A Meeting of the Policy Board of the Wallingford Regional Solid Waste Project was held at the Wallingford Town Hall on April 12, 2017. Present at the meeting were; Haley Starvaggi, Solid Waste and Recycling Coordinator, Hamden; Guy Scaife, City Manager, Meriden; Michael Freda, First Selectman of North Haven; William Dickinson, Mayor of Wallingford. Curt Leng, Mayor of Hamden and Michael Milone, Town Manager of Cheshire, were absent.

Others in attendance were: Susan Schott, Town of Wallingford; Joe Vitale and Mary Ruder of Covanta, Mark Bobman, Executive Director of BRRFOC, Project Coordinator Robert Lee, Town Manager of Plainville, Thomas G. Dunn, Mayor of Wolcott, and Bob Norton of All Waste, Inc.

The meeting was called to order at 9:17 a.m. by Chair Michael Freda.

I.  Approval of January 25, 2017 WRSWP Meeting Minutes
    A motion was made by Mr. Scaife and seconded by Mayor Dickinson to approve the minutes from the January 25, 2017 WRSWP Special Meeting. The meeting minutes were unanimously approved.

II. Project Update
    A.  Report on Waste Volumes and Plant Operations
        Ms. Ruder stated that in the first quarter, waste volumes were down approximately 160 tons, which was 1.16%; February was down approximately 7.6%; and March was down 3.85%. She added that January was up due to an extended outage in Hartford and milder weather. She stated the Wallingford plant had been operating as a transfer station for two years with no incidences of accidents or injuries. Ms. Ruder said CT DEEP had completed an unannounced inspection and found no violations or concerns.

    B.  Enforcement Activities- Attached letters
        Ms. Ruder stated they had had a couple of instances of haulers having mixed loads of commercial and residential waste. She explained the hauler had picked waste up at a building with a store below with a residence above, where the waste was in a single tote. She said they had addressed the issues with the haulers involved. Ms. Ruder stated there had been one safety violation where a truck exited the tipping floor with the back gate open and drove around the property. She herself had stopped the driver to address the issue. She said they planned on having a hauler safety event in June, in order to review procedures and policies and the Covanta safety program most of all.
Chair Freda asked Ms. Ruder and Mr. Vitale if they received responses to the violation letters the sent to haulers. Ms. Ruder said typically not.

Mr. Vitale said the normal procedure would be to sit down with a member of the Policy Board and hauler. Since he’d not received a response from the Policy Board, he suggested coordinating a meeting to review the haulers perspective on the issues. He added he did not know who to talk to on the Policy Board to set up a meeting. Chair Freda asked if one carrier had been in violation. Mr. Vitale stated they’d had violations with multiple carriers; however, only one had responded to the letters. He said they had worked their way through other issues, being lenient in terms of haulers picking a commercial load, then wanting to change the load to residential. He stated Covanta would fix those tickets; however, in the future, if a driver chose a load to be commercial and did not correct the ticket immediately, it would not be changed. Ms. Ruder said she had expressed to all the haulers that they were responsible for choosing the correct choice of load. She added that most of the haulers were good and immediately went to the window to change an incorrect choice they’d made. She added that there was no way to modify a load choice if the hauler waited a month, and that she made it clear to drivers to make their choices carefully. Ms. Ruder gave an example of the previous month where a report sent to DEEP had to be corrected due to a driver error. The driver had chosen the wrong place of origin, thus changing the entire mix.

Ms. Ruder stated they wanted to go over these issues with the haulers during the event they would be holding in June. She added that it was important for the towns to have accurate information on the reporting to DEEP. She said they had received a call from July Beleval of DEEP, asking if they could speak with a team from DEEP, modeling what information came in to the transfer station. Ms. Ruder stated she would send the latest DEEP report to the Policy Board members. She said this month was difficult due to two haulers inaccurate reporting. She stressed it was important for haulers to input their ticket information correctly at the time they dispose.

