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HOUSATONIC RESOURCES RECOVERY AUTHORITY
SPECIAL MEETING MINUTES

Thursday, September 22, 2011, 10:30 a.m.
Brookfield Town Hall – First Floor - Room 133

Members or Alternates Present and Voting:

Bethel, Matt Knickerbocker	8
Danbury, Joel Urice	35
Kent, Dolores Schiesel	1
New Fairfield, Mike Gill	6
Newtown, Herb Rosenthal	12
Redding, Larry Kulowiec	4
Ridgefield, Andy Bodner	11
Sherman, Andrea O'Connor	<u>2</u>
	79

Others Present:

Fred Hurley, Newtown Alternate
Susan Chapman, New Fairfield Alternate
Cheryl Reedy, HRRRA Director
Jen Iannucci, HRRRA Admin. Asst.
Lynn Waller, Public
Jay Lent, CEO Union Savings Bank
Glenn Lockhart, Wheelabrator CT
Paul Nonnenmacher, CRRRA

Members Not Present

W. Stuart, Bridgewater
W. Davidson, Brookfield
P. Murphy, New Milford

Call to Order: The meeting was called to order by Chairman Gill at 10:31 a.m. with a quorum of 79 votes present from eight towns. H. Rosenthal entered the meeting at 10:35 a.m. during public comment and became the voting member for Newtown.

Public Comment: Lynn Waller commented on the Memorandum of Understanding (MOU) recently signed between the City of Danbury and Winters Bros. She noted that it was good that the City would receive some type of host community benefit, but that she did not want Danbury to become the waste capital of Connecticut. Mrs. Waller was pleased that there was agreement to set aside an area for public education at the transfer station and that all Winters Bros. companies collecting within the HRRRA service area would use the same company name. She expressed her opposition to any expansion of the transfer station stating that it was big enough already. Mrs. Waller had a number of questions about the MOU such as, who would pay the \$1/ton host community benefit, who would be responsible to apply for grants for improvements at the transfer station, what possible fee there might be for e-waste recycling which she understood was to be free by state law, and what force majeure meant. Chairman Gill recommended that Mrs. Waller address her questions to the City of Danbury since HRRRA is not a party to the MOU.

Chairman's and Members' Comments

- Chairman's Comments
 - M. Gill noted that he had spoken with the Mayor about the MOU and received a copy a couple of days before the meeting. (Copies were distributed at the meeting to other members.) HRRRA's contract for MSW transfer, transport and disposal is with Wheelabrator who subcontracts the transfer and transport functions to Winters Bros. The MOU has been sent to HRRRA's legal counsel who will review the document to determine how it affects HRRRA, its member municipalities and Wheelabrator. If necessary, legal counsel from both HRRRA and the City will confer to discuss any issues of concern.
 - The Chairman welcomed to the meeting Glenn Lockhart from Wheelabrator CT, Inc., who is taking over Vin Langone's duties at the Bridgeport plant, and thanked him and the Wheelabrator staff who extended the days and hours of operation at the Ridgefield transfer station after Hurricane Irene at the town's request.
 - The last HHW collection of 2011 will be held Saturday, September 24th, at the Danbury public works facility rain or shine.
 - The Chairman thanked Vice Chairman R. Marconi (in absentia) for standing in for him and representing HRRRA at the press conference when the sale of the Danbury transfer station was announced.
 - Chairman Gill spoke with House Speaker Chris Donovan about HRRRA's difficulties in purchasing reasonably priced health insurance as a small employer. Legislation was passed in the last session opening up the state employees' health insurance program for municipalities, including political subdivisions of the state such as HRRRA. MEHIP, the Municipal Employees Health Insurance Program, is administered through the State Controller's office. The Chairman asked the Director to get quotes from MEHIP to help lower the cost of health insurance for the Authority. The Executive Committee, operating as the Personnel Committee, will meet in late October to review and make a final decision on changing the health insurance program.
 - On behalf of HRRRA, Chairman Gill presented Union Savings Bank CEO, Jay Lent, with a plaque (made of recycled material) in appreciation for the bank's ongoing support for the regional recycling poster contest since its inception in 2008. In addition to underwriting a significant portion of the cost of the contest, last year Union Savings hosted the regional award ceremony in its beautiful new meeting room in the North Street facility. Mr. Lent noted that Union Savings, as a mutual bank, doesn't pay shareholders but instead reinvests in the communities it serves in many different ways, including support for the regional recycling poster contest and its recycling message.
- Members' Comments
 - J. Urice noted that the September 24th HHW collection in Danbury has been advertised on the cable access show hosted by he and Mrs. Waller for the past 6 weeks.

