

## **WALLINGFORD REGIONAL SOLID WASTE PROJECT POLICY BOARD**

### **APPROVED MINUTES OF THE APRIL 28, 2020 SPECIAL TELECONFERENCE MEETING**

The Meeting of the Policy Board of the Wallingford Regional Solid Waste Project was held via teleconference on April 28, 2020. Present on the call were Cheshire Town Manager Sean Kimball; Brendan Sharkey, Attorney for the Town of Hamden; Tim Coon, City Manager, City of Meriden; Policy Board Chairman Michael Freda, First Selectman, Town of North Haven; and Mayor William Dickinson, Jr., Mayor of the Town of Wallingford; Stephen Civitelli, Director, Wallingford Heath Department and Mark Bobman, WRSWP Executive Director.

Participants included Al Smith, Jr., Attorney for the Town of Cheshire; Bonnie Wallinger, AJ Waste; Ralph Holyst, HQ Dumpsters; Peter Egan, MIRA; and Attorney Ed Spinella, All American.

The meeting was called to order at 9:31 a.m. by Chairman Michael Freda who requested a roll call of participants.

- I. Motion to approve Minutes of the February 28, 2020 WRSWP Policy Board Meeting. A motion was made by Mayor Dickinson, seconded by Mr. Kimball to approve the Minutes as presented, and the motion was unanimously approved.
- II. Motion to approve Minutes of the March 6, 2020 WRSWP Policy Board Meeting. A motion was made by Mayor Dickinson, seconded by Mr. Kimball to approve the Minutes as presented, and the motion was unanimously approved.
- III. Motion to approve Minutes of the April 9, 2020 WRSWP Policy Board Meeting. A motion was made by Mayor Dickinson, seconded by Mr. Kimball to approve the Minutes as presented, and the motion was unanimously approved.
- IV. Motion to authorize payment to Bristol Resource Recovery Facility Operating Committee, Professional Services Agreement; estimated cost \$36,000. Chairman Freda called for a motion, and requested clarification following the motion. A motion was made by Mayor Dickinson, seconded by Mr. Coon to authorize payment. Chairman Freda asked Mr. Bobman to explain. Mr. Bobman stated the Agreement with Bristol calls for quarterly payments to be made by the Policy Board to Bristol; two payments were made for the first and second quarters of the Fiscal Year and we have not received monthly payments of \$5,500 to the Policy Board from the new contractor, Country Disposal Services; three were received from Covanta for July, August, and September. Mr. Bobman spoke previously with the Policy Board, and with the Wallingford Comptroller, Mr. Bobman stated the Comptroller cannot process payment without action by the Policy Board. Chairman Freda asked about the source of money. Mr. Bobman referred to Agenda Item VII, and there is a balance in the Wallingford operating account #211 with a balance of about \$50,000. Mayor Dickinson stated the source of funds is unspent money accumulated during the time Covanta was operator and the unspent funds were held by the Town of Wallingford. Attorney Sharkey inquired whether the source of funds is the host fee payment or is the Town of Wallingford covering the expense. Mayor Dickinson clarified, the source was Covanta which paid the Policy Board, a separate account was set up, it's not Town of Wallingford funds. Attorney Sharkey asked whether this is coming from the host fee, and Mayor Dickinson responded no. The motion previously made was unanimously approved.