Mr. Vitale stated the only other issue to come up was the permitting of the trucks. He said the haulers were responsible for getting access to the facility through the towns. He said their contract was with the towns, and the haulers were authorized through the towns to enter the facility. The haulers were supposed to contact the towns, the towns would issue a permit to operate the truck in that town, and therefore they are allowed to dump at the Covanta facility. He stated they had not been getting permits from the towns. He added that in the past, if a truck came in that wasn’t permitted, they would allow the truck to dump. He said the right procedure was that the truck has to be permitted to be on the site. Mr. Vitale reiterated what Ms. Ruder stated in that if a hauler picked a wrong town on their ticket, the incorrect town could get charged for that load. He said billing the wrong town could be significant.

Mayor Dickinson questioned if the Town had been notified of the hauler meeting Covanta had planned in June. Ms. Ruder said she had not planned a date for the meeting as yet, but she would notify the towns. She added they wanted to have a hauler safety week event at the site, where they could explain their safety procedures and make sure they had no questions on their choices. Mayor Dickinson asked that if in the past, one on the Policy Board members was present at the meetings. Ms. Ruder
stated they were not. She added it was not a meeting, it was just an informative gathering to interact with the haulers, answer any questions they had, and promote Covanta's safety policies. Mayor Dickinson questioned if a Policy Board member was required to be at this meeting. Mr. Vitale said it for the response from a hauler on a violation. He said usually they sat down with a member of the Policy Board, with the hauler and a Covanta representative to discuss the specific issue. He added there was usually a fine attached to the violation, and they wanted to make sure disputes were resolved. Mayor Dickinson questioned who represented the Policy Board at previous meetings. Mr. Vitale stated they had not issued fines to any haulers in the past, as they had not really been following procedure. Mayor Dickinson asked if this was a new procedure. Mr. Vitale stated it was not a new policy or procedure. Ms. Ruder explained that warnings are given to haulers if there is an issue. If a hauler did not correct the issue, a fine is levied. She added that haulers should be fined when there is a violation, and when something was constantly an issue, they had different levels of up to five fines that should be enforced. She said the facility had not previously fined violators, but felt it was necessary for the benefit of the towns to enforce those policies. Mayor Dickinson agreed, adding that the office of the town at issue should be informed. Ms. Ruder said they would make sure to send violations directly to the policy board. Chair Freda felt it was important to bring a hauler in to the Policy Board member, thereby putting that hauler in the hot seat with the town that contracted him to deliver the waste. He felt the members would support doing that. Mr. Vitale said the intent was not to be completely arbitrary, but to have an open process in times of violations.

C. Environmental
There were no environmental issues in the last quarter.

D. Status of Permit
Ms. Ruder stated they'd heard back from CT DEEP, who had a couple of minor questions, which Covanta had answered. She said the last question was whether Covanta intended to use the full footprint of the site. Ms. Ruder stated Covanta did intend to use the full footprint of the site. She stated their traffic pattern involved the outside edges of the property line. She added they expected to get a response from CT DEEP today regarding a tentative determination to proceed.

E. Other Matters Pertaining to the Project (ie: Tip Fees, etc.)
Ms. Ruder stated they expected the CPI rate increase for the fiscal year 2017-2018 to come out mid- to late April. She stated the increase would likely be at 1.75%, which would result in the tip fee being $66.14 per ton for the fiscal year 2017-2018. She added that once she received the CPI increase, she would be in contact with the Policy Board and give them that specific. Mayor Dickinson questioned if Ms. Ruder believed that the CPI would be below the 1.75%. Ms. Ruder said she did. Mr. Vitale stated the CPI was 1.71% in the previous month. Ms. Ruder reiterated she would formally inform the board of the CPI rate increase when it was released. Chair Freda asked if she would know by the end of April. She said she could possibly know within the next week.

