



Watertown Town Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Stephen P. Corbett,
Vice President

John A. Donohue,
Councilor At Large

Susan G. Falkoff,
Councilor At Large

Anthony Palomba,
Councilor At Large

Angeline B. Kounelis,
District A Councilor

Cecilia Lenk,
District B Councilor

Vincent J. Piccirilli, Jr.,
District C Councilor

John J. Lawn, Jr.,
District D Councilor

MINUTES

SPECIAL MEETING OF THE TOWN COUNCIL TUESDAY, NOVEMBER 1, 2011 AT 7:00 PM RICHARD E. MASTRANGELO COUNCIL CHAMBER ADMINISTRATION BUILDING

In accordance with provisions of Rule 2.6 of the Rules of the Town Council, and pursuant to the Call of the Town Council President, I hereby call a Special Meeting of the Town Council of the City known as the Town of Watertown to be held in the Richard E. Mastrangelo Council Chamber, Administration Building on Tuesday, November 1, 2011 at 7:00 PM to discuss the Request for Proposal (RFP) for Municipal Solid Waste and Recycling Collection.

1. **ROLL CALL:** A special Town Council meeting was called at 7:00 pm, in the Richard E. Mastrangelo Council Chamber, Administration Building. President for the meeting were Councilors John A. Donohue, Susan G. Falkoff, Angeline B. Kounelis, Cecilia Lenk, Vincent J. Piccirilli, Jr., Vice President Stephen Corbett, and Council President Mark S. Sideris. Also present were the Town Manager Michael J. Driscoll, Town Attorney Mark Reich and Council Clerk Valerie Papas. Councilor Lawn was absent. Councilor Palomba arrived shortly after the call of the roll.
2. The Chair recognized the Town Manager who stated that issues have arisen relative to the procurement as a number of Councilors have raised concern regarding the collection schedule and the transition to single stream recycling. The Manager indicated that all previous bids were rejected as not being in the best interest of the Town and the Town will be issuing an ITB "Invitation to Bid" for waste collection and single stream recycling services whereby prices will be solicited for these services to be delivered on a weekly basis and on the current collection schedule.

The Chair recognized Phyllis L. Marshall, Town Treasurer/Collector who reviewed the ITB (Invitation to Bid) which reflected changes based on previous Council discussion. She noted that additional services were for pricing for Roll Off containers

for Town wide events; and prices for a Recycling Drop Off Center based on the hours of 9am – 4pm; Friday and Saturday.

Ms. Marshall further stated that bidders must provide comparables to five other communities and have experience with single stream conversions as well as an added suggestion to require bidders to submit documentation of educational material and a schedule with how they will educate the public and how the conversion will work.

The Chair recognized Attorney Reich who reviewed the process with respect to the ITB “Invitation to Bid” on what it means and how it will proceed. He noted that the ITB is a more streamline processes with minimum criteria which can be modified and allow for greater flexibility. He indicated that if the Town has additional items the Town can further adjust the bid with no advertisement process.

The Chair opened up the discussion to the Council.

Councilor Kounelis asked for a clarification on a legal two family home that has a single address and how will that affect the number of toters a two family is allowed to have.

Superintendent Gerald S. Mee, Jr., stated that a legal two family home with one address will receive two sets of toters.

Councilor Kounelis asked if plastic bags for refuse will still be allowed. Mr. Mee answered, yes.

Councilor Kounelis asked if the ITB will have a provision for bulky items.

Ms. Marshall indicated that she was unclear where the Council was with respect to the issue of bulky items.

Vice President Corbett asked if the Town will continue to pay tipping fees; and what happens if the Town exceeds or is under volume.

Ms. Marshall indicated that the tipping fee is driven by how much trash is collected. The Manager indicated that the Town will continue to pay tipping fees.

Vice President Corbett asked how the ITB will affect the Village condominiums.

Mr. Mee indicated that there will be no change per say.

