

Members Present via Conference Call: Adolfo Bailon (Randolph), Tim Caulfield (Braintree), Jeff Schulz (Northfield), David McShane (Roxbury)

Municipal Staff Present via Conference Call: Adolfo Bailon (Town Manager) (from Town Hall), Shannon Hance (Administrative Assistant), Cliff Rankin (Finance Director)

Other Attendees via Conference Call: Kelly Todd (Casella Waste Management), Kim Crosby (Casella Waste Management)

Regular Meeting:

1. Call to Order

Mr. Bailon called the meeting to order at 5:05 pm.

At this time, Mr. Bailon commented that the meeting minutes from January 16, 2019 were not included in the meeting packet, but will be included for approval at the next meeting.

2. Public Comment

No Public Comment

3. Approval of Agenda

There were no comments, concerns or changes to the agenda.

4. New Business

a. SWIP Grant Briefing

Mr. Bailon opened the meeting to a discussion regarding the SWIP Grant. Mr. Bailon talked about the SWIP Grant and requirements for the grant. Ms. Hance talked about the Solid Waste Implementation Plan (SWIP), and how it relates to the SWIP Grant. Ms. Hance said that the SWIP is due by July 1, 2020.

Mr. Rankin and Mr. Schulz asked for the amount of the SWIP Grant. Ms. Hance replied that the total amount is \$46,265.28 over a period of 5 years with yearly installments of \$11,566.32.

Mr. Bailon commented that the SWIP Grant is a four-year grant with annual requirements.

A discussion ensued on how the annual amount of the SWIP Grant has historically been around the same amount.

Mr. Bailon asked when the new grant agreement expires, Ms. Hance responded April 15, 2024.

Ms. Hance asked Mr. Bailon about “subcontractor” information to be obtained for the SWIP Grant. Mr. Bailon briefed the Alliance on the question of what does it mean to be a “subcontractor” in terms of the SWIP Grant agreement requirements.

Ms. Crosby commented that it includes all those entities that are “subcontracted” to manage the Transfer Stations included in the Alliance, which would include All Clean, Casella Waste Management and Clean Harbors. Ms. Crosby said that there are already contracts written and approved regarding these “subcontractors” which should suffice in terms of the SWIP Grant agreement requirements.

Ms. Crosby agreed to e-mail the Clean Harbors contract and Mr. Schulz agreed to e-mail the All Clean contract.

Ms. Hance said that she would look into clarifying the timelines of the SWIP Grant and the SWIP. Ms. Crosby commented on the annual SWIP grant deadlines for the deliverables.

Ms. Hance asked whether or not the Mountain Alliance would be receiving the first grant installment even with the cancellation of the HHW Event that was to occur on Saturday, April 18, 2020. A discussion ensued regarding this question. Ms. Crosby said that this question was answered at the Solid Waste & COVID-19 Conference Call on March 25, 2020, and responded to that question.

b. SWIP & Mountain Alliance

• Intermunicipal Agreement

Mr. Bailon moved the meeting to a discussion of the Intermunicipal Agreement. Mr. Bailon briefed the Alliance on the agreement.

Ms. Hance commented that all member Town’s legislative bodies have voted to approve the Town of Roxbury as a new member and that the agreement needs to be reviewed and then signed by all member Towns.

Mr. Bailon welcomed David McShane, as a representative from Roxbury, to the Alliance.

Mr. Bailon said that he will look into setting up an online “docu-sign” for members to sign off on the Intermunicipal Agreement during the COVID-19 restrictions.

Ms. Hance asked if there were questions regarding the agreement.

Mr. Schulz asked for clarification on how to split up the costs of the HHW Event days, and other Mountain Alliance costs.

Mr. Bailon and Mr. Rankin responded to this question.

Mr. Schulz and Mr. Rankin confirmed that there are two different types of Mountain Alliance expenses; Transfer Station expenses, which are carried separately by Northfield's station and Randolph's station, and the HHW Event expenses which are shared by Northfield and Randolph.

Mr. Schulz and Mr. Rankin spoke specifically about the last Clean Harbor's invoice.

Mr. Rankin said that the TOR is doing a per-capita breakdown of expenses. Mr. Caulfield commented that historically, the cost breakdown was based on usage and that Northfield was paying out-of-pocket for the HHW events in their Town.

Mr. Rankin said that the TOR has been doing a good job of splitting the costs between the Transfer Station and the HHW Event.

Further discussion was had regarding the basis of breaking down costs.

The Alliance agreed that breaking down the Household Hazardous Waste Event costs on a per-capita basis, as opposed to participation, will be the best way to proceed. A discussion ensued regarding the wording of Articles 5 and 6 of the Intermunicipal Agreement (IA).

