

*Approved and accepted  
6/14/11*

RHODE ISLAND RESOURCE RECOVERY CORPORATION  
BUSINESS MEETING  
Friday, May 13, 2011  
10:00 A.M.  
65 Shun Pike  
Johnston, Rhode Island 02919

In Attendance

Douglas Jeffrey, Chair  
Geri-Ann DiPaolo, Vice-Chair  
Sheila Dormody  
Geoffrey Kirkman  
Richard Licht  
Charles Lombardi (arrived at 10:15)  
Michael Sabitoni

Absent

Michael Quinn

Staff Present

Michael OConnell, Executive Director  
Sarah Kite, Director of Recycling Services  
J. Timothy McCormick, CFO  
Brian Card, Director of Operations and Engineering  
Christine Jocelyn, Human Resources Director  
Gary Maddocks, Chief of Security and Facilities Management  
Robert Lough, Security Officer and Safety Coordinator  
Patricia Cerbo, Purchasing Director  
Mike McGonagle, Director IT and Planning  
Bill Anderson, Engineering Manager

Others Present

Ron Ronzio, Allied Court Reporters  
Kelly Carpenter, Senate Fiscal Office  
Ray Choiniere, House Policy Office  
Joe Rodio, Sr., Rodio & Ursillo  
David Ursillo, Rodio & Ursillo  
Jared Rhodes, Department of Administration  
Beth Bailey, RDW Group

**Call to Order**

Chairman Jeffrey called the meeting to order at 10:05 A.M. Pledge of Allegiance followed by Roll Call. Commissioners DiPaolo, Dormody, Jeffrey, Kirkman, Licht, and Sabitoni present, constituting a quorum.

## Agenda Items

### **1. Approval of Meeting Minutes from 3/15/11**

Motion to accept the minutes by Commissioner Sabitoni. Seconded by Commissioner DiPaolo. Passed 5-0.

### **2. New Contracts**

a. Equipment Rentals-These contracts would commence upon execution and continue until May 31, 2012 with the option to renew under the same terms and conditions for two additional one year periods.

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to enter into contractual agreements for the rental of various pieces of equipment, IFB#927, between Rhode Island Resource Recovery Corporation and the following vendors: Woodco Machinery, Inc. of Woburn, MA (for items 1, 3, and 4) and Southworth-Milton, Inc. of Milford, MA (for item 6), for a total aggregate amount not to exceed \$75,000, split between the two vendors as necessary. The contracts will commence upon execution and continue until May 31, 2012 with the corporation's option to renew, under the same terms and conditions, for two additional one year periods. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner DiPaolo. Passed 5-0.

b. Uniform Services

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement for uniform services, IFB #925, between Rhode Island Resource Recovery Corporation and Coyne Textile Services of New Bedford, MA for an amount not to exceed \$40,000. The contract will commence upon execution and continue until June 30 2012 with the Corporation's option to renew under the same terms and conditions for two additional one year periods. No motion was made on the resolution. The item postponed until the June meeting. Additional documents will be provided including the bid matrix and communications to Cintas regarding their service levels. The commissioners also requested a definition of responsible and responsive bidder.

c. Paving Macera Cap

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to enter into a contractual agreement for IFB #918 Paving and Appurtenant Utility Work with D'Ambra Construction Co, Inc. of Warwick, RI for an amount not to exceed \$299,625 for bid items 1-19. This award shall also include a contingency in the amount of \$30,000 to be used only with prior written approval by the Executive Director. The total amount requested for approval is \$329,625. This contract will commence upon execution and continue for a period of 6 months to allow for project completion. Motion to accept by Commissioner Dormody. Seconded by Commissioner Kirkman. Passed 5-0. Commissioner Sabitoni recused.

### **3. Contract Renewals**

a. Recycling Education/Awareness

This agenda item was deferred to the June meeting. Commissioners DiPaolo, Dormody, and Kirkman will meet with representatives of RDW prior to the June meeting. RDW will make a presentation to the full board at the June meeting.

b. Mattress Recycling Services

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to enter into a renewal agreement for IFB #861, Mattress Removal and Recycling Services, with Conigliaro Industries of Framingham, MA for mattress removal and recycling services for a not to exceed amount of \$350,000. The renewal term shall begin July 1, 2011, and continue until no later than June 30, 2012. Motion to accept by Commissioner Lombardi. Seconded by Commissioner Dormody. Passed 6-0.

