

**DISTRICT COMMITTEE- GREATER NEW BEDFORD
REGIONAL REFUSE MANAGEMENT DISTRICT MEETING**

Meeting Minutes

Wednesday, November 20, 2024

The Greater New Bedford Regional Refuse Management District Committee held a publicly posted meeting on Wednesday, November 20, 2024, at 8:00 AM at the Dartmouth Town Hall - Room 309, 400 Slocum Road, Dartmouth, MA 02747.

District Committee Members in attendance: Chairperson John Beauregard, Daniel Patten, Christine LeBlanc, Kelley Cabral-Mosher, and Caroline Conzatti. Michael Gagne, absent.

Also in attendance: Anthony Novelli, Executive Director; Lee Ferreira, Executive Assistant; Matthew J. Thomas, District Counsel.

1. Call to order / Salute the flag

Chairperson Beauregard called the meeting to order at 8:05 am and led the pledge of allegiance.

2. Legal notices

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. All legal notices of the meeting were posted in Dartmouth and New Bedford more than 48 hours prior to the meeting.”

3. Roll call of members

Chairperson John Beauregard- Yes
Daniel Patten- Yes
Christine LeBlanc- Yes
Kelley Cabral-Mosher- yes
Caroline Conzatti – yes
Michael Gagne – absent

4. Approval of Minutes

a. Draft minutes of October 24, 2024 - Regular Session

MOTION to approve the draft minutes of October 24, 2024 meeting made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion carried 5-0.

Chairperson Beauregard expressed his appreciation to Ms. Ferreira for always doing a great job completing the meeting minutes.

5. Warrant Report and Ratification

- a. Warrants 08-25 and 09-25.

MOTION to ratify Warrant 8-25 dated October 23, 2024 and Warrant 9-25 dated November 6, 2024 made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion carried 5-0.

6. New Business

- a. Presentation of FY2024 Audit Results

Chairperson Beauregard requested a MOTION to discuss the FY2024 audit results. MOTION made by Mr. Patten, seconded by Ms. LeBlanc.

Chairperson Beauregard stated the audit results are not yet finalized, and suggested the presentation of the FY2024 audit results be tabled until the next meeting.

Mr. Novelli mentioned that the District provided all requested documents in a timely manner, and that the auditor's review and preparation of the financial statements was taking longer than expected. The deadline for them to complete the audit and present at this meeting was clearly communicated.

Ms. LeBlanc mentioned that this is the first time that Hauge & Sahady has not completed the audit on time. Chairperson Beauregard mentioned that it is unfortunate that this was not completed on time and noted that it was not a reflection of the District staff's efforts. The group discussed the existing agreement with Hauge & Sahady which will last another year, and plans to go out to bid for the following year (FY26).

MOTION to table item until the next meeting made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion carried 5-0.

- b. FY2024 Reconciliation

MOTION to discuss FY2024 Reconciliation made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Novelli explained that the exact amount for reconciliation has yet to be confirmed with the finalized audit, but that he expects around \$800K to be available for deposit into reserves. He mentioned that the District's Closure and Post Closure estimates are updated annually. The combined sum of these two accounts is fully funded, but one is slightly underfunded and one is slightly overfunded. He requested permission from MassDEP to transfer some funds between the two accounts to bring both to 100% funded but has not yet received confirmation.

He suggested that the full amount be deposited into the Phase 2 Design & Construction Trust once the amount is confirmed.

MOTION to table the FY2024 Reconciliation vote until the next meeting made by Mr. Patten, seconded by Ms. LeBlanc. All voted in favor. Motion carried 5-0.

c. Staff Report

MOTION to receive the Staff Report made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Novelli reviewed the memo. He mentioned that 3 vertical gas collection wells would be installed soon. The District has not received any odor complaints in recent months, which is a testament that the gas system is functioning well. Brown and Caldwell is beginning design work on the next landfill cell.

He informed the Committee that he is expecting a baby as soon as the upcoming weekend, and that he would be taking Parental & Family Leave for at least the following two weeks. He plans to work remotely in the following weeks and occasionally come into the office. The Committee approved remote work for the Executive Director over this period. Mr. Novelli mentioned that the lead Landfill Gas Technician is also expecting a child soon and that he would be taking Parental & Family Leave in December as well. The operations team has been planning for this absence.

He also informed the Committee that the Accountant is currently on medical leave, leaving the office a little short staffed. The Executive Assistant is able to perform some accounting duties while he is out, which has been a good arrangement in the past, and Mr. Novelli requested that the Committee approve an additional stipend for the Executive Assistant for the period that she performs these additional duties. The District also has a part-time Accountant to ensure that all accounting duties are covered.

