



H·R·R·A
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HOUSATONIC RESOURCES RECOVERY AUTHORITY

REGULAR MEETING MINUTES

Thursday, April 28, 2016, 10:30 a.m.

Room 209, Brookfield Town Hall

100 Pocono Rd, Brookfield, CT 06804

Members or Alternates Present

Bethel, Matthew Knickerbocker	8
Bridgewater, Alan Brown	1
Brookfield, Sheldon Conn	7
Danbury, Joel Urice	36
Kent, Bruce Adams	1
New Fairfield, Mike Gill	6
New Milford, David Gronbach	12
Newtown, Herbert Rosenthal	12
Redding, Jeff Hanson	4
Ridgefield, Rudolph Marconi	11
Sherman, Ruth Byrnes	2

Others Present:

Lynn Waller, Public
Robert Metzler, HRRRA Legal Counsel
Pat Llodra, Newtown First Selectman
Joel Ihnotic, NewTech Recycling
Ed Spinella, All American Waste
Ryan Bingham, Winters Bros.
Jen Iannucci, HRRRA Director
Cheryl Reedy, HRRRA Assistant Director

Call to Order: The meeting was called to order by Chairman Gill at 10:35 a.m. with a quorum of 98 votes present from ten municipalities. R. Byrnes arrived at 10:40 a.m. during public comment and before any votes were taken bringing the quorum present to 100 votes from all eleven municipalities.

Public Comment: Lynn Waller asked how residents living in the vicinity of New England Compost in Danbury can get their concerns addressed about odor coming from the facility. J. Iannucci will contact the business owner, Jeff Demers, as well as the CT DEEP and the City of Danbury Health Department to advise them of the complaints and facilitate all working together to better manage the problem.

Chairman and Members' Comments: There were no Member comments. Chairman Gill had the following comments:

- Glenn Lockhart has left Wheelabrator. HRRRA's new contact person will be Kevin Walton who will be on the road most days traveling in the company's territory. K. Walton's phone number will be provided to Newtown and Ridgefield as soon as he starts work and has a number.
- J. Winters' mom passed away and HRRRA sent flowers and condolences.

- The Executive Committee meeting previously scheduled for today was canceled for lack of a quorum. This is the meeting in which the annual employee reviews are conducted and the draft budget is approved. The staff will be sending out a Doodle poll to find a time for the Executive Committee to meet prior to the June annual meeting.
- April 30th is National Drug Take Back Day sponsored by DEA. Many HRRAs municipalities are participating through their police departments, including the Resident Trooper towns.
- The Chairman appointed J. Urice, S. Von Holt and H. Rosenthal to serve as the Nominating Committee for next fiscal year's officers and to make a report at the annual meeting in June.

Director's Report: J. Iannucci highlighted the following items from her written report:

- For the first time in a long while, the MSW tonnage is at 103% compared to the same time a year ago. Recycling tons are at 111% and E-waste tons at 136% year over year. R. Marconi asked if staff could provide a quarterly update of all tonnage generated in the region, regardless of where it is tipped and including all items now removed from MSW, to provide a more accurate recycling rate by town.
- T. Carlson completed her contract by providing the HRRAs recycling program to 30 classrooms in the region since March.
- Legislative Update - The bill providing payments to host communities (2) of mattress recycling facilities is still alive. The packaging bill is on the House calendar and the single use carry out bags is on the Senate calendar. The bill proposing changes in the bottle bill died but is expected to be replaced by a bill setting up a Task Force to study the proposed changes and report back to the Environment Committee next year.
- There was a theft of e-waste from the recycling bins at the Newtown transfer station that was caught by NewTech staff. All Chief Elected Officials and transfer station operators in the region were notified. It is very important that e-waste dropped off by residents be handled and removed from local sites ONLY by the approved e-waste recycler in order to protect the public and the environment.
- J. Iannucci thanked R. Byrnes and NewTech for a successful one day e-waste recycling collection held in Sherman on April 23rd that took in 8,000 pounds of material.
- J. Iannucci testified on behalf of HRRAs using the testimony reviewed by all Members at the public hearing at DEEP on the CMMS. The CMMS will be finalized by July 1st, and an information session held in July for the adopted plan. DEEP will respond in writing to all comments received on the draft plan per Lee Sawyer.
- This week EPA released a new metric that municipalities and others can use to convert volume to weight which takes into account the light weighting of packaging and other changes in the waste stream in the last few years.
- The Regional Award Ceremony for the Ninth Annual Billboard Contest was held on April 27th at Union Savings Bank on North Street in Danbury. There were 48 regional winners. Thank you to Justin Madden, the intern from Naugatuck Valley Community College, who managed this year's contest, and to Tiffany Carlson, who showed up early to help with set up. Thank you as well to the Chief Elected Officials who came to award prizes to the young winners from their communities.
- The May 24th DEEP Solid Waste Advisory Committee (SWAC) meeting has been expanded to three hours from 9 a.m. to Noon and will focus on packaging EPR, how it works in Europe and in Canada, how it might work in the U.S. and Connecticut, how it would affect haulers, MRFs, transfer stations, WTE plants, municipalities, etc. It would be an excellent meeting for HRRAs members to attend to become more familiar with packaging EPR and what it

might mean in the Authority's future. For those who are unable to travel to Hartford for the meeting, the event will be transmitted by Webinar that can be watched and listened to from the privacy of your office. J. Iannucci will send out information to all members on the event and will check on whether it will be recorded and archived. (It will not!)

