

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

Meeting Minutes

Tuesday, May 20, 2025

The Greater New Bedford Regional Refuse Management District Committee held a publicly posted meeting on Tuesday, May 20, 2025, 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, Michael Gagne, Kelley Cabral-Mosher, and Caroline Conzatti.

Also in attendance: Anthony Novelli, Executive Director; Lee Ferreira, Executive Assistant; Raphael Wechsler, Project Manager; and Matthew J. Thomas, District Counsel.

1. Call to order / Salute the flag

Chairperson Beauregard called the meeting to order at 8:00 a.m. 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
Kelley Cabral-Mosher: yes
Caroline Conzatti: yes
Michael Gagne: yes
One seat on the Committee is currently vacant.

4. Approval of Minutes

- a. Draft Minutes of April 17, 2025 Meeting, Regular Session

Chairperson Beauregard requested a MOTION to approve the Draft Minutes of the April 17, 2025 meeting, Regular Session. MOTION made by Mr. Patten, seconded by Ms. Conzatti. All voted in favor. Motion passed 5- 0.

- b. Draft Minutes of April 17, 2025 Meeting, Executive Session

Chairperson Beauregard requested a MOTION to approve the Draft Minutes of the April 17, 2025 meeting, Executive Session. MOTION made by Mr. Patten, seconded by Ms. Conzatti. All voted in favor. Motion passed 5- 0.

5. Warrant Report and Ratification

- a. Warrant 20-25 and 21-25 ratification

Chairperson Beauregard requested a MOTION to ratify Warrant 20-25 dated April 17, 2025 and Warrant 21-25 dated May 5, 2025. MOTION made by Mr. Patten, seconded by Ms. Conzatti. All voted in favor. Motion passed 5- 0.

6. New Business

- a. Bid Results- Main Pump Station Rehabilitation

Chairperson Beauregard requested a MOTION to discuss the Bid Results for the Main Pump Station Rehabilitation. MOTION made by Ms. Conzatti, seconded by Mr. Patten.

Mr. Novelli reviewed the two bid results received from this solicitation and stated that the lowest responsive and responsible bidder was Ardent Group, Inc. with a bid price of \$226,000. He received positive feedback from their references and recommended that they be awarded the contract.

Chairperson Beauregard requested a MOTION to award and authorize the Executive Director to execute a contract for the Main Pump Station Rehabilitation with Ardent Group, Inc in the amount of \$226,000. MOTION made by Mr. Patten, seconded by Ms. Cabral-Mosher. All voted in favor. Motion passed 5- 0.

- b. Environmental Monitoring Services Contract

Chairperson Beauregard requested a MOTION to discuss the Environmental Monitoring Services Contract. MOTION made by Ms. Conzatti, seconded by Ms. Cabral-Mosher.

Mr. Novelli mentioned that the existing contract for environmental monitoring services expires on June 30, 2025 and requested that the Committee approve the advertisement of a Request for Proposals. The RFP process would allow the District to select the most advantageous proposal and take into consideration factors like experience instead of just the lowest price.

MOTION to authorize the Executive Director to advertise a Request for Proposals for Environmental Monitoring Services. MOTION made by Mr. Patten, seconded by Ms. Cabral-Mosher. All voted in favor. Motion passed 5- 0.

- c. FY26 Legal Services

Attorney Thomas left the room at 8:08 am for this discussion.

Chairperson Beauregard requested a MOTION to discuss FY26 Legal Services. MOTION made by Mr. Patten, seconded by Ms. Conzatti.

Mr. Novelli reviewed Attorney Thomas's proposed Agreement for FY26. Mr. Novelli said that Attorney Thomas has always given sound legal guidance and that he has a lot of institutional

knowledge about the District that is extremely valuable. He enjoys working with him and recommended that the Committee approve the proposed agreement.

Mr. Gagne described a long history of working with Attorney Thomas favorably and that his rate is reasonable. He agreed with the recommendation and asked to clarify the proposed fee structure. He pointed out that the fee agreement appears to be that Attorney Thomas's first 25 hours would be billed at \$200/hour and any additional hours at \$250/hour. Mr. Novelli believes that this is correct, and agreed to clarify this with Mr. Thomas.

MOTION to approve the contract with Attorney Thomas as presented and to authorize the Executive Director to sign both the yearly retainer and the hourly rate agreements for July 1, 2025- June 30, 2026 made by Mr. Gagne, seconded by Mr. Patten. All voted in favor. Motion passed 5- 0.

Attorney Thomas re-entered the meeting at 8:14 a.m.

d. District Committee Designee for Warrant signing

Chairperson Beauregard requested a MOTION to discuss the District Committee Designee for Warrant signing. MOTION made by Mr. Patten, seconded by Mr. Gagne.

