

**GREATER NEW BEDFORD REGIONAL REFUSE MANAGEMENT DISTRICT
DISTRICT MEETING – April 23, 2020**

Minutes

The Greater New Bedford Regional Refuse Management District Committee held a publicly posted meeting on **Thursday, April 23, 2020 at 8:00 AM** at the Greater New Bedford Regional Refuse Management District Administration Office, 600 Quanaoag Road, Dartmouth, MA 02747.

(District Committee members participated remotely via video conference call)

Chairperson recognized the passing of District Committee board member Kathleen Towers. A moment of silence was observed in her memory.

1. Call to order

Chairperson Beauregard called the meeting to order at 8:00 am and read the following notice: “Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s March 23, 2020 Order imposing strict limitations on the number of people that may gather in one place, as extended by the Governor’s March 31, 2020 Order, this meeting of the Greater New Bedford Regional Refuse Management District’s District Committee is being conducted via remote participation.

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

Despite the committee’s best efforts, the board is not able to provide for real-time access, and so a record of this meeting will be posted on the District’s website at www.gnbrrmdistrict.org as soon as possible after the conclusion of the meeting. There is no charge to access the recording.

OPEN MEETING LAW RECORDING ANNOUNCEMENT

Pursuant to the Open Meeting Law, any person may make an audio or video recording of this public meeting or may transmit the meeting through any medium. Attendees are therefore advised that such recordings or transmissions are being made wither perceived or unperceived by those present and are deemed acknowledged and permissible.”

2. Legal Notices

Chairperson Beauregard noted that the legal notices of the meeting were posted in Dartmouth and New Bedford more than 48 hours prior to the meeting.

3. The roll call of members

Prior to calling the roll call of members participating in the meeting, chairperson Beauregard reminded members that texting and private chats on the video conference platform are not an acceptable method of remote participation. He also wanted to make sure that all members could be heard when they are speaking and if any member cannot hear another member to please let him know. Finally, he informed members that if their remote connection is lost, that they should attempt to sign back in. The time they were disconnected and the time they signed back in will be noted.

Roll call of members:

Chairperson, John Beauregard; yes

Daniel Patten, yes

Christine LeBlanc, yes

Ken Blanchard, yes

Michael Gagne, yes

Also present: Scott Alfonse, Executive Director; Leonor Ferreira, Secretary; Attorney Matthew J. Thomas, District Counsel.

4. Warrant Report and Ratification – Warrant dated March 30, 2020

Chairperson Beauregard asked for a motion to ratify the warrants dated March 30, 2020. Motion made by Mr. Patten, seconded by Mr. Blanchard. Vote 5-0.

5. Approval of Minutes – March 20, 2020

Chairperson Beauregard asked for a motion to approve the March 20, 2020 minutes. Motion made by Mr. Patten, seconded by Ms. LeBlanc. Vote 5-0.

6. Old Business

a. Long term planning discussion

Chairperson Beauregard asked for a motion to discuss long-term planning for the District. Motion made by Ms. LeBlanc, seconded by Mr. Blanchard.

Mr. Alfonse referred to the outline of the draft Scope of Work of the packet. He summarized prior discussions about the need for a long-range District plan

- Section 2.1.1 - he noted that the District is in good financial position, and it is imperative that it continues securing its financial position for the future.
- Section 2.1.2 - he noted that the authority for managing solid waste comes both through the District Agreement as well as Massachusetts General Laws which provide for the establishment of the Refuse District. Key components of that law allow for the District to incur debt as well as construct a refuse disposal facility.
- Section 2.1.3 - he noted that landfill capacity is a commodity in Massachusetts because there are few landfills left in the state.
- Section 2.1.4 - he noted that the District owns over 300 acres of buffer land which is used as opened space.

- Section 2.2.1 - he noted that cells 3, 4, 5, and 6 have approximately 9.5 years of capacity remaining. Cells 7 and 8 will provide approximately 2.5 years of capacity. There aren't any plans for additional cells beyond those cells.
- Section 2.2.2 - he noted that bonding requires approval from New Bedford city council and Dartmouth town meeting. The District last bonded in 1993.
- Section 2.2.4 - he noted the limited upland area on land "site assigned" for solid waste disposal.
- Section 2.2.5 - he noted that the city and the town develop and enforce their policies for solid waste and recycling. The District's role is educating residents, but it does not enforce regulation or develop policy.
- Section 2.3.1 - he noted that of all solid waste disposal technologies, landfills may be the most valuable. Other technologies typically rely on landfills for materials that cannot be processed or recycled.
- Section 2.3.2 – he noted that the District has land which could be used for other technologies such as anerobic digester or new emerging technologies.
- Section 2.4 - he noted the threat ongoing and unaddressed nuisance conditions could pose.