III. Discussion and Possible Action Regarding Saturday Closing at Transfer Station
Chair Freda opened the discussion and asked Mr. Vitale for input on the matter. Mr. Vitale stated there was discussion six months ago regarding this matter with Mr. Roe, who had since retired. He said the facility received approximately two to three tons on a given Saturday. Mr. Roe had sent a letter to the haulers asking if they needed the facility open on Saturday, with the results being the haulers wanted the facility open on Saturday. Mr. Vitale said the reality was that no one delivered on Saturday. He said they contacted their internal legal council to look at what they were required to do under the contract, and their opinion was that they were not required to be open on Saturdays. He stated that based on the volume that came into the facility, Covanta made a decision not to be open on Saturdays, added it did not mean that holiday weeks they wouldn’t be open on Saturday or if there was a snow storm on a Wednesday, they would extend into a Saturday; however, as normal operating hours, they planned on closing on Saturdays.

Mayor Dickinson questioned what the volume was on an average Saturday. Ms. Ruder said on average over the last thirteen weeks was a little less than four tons, and added that for three of those weeks, they received no waste. Mr. Scaife asked how many trucks four tons represented. Ms. Ruder stated two trucks at best. Mayor Dickinson asked if this represented the winter and what the experience had been in the past during warmer weather. Ms. Ruder answered they had completed an analysis last year when they had approached Mr. Roe about closing Saturdays and it was the same scenario. She said that scenario covered the spring and summer time frame. She mentioned that approximately 2.5 tons per week had been delivered during that time frame, with some weeks having zero deliveries. Mayor Dickinson asked if Covanta could provide a year’s experience with what had been delivered on Saturdays. Ms. Ruder and Mr. Vitale both stated they could, less holiday weeks.

Mayor Dickinson stated that looking at the issue, he was not in agreement Covanta could unilaterally change the schedule and, speaking for himself, felt if there was no reason to have the facility open, there was no cause to demand that the facility stay open. He added he felt the Policy Board would be involved in the decision, and felt there were contractual issues, along with contractual issues with each of the communities involved, whether the facility remain open or not. He added that if the facility was not being used, it made no sense to have it remain open. Ms. Ruder said she would get the requested information to the Policy Board members by week’s end.

Chair Freda stated it would be helpful to know what towns and what haulers were delivering waste to the facility on Saturdays. He added he did not believe the haulers from North Haven would be delivering on Saturdays. Mr. Vitale stated that deliveries at the facility were primarily residential waste and residential waste was not picked up on Saturday. He added they would be open Saturday on holiday weeks due to the larger amounts being delivered. He said other facilities where commercial waste was delivered, averaged one hundred tons per Saturday. Chair Freda stated Ms. Ruder had agreed to provide the requested information regarding Saturday deliveries by the week’s end. He asked the Policy Board members if that would be satisfactory. Mayor Dickinson said where there was evidence of haulers delivering waste on Saturday, the haulers themselves needed to be involved in discussion prior to a decision being made.
Ms. Ruder reiterated she would have a detailed report by the end of next day (being Thursday, April 13). Chair Freda stated he knew what Covanta’s decision was at that time; however he asked if, after the Policy Board members received the report, would Covanta be willing to discuss the matter further. Mayor Dickinson asked what the date of Saturday closure would begin. Ms. Ruder stated it would be April 29th. Mayor Dickinson asked that Covanta not proceed with the closure until the Policy Board went through the process; otherwise, he felt the Board had rights that were being violated. He stated the members would proceed on that basis and give Covanta notice that the Policy Board was no tin agreement with their decision to change the schedule.

Mr. Scaife commented none of the Board members wanted the facility to remain open if it was not practical; however, he felt it was short notice. He added there was a regular Saturday pickup in the neighborhood he lived in although he did not know where the hauler delivered the trash. He said, in agreement with what Mayor Dickinson had stated earlier, if they did go forward with the decision, they needed to make sure it was legally a unilateral decision. Mr. Scaife said in relation to inclement weather, they needed an ironclad decision and haulers needed to be sure when or if the facility would be open. He added it could not be so arbitrary after inclement weather on if the facility was open or not. He said they could not have the scenario develop of a hauler not knowing if the facility would be open or not. Ms. Ruder stated they would definitely be willing to commit to being open and gave an example of the most recent snowstorm where the governor closed the State, thereby causing the Wallingford facility to close.

