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**DRAFT**  
**HOUSATONIC RESOURCES RECOVERY AUTHORITY**  
**Executive Committee Meeting**  
**Monday, November 14, 2011, 2:00 p.m.**  
**Brookfield Town Hall, Room 209**

**MINUTES**

Chairman Mike Gill called the meeting to order at 2:05 p.m. Members in attendance at that time were M. Gill, R. Marconi and W. Davidson. H. Rosenthal entered the meeting at 2:10 p.m. and M. Boughton at approximately 2:35 p.m., both during agenda item 5. R. Marconi left the meeting at 3:30 p.m. during agenda item 4 before a vote was taken. Others in attendance were C. Reedy, Director and Glenn Nanavaty, auditor.

**Approval of Minutes**

**Motion** by M. Gill, second by R. Marconi, to approve the minutes of the Executive Committee meeting of April 21, 2011, as presented. **Vote:** Gill and Marconi in favor. Davidson abstained.

**Change Order of Agenda Items**

Since the Treasurer and Assistant Treasurer were still in transit to the meeting, without objection Chairman Gill tabled agenda items 3 and 4 to await their arrival and moved on to agenda item 6 for discussion.

**Recycling Contract Expiration Course of Action**

Each municipality received a letter within the last two weeks from Chairman Gill asking for a preliminary decision by December 4<sup>th</sup> on whether the town/city wants to stay as or join a recycling region after the current contract expires in February 2013. New Fairfield has indicated it wants to remain part of a region. A few municipalities may be leaning toward going it alone and leaving the recycling region. The group discussed the amount of recycling under municipal control and options for bringing more recycling tonnage under such control. (M. Boughton arrived at about this point in the discussion.) There was general discussion about how to write an RFP, to go out in early 2012, in order to get the best responses. There could possibly be four different recycling transfer facilities in the region after the end of the current contract, i.e. Danbury, Ridgefield, Newtown and New Milford. Proposers should be required to show at least one tipping/transfer site located within the region, the nearer the region's center the better. M. Boughton thought proposers should have to show that the site was already permitted by DEEP. The consensus of the Executive Committee was to draft a RFQ rather than a RFP, which would allow the Authority to negotiate the best deal possible with the respondent proposing the best price plus capacity.

### **Review Draft Audit for 2010-11 FY**

Glenn Nanavaty, from Nanavaty, Nanavaty & Davenport, presented the draft audit for the FYE 06-30-11. He noted that he would be issuing a clean, unqualified opinion on the Authority's fair presentation of its financial statements again this year. According to Mr. Nanavaty, the Authority experienced three major events affecting its financial statements in the last fiscal year. (1) Excess cash of approximately \$500,000 was invested with Vanguard in bond and other mutual funds. (2) The Authority's fully depreciated recycling processing equipment located at 307 White Street was sold for \$60,000 to Winters Bros, the new owner of the Danbury transfer station. Sale proceeds were to be paid in 12 equal monthly installments. Two payments were booked in the 2010-11 fiscal year and the remaining \$50,000 is listed as a receivable as of July 1, 2011. (3) An amended recycling agreement was signed with Winters Bros who purchased the assets of RTI during the past fiscal year. Notes 2, 5 and 6 in the audit were changed and/or expanded to reflect the year's activities.

G. Nanavaty recommends that the Treasurer and Director continue to monitor the Vanguard investments on a regular basis since there are some underlying equities in the funds. He also stressed the importance of maintaining the existing external controls already in place, i.e. Treasurer's independent monitoring of bank and investment accounts; countersignatures on checks; Executive Committee review and approval of monthly financial statements.

C. Reedy noted that based on prior year's recommendations from G. Nanavaty, now that the Authority has a second staff person, J. Iannucci with start doing accounts payable in January 2012. And, based on Union Savings Bank offering no cost business online banking, the Authority already set up an online banking account at which both the Director and Treasurer can observe transactions as they occur.

**Motion** by H. Rosenthal, second by R. Marconi, to recommend to the Authority acceptance of the audit for FY 2010-11 as presented. **Vote:** All in favor (5). None opposed.

### **Review Options for Changing HRRR Health Insurance**

The Executive Committee reviewed various options for health insurance under the State's Municipal Employees Health Insurance Program (MEHIP) and determined that for any plan comparable to the Anthem HSA Lumenos plan now provided, the savings were not sufficient to justify the time involved in making a change in the policy. Perhaps when the new pooling legislation goes into effect within the next few years the state will be able to offer a plan that saves municipalities real money. (R. Marconi left the meeting at this point.) **Motion** by M. Boughton, second by H. Rosenthal, to not make a change and to stay with the current health care plan, but also direct staff to determine what a benchmark plan should look like for future HRRR staff compared with comparable municipal positions in the region. **Vote:** All in favor (4). None opposed.

### **Informational Items**

- M. Gill reported getting a phone call from Tom Kirk, CRRA's CEO, asking the Authority to testify in support of CRRA at a DEEP administrative hearing in November in which CRRA intervened in opposition to a transfer station permit modification in South Windsor by All American Waste's owners. M. Gill declined the request based on the

policy, the best interests of HRRRA and on CRRA's less than forthright dealings with HRRRA in the past few years.

- C. Reedy passed out copies of a DEEP inspection report and NOV issued as a result to the owners of the Hawleyville railroad transfer facility that remains unpermitted by the state. That operation affects not just Newtown but also the City of Danbury, the regional transfer station in Danbury and indirectly HRRRA. M. Boughton suggested that DEEP needs to get off the dime and take enforcement action against the Hawleyville transfer station for operating without a permit.

### **Adjournment**

**Motion** by M. Boughton, second by H. Rosenthal, to adjourn the executive committee meeting at 3:38 p.m. **Vote:** All in favor.

Minutes Respectfully Submitted by,

Cheryl D. Reedy  
HRRRA Director