Mr. Bailon suggested that within the next month we can work on making changes to the IA, which would include the changes to how costs are broken down, as discussed at this meeting, to be reviewed at the next meeting.

Ms. Hance asked about Article 4a, page 3 of the IA. Ms. Hance told the Alliance that we don't have a set of adopted bylaws for the committee to follow. Mr. Bailon suggested that we revisit the bylaws that are in draft form, that started four years ago, and pick up where we left off with this draft and start working to finalize the bylaws. The Alliance agreed.

Ms. Hance asked if the Town of Northfield's Transfer Station offers any type of "Stump Dump". Mr. Schulz said no. Ms. Hance said that in this case, the Towns of Northfield and Roxbury should know that they can use the Randolph Stump Dump.

Mr. Schulz asked if there is a fee to dump at the Stump Dump. Mr. Bailon responded no and talked about the possibility of implementing a fee to be discussed at a future meeting.

The Mountain Alliance agreed that the wording on the IA needs to be updated to include that Northfield and Roxbury can use Randolph's Stump Dump.

Ms. Todd also said that the Stump Dump is advertised on the Mountain Alliance website.

Ms. Hance asked about the expiration date of the IA. A discussion ensued about this, and the Alliance decided to line up the date of expiration with the SWIP Document. The year of expiration would be 2025.

- **Variable Rate Pricing by Volume or Weight for Municipal Solid Waste Collection – Roxbury**

A conversation ensued regarding this document, which does not need to be updated or signed again since it was already agreed upon in 2015 by all member Towns. Roxbury confirmed that they sent their signed Rate Pricing Ordinance today via e-mail.

A conversation ensued regarding Solid Waste Ordinance documentation requirements for the SWIP.

- **Stump Dump Closure and Compliance – Randolph & Northfield**

Mr. Bailon talked about extending the opening date of the Stump Dump which will not be opening on May 2, 2020 due to the Executive Order of closing all non-essential businesses until May 15, 2020. There will be a future discussion of when to open the Stump Dump.

- **HHW & COVID-19**

Mr. Bailon talked about the cancellation of the HHW Event that was scheduled for April 18, 2020, also due to the Executive Order. There will be a future discussion about whether or not to reschedule this event.

- **2 Public Hearing Dates for the Draft SWIP – Late Summer/Early Fall**

Mr. Bailon talked about the requirement for the Mountain Alliance to hold 2 public hearings, and that the TOR will communicate with the other member Towns to set these dates in the future.

Ms. Hance talked about the reason for the public hearings.

- **Conformance Letters from TRORC and CVRPC**

Ms. Hance and Mr. Bailon talked about the conformance letters that are required for the SWIP; which Mr. Bailon agreed to obtain.

Ms. Hance asked about the documentation for the "Solid Waste Facility Siting Criteria" as a requirement for the SWIP.

Ms. Crosby responded that this siting criteria should be drafted by the Mountain Alliance, and is in accordance with the Solid Waste Management Rules.

Ms. Hance asked for a template from CWM. Ms. Crosby agreed to send another Town's SWIP for reference.

Ms. Hance asked about section RI of the SWIP regarding the requirement of the Mountain Alliance to set up a Residuals Recycling Meeting. Ms. Todd briefed the Alliance on this meeting that is to be coordinated directly by the Mountain Alliance with ANR; and is to occur once sometime during the 5-year term of the SWIP. The Mountain Alliance will be expected to set-up the meeting place along with attendees; ANR will present the material. This is a new SWIP requirement.

Ms. Crosby clarified that this meeting is set up to educate the public on the beneficial uses of biosolids.

Ms. Hance asked Mr. Schulz if All Clean is required to report to Re-Trac. Ms. Crosby said that yes, either the Town of Northfield or All Clean. Mr. Schulz agreed to reach out to All Clean regarding those reports.

c. Finances

Mr. Rankin briefed the Alliance on progress made to upgrade and streamline Mountain Alliance costs that include items such as the HHW Events, Transfer Station and administrative costs; as well as billing to member Towns for those costs and applying the grant funds.

Mr. Caulfield asked if there will be any changes coming down the line. Mr. Rankin responded no, not necessarily; costs will just be streamlined.

5. Other Business

The Alliance talked about scheduling the next meeting. Mr. Bailon said that the TOR will send out a Doodle Poll in the coming weeks to set up a meeting to occur in about a month. The Alliance agreed.

Ms. Hance commented that the TOR will include the updated Intermunicipal Agreement at the next meeting.

6. Adjournment

On motion by Mr. Schulz, and seconded by Mr. Caulfield, the Alliance voted to adjourn the meeting at 6:06 pm. Vote 4-0