Mr. Vitale stated the issue would need to go down a path, because they did check with their own legal department, who agreed with the decision of closing on Saturday. He added that since the Policy Board did receive a thirty day notice letter, he needed a letter in return that he could share with Covanta’s legal department. Mayor Dickinson made a motion the Policy Board send a letter indicating their objection to any closing prior to further review and analysis of the issue. Mr. Scaife seconded, and with no further discussion, the motion passed unanimously for Mayor Dickinson to formulate a letter to Covanta regarding the issues mentioned. Mr. Vitale said he would speak to the operations people and see if they would remain open at least on April 29th.

IV. Legislative Overview

There being no discussion on Legislative matters, Chair Freda moved to the next item.

V. Solid Waste Management Best Practices/Emerging Trends

Ms. Ruder stated the Legislature was reviewing product stewardship and moving further than mattresses and electronics and expanding that. She said she could get the members the legislative proposals for review. She said it would put ownership on the manufacturers, just as the mattress bill did. She added the manufacturers would pay a portion of the cost of recycling of those items. Mr. Scaife asked Ms. Ruder if she could forward the Policy Board members a copy of the legislation, saying he felt the Board needed to look at the details. Ms. Ruder stated she would.

Chair Freda asked both Ms. Ruder and Mr. Vitale what they saw regarding battery disposal, adding that residents often questioned what they could do with used batteries. Ms. Ruder answered that at their facilities, they have battery boxes from WECare
Recycle where rechargeable and regular batteries can be placed and sent in for recycling. Mr. Vitale mentioned that at most hazwaste day events, batteries are taken for recycling. Chair Freda asked what the size the boxes were for collection. Ms. Ruder indicated there were several sizes available and added they could be placed at various locations such as a post office or library. Ms. Starvaggi stated she had heard alkaline batteries could either be recycled or go in the trash; however, lithium batteries needed the lithium to be removed.

VI. Reserves
A. WRSWP Interlocal Reserve Update
1. Balance of Reserve Account
Mayor Dickinson stated the balance of the Reserve Account through March 31, 2017 was $2,025,418.30. Chair Freda explained to Ms. Starvaggi that the reserve account was established by the Policy Board years ago as a mechanism and reserve account to pay for any enhancements at the facility. They felt that by having the reserve, it could protect them in the future in what the Board was responsible for. Mayor Dickinson added it could be used for consultants, courses of actions, or any emergency.

VII. Project Coordinator Report
A. Update of Project Coordinator Staffing
Chair Freda stated that he and Mayor Dickinson had been working with Mayor Thomas Dunn, Mayor Robert Lee and Mark Bobman of the Bristol Facility Policy Board for the potential of bringing Mr. Bobman on staff with the Wallingford Policy Board. He stated Mr. Bobman had a lot of comprehensive knowledge of the industry and Covanta.

Mr. Dunn thanked the Board members for allowing him to speak on behalf of Mr. Bobman. He felt it would be great for both Policy Boards to work with Mr. Bobman. He stated the Bristol Policy Board voted to allow the BRRFOC Policy Board to enter into satisfactory agreement with the Wallingford Policy for joint services with respect to the Project Coordinator position. He said further the Board delegated Mr. Bobman and Mayor Lee to handle any agreements necessary for the group to reimburse the Bristol Policy Board for services rendered. The motion was made to adopt the recommendation. He said therefore, it had been approved by the BRRFOC to go ahead and hopefully they could come to a decision today to move forward with the process.