- V. Motion to authorize payment to Bristol Resource Recovery Facility Operating Committee, Professional Services – assessment of Transfer Station Operations; estimated cost \$2,500. Chairman Freda called for a motion, and requested clarification following the motion. A motion was made by Mr. Kimball, seconded by Mayor Dickinson to authorize payment. Mr. Bobman reported this was an unexpected use of funds to assess operations of the Transfer Station and determine when the facility would resume operations. Mayor Dickinson stated this is being paid to a private firm. Mr. Bobman said he does not yet have a final report but it does tie into an item later in the Agenda which Mr. Civitelli will address. The motion previously made was unanimously approved.
- VI. Motion to authorize payment to HDR under the July 2018 Professional Services Agreement: a) review of counter-party's Local Market Average proposal; estimated cost \$1,084, and b) assist the Policy Board with negotiations to establish the tip fee effective July 2020; time & materials basis for services rendered, cost not-to-exceed \$7,500. Chairman Freda called for a motion to be followed by discussion. A motion was made by Mayor Dickinson, seconded by Mr. Kimball to authorize payment. Mr. Bobman said the firm is prepared to work on this however we have no communication from Country as to what they would propose, although we've had indications but Mr. Bobman said he would recommend HDR not proceed with the work until we have a written submittal. Mr. Bobman thanked the Chair for his efforts on this effort, and we need to approach this on a more formal basis, time is running short and the towns are having to make assumptions for budgeting purposes. Chairman Freda stated he received something from Country last night, but the content may require an Executive Session. Mayor Dickinson said we should schedule an Executive Session and meet in person. The consensus is that the members will meet in person with proper precautions. Chairman Freda requested that Mr. Bobman work with Mayor Dickinson to schedule a meeting at the Mayor's Conference Room. Chairman Freda stated he wanted to clarify the motion to indicate the HDR effort will not begin until after the Executive Session, and requested feedback on whether to act on the motion or table the item. Mayor Dickinson responded it makes sense to authorize the use of funds and wait until after Executive Session to proceed. Chairman Freda called for a vote on the previously made motion, which was unanimously approved.
- VII. Authorize appropriation of Interlocal Reserves Account #650 and/or balance of funds in Town of Wallingford operating account #211 for payment of Items IV, V and VI in consultation with the Town of Wallingford Comptroller and the Chair. Chairman Freda requested a motion, offered by Mr. Kimball and seconded by Mayor Dickinson, and the motion was unanimously approved.
- VIII. Town of Wallingford Department of Health – report on inspections at the Transfer Station and recent communications. Mr. Civitelli stated on April 22 the Health Department was on site with Country and they admitted there was excess waste, he reported Country is not accepting any waste, but the company is shipping out 15 loads daily at 20 tons per truckload. He continued, Country has agreed to use deodorizers to reduce the nuisance. He also spoke to DEEP and Country's Rich Antonucci, DEEP is requiring daily updates and the Health Department will be getting copies of those reports. Mr. Civitelli continued the Health Department offered

assistance in addressing decontamination and recommended a lab in North Haven that does antibody testing. Mr. Civitelli stated Country is practicing social distancing and trying to make the workplace safer. Attorney Sharkey addressed Mr. Civitelli and stated the Policy Board received no formal communications from Country as to the basis for the closing, verbal explanations were offered and Covanta provided an explanation in writing which indicated the reason for the closure is because of COVID-19, and with over two weeks of closure, the representation was this time period was being used to disinfect the entire facility and a concern about an outbreak of infection, and Attorney Sharkey asked whether there is any activity such as sterilization. Mr. Civitelli replied that in his conversations with Mr. Antonucci, it was conveyed that Country is looking to provide some type of sanitization of the offices, and that Mr. Antonucci is concerned about waste coming from long term care facilities and nursing homes and the risk to employees. Mr. Civitelli said he explained to Mr. Antonucci that with proper PPE that risk is minimized. Attorney Sharkey said that Country represented they are not receiving any trash and haven't since the closure, they are just moving it offsite. Mr. Civitelli said that is his understanding.

- IX. Public Comment – Attorney Spinella asked whether the Policy Board has information on when the transfer station will reopen and accept deliveries from the five towns. Chairman Freda responded there is no specific date at this point.
- X. Country Disposal Services Report – a representative of Country Disposal was not present, and Chairman Freda asked Mr. Bobman whether he wanted to comment. Mr. Bobman said he had difficulty with the tonnage reports provided by Country for the first quarter 2020, which presented information by week and the data was confusing and appeared to be incomplete. Mr. Bobman said to the best of his ability he was able to cull the residential deliveries and provided this information to the towns along with estimates of potential incremental costs for disposal at alternate disposal sites, however he did not include estimates for transportation and additional time. He continued, once things return to a normal mode of operation at the Transfer Station he would like to meet with Country to explain what information the Policy Board towns need in order to maintain their records.
- XI. Country Disposal Services contractual obligations – this item was tabled.
- XII. WRSWP Reserves – M. Bobman referred to an expenditure of about \$12,000 related to determining the Local Market Average. He continued earnings had been up to 2.15 %, now below 1.50%.
- XIII. Adjourn – a motion was made by Mayor Dickinson, seconded by Mr. Kimball to adjourn the meeting, and the motion was unanimously approved.

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Mark Bobman, Executive Dir  
April 30, 2020