ULSTER COUNTY RESOURCE RECOVERY AGENCY
FINANCE COMMITTEE MEETING MINUTES
February 24, 2025, AT 6:00PM

This meeting was held at the Agency's Main Office, 999 Flatbush Road, Kingston, NY. The meeting commenced at 6:00 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Committee Members		Agency Staff	
David Gilmour	X	Marc Rider	X
James Gordon	X	Timothy DeGraff	X
Donna Egan	Virtual	Timothy Weidemann	X

Also present were Andrew Ghiorse, Board Member and Teno West, Esq., who both attended virtually.

Virtual conversations were not recorded due to technical issues.

PUBLIC COMMENT-none

APPROVAL OF AGENDA

David Gilmour approved the agenda as written.

APPROVAL OF MINUTES

James Gordon made a motion to accept the Minutes of the Finance Committee Meeting held October 10, 2024, and it was seconded by David Gilmour. 2 in favor, 0 opposed, and 0 absent. Donna Egan participated remotely and was unable to vote.

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** -**OLD (UNFINISHED) BUSINESS**

- Potential Capital Reserve Policy (Recording 6:04-32:07)

The Committee, Staff and Teno West discussed capital reserve, bonding, the cap on bonding, indentures, By-Laws, the contract with the legislature, operating reserves, capital reserves and user fee.

After discussion, the Committee decided to continue this discussion and to add this on the agenda at the next Finance Committee Meeting under "Old (Unfinished) Business".

NEW BUSINESS

- 2025-2029 Capital Project Plan (Recording 32:08-1:57:42)

The Committee and staff discussed briefly each project # in the Capital Project Plan.

- Project #25-01-Mattress Recycling Area
  - Ready to go just waiting for approval from DEC
  - There are already 2 trailers for this project
  - The mattresses would be taken away from the vendor weekly
- Project #25-02-Secondary Diversion Building
  - Key component for the RIC
  - Important for safety reasons, when diverting material from the trash
  - Will need a permit modification
  - Marc stated there are trailers full of good furniture that could be diverted from the trash
  - Cost avoidance due to the diverted material not traveling to the landfill

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- Project #25-03-RIC (Hub and Spoke)-discussed below (RePOWER)
- Project #25-04-Administration Building Weatherization Upgrade
  - Marc spoke to Rick Alfandre regarding finding two more quotes for engineering professionals
  - The engineers will design a new HVAC unit
  - Marc doesn't want to wait another season with the current unit
  - Would be a heat pump system
  - Committee and staff discussed costs
  - David Gilmour asked if someone could look for a grant with NYSERDA

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- ReP0WER (formerly known as the RIC) (Recording 52:40-1:14:51)

Tim Weidemann, Coordinator of Organizational Performance and Development, and Marc Rider, Executive Director, presented the RePOWER report. RePOWER was formerly known as the RIC which is Project #25-03 in the 2025-2029 Capital Project Plan. The RePOWER presentation was previously presented but has been updated.

Tim Weidemann explained why the project is important and discussed the problem statement. Below are the points made:

- Nearly 265,000 tons of waste generated in Ulster County in 2023
- Only 27% of that amount is currently being diverted, despite successful recycling and composting programs
- The remaining 73% is sent via tractor-trailers 240 miles each way to Seneca Meadows landfill

He stated the summary, and project scope remained the same as the previous presentation. He continued to further point out the following:

The purpose of the RePOWER:

- Increase division of reusable goods and materials, in order to reduce the amount of waste sent to landfills
- Complaints UCRRA's ongoing commitment to recycling and composting by creating a new "reuse pathway" for managing materials
- A hub warehouse, processing and distribution site in the Kingston area
- Multiple spokes at Town MRDCs throughout Ulster County
- Partnerships to support existing reuse businesses to help distribute and collect materials

He stated the main project goal is to support UCRRA's goals to divert 90% of waste from landfills by 2050 consistent with the State's Solid Waste Management Plan.

The hub would be:

- Materials Handling and Warehousing facility
  - Which would receive goods and materials
    - Donated from residents
    - Diverted goods from businesses
    - Materials from deconstruction projects
  - Inventory and sort
    - Catalog materials for storage
    - Prepare items for resale
  - Warehousing
    - Organize materials
    - Maintain a storage system
- Repair workshops and studios
  - Equipped with tools and technology
  - Catered to diverse repair needs
- Collaborate repair projects
  - Spaces for community collaboration
  - Skill-sharing workshops
- Library of things
  - Borrow items needed- ex. tools
  - Support sustainable living
- Deconstruction support
  - Provide resources and expertise
    - Promoting and facilitating building deconstruction
  - Partnering with contractors and demolition companies

The Board and staff discussed whether the proposed building for the RIC could be customized.