Chairperson Beauregard has signed warrants on behalf of the Committee for a long time now and described the warrant signing process- it is prepared and signed by the Accountant, then reviewed and signed by the Executive Director, then reviewed and signed by the Committee Designee, and finally reviewed and signed by the Treasurer, who then signs the checks. He said that he discussed this process with Ms. Conzatti, who has generously agreed to accept this responsibility and sign warrants as the Committee Designee going forward.

Mr. Gagne made a MOTION to approve and authorize the change in signatory on the District's warrants to Caroline Conzatti as the District Committee Designee. MOTION seconded by Ms. Cabral-Mosher. All voted in favor. Motion passed 5- 0.

e. FY26 Engineering Contract

Chairperson Beauregard requested a MOTION to discuss the FY26 Engineering Contract. MOTION made by Mr. Patten, seconded by Ms. Cabral-Mosher.

Mr. Novelli reviewed the contract proposal from Brown and Caldwell, which includes some required reporting to MassDEP, preparing a detailed annual capacity report, construction oversight of the Main Pump Station Rehabilitation project, and general consulting and engineering services. He compared the proposed prices to the existing contract and noted that most tasks were similar and the price increases were reasonable.

He explained that the District has annually conducted a detailed landfill capacity report, which includes a site survey. Brown and Caldwell had recommended that the District could consider doing this site survey twice per year to gain additional data on airspace usage, and he estimated that the additional survey would cost an additional \$8,000. He asked if the Committee wanted to consider this.

Mr. Patten was not in favor of the additional survey and cited that he was not sure how much the District would actually gain from this. The annual report provides good information, and the additional report may provide minor changes, but is unlikely to significantly impact the remaining airspace or decision process. This may be more valuable when the landfill only has a year or two remaining.

Mr. Novelli believes that with all the existing data the District currently has, he could provide a relatively close estimate of airspace consumption at the mid-year mark without conducting an additional survey if requested.

Chairperson Beauregard agreed that 6 months seemed relatively quick, especially given the recent reductions in incoming tonnage. He asked Mr. Novelli if he was happy with Brown and Caldwell's performance, aware that there had been some personnel changes. Mr. Novelli confirmed that they continue to perform favorably and explained that the District has a long history of working with them and that this continuity is an advantage. The overall landscape of working with them has changed over time, with a lot more work done remotely, but B&C does have a lot of specialists in different offices around the country that are available to the District if needed.

Chairperson Beauregard requested that Mr. Novelli get a revised proposal from Brown and Caldwell without the mid-year survey and tabled this discussion until the next meeting.

f. Strategic Land Use Planning

Chairperson Beauregard requested a MOTION to receive an update on Strategic Land Use Planning. MOTION made by Mr. Patten, seconded by Ms. Cabral-Mosher.

Mr. Novelli stated that in September, the Committee approved an agreement with the Southeastern Regional Planning and Economic Development District (SRPEDD) to conduct a strategic plan for potential uses of the District's properties. The agreement that was approved involved \$40K in federal funding from the Economic Development Administration, and this funding has since been frozen with no apparent date for allocation. He revisited this scope of work with SRPEDD given the lack of federal funding and they prepared some updated options that the Committee could consider to expedite this process.

SRPEDD prepared two options and the total project cost is the same for both. The first option involved a 18-month timeframe and would allow SRPEDD to allocate some fiscal year 2027 funding assistance to the District. The total cost to the District in this option would be \$35,600. The second option would be a 12-month time frame, but SRPEDD wouldn't be able to provide as much in-kind funding, so the cost to the District would be \$50,600.

Chairperson Beauregard wants to get this process going so that the District can act on high priority items sooner and believes it should be completed within a year. The group had a few questions regarding the funding assistance that they asked Mr. Novelli to clarify.

The topic was tabled until the next meeting.

g. Staff Report

Chairperson Beauregard requested a MOTION to receive the Staff Report. MOTION made by Mr. Patten, seconded by Ms. Conzatti.

Mr. Novelli reviewed the memo. He highlighted that the District has not received any odor complaints since the last meeting and gave kudos to the operations staff.

He described a request from West Point Waste Services, an existing customer, to increase their tonnage limits for fiscal year 2026 from 700-770 to 1,100-1,250 . They currently pay \$125/ton, the highest tip fee of the District's customers, and offered to deliver the additional tonnage for a negotiated rate. They are interested in growing and increasing their contract amount with the

District in subsequent years, which was seen favorably by the group. He reviewed the potential scenarios with the Committee.

Mr. Patten recommended that the District offer \$118/ton for the 1,100-1,250 tons. Chairperson Beauregard agreed that this was reasonable and could facilitate more business with West Point in future years.