Administrative Approvals

- a) **Minutes - Motion** by M. Knickerbocker, second by H. Rosenthal, to approve the minutes of the February 25, 2016 meeting. **Vote:** All in favor except A. Brown who abstained. (99 yes votes and 1 vote abstaining) **Motion** by M. Knickerbocker, second by H. Rosenthal, to approve the minutes of the April 24, 2016 workshop as presented after adding R. Metzler to the list of those in attendance and adding the A. in front of Brown on the third page. **Vote:** All in favor except R. Byrnes who abstained. (98 yes votes and 2 votes abstaining)

- b) **Financial Statements - Motion** by J. Urice, second by H. Rosenthal, to approve the financial statements through March 31, 2016 as presented. **Vote:** All in favor. (100 yes votes.)

Old Business

- a) **HRRRA Fund Balance Policy** – H. Rosenthal revised the policy to reflect comments and suggestions made at the last meeting. The fund balance will be reviewed by the Executive Committee every year that it is over 200% of the non-reimbursable expenditures for the prior year. The policy also now clearly states that no part of the fund balance can ever be spent without the approval of the full Authority. **Motion** by M. Knickerbocker, second by D. Gronbach, to approve the HRRRA Fund Balance Policy as presented. **Vote:** All in favor. (100 yes votes)

- b) **HRRRA Office Location** – M. Gill and J. Iannucci met with Brookfield First Selectman Steve Dunn and agreed that HRRRA will stay in its current building after WestCOG moves out, which M. Knickerbocker said would be by September 1st. HRRRA offices may move to the upstairs floor of the building so that Brookfield Parks and Rec can have the lower floor for their offices. Details about sharing of utilities, Internet, water, phones, etc. have yet to be worked out, but the Town and S. Dunn have been quite accommodating to date and their cooperation is much appreciated.

- c) **Workshop Next Steps** –
 - **Hauler meeting** - J. Iannucci was directed to reach out to haulers in the region to determine if they were interested in attending a meeting with the Authority to discuss the challenges municipalities will face meeting the requirements of the CMMS and the options under consideration to do so. In response to a question, R. Metzler noted that there is nothing illegal about a municipality or the region as a whole doing franchising or contracting out collection services for MSW and/or recycling, although he noted that it would probably be challenged.
 - **RFP or RFQ** – After considerable discussion of the merits of doing either an RFP or an RFQ for services to the region after 2019, a **motion** was made by M. Knickerbocker, seconded by J. Urice, to pursue an RFQ first. **Vote:** All in favor. (100 yes votes.) Staff and legal counsel were directed to start drafting an RFQ for review by the Authority at the annual meeting in June.

New Business

- a) **Recycling Educator Contract** – An additional contract for the Recycling Educator, valued at \$960, which will run through June 30, 2016, was presented to allow T. Carlson to provide six additional programs at schools that are on a waiting list having requested the program for this school year. There are adequate funds in the education budget line to pay for this contract. J. Iannucci noted that there would be a new, full year contract proposed for the Recycling Educator in next year's budget and that the contract would also add facilitating the Billboard contest to the Educator's duties. P. Llodra asked if there is any way to show that the HRRR recycling education program produces behavior change over the long term. H. Rosenthal suggested looking for any national studies on efficacy of such programs. In addition members asked to have the HRRR recycling education program presented to them at the annual meeting in June. **Motion** by M. Knickerbocker, second by J. Urice, to approve the Recycling Educator contract as presented through June 30, 2016. **Vote:** All in favor. (100 yes votes.)
- b) **E-waste Contract Award**- HRRR sent out an RFP for an e-waste recycling vendor to service the region and received four responses. NewTech Recycling, the current vendor, submitted the best proposal comparing certifications, municipal costs and rebates paid to municipalities, increasing its current rebate from 3 cents a pound to 5.5 cents per pound for all CEDs. J. Iannucci reviewed the responses and spoke with all transfer station operators in the region who unanimously supported approving another three year contract with NewTech Recycling. Kent, which is currently using Take 2, a responder, will be staying with Take 2. B. Adams noted that the town had received excellent service from Take 2 and that it was the only in-state company on the list that was also creating Connecticut jobs. **Motion** by M. Knickerbocker, second by J. Urice, to authorize the HRRR Chairman to sign the E-Waste Collection and Recycling Agreement with NewTech Recycling as presented with an effective date of July 1, 2016. **Vote:** All in favor. (100 yes votes.) C. Reedy passed out individualized Municipal Adoption Agreements to each municipality to be signed by each Chief Elected Official and returned to HRRR to extend the terms of the e-waste agreement to each participating municipality, even those who only hold one-day collection events. J. Urice asked if the Danbury agreement could be sent to Les Pinter, Corporation Counsel for the City.

Adjournment: On a **motion** by M. Knickerbocker, second by S. Von Holt, the meeting was adjourned at 12:01 p.m. **Vote:** All in favor of adjournment. (100 yes votes.)

Respectfully submitted,

Cheryl D. Reedy
HRRR Assistant Director