Retail and Wholesale Operations:

- At the hub
  - Showroom for general public
  - Wholesale materials marketed to local makers and manufacturers
  - Building/construction and design customers
    - Architectural salvage
    - Bulk materials
    - Custom procurements

        - Access to deconstruction and salvage services
- At the spokes
    - Community collection sites in 19 towns supported by UCRRA
    - Securing a consistent supply of reusable items

Training and Education:
- Education and outreach center
- Offering public education on repair and upcycling
- Training in deconstruction methods in partnership with County, schools and labor
- Emphasizing the benefits of environmental and economic advantages of reuse

Management Structure was discussed including the roles and responsibilities. Costs (operational and capital) were also discussed.

The preferred site would be 1155 Flatbush Road, which would include the purchase of 1151 as well.

Capital Costs for 1155 Flatbush Road:

- $4 million for purchase of the property (does not include $2 million for 1151 Flatbush Road property)
- Budgeted 10% for closing costs
- Budgeted $500,000 for building renovations and improvement
    - Offices, classrooms and event spaces
    - Retail showroom
    - Productions space to meet the tenants' needs for fit-out
- Budgeted $750,000 for equipment
    - Material handling, processing and repair equipment
    - Including forklifts, scales, racking and storage, tools and machinery
- Budgeted $100,000 for technology
    - Hardware and software, inventory management, point-of-sale systems and educational programs
- $2 million for collection site improvements
    - $1 million for upgrading MRDCs (spokes)
    - $1 million for secondary diversion building (Project #25-02)
- **Total Capital Costs would be $7,350,000.00**
- Possible funding in the $1.5-$3 million range from private funding and the County

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There was a discussion regarding bonding and financing sources.

- <u>2025-2029 Capital Project Plan</u> (Recording 1:14:52-1:57:420)
    - Project #25-05-Countywide Sanitary Landfill
        - Only had one proposer (landfill engineer services RFP); decided to reject the proposal and will go back out with a RFP after the alternative technology RFP
        - Alternative technology will not be a capital project, but it would be for feedstock material
        - No changes in the timeline
    - Project #25-06-Compost Expansion (Hub and Spoke)
        - Marc met last Friday (Feb. 20th) with Assemblymember Shrestha and staff which pointed him to the Crest Grant

  - Looking into applying for the grant
  - Waiting on the DEC approval for the permit modification

** The Committee and staff discussed the $850,000 in reserves and what projects/steps that would be done in 2025 and 2026. Marc stated he would forward to the Board the newest RePOWER presentation and the HDR study.

- Project #25-07-Alternative Tech Research Plan and Study
  - Discussion regarding funding the project with the capital reserves
  - Tim DeGraff explained the reserves and debt service fee
  - Discussed regional projects
- Project #25-08-GHG Emissions Study (Scope 1-4)
  - Marc heard and believed it will be required of Solid Waste Authorities to figure out Scope 1-4 emissions
  - Marc thinks it is important that the Agency know scope 1-4
  - Marc thinks this could be addressed in the user fee
  - Will look for grants
  - Will keep this project in 2025

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- Project #25-09-New On Site MRDC at UTS
  - On-site more permanent e-waste and HHW programs
  - Work on 2025
- Project #25-10-PPE Maintenance & Replacement
  - Added replacement schedule for equipment
  - Primary capital replacements
  - The Materials Recovery Facility "MRF" is included in the plan
  - Discussion of grants
- Project #25-11-Landfill Leachate Collection & Treatment
  - SCS are working on the plan and design
  - The engineers are testing all the Agency's leachate for contamination
    - 40 samples of water were taken from New Paltz and Ulster Landfills
    - Waiting to hear
  - The budgeted amount for 2025 is $50,000
  - The committee agreed the budgeted amount should be increased
  - Tim DeGraff stated there are funds in the contingency account for the landfills

David Gilmour made a motion to modify the 2025-2029 Capital Plan with the six changes discussed, and to provide a date and paginate all pages to the Board; James Gordon seconded it.

Marc advised the Committee of their responsibilities according to the By-Laws. Marc stated that the committee's responsibilities are to review and comment on capital expenditures. The Committee cannot hold the 2025-2029 Capital Plan or modify it and no motion needs to be made.

After a brief discussion, everyone agreed to the above discussion. Marc stated he will provide an updated copy of Capital Plan to the Board.

ADJOURN

David Gilmour made a motion to adjourn the Finance Committee Meeting at 7:58 PM and it was seconded by James Gordon. 2 in favor, 0 absent, 0 opposed. Donna Egan attended the meeting virtually and could not vote.

July 23, 2026

Motion to approve the above transcribed Minutes of February 24, 2025, Finance Committee Meeting was made by ________ and seconded by ________. __ in favor, __ opposed, __ absent.

The minutes were approved by the Board.

Transcribed by: Melinda France, Office Manager.

Signature:

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Mike Baden, Chair of the Committee