MOTION to approve a \$300 per week stipend for the Executive Assistant beginning November 18, 2024, for every week the Executive Assistant performs essential Accountant duties while the Accountant is on medical leave. Motion made by Ms. LeBlanc, seconded by Mr. Patten. All voted in favor. Motion carried 5 – 0.

Mr. Novelli discussed plans to fill two currently vacant positions in January, once he and the lead Landfill Gas Tech return to work full time.

He mentioned that the food waste drop-off program at the Dartmouth Transfer Station has been doing well and the tonnages received have continued to increase, which is encouraging. He and the Waste Reduction Staff continue to prioritize food waste diversion as a waste reduction strategy. There are not many commercial composting facilities in the area, and there is a need for more food waste processing capacity to really scale up the diversion efforts. Ms. LeBlanc mentioned that there may be a facility opening in Brockton at some point.

Chairperson Beauregard asked if New Bedford has a drop-off location as well. Mr. Novelli confirmed that it is at the Recycling Center on Shawmut Avenue. Ms. Cabral-Mosher mentioned that the Recycling Center is hard to find, and she felt like she was trespassing when she went there. She mentioned that this is an important resource for residents, and better

signage at the facility could help prevent confusion among residents. Mr. Novelli agreed and mentioned that this is currently being discussed with the City's DFFM.

MOTION to accept the Staff Report and place on file made by Ms. LeBlanc, seconded by Mr. Patten. All voted in favor. Motion carried 5 -0.

7. **Old Business**

a. Discuss FY26 Assessments to member communities

MOTION to discuss FY26 assessments to the member communities made by Ms. LeBlanc, seconded by Mr. Patten.

Mr. Novelli presented some scenarios he prepared detailing the effects of different assessment amounts to the member communities on long term capacity and funding needs. He mentioned that these are estimates, and that converting tonnage to be received into cubic yards of airspace consumed is not exact. Assumptions were also made on annual expenses for the purposes of these estimates.

He mentioned that keeping the current incoming tonnage of 30,000 tons per year may be challenging due to market conditions and some of the District's larger commercial haulers doing business elsewhere. The existing contracts are only for one year.

Ms. LeBlanc believes that the City and Town would prefer that the District take in less volume to preserve capacity, even if the cost goes up. Chairperson Beauregard agreed.

The Committee mentioned that there is a need for a meeting with the finance departments in the City and Town to discuss these scenarios. The District could keep the assessments near the current amount, but there will be a very drastic price increase when Crapo Hill closes and there will be a lot of sticker shock, since the District has provided such an affordable rate for so long. The assessment is currently under \$1 million per year combined, and the communities would be paying an estimated \$4.2 million per year elsewhere. The Committee plans to gradually increase the assessment amount while trying to preserve as much capacity as possible for the members. The planned increase for the next year is 6%, and the District could mention the expected increases for the two following years in the assessment letter so the members can plan for future increases.

Mr. Novelli mentioned the importance of remaining competitive on pricing. It is important to maintain contracts with the existing haulers to keep the current assessment structure for the members. He suggested that the District plan to keep the same tipping fees in FY26 as FY25 in order to secure a similar amount of tonnage. The Committee agreed.

8. **Executive Session**

Chairperson Beauregard requested a motion that the District Committee enter into Executive Session pursuant to General Law Chapter 30A, Section 21(a)(7) and General Law chapter 4, Section 7, Clause Twenty-Sixth(d) to discuss inter-agency or intra-agency memoranda or letters relating to policy positions being developed by the District and then

reconvene in Open Session. MOTION made by Mr. Patten, seconded by Ms. LeBlanc. The minutes of this Executive Session will become public once the policy positions being developed by the District have been fully developed.

The Committee entered Executive Session at 9:04 a.m.

The Committee returned to open session at 9:38 a.m.

9. Items That Could Not Be Reasonably Anticipated 48 Hours In Advance

There were none.

10. Set Meeting Schedule

The next meeting is scheduled for December 19th. The following meeting was scheduled for January 9th

11. Adjourn

MOTION to adjourn the meeting made by Ms. LeBlanc, seconded by Mr. Patten. All voted in favor. Motion carried 5-0.

Meeting adjourned at 9:41 a.m. on November 20, 2024.

MEMOS

6B. FY2024 Reconciliation

6C. Staff Report

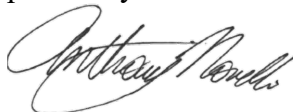
Attachment: Tonnage Graph June 2023 – October 2024

Attachment: Income Statement as of November 15, 2024

7A. Discuss FY26 Assessments to member communities

Attachment: FY26 Assessment Scenarios

Approved by vote of the District Committee on December 19, 2024.



Anthony Novelli, Executive Director