



H·R·R·A
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HOUSATONIC RESOURCES RECOVERY AUTHORITY

REGULAR MEETING MINUTES

Friday, October 19, 2007, 10:30 a.m.

Brookfield Town Hall – First Floor - Room 133

Members or Alternates Present and Voting:

Bethel, Robert Burke	8
Brookfield, Jerome Murphy	7
Danbury, Mark Boughton	35
Kent, Dolores Schiesel	1
New Fairfield, Mike Gill	6
Newtown, Herbert Rosenthal	12
Redding, Tom Newsome	4
Ridgefield, Rudolph Marconi	11
Sherman, Andrea O'Connor	2
	86

Others Present:

Cheryl Reedy, HRRRA Director
Joel Urice, Danbury Alternate
Lynn Waller, Public
Dave Dunleavy, AWD
Glenn Nanavaty, Auditor
Rob Pedersen, WES
Paul Nonnenmacher, CRRA
Nick Just, LoStocco Services
Tony DiFranco
David Rainer

Members Not Present

Bridgewater, William Stuart
New Milford, Patricia Murphy

1. Call to Order: The meeting was called to order by Chairman Gill at 10:30 a.m. with a quorum of 74 votes present from seven towns. D. Schiesel entered the meeting at 10:38 a.m. during agenda item 5(a) and R. Marconi entered the meeting at 10:45 a.m. during agenda item 6(a) bringing the total votes present to 86 from nine municipalities.

2. Public Comment

L. Waller expressed her support for the change in the holiday schedule at the HRRRA transfer stations that was on the agenda for decision.

3. Chairman's and Members' Comments

- Chairman Gill noted that a new CEO, Terry Brotherton, has been approved by the court at AWD. The Executive Committee met with Mr. Brotherton in early October.
- H. Rosenthal wished all his colleagues on the Authority good luck in the upcoming election.

4. Director's Report

There were no questions or comments on the Director's Report as presented through October 15, 2007. C. Reedy thanked the Authority for the opportunity to attend the National Recycling Congress in Denver in September, noting that it was a great opportunity to learn more about how recycling

programs work in other parts of the country and the world. She passed out copies of a brochure outlining the goals of Denver's municipal sustainability plan called Denver Green Print.

Motion by M. Boughton, second by J. Murphy, to add USB Bank Resolution as item (d) under the consent action items. **Vote:** All in favor.

5. Consent Action Items

- a. *Minutes* - **Motion** by J. Murphy, second by A. O'Connor to approve the minutes of the June 15, 2007 HRRRA meeting as presented. **Vote:** All in favor, except R. Burke and H. Rosenthal who abstained because they were not present at the June meeting. (D. Schiesel entered the meeting at this point.)
- b. *Financial Statements* - **Motion** by H. Rosenthal, second by R. Burke, to approve the HRRRA financial statements through September 30, 2007 as presented. **Vote:** All in favor.
- c. *2008 Meeting Dates* - **Motion** by D. Schiesel, second by H. Rosenthal, to approve the HRRRA meeting dates for 2008 as presented. **Vote:** All in favor.
- d. *Bank Resolution* - **Motion** by R. Burke, second by J. Murphy, to adopt the Corporate Authorization Resolution to Union Savings Bank, copy to be attached to the minutes, that authorizes all members of the Executive Committee as well as the Director to be signatories for all checks written by the Authority, as recommended by the Director. **Vote:** All in favor. (A new bank resolution has to be adopted each time one of the signatories on the account changes, e.g. when A. O'Connor was elected Secretary at the annual meeting in June.)