Director's Report –

- C. Reedy reviewed some highlights of the annual MSW/Recycling tonnage reports for the FYE 6-30-11. While total MSW tonnage in the system declined again in last fiscal year, the rate of decline slowed significantly. Brookfield and Kent were both still below their minimum guaranteed tonnage (MGT), but overages from other parts of the region covered those shortfalls. The tonnage staying in the system for both these towns increased over the previous fiscal year

and the destination for most of the missing tonnage determined (Harlem Valley transfer station in Wingdale, NY.). New Milford and Redding are in danger of falling below their MGT in the next fiscal year if their tonnage into the system decreases 5% year to year. Municipalities with significant decreases in system tonnage year to year included Danbury down 10%, Bridgewater down 9% and Bethel down 6%.

- The leakage of recycling tonnage from the region in the last fiscal year was even greater than the MSW leakage with recycling tons falling 23%. A substantial part of that material was collected by All American Waste and taken to its own MRF, but All American does not account for the entire 23% decline. The reports each hauler had to turn in for each municipality in which the company collects for the past fiscal year showed that almost 2,500 tons of recycling generated in the region is going out of state. That's more than 35% of all recycling tonnage processed within the region. The region's recycling rates are not what they should be because of diversion, not because our residents are poor recyclers.
- Tonnage coming into the regional recycling facility includes 35% delivered by Winters Bros., 20% from six other commercial haulers, and 42% delivered on behalf of HRRAs municipalities from your municipal/school buildings and local transfer stations. The other 32 haulers for hire in the region deliver only 3% of the material processed by the regional recycling facility.
- An updated tonnage report with the recycling tons through 8-31-11 was passed out at the meeting
- A color coded report was distributed for each town, organized and prepared by J. Iannucci, with all the information collected from haulers working in each town for the prior fiscal year. There is a wealth of information heretofore unavailable to municipalities in the aggregated hauler reports. Any town with questions about how to read the report, sort by various categories, etc. should contact J. Iannucci. J. Iannucci organized and hosted a meeting for all municipal recycling contacts and used all this information to provide each with a draft report to be used for the annual municipal DEP recycling report due September 30th.
- All municipalities except New Milford (which does its own registrations), Bethel and Bridgewater have adopted the Municipal Solid Waste Collector Registration Resolution and/or a written equivalent authorizing HRRAs to act on behalf of the municipality to administer solid waste collector registration. As of October 31, 2011, HRRAs will not provide hauler registration services for any municipality that has not so authorized.
- During the month of October HRRAs will undertake an advertising campaign for single stream and electronics recycling as planned in this year's budget. A two-sided colored flyer will be inserted in the NewsTimes, New Milford Spectrum, Newtown Bee, and the New Fairfield/Sherman Citizen News at various times during the month. In the Tribuna and La Voz Hispana two full page color ads will run in October with the same information in Spanish and Portuguese. Additional copies in all three languages will be available for towns to distribute and/or place on their websites.

Administrative Approvals

- a. **Motion** by J. Urice, second by H. Rosenthal, to approve the minutes of the June 16, 2011 HRRAs meeting as presented. **Vote:** All voting in favor, with M. Knickerbocker abstaining. (Vote tally: 71 in favor; 8 abstain.)