MOTION to amend the Fiscal Year 2026 Agreement with West Point Waste to be a guaranteed minimum of 1,100 tons and a maximum of 1,250 tons at \$118 per ton. MOTION made by Mr. Patten, seconded by Ms. Conzatti. All voted in favor. Motion passed 5- 0.

Mr. Novelli reviewed progress on Cell 7 permitting and noted that design drawings were progressing and would be nearing completion by the next meeting. He has a pre-application meeting scheduled with DEP to discuss the project. He noted that the District will likely need to conduct some public outreach ahead of submitting the application and that he would work on a plan for this. He expects the permit application to be submitted in the coming months.

He mentioned that the Project Manager and Landfill Gas Technician positions had both been filled and both individuals were performing favorably so far. Landfill gas volumes have appeared to stabilize recently after a period of consistent decline. He mentioned that the Landfill Gas Technician was hired instead of an additional equipment operator, which has led to some short staffing recently with equipment operators. There is a lot of additional work in the summertime with lawn mowing and a lot of people take vacation towards the end of the year. The group discussed potential resolution including a potential temporary hire.

Chairperson Beauregard mentioned the he, Mr. Gagne, and Mr. Novelli gave a presentation to the Dartmouth Select Board recently to update them on the District's operations. He thought it was well-received and that the information was appreciated. He commended Mr. Novelli's presentation and that he was able to answer all the Select Board's questions thoughtfully.

The topic of recycling was discussed and how recycling markets have changed, with the processing of recyclables now being a larger cost to municipalities instead of receiving revenue for the materials. Mr. Gagne added that Dartmouth Public Works has been discussing an issue surrounding recycling trucks- there is a mandate that recycling collection trucks be electric in the coming years. One electric, battery-powered recycling truck is \$800,000 and there are concerns around the range that it can drive on one charge given the large area in Dartmouth it has to cover and the commute to the recycling facility in Brockton. It was estimated that it will cost an additional \$400,000 to set up a battery charging station for that type of truck. The Town is looking at refurbishing and rebuilding existing recycling trucks, which is also estimated to cost around \$400,000. He was glad that the increased cost of processing recyclables was mentioned.

Mr. Novelli added that he highlighted the amount of money that the District is able to save the Town, which was certainly appreciated. He gave the Town notice that the District will continue to do its best to keep the assessments to the members low, but the assessments will inevitably have to increase. The increased assessments are expected to lead to additional life to the landfill.

Chairperson Beauregard added that they discussed the fact that even after Cell 7 is constructed, there is the potential for additional capacity within the landfill's site assigned area and within the total landfill area initially permitted by DEP. He was clear that there are challenges that would need to be addressed and that support from the members would go a long way in

addressing them down the road, but that Cell 7 does not have to be the end of the road for the landfill.

Mr. Novelli reviewed recent efforts and outreach materials from the Waste Reduction team.

Chairperson Beauregard requested a MOTION to accept and place the staff report on file. MOTION made by Mr. Patten, seconded by Ms. Conzatti. All voted in favor. Motion passed 5- 0.

7. Executive Session

Chairperson Beauregard requested a MOTION that the District Committee go 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. The minutes of this Executive Session will become public once the policy positions being developed by the District have been fully developed. MOTION made by Mr. Patten, seconded by Ms. Cabral-Mosher. All voted in favor, motion passed 5-0.

The Committee entered into Executive Session at 8:57 a.m.

The Committee returned to Open Session at 9:27 a.m.

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

There were none.

9. Set Meeting Schedule

The next meeting is scheduled for June 17, 2025. The following meeting was scheduled for July 29, 2025.

10. Adjourn

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

The meeting was adjourned at 9:29 a.m.

MEMOS

6A. Bid Results- Main Pump Station Rehabilitation

6B. Environmental Monitoring Services Contract

6C. FY26 Legal Services

Attachment: Client Fee Agreement from Attorney Thomas including Work Orders 26-07-001 and 26-07-002

6D. District Committee Designee for Warrant Signing

6E. FY26 Engineering Contract

Attachment: Brown and Caldwell FY2026 General Engineering Services Proposal

6F. Strategic Land Use Planning

Attachment: SRPEDD Proposal- 18 month option

Attachment: SRPEDD Proposal- 12 month option

6G. Staff Report

Attachment: Graph of tonnage received January 2024-April 2025

Attachment: Income statement as of May 13, 2025

Attachment: FoodCycler Outreach Flyer

Attachment: May 3, 2025 Household Hazardous Waste Day Flyer

Attachment: Photo of Mayor Mitchell with Mother Ocean and Father Earth 2025

Approved by vote of the District Committee on June 17, 2025.



Anthony Novelli, Executive Director