Councilor Donohue thanked Mr. Mee and Ms. Marshall for all their work on the first RFP and to the Manager for re-visiting the issue which resulted in the ITB. He noted that the Town needs a safety net and access to a viable recycling center when residents exceed their 64 gallon toter. He stated that trash left outside the toter defeats the purpose of single stream recycling. He asked if additional recycling toters can be made available to residents if they request one.

Mr. Mee stated that the bids will be based on volume of toters.

Councilor Palomba asked why the RFP was not needed.

Attorney Reich stated that while there are benefits of using an RFP, there are more options with an ITB.

Councilor Palomba asked what the main difference is between the two.

Attorney Reich stated that the Town is not obligated to advertise changes in the bid and can target bidders with an ITB as opposed to an RFP.

The Manager indicated that the Town ranked the proposals based on who was best able to deliver the services required by the Town. He further noted that it was in the best interest of the Town to reject all prior bids and open the process back up and allow folks to bid the weekly and bi-weekly pickups.

Councilor Palomba asked what the timeline is for the ITB.

The Manager noted that the timeline appears in the bid document and indicates a November 8th date which means that all issue must be resolved by then.

Councilor Lenk stated that education is critical and that she is pleased that it will be included in the ITB.

Councilor Falkoff asked about bulky items and how will they be handled.

Mr. Mee stated that it depends on what the Council wants; and that ultimately it is the contractor's responsibility to pick up the bulky item.

The Chair stated that the Council must make a decision on how to handle bulky items.

Councilor Donohue stated that there should be a limit of 2 bulky items per household.

Councilor Kounelis asked what the definition of a bulky item is.

Vice President Corbett stated that the matter of bulky items should be simple; don't restrict it more than what the Town already defines as a bulky item.

Councilor Lenk concurred and indicated that the present term of bulky item is what is burnable and that she agrees with 2 bulky items per household per week.

The Chair concurred as did Councilors Palomba and Piccirilli.

Councilor Donohue inquired about rugs/carpet.

Mr. Mee stated that acceptable bulk items are non-construction items and what the DEP lists on its website as burnable; as in the past, carpet is banned in large quantities and should be handled by the contractor who is installing or removing. The Town has accepted carpet runners if not more than three feet wide and which are rolled and secured properly he noted.

Councilor Piccirilli moved to amend the "Invitation to Bid" to allow for 2 bulky items per household per week and obtain pricing for supplying an additional trash toter per

household if the household desires one at their own cost, seconded by Vice President Corbett and adopted by unanimous voice vote with Councilors John A. Donohue, Susan G. Falkoff, Angeline B. Kounelis, Cecilia Lenk, Anthony Palomba, Vincent J. Piccirilli, Jr., Vice President Stephen Corbett, and Council President Mark S. Sideris voting in the affirmative.

The Chair opened up the matter to the public and recognized:

Russ Arrico, Fayette Street – spoke against allowing for the pickup of bulky items and in support of a new recycling center.

Terese Hammerle – spoke in support of obtaining smaller toters for those who do not want to roll out a 64 gallon toter.

There being no further comments, the Chair closed the public discussion.

Councilor Piccirilli moved that the Town Council endorse the Invitation to Bid as amended and ask the Manager to proceed, seconded by Vice President Corbett and adopted by unanimous roll call vote with Councilors John A. Donohue, Susan G. Falkoff, Angeline B. Kounelis, Cecilia Lenk, Anthony Palomba, Vincent J. Piccirilli, Jr., Vice President Stephen Corbett, and Council President Mark S. Sideris voting in the affirmative.

There being no further business to come before the Town Council, Councilor Donohue moved to adjourn the meeting at 9:00 pm, seconded by Councilor Palomba and adopted by unanimous vote.

[Addendum](#)

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above minutes were adopted on November 22, 2011 by unanimous voice vote.

Mark S. Sideris, Council President