

Policies & Procurement Committee
Feb. 10, 2011 Meeting
Draft Minutes

Members Present: Dave Damer, Committee Chairman
Dot Kelly (present by telephone)
Nicholas Mullane (present by telephone beginning 9:49 a.m.)

CRRRA Staff Present: Tom Kirk, President
Peter Egan, Director of Environmental Affairs
Laurie Hunt, Director of Legal Services
Richard Quelle, Senior Engineer
Moirra Benacquista, Secretary to the Board/Paralegal

Members of the Public Present: John Pizzimenti of USA Hauling.

Chairman Damer called the meeting to order at 9:33 a.m. and noted that a quorum was present.

Chairman Damer noted there were no members of the public present which cared to speak during public comment, so the regular meeting would commence.

1. **APPROVAL OF MINUTES OF THE JAN. 13, 2011, POLICIES & PROCUREMENT COMMITTEE MEETING**

Chairman Damer requested a motion to accept the minutes of the Jan. 13, 2011, Policies & Procurement Committee meeting. The motion to approve the minutes was made by Director Kelly and seconded by Chairman Damer.

The minutes were approved as amended and discussed unanimously by roll call.

2. **EXECUTIVE SESSION**

Chairman Damer requested a motion to enter into Executive Session to discuss pending litigation, trade secrets, personnel matters, security matters, and feasibility estimates and evaluations. The motion made by Director Kelly and seconded by Chairman Damer was approved unanimously. Chairman Damer requested that the following people remain for the Executive Session, in addition to the Committee members:

Tom Kirk
Laurie Hunt, Esq.
Peter Egan
Rich Quelle

The Executive Session commenced at 9:35 a.m. and concluded at 10:55 a.m. Chairman Damer noted that no votes were taken.

The meeting was reconvened at 10:55 p.m., the door was opened, and the Board secretary and all members of the public were invited back in for the continuation of public session.

3. INFORMATIONAL

Chairman Damer said the \$20,000 funding for the Mattress Stewardship is referenced under the report on exceptions however it mentions an attached memo which he did not see. Mr. Egan explained this report is connected to CRRA's electronic procurement system where the memo is available for reference.

Chairman Damer asked what the FY'11 annual government bank fee of \$21,507.89 is for. Mr. Kirk said that is a fee CRRA pays to Bank of America to manage its lock box and transactions with customers. He said there is a lot of money which moves through the payment of bills to the transfers for vendors and contractors. Mr. Kirk said historically the interest generated from the money was sufficient to pay that fee however given current interest rates there was not enough interest in FY'11. He said the \$21,507.89 is the remainder of the fee needed to manage this system.

Director Mullane asked if this is based on transactions of the money or a combination of both. Mr. Kirk said it is a combination of both which typically generates quite a bit of interest however it is now managed differently to minimize costs in addition to the fact that interest rates are at a historic low.

ADJOURNMENT

Chairman Damer requested a motion to adjourn the meeting. The motion made by Director Kelly and seconded by Chairman Damer was approved unanimously by roll call.

The meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Moira Benacquista
Secretary to the Board/Paralegal