goals should align with the Capital Project Plan and SWMP.

- ***RIC Planning/Alternative Site Study*** (Recording 2:11:55-2:42:21)

A PowerPoint presentation was provided by Marc Rider and Tim Weidemann. The presentation was called “Ulster County Reuse Pathway for Zero Waste and Economic Resilience”. Tim Weidemann provided a brief background which led to this presentation.

The agenda for discussion regarding the proposal for implementation of the RIC hub and spokes program included the following:

- Introduction
- Project Goals
- Project Scope
- Project Location
- Analysis of Alternative Locations
- Buy vs. Rent Analysis (discussed in Executive Session)
- Projects Budget
- Business Case
- ROI Analysis
- Project Timeline
- Project Management
- Stakeholder Engagement

Tim Weidemann discussed each agenda topic in detail:

**Project Introduction:** The proposal outlines the Ulster County Reuse Pathway for achieving zero waste and economic resilience. The RIC will serve as a central hub for receiving, processing and redistributing donated and diverted goods and materials. The Ulster County RIC represents a fundamental shift in the solid waste management strategy to develop a new Reuse Pathway in order to divert material from the waste stream. This will be a collaborative project on the policy side with the County Ulster Legislature and regionally with other solid waste partners and economic partners.

**Project Goals:**

- Support UCRRA’s goals to divert 90% of waste from landfills by 2050
- Create new jobs in the reuse, repair and deconstruction sectors
- Generate revenue from the sale of reclaimed materials and finished goods
- Avoid or reduce costs from traveling to the landfill
- Educate the public about the benefits of reuse, repair and deconstruction
- Extend the lifespan of valuable materials and reduce consumption of new resources
- Promote sustainable building practices and minimize construction waste

**Project Scope:**

- Materials Handling and Warehousing
- Reuse and Repair Center
- Deconstruction Support
- Retail and Wholesale Operations
- Education and Outreach Center
- Collection Network

**Project Location:**

- Looked at 1155 Flatbush Road, Kingston, NY
  - Preferred location
  - Central location-near major transportation routes and easy access
  - Ample Space
  - Existing Infrastructure
  - Flexible Zoning
  - Move-In Ready
  - Proximately to Existing facilities
  - Steel Framed modern and durable building
  - Loading and parking facilities

**Analysis of Alternative Locations:**

- 80-88 Boices Lane, Kingston, NY
  - Advantages-large space with expansion potential; good highway access and modern industrial park setting
  - Disadvantages-base rent is \$7.75/SF, higher renovations, maintenance and occupancy costs
- 1300 Ulster Avenue, Kingston, NY
  - Advantages: high ceilings suitable for material handling and warehousing and high visibility due to mall location
  - Disadvantages: higher rent compared to preferred site (\$16/SF full service) and potential challenges with traffic and access within the mall complex

**Projects Budget:**

- Capital Costs
  - Land Acquisition
  - Building Renovations/Improvements

- Equipment
- Technology
- Collection infrastructure
- Operating Costs
  - Occupancy costs
  - Staffing
  - Operator subsidies
- Cost comparison from rent vs. purchase

**Business Case:**

- Cost savings
  - Reduced waste disposal cost
    - Increased diversion from landfills
  - Potential for reduced reliance on new goods
    - Beneficial for residents and businesses
  - Cost savings for builders and property owners
    - Use of reclaimed materials
- Environmental Impact
  - Conserving natural resources
  - Reducing greenhouse gas emissions
  - Promoting sustainability
  - Minimizing construction waste
- Cost savings and revenue generation
  - Cost savings
    - Reduced transportation and disposal costs
  - Revenue generation
    - Sales of reclaimed materials and finished goods
    - Retail and wholesale channels
    - Fees for repair services and workshops
    - Potential partnerships with local businesses and organizations
  - Potential for job creation

**ROI Analysis:**

- Projected revenue streams
- Operating costs
- Waste diversion rates
- Job creation and economic impact
- Environmental benefits

**Project Timeline:**

- At this time, it is hard to predict

**Project Management:**

- UCRRRA project manager responsibilities
  - Planning and designing the facility
  - Overseeing construction and renovation
  - Managing the budget and timeline
  - Coordinating with contractors and stakeholders
  - Oversee ongoing maintenance



