

GREATER NEW BEDFORD REGIONAL REFUSE MANAGEMENT DISTRICT MEETING

Meeting Minutes

Thursday, January 19, 2023

The Greater New Bedford Regional Refuse Management District Committee held a publicly posted meeting on **Thursday, January 19, 2023, at 8:00 A.M.** at the Dartmouth Town Hall, Room 315, 400 Slocum Road, Dartmouth, MA.

District Committee Members in attendance: Chairperson, John Beauregard; Daniel Patten, Christine LeBlanc, Ken Blanchard, Kelley Cabral-Mosher, Michael Gagne.

Also in attendance: Scott Alfonse, Executive Director; Leonor Ferreira, Secretary; Matthew J. Thomas, District Counsel; Anthony Novelli, Project Manager; Tom King, Accountant.

1. Call to order / Salute the flag.

Chairperson Beauregard called the meeting to order at 8:00 a.m. and led a salute to the flag.

2. Legal notices

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

Chairperson Beauregard read the following statement:

“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 and transmissions are being made, whether perceived or unperceived, by those present, and are deemed acknowledged and permissible.”

3. Roll call of members

Chairperson John Beauregard, yes
Daniel Patten, yes
Christine LeBlanc, yes
Ken Blanchard, yes
Kelley Cabral-Mosher, yes
Michael Gagne, yes

4. Approval of Minutes

a. December 15, 2022, regular session

Motion to approve the minutes of December 15, 2022, made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion passed 6 – 0.

5. Warrant Report and Ratification

b. Warrants No. 10-23 dated December 12, 2022, 11-23 dated December 20, 2022, and 12-23 dated January 10, 2023.

Motion to ratify warrants 10-23 dated December 12, 2022, 11-23 dated December 20, 2022, and 12-23 dated January 10, 2023, made by Ms. LeBlanc, seconded by Mr. Blanchard. All voted in favor. Motion passed 6-0.

6. New Business

a. FY 2024 budget

Motion to consider the draft FY 2024 budget made by Mr. Patten, seconded by Ms. LeBlanc.

Mr. Alfonse reviewed the draft FY 2024 budget and memo describing key components/changes to the draft FY 2024 budget. He noted that Salaries and Wages were reviewed by the Personnel Subcommittee (Christine LeBlanc, and Kelley Cabral-Mosher), and the budget was reviewed by the Budget Subcommittee (John Beauregard and Dan Patten). He noted the District Committee's previous recommendation of the salary schedule adopted in December 2021 and implemented in January 2022. Mr. Alfonse noted the various salary data points that were considered (New Bedford, Dartmouth, industry trends (4%) and Consumer Price Index (CPI)). Mr. Alfonse noted that the recommendation by the Personnel Subcommittee was a 3% adjustment to the salary schedule for District employees and a step increase for those eligible employees.

Mr. Alfonse reviewed his recommendation for the Executive Secretary's salary adjustment for FY 2024. Mr. Gagne noted that the solution for the Secretary's salary adjustment was reasonable. Mr. Beauregard recommended the term "Secretary" seemed outdated and it should be reviewed to fit the position's job description. Mr. Alfonse noted that there are two upcoming Personnel Subcommittee meetings, and it will be reviewed.

Mr. Alfonse noted the member assessments for FY 2024.

Attorney Thomas asked if District had extended Commonwealth New Bedford Energy's (CNBE) lease. Mr. Alfonse said no, and he described CNBE's lease with the District.

Mr. Alfonse referred to Summary of Revenue and Expenses page, % change (FY 23 to FY 24), describing the fluctuating line items.

Motion made by Mr. Gagne to accept the FY 2024 budget as presented by the Executive Director with the Revenue projections, with the recommendation for making the adjustment in the salary category for the position (Executive Secretary) to be classified at the higher step.

Mr. Alfonse noted that the adjustment is in the budget already.

Seconded by Mr. Blanchard. All voted in favor. Motion passed 6 – 0.

Committee moved to discuss item 6c.

c. FY 2023, 2024 and 2025 Audit proposal

Motion to discuss the audit proposal made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Alfonse reviewed the memo noting that a proposal was received from Hague, Sahady & Co. for auditing services for a term of three years (FY 2023, 2024, and 2025). He recognized Mr. King for additional remarks.

Mr. King noted that Hague, Sahady & Co. were very responsive to his requests for information during the audit process.

Mr. Patten noted that three years ago when audits were being performed remotely, the District requested a cost reduction, which they have done. Mr. Alfonse noted that audits have been performed remotely for the past three years.

Mr. Gagne noted his positive interaction with the auditing firm, and recommended keeping Hague, Sahady & Co. as the District's auditing firm.

Mr. Beauregard noted if a new auditing firm were to be selected, it could take a while to bring them up to date.

Ms. LeBlanc asked why contracts weren't done annually instead of three years. Mr. Alfonse noted prior proposals from Hague & Sahady & Co. were for three years, but the District chose annual contracts; however, three years ago the District signed a three year agreement.