He noted that section 3 would be what the District would be looking for the consultant to do.

- Section 3.3.2 - he referred to the map which showed the current location of the West Stormwater Basin which is currently within site assigned area. There is a question as to whether the basin must be on site assigned land. Mr. Blanchard questioned if cell #9 could be built in the area of the stormwater basin if it is relocated. Mr. Alfonse replied that cell construction sequencing would be determined. He also noted that there may be a potential to recreate the basin outside of the site assigned area. Mr. Beauregard questioned if that would be considered a large cell. Mr. Alfonse stated Brown and Caldwell reviewed it and based on solid waste generation rates at the time, it offered approximately 2 years of capacity. Depending how the District moves forward in the future in allocating capacity to commercial customers, it could be longer.
- Section 3.3.3 - he noted that the consultant should evaluate any other opportunities for expansion
- Section 3.4 - he noted that the board has previously discussed what would happen once the landfill reaches capacity.
- Section 4.1 - he noted how certain commercial haulers fear losing customers if the hauler strictly enforces the waste bans.
- Section 4.2 – Mr. Alfonse discussed the importance of striking a balance of bringing enough waste to maintain the District's financial stability, but not any more than that.
- Section 4.3 – Mr. Alfonse described the need to evaluate options that include diverting waste to other facilities in exchange for the District accepting by-products from those facilities.
- Section 5.2 - he noted that expansion in previously settled areas should also be discussed in the section on "Maximizing Capacity". Brown and Caldwell has identified settlement areas on the landfill that should be further studied.
- Section 5.3 - Mr. Alfonse described the uncertainties associated with seeking a modification to the Site Assignment. Mr. Blanchard asked for details of the risks which were discussed. Ms. LeBlanc described the public process for Site Assignment modification. Mr. Patten suggested pursuing this option once the landfill is near capacity. Mr. Alfonse agreed, and noted that a modification would likely be a lengthy process, in terms of years.

Mr. Alfonse summarized the analysis the District would seek under this section

Mr. Alfonse then referred to section 6.

Mr. Blanchard questioned if mining closed cells should be explored. Mr. Alfonse said that most materials with value are removed before going into the waste stream. It's not likely to be explored due to the potential for odors.

Mr. Alfonse reviewed sections 7 through 8. He noted the District's cursory long-term financial plan and the need for a more comprehensive plan.

Mr. Alfonse referenced comments he received from Mr. Patten regarding the best options for the buffer land.

Mr. Alfonse asked the board for comments and suggestions. Ms. LeBlanc stressed the need to evaluate public acceptance when looking at any option.

Mr. Beauregard noted that Dartmouth select board has requested Dartmouth members to appear before them which was scheduled for May 18, 2020. This discussion provides them with information on the District's efforts.

Mr. Gagne noted that there should be some analysis or determination of the compliance of what Dartmouth and New Bedford residents have in their solid waste disposal items. How can there be compliance with those programs? Mr. Alfonse noted in the need to include services for waste reduction recommendations in "section 4" under "Analyze options for maximizing existing capacity". He also noted that recycling is mandatory in both communities, but getting 100% compliance is a challenge. Mr. Gagne questioned if District recycling staff were performing spot inspections before the COVID-19 pandemic. Mr. Alfonse described the District's "house to house" efforts in New Bedford and Dartmouth to improve quality and the District's lack of enforcement authority. He noted that waste composition studies have not been done at the landfill. A waste composition study should be included in the scope.

Mr. Patten questioned if a review of site buildings use and composting alternatives should be included. Mr. Alfonse noted that compost should be included.

Mr. Alfonse noted that he will use the outline with scope of work including member's comments, and have it ready for the next meeting.

b. COVID-19 operations update

Chairperson Beauregard asked for a motion to receive an update on District operations. Motion made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Alfonse referred to the memo provided an update to the board.

The board suggested that \$100 gift cards should be purchased for all District staff to show District's appreciation for the employee's commitment and dedication during the pandemic. Mr. Alfonse will ask what each employee's preference is on the gift card.