- Contracted operator responsibilities
  - Managing the warehouse and material handling
  - Overseeing the Reuse and Repair programs
  - Operating the retail and wholesale operations
  - Delivering educational programs and outreach

#### **Stakeholder Engagement:**

- Collaboration with local businesses, residents, and community organizations
- Public forums and workshops to gather input and feedback
- Partnerships with educational institutions, non-profits, and building industry

#### **Evaluation and review performance indicators:**

#### **Next Steps:**

- Answer Questions and refine the plan and proposal
- Board authorization to submit letter of intent
- Negotiation of purchase teams
- Completion of due diligence
- Analysis of funding and financing options
- Receive Board authorization to purchase

The Board and staff discussed the presentation. Marc and Tim Weidemann answered questions that the Board had.

- ***Alternative Funding Mechanisms*** (Recording 2:42:22-2:44:25)
  - A presentation will be done in February.
- ***County Farmland Protection Plan*** (Recording 2:44:26-2:51:06)
  - David Gilmour, Treasurer advised the Board that the County has a draft Farmland Protection Plan and comments are due by January 31, 2025. He was wondering if the Board was interested in submitting comments. After discussion, David Gilmour agreed to prepare a statement, and Marc would submit it on behalf of the Board. The statement would be sent to all Board members for review prior to submitting.

#### **EXECUTIVE SESSION**

James Gordon motion to enter executive session to discuss proposed sale or lease of real property at 8:53 PM and it was seconded by Erica Brown. 5 in favor, 0 opposed.

James Gordon made a motion to exit executive session at 10:22 PM and it was seconded by Donna Egan. 5 in favor, 0 opposed.

#### **RESOLUTION COMING OUT OF EXECUTIVE SESSION** (Recording 2:52:05-2:57:35)

James Gordon made a motion to discuss Resolution #2641 and it was seconded by Erica Brown.

Marc Rider, Executive Director read Resolution #2641 Re: Authorizing a Letter of Intent for the Purchase of 1155 Flatbush Road, Kingston, NY.

**RESOLUTION NO. 2641**

RE: Authorizing a Letter of Intent for the Purchase of 1155 Flatbush Road

WHEREAS, Agency staff have located a site for the Ulster County Reuse Innovation Center and conducted an alternative site analysis,

WHEREAS, It is the recommendation of the Executive Director that the Agency move forward with a letter of intent to purchase 1155 Flatbush Road

NOW, THEREFORE, BE IT

RESOLVED, that the Executive Director is authorized to work with Agency Counsel to draft a Letter of Intent to purchase the property at 5.75 million dollars, with that price contingent upon a third-party appraisal, and agreement of the seller to a ninety-day due diligence period, during which time all necessary environmental studies and other required investigations will have been conducted, and

FURTHER RESOLVED, the Chair is authorized to execute the Letter of Intent detailed above, and

FURTHER RESOLVED, the Executive Director is authorized to procure the services necessary to effectuate the environmental studies, appraisal and all other required investigations detailed in the first resolved, and

FURTHER RESOLVED, that this Resolution shall take effect immediately.

After Marc Rider read the resolution, the Board agreed to add as the third "Further Resolved" the following:

FURTHER RESOLVED, the Letter of Intent shall not be executed until a bona fide purchaser for 1151 Flatbush Road is identified

**3 in favor, 2 abstentions (Gilmour/Egan).**

**EXECUTIVE SESSION**

Andrew Ghiorse motioned to move into Executive Session for employment history of an individual and it was seconded James Gordon at 10:29 PM. 5 in favor, 0 opposed.

**ADJOURN**

Motion to adjourn January 23, 2025, Regular Board Meeting was made by Erica Brown and seconded by Andrew Ghiorse at 10:36 PM.

Vote: Ayes: 5

Nays: 0

Absent: 0

February 27, 2025

Motion to approve the above transcribed Minutes of the January 23, 2025 Regular Board Meeting was made by \_\_\_\_\_, seconded by \_\_\_\_\_. in favor, opposed, absent.

The Minutes were approved by the Board.

Transcribed by: Melinda France, Office Manager.

Signatures:

\_\_\_\_\_  
James Gordon, Chair

DRAFT