Mayor Lee stated that based on previous discussion, they felt it better that Mr. Bobman remain an employee of the BRRFOC and that if so arraigned, the Wallingford Policy Board would forward an agreed upon payment on a quarterly basis to cover their expenses. He said they also felt that any of the cost identified within their budget would be split based upon the population of the two entities. He stated their calculations, based on population of the Bristol group made up 59% with the Wallingford group being 41%. Mayor Lee stated their total proposed budget for fiscal year 17-18 was $307,559, as provided in a spreadsheet to the Wallingford members. He mentioned that not all of the items would be split, and based on a proposed one year contract to start, the Wallingford portion of the budget would be $68,183. The spreadsheet showed the breakdowns of the budget. Mayor Lee stated the figure given made up approximately 22% of their total budget overall. He said the operating committee felt this would work
for them. Chair Freda stated he felt it was a very fair proposal and opened the
discussion to the other Board members. He said he understood it was the first time the
Board members had a chance to see the proposed budget. Mayor Dickinson stated the
figure was slightly more than what the Wallingford Policy Board had budgeted. Chair
Freda indicated there was a copy of Mr. Bobman’s resume included in the budget
packet and explained that Mr. Bobman was well versed in the industry and Policy Board
procedures. Mayor Lee felt it would be beneficial to both Boards to have Mr. Bobman
as a joint member.

Mr. Bobman addressed the Board members and informed them of his background,
experience and knowledge regarding the waste industry. He stated this was a turbulent
time in the industry and felt he had a detailed comprehensive understanding of waste
management. Mr. Bobman explained different aspects of the industry and how he was
aware and involved heavily in it. He mentioned several legislative bills that could impact
the industry and that he had a good working relationship with Covanta.

Mr. Scaife commented that Mr. Bobman’s resume was impressive and felt Mr.
Bobman’s expertise would be an asset to the Wallingford Policy Board. He felt that a
year would be a good interval and this would have mutual benefits to both Boards.
Chair Freda gave credit to both Mayor Lee and Mayor Dunn for having made the
proposal and for their endorsement. He added that he and Mayor Dickinson agreed
there would not be anyone better than Mr. Bobman. Mayor Dickinson asked if there
would be any reason for difficulty having the two Policy Board projects being joined.
Mr. Vitale and Ms. Ruder stated they had worked with Mr. Bobman a long time and had
no issues working with him. Mr. Vitale said it gave the Haulers a person to discuss their
issues with.

Mayor Dickinson stated that with the Wallingford transfer station going to Bristol, the
responsibilities would fall under one roof. He added he felt they would need a written
document and Mayor Lee agreed. Chair Freda made a motion to accept the proposal
and bring Mr. Bobman on board. Mayor Dickinson seconded and the motion passed
unanimously. Mr. Lee stated there may be opportunities to work together as a bigger
group to solve some of the issues the industry held, as opposed to separately. Mayor
Dickinson mentioned the need for another meeting before the next scheduled meeting
in order to finalize any documentation and logistics. Mr. Lee stated that due to the
Policy Board meeting quarterly, they may want to authorize the Chair to sign an
agreement between Bristol and Wallingford, based on the budget of $68,183, in order
to save time.

B. Review and Possible Approval of FY 2018 Project Coordinator Budget
Chair Freda tabled the discussion on the Project Coordinator Budget until the next
regularly scheduled meeting until documentation and agreements bringing Mr. Bobman
on board were finalized.

C. Northeast Resource Recovery Assoc. Conference & Expo: May 22-23, Manchester, NH
Ms. Schott stated she had included the information on this conference as had been
done in years past.
VIII. **Next Meeting**
The next meeting of the Policy Board will be held July 12, 2017 at 9:00 am. Mr. Scaife commented that in light of the discussion of the potential Saturday closing, and after some legal analysis, they may consider not waiting until July to hold a meeting. Chair Freda agreed. Mayor Dickinson stated he would compose a letter to Covanta on behalf of the Project expressing their objection to the Saturday closing. He added they needed further discussion of what the reality was and they needed time to talk with the haulers that had been using the facility on Saturday. He said their legitimate interest of this related to the minimum required tonnage at the facility. Ms. Ruder stated time was of the essence in order to notify the operator if the facility would be closed or not.

IX. **Adjourn**
Mr. Scaife made a motion to adjourn, Mayor Dickinson seconded. The vote was unanimous and the meeting was adjourned at 10:00 a.m.

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Susan Schott  
April 12, 2017