Motion to offer \$100 gift cards for all landfill employees, Recycling and Administration staff that have been actively working during the COVID-19 outbreak to show District's appreciation for their commitment. Motion made by Mr. Patten, seconded by Ms. LeBlanc. Roll call vote: John Beauregard, yes; Daniel Patten, yes; Christine LeBlanc, yes; Ken Blanchard, yes; Michael Gagne, yes.

7. Old Business

a. Transfer from Recycling Reimbursement Reserve Fund

Chairperson Beauregard asked for a motion to approve the transfer of \$16,140 from the Recycling Reimbursement Fund to reimburse Dartmouth for a portion of the purchase of a cardboard compactor installed at DeMello Elementary School. Motion made by Mr. Patten, seconded by Ms. LeBlanc.

Mr. Alfonse presented memo and the reason for the transfer. Mr. Beauregard questioned who requested the transfer and Mr. Alfonse said the request came from DPW.

Motion to approve made by Mr. Blanchard, seconded Ms. LeBlanc. Roll call vote: John Beauregard, yes; Daniel Patten, yes; Christine LeBlanc, yes; Ken Blanchard, yes; Michael Gagne, yes.

Chairperson noted that the minutes of the meeting and warrant were not approved through roll call. Attorney Thomas noted that Chair could make a motion to accept the minutes and warrant as presented.

Motion to accept the meeting minutes and warrant as presented and to ratify the vote approving them. Motion made by Mr. Patten, seconded by Ms. LeBlanc. Roll call vote: John Beauregard, yes; Daniel Patten, yes; Christine LeBlanc, yes; Ken Blanchard, yes; Michael Gagne, yes.

b. Tablet / software for District Committee

Chairperson Beauregard asked for a motion discuss tablets and software for the District Committee. Motion made by Ms. LeBlanc, seconded by Mr. Blanchard.

Mr. Alfonse discussed the benefits of purchasing tablets for committee members and discussed the proposals.

Attorney Thomas noted that with remote meeting any information sent and stored on board members' personal computers are public record, as long as it is part of District work. He recommended members separate it or put it on external hard drive. Correspondence between the Executive Director and the board is also governed under the Open Meeting Law. Tablets provide security and could help satisfy many parts of the law.

Mr. Blanchard questioned if the tablets would replace the usage of personal computers and if they would also be used for remote meetings. Mr. Alfonse noted that was the intent.

Mr. Gagne noted that having information easily available he would recommend that staff proceed with Lenovo purchase and any applicable software. He noted the alignment with the District's goals to reduce waste.

Mr. Patten asked if the Citizen Participation portion of the Granicus proposal was not purchased, would members from Bartholomew & Co. and Hague & Sahady be able to join District meetings.

After further discussion it was agreed to continue research and present final proposal for next meeting. Also, obtain pricing for one (1) additional tablet, total seven (7) tablets.

c. Director's report

Motion to receive the Director's report. Motion made by Ms. LeBlanc, seconded by Mr. Blanchard.

Mr. Alfonse provided status on financials updates, Dartmouth updates, and Recycling updates. He also noted the Spring Event cancelations.

d. Items which could not have been reasonably anticipated 48 hours in advance

None

8. Set Date for Next Meeting

Next meeting is scheduled for Thursday, May 21, 2020 at 8:00 a.m.

(the meeting date has since been revised to Wednesday, May 20, 2020 at 8:00 a.m.)

9. Adjourn

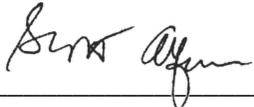
Chairperson Beauregard asked for a motion to adjourn the meeting. Motion made by Mr. Patten, seconded by Mr. Blanchard. Roll call vote: John Beauregard, yes; Daniel Patten, yes; Christine LeBlanc, yes; Ken Blanchard, yes; Michael Gagne, yes.

Meeting adjourned at 9:24 a.m.

MEMOS

- 6a. Long Range Planning dated 4/17/2020
 - 6b. COVID-19 Operations update dated 4/17/2020
 - 7a. Transfer of funds from Recycling Reimbursement Reserve Fund dated 4/17/2020
 - 7.b Tablets/Software for District Committee dated 4/17/2020
 - 7.c Director's Report dated 4/17/2020
- Dan Patten's email to Scott Alfonse dated 4/21/2020

Approved by vote of District Committee on Wednesday, May 20, 2020.



Scott Alfonse, Executive Director