6. New Business

- a. *2006-07 Audit* - Glenn Nanavaty reviewed the results of the 2006-07 HRRRA audit and management letter comments. (R. Marconi entered the meeting at this point.) The year ended with an increase of \$56,444 in unrestricted net assets, for a total unencumbered fund balance of \$265,666, equivalent to 375 days of operation without any additional cash inflow. The auditors opinion on the financial statements of the Authority was without qualifications. R. Marconi asked why recycling revenue was down in 06-07 when recycling tonnage has been going up. C. Reedy explained that while the revenue sharing agreement with RTI is based on tonnage delivered as well as revenue from the sale of recycling commodities, there is a six-month lag from the end of the calendar year to the start of the next fiscal year before any increase in either tonnage or sales revenue is manifested as increased payments to HRRRA. Thus, the Authority should see increased recycling revenue, based on the current increased tonnage, in the fiscal year starting July 1, 2008. **Motion** by H. Rosenthal, second by R. Marconi to adopt the audit report for the fiscal year ending June 30, 2007 and the management letter recommendations of the auditor. **Vote:** All in favor.
- b. *Appointment of Auditor* - **Motion** by R. Marconi, second by D. Schiesel, to extend the contract with Nanavaty, Nanavaty & Davenport, LLC for audit services through the fiscal year ending June 30, 2010. **Vote:** All in favor. M. Boughton noted for the record that G. Nanavaty does several other non-profits and small governmental agencies in the greater Danbury area and has done a good job for the Authority. H. Rosenthal and D. Schiesel also commended G. Nanavaty on the work he has done on behalf of the Authority.
- c. *Transfer Station Holiday Schedule Change* - In order to hold down labor costs and use resources in the most effective manner, the Danbury transfer station has requested to be closed on three additional holidays starting in 2008, i.e. Martin Luther King's Birthday, Presidents' Day and Columbus Day. Because this is a change, albeit minor, in the WES contract, it must be approved by the Authority. When the Executive Committee reviewed the request, they recommended that

- d. all HRRRA transfer stations be closed on the same holidays for consistency and so that no one transfer station or community became overburdened with truck traffic on a holiday. D. Dunleavy said that the Danbury transfer station is not at all busy on these holidays. **Motion** by R. Marconi, second by R. Burke, to approve closing all HRRRA transfer stations on the following nine holidays as recommended by the Executive Committee: New Years Day, Martin Luther King's Birthday, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Thanksgiving Day and Christmas Day. **Vote:** All in favor.
- e. *2008 Legislative Agenda* – Members reviewed the draft legislative agenda for 2008 as presented. There was a consensus among the members that the legislative agenda should include reasons in addition to a statement of the Authority's position on the expanded bottle bill, state hauler licensing and DPUC rate setting for MSW tip fees. A. O'Connor asked that environmental, financial and climate change reasons be added to the position on the expanded bottle bill. M. Boughton said the reason for opposing hauler licensing was its effect on prices that consumers pay for garbage collection. He also noted that any type of quid pro quo is bad public policy. **Motion** by R. Marconi, second by R. Burke, to adopt the 2008 Legislative Agenda after the Director revises the draft based on the Authority members' suggestions and the revision is approved by the Executive Committee. **Vote:** All in favor.
- f. *Asphalt Shingle Recycling* – David Rainer and Tony DeFranco made a presentation on a tear-off asphalt shingle recycling company they propose to open in the region and asked for HRRRA's support and assistance. They estimate that there are between 50,000 and 100,000 tons of asphalt shingles torn off roofs in Litchfield and Fairfield counties every year that could be removed from the waste stream and recycled. According to DEP estimates, tear-off asphalt roof shingles currently make up 12-15% of the C&D waste stream in the state. There is only one other company in the State, located in Bloomfield, that currently recycles tear-off asphalt roof shingles. T. DeFranco, a roofer by trade, said that he spends as much as \$150,000 per year in tip fees to get rid of shingles, and that recycling those asphalt shingles could save roofers 20% per year in tip fees. The requirements for an asphalt shingle recycling business are minimal – a scale, grinding machine, excavator, front end loader and about a quarter acre of land. According to T. DeFranco, the process produces no dust, no runoff, and no odor. The ground up recycled end product can be used in cold patch, hot patch, on horse farms, walking trails, as a playground base, road base, septic fill, trench fill, etc. D. Rainer and T. DeFranco would like HRRRA to help them find an appropriate location for the business, possibly at one of the municipal transfer stations in the region.

R. Marconi said it appeared that the only negatives for a municipality might be traffic and noise, and asked if the partners could estimate how much of both might be produced. R. Burke said he'd like to see engineering specifications and decibel levels before considering it at the Bethel transfer station. J. Murphy suggested that those towns who are interested might want to visit the existing facility in Bloomfield. D. Schiesel noted that the Authority supports recycling the shingles rather than throwing them away, but needs more details on exactly how the operation would work. H. Rosenthal suggested that the partners contact the Public Works Director in Newtown to determine if there was a fit between what they needed and what was available at the Newtown transfer station.

Adjournment: On a **motion** by H. Rosenthal, second by R. Marconi, the meeting was adjourned at 11:55 a.m. without opposition.