c. Off Road Diesel Fuel – 1<sup>st</sup> Renewal Request

Be it resolved that the Board of commissioners authorizes the Executive Director to enter into a renewal agreement for the purchase and delivery of off road diesel fuel, IFB #897, between Rhode Island Resource Recovery Corporation and Peterson Oil Service, Inc. of Worcester, MA for an amount not to exceed \$1,255,800. The renewal term shall begin July 1, 2011 and continue until June 30, 2012. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner DiPaolo. Passed 6-0.

d. Household Hazardous Waste Collection Facility Operations and Disposal

**Resolution:** Be it resolved that the board of Commissioners authorizes the Executive Director to exercise the first option to renew RFQ/RFP #809, Household Hazardous Waste Collection Facility Operations and Disposal, between the Rhode Island Resource Recovery Corporation and Clean Harbors Environmental Services of Braintree, MA for an amount not to exceed \$864,000. The renewal term shall begin on July 1, 2011 and continue until no later than June 30, 2012 under the same terms, conditions, and pricing. Motion to accept by Commissioner Dormody. Seconded by Commissioner Kirkman. Passed 6-0.

e. Leachate Maintenance Services

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to renew the final renewal contract agreement for Leachate Maintenance Services, IFB #854, with Inland Waters, Inc. for an amount not to exceed \$1,026,850. The contract will commence on August 1, 2011 and expire on July 31, 2012. This is the final renewal term. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner Lombardi. Passed 6-0.

#### 4. Contract Increases

a. Off Road Diesel Fuel

**Resolution:** Be it resolved that the Board of Commissioners authorizes the Executive Director to increase the contractual amount for the purchase of off road diesel fuel, IFB #897, between Rhode Island Resource Recovery corporation and Peterson Oil Service, Inc. of Worcester, MA by \$170,000, bringing the new

contract amount to \$1,010,000. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner Dormody. Passed 6-0.

b. Hay Bales

**Resolution:** Be it resolved that the Board of commissioners authorizes the Executive Director to increase the contractual amount for the delivery of hay bales for IFB #924 between the Rhode Island Resource Recovery Corporation and Jeff Townsend Trucking of Cobleskill, NY by the amount of \$10,000 for the total contract amount not to exceed \$30,000. Motion to accept by Commissioner DiPaolo. Seconded by Commissioner Dormody. Passed 6-0

## 5. Other Business

a. FY12 Budget

**Resolution:** Be it resolved that the Board of Commissioners approves the state fiscal year 2012 budget as presented with the following exception: recycling grants currently at \$300,000 will be reduced to \$50,000. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner Lombardi. Passed 6-0. The recycling grant applications will be made to the Corporation during a timeframe to be determined and via a standardized process. A committee comprised of Commissioner Dormody, a Resource Recovery employee, and an outside individual will review the applications and make recommendations for approvals. A meeting will be convened with the Finance subcommittee prior to the June meeting to review the merit budget for FY12.

b. Governance Guidelines/By-Laws/Codes of Conduct

The Governance/Audit subcommittee met on April 21, 2011 and recommends adoption by the full board of the Guidelines as presented.

**Resolution:** Be it resolved that the Board of Commissioners endorses and adopts the recommendations made by the Governance/Audit subcommittee for the following Corporate documents: 1) Corporate Governance Guidelines; 2) Amended By-Laws; 3) Code of Conduct and Ethics Policies for a) Board of Commissioners, b) Senior Managers, and c) All Other Employees; 4) Policies for a) Board of Commissioners Disciplinary Policy, b) Board of commissioners Attendance Policy, and c) Board of Commissioners Meeting Minutes Policy. Further, it is recommended that each of three subcommittees (Financial/Pension, Governance/Audit, and Environmental/Recycling) select a chair and adopt their own charter as outlined in the Corporate Governance Guidelines. Motion to accept by Commissioner Sabitoni. Seconded by Commissioner Lombardi. Passed 6-0.

## 6. Executive Session

Motion to approve Executive Session meeting minutes from March 15, 2011. Motion made by Commissioner Sabitoni and seconded by Commissioner DiPaolo. Passed 6-0.

Motion to return to general session made by Commissioner DiPaolo. Seconded by Commissioner Dormody. Passed 3-0.

Announced 6-0 vote to seal and have remain sealed the Executive Session minutes of March 15, 2011 and return to regular session.

**9. Next Meeting Date**

Tuesday, June 14, 2011 at 9 A.M.

Motion to adjourn made by Commissioner Dormody. Seconded by Commissioner Kirkman. Passed 3-0.

Adjourned at 1:22 P.M.