- b. **Motion** by J. Urice, second by A. O'Connor, to approve the HRRRA financial statements through August 31, 2011 as presented. **Vote:** All in favor. (Vote tally: 79 in favor.)

New Business:

a. *HRRRA Permit and Registration Fees for 2012-13 –*

i. The HRRRA permit fee has been \$65 per vehicle for 20 years. To continue at the current operational level in the future, the Authority will need to develop additional sources and/or increased revenue in the next few years. C. Reedy asked members to consider increasing the HRRRA permit fee for the 2012-13 fiscal year, perhaps to \$100 per vehicle.

ii C. Reedy asked members to consider how to increase HRRRA's leverage to gain timely compliance with state and local hauler registration requirements for recalcitrant haulers. Fees double after the due date for HRRRA permits but there is no such incentive for haulers who need no HRRRA permit but do need a municipal registration. HRRRA staff has spent dozens of hours trying to gain compliance from a handful of haulers. Since HRRRA started doing hauler registrations on behalf of member municipalities, there has been a change in state law that significantly increased the number of haulers required to register as well as the information haulers must submit, all of which increases the time staff spends on municipal registrations. C. Reedy suggested that member municipalities consider doubling their fee for late registrations or allow HRRRA to assess a fee for those haulers who take up an unreasonable amount of time. A. Bodner did not want to see additional fees imposed on haulers feeling that small business is already unduly burdened. He and J. Urice suggested that only haulers who are late be assessed an additional fee. A. O'Connor asked C. Reedy to send information to each municipality about the registration fee charged by various communities and how much revenue that typically results in each year. J. Urice said HRRRA staff should not come back asking for fees for time spent when municipalities were assured a few years ago that the time burden was not too great for staff to handle. H. Rosenthal suggested that municipalities may want to consider a more uniform registration fee across the region as well as changing from a per business to a per vehicle fee. C. Reedy suggested reviewing the registration insurance requirements with an insurance professional to make sure that all current requirements are necessary, since insurance is the most common reason for a hauler's failure to complete registration in a timely fashion. M. Gill said the issue will be put on the November agenda as an action item to give municipalities time to consider the options before then.

b. *2012 Legislative Agenda*– The Authority had no specific legislation or solid waste issues to address with the region's legislators. The members' consensus was to ask the legislative delegation to "do no harm" to the Authority's interests in next year's legislative session.

c. *Regional Recycling Contract and RFP* – The Regional Recycling Services Agreement between HRRRA and Winters Bros. as well as the Municipal Recycling Services Agreements between HRRRA and all member municipalities (except Redding and Ridgefield) will terminate in February 2013. If members want to continue to operate as a region for recycling, an RFP should go out by February 2012. In addition to receiving and reviewing proposals and negotiating a new vendor contract, continuing as a recycling region will involve new municipal agreements

that will likely require approval from local legislative bodies. Before starting this process that will require a significant commitment of staff, legal counsel and Executive Committee time, it's important to know whether members want to continue with a regional recycling program. H. Rosenthal said the assumption should be that all members will continue to work together on a regional recycling program unless a municipality decides to opt out. J. Urice agreed but said Danbury would likely want to continue with a regional program. D. Schiesel suggested that it would be best for each municipality to make the decision about being in or out of a regional recycling program after the November municipal elections. She recommended that the staff develop a work plan for a regional recycling renewal process and that the Chairman send a letter to each Chief Elected Official outlining the process, the options, the timeline for a decision, and what will be required of each municipality. Most members expressed agreement with Ms. Schiesel's recommendation as the way to move forward.

Old Business:

- a. *Transfer station ownership update* – Winters Bros. closed on the purchase of the transfer station assets from the U.S. Marshal's Service in July. This long standing item can finally be removed from the agenda!

Adjournment: **Motion** by J. Urice, second by F. Hurley, to adjourn the meeting at Noon. **Vote:** All in favor. (Vote tally: 79 in favor.)