**Motion to accept it made by Mr. Patten, seconded by Mr. Gagne. All voted in favor.
Motion passed 6 – 0.**

Committee moved to discuss item 6b.

- b. EPA Solid Waste Infrastructure for Recycling (SWIFR) grant update
Motion to receive an update on the EPA Solid Waste Infrastructure for Recycling Grant made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Alfonse reviewed the memo, and recognized Mr. Novelli who provided an update on the Solid Waste Infrastructure Grant for Recycling (SWIFR) grant.

Mr. Novelli noted that through MassDEP's partnership with RecyclingWorks, District has received 45 hours of an expert composting consultant's service free of charge to the District to help design the composting system and to incorporate Best Management Practices from the industry. Mr. Novelli noted the logistics that still need to be worked on. He noted that District staff met with Bob Spencer who provided the District with recommendations. Mr. Spencer manages a solid waste district in Vermont. His recommendation included the addition of food waste to the current compost at the landfill, and there wouldn't be any changes to the landfill's infrastructure. He noted that Geosyntec estimated that food waste accounted for 20% of the total waste disposed at the landfill, and outsourcing yard waste was identified as the best long term option for managing the District's yard waste. Mr. Novelli noted that after Mr. Spencer's recommendations, the District does not have intentions of applying for the SWIFR grant.

Mr. Beauregard asked if it was for both towns. Mr. Novelli agreed.

Mr. Alfonse described grant challenges associated with sourcing food waste without the infrastructure for the project (show EPA how sourcing food waste for the project). He noted that the city has the infrastructure for food waste drop off, and the town wants to start a drop off food waste collection, but doesn't have an economically viable outlet for disposing of food waste. He noted that the District would work with current food waste outlet in New Bedford, start building the food waste collection infrastructure, and then apply for the grant demonstrating District's capability of managing it.

Attorney Thomas noted that by introducing food waste to yard waste it could generate methane gas, and he asked how it would be managed. Mr. Novelli described the process for managing the potential methane gas generation from composting.

Ms. LeBlanc asked if it would have a leachate collection system. Mr. Alfonse noted that before starting the project, it will seek recommendations from Dartmouth Board of Health to ensure a model composting operations.

Mr. Beauregard asked if there was an end-user in place for the compost material. Mr. Alfonse said not yet. He described the composting screening process in order to obtain a high quality product.

Mr. Patten asked if District had the equipment necessary for the process. Mr. Alfonse noted the equipment District had available.

Mr. Gagne noted page 2 of the memo noting the issue relevant to “as the program becomes successful, third party haulers, then start getting it segregated materials from restaurants, etc.”, and asked if when the District gets to that point which is significantly down the road, could we also ask if they maybe look doing a pilot project added into that consideration for residential involving New Bedford and Dartmouth. It would allow for tonnage and cost reduction. Mr. Alfonse agreed. Mr. Novelli described the initial reasons for starting to work on this project (waste bans, reduce capacity, etc.).

The group agreed that starting a composting pilot project could be beneficial to the city and the town.

d. Director’s Report

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

Mr. Alfonse reviewed the memo. He noted the Sustainable (SMRP) grant awarded to New Bedford.

Mr. Blanchard asked about the ongoing mattress waste ban. Mr. Alfonse described the ongoing mattress waste ban challenges at the landfill. He described the screening process for the landfill to accept or deny delivered mattresses. Mattresses that can be recycled are sent to HandUp, a mattress recycling company.

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

Mr. Alfonse noted that a new board member from New Bedford has been nominated to the Committee to replace Mr. Blanchard. He recognized Mr. Blanchard’s participation and comments while service on the board as a New Bedford board member.

Mr. Gagne asked if random samples of the Covanta material (ash) was taken to determine the content. Mr. Alfonse noted that Covanta is responsible for the testing because it is under a Beneficial Use Determination (BUD) issued by MassDEP. Ms. LeBlanc asked if District had that data. Mr. Alfonse said no, but he can request it. Mr. Gagne noted that it would be a beneficial to have documented data for future reference.

7. Set Meeting Schedule – April 2023

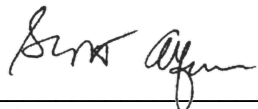
April meeting not scheduled.

8. Adjourn

Motion to adjourn made by Mr. Patten, seconded by Mr. Blanchard. All voted in favor. Motion passed 6 to 0.

The meeting adjourned at 8:55 a.m.

Approved by vote of District Committee on February 23, 2023



Scott Alfonse, Executive Director

MEMOS

- 6a. Memo – DRAFT FY 2024 Budget dated 1/3/2023
- 6b. Memo – Grant application – Solid Waste Infrastructure dated 1/13/2023
- 6c. Memo – FY 2023, 2024 and 2025 Audit Proposal
- 6d. Memo – Director’s report dated 1/13/2023

Attachment – Congratulations? New Bedford REVISED 2022 SMRP Grant Award

Attachment – Commercial and Municipal Tonnage – July 2021 to Dec. 2022