



H·R·R·A
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HOUSATONIC RESOURCES RECOVERY AUTHORITY

REGULAR MEETING MINUTES

Thursday, September 22, 2016, 10:30 a.m.

Room 209, Brookfield Town Hall

100 Pocono Rd, Brookfield, CT 06804

Members or Alternates Present

Bethel, Matthew Knickerbocker	8
Brookfield, Steve Dunn	7
Danbury, Joel Urice	36
Kent, Bruce Adams	1
New Fairfield, Mike Gill	6
New Milford, Suzanne Von Holt	12
Newtown, Herbert Rosenthal	12
Ridgefield, Maureen Kozlark	11
Sherman, Ruth Byrnes	2

Others Present:

Lynn Waller, Public
Robert Metzler, HRRRA Legal Counsel
Ed Spinella, AAW Legal Counsel
Ryan Bingham, Winters Bros.
Robert McNamara, Wheelabrator Technologies
Phil Schwer, Wheelabrator Technologies
Tiffany Carlson, HRRRA Recycling Educator
Jen Iannucci, HRRRA Director
Cheryl Reedy, HRRRA Assistant Director

95

Members Absent: Bridgewater, Redding

Call to Order: The meeting was called to order by Chairman Gill at 10:32 a.m. with a quorum of 84 votes present from nine municipalities. He led everyone in the pledge of allegiance. M. Kozlark arrived at 10:42 a.m. during discussion of the Director’s report and before any votes were taken bringing the total in attendance to 95 votes from ten municipalities.

Public Comment: Lynn Waller raised several questions/comments during public comment, including:

- Was HRRRA paid for helping Wheelabrator with its accounts receivable collection efforts from haulers?
- Per the RFQ/RFP process, she doesn’t support any out of state disposal option, especially for landfills.
- Can’t HRRRA open transfer stations, at least for recyclables, in other towns in the region other than Danbury?
- Who will take white goods, rugs, beds, etc. under this plan?
- Giving haulers who adopt PAYT a break in tipping fees is unfair to residents whose hauler(s) don’t adopt PAYT.
- Ten year term for the contract seems too short.
- Where would Winters Bros. site a burn plant?
- Why should the MSW tipping fees be competitive in order to attract tonnage to a facility in Danbury? The City has already done its fair share for solid waste in the region.

- It is good for All American Waste to pay a rebate to HRRRA for recycling tipped at its own facility.

Chairman and Members' Comments: Chairman Gill reminded members that there will be a HHW collection in Danbury on Saturday, September 24th. B. Adams thanked S. Von Holt for a very well run HHW collection in New Milford last Saturday, September 17th serving 940 cars. The new location at Pettibone School worked very well. Chairman Gill later introduced Bob McNamara from Wheelabrator, who is taking Kevin Walton's place as Market Manager, and Phil Schwer, the Bridgeport Plant Manager.

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

- MSW is running at 97% of the same time last year, recycling tonnage at 100% and e-waste tonnage at 109% of the same time last year. Textile tonnage YTD has been added to the report.
- Thanks to Ellen Rossini from Ridgefield, Deb Demuth from Bethel and Arlene Miles from Newtown for their help to J. Iannucci in manning the HRRRA booth at the Bridgewater Fair in August.
- J. Iannucci has obtained a \$5,000 grant to promote recycling education and a \$2,500 grant to promote recycling aseptic containers from the Carton Council. Novamont, the biopolymer manufacturer whose product is used in HRRRA composting program bags, also intends to make a grant to HRRRA for organics education.
- J. Iannucci met with the First Selectman and other town officials in New Fairfield and Redding to plan the implementation of their local food waste collection programs. New Fairfield will kick off on October 1st and Redding will launch on November 12th.
- CT Oil Recycling Services has announced it will not service municipalities any more starting October 1st. Despite the new testing protocol, the company was stuck with another batch of bad oil and has decided to get out of the municipal transfer station oil collection business. There are other companies in the state still collecting from local transfer stations and municipalities may make arrangements for retailers in their community to accept waste oil on their behalf.

H. Rosenthal asked about the continuing decrease in MSW tonnage, where it is going and what can be done about it. K. Walton from Wheelabrator was looking into this issue and it is hoped that his replacement will continue the effort. S. Von Holt noted that New Milford would not be participating with Bay State Textile collection efforts since the Salvation Army is paying the Town more than Bay State offered.

Administrative Approvals

- a) **Minutes - Motion** by M. Knickerbocker, second by S. Von Holt, to approve the minutes of the June 23, 2016 meeting. **Vote:** All in favor except R. Byrnes abstained. (93 yes votes and 2 votes abstaining.)
- b) **Financial Statements - Motion** by J. Urice, second by M. Knickerbocker, to approve the financial statements through August 31, 2016 as presented. **Vote:** All in favor. (95 yes votes.)

Old Business

- a) **HRRRA Office Location** – WestCOG has moved out of the Old Brookfield Town Hall and HRRRA has moved to the upper level in the building with more office space and more storage area. Many thanks to the Town of Brookfield, First Selectman Steve Dunn, facilities staff Sheldon Conn and Bobby Nakano, and the Brookfield IT staff Dan Secore and Dah-Miin Yau for all their assistance in moving the office and getting the building painted, cleaned, and repaired. They all have gone above and beyond the call of duty in making the new office look wonderful and operate efficiently. When all is in order there will be an open house for members to come visit the new office space. Brookfield Park and Rec will move into the lower level of the building the first week in October.
- b) **Town of Brookfield Lease** – S. Dunn noted that he did not yet have a lease for HRRRA to review but it would duplicate the lease WestCOG had. **Motion** by J. Urice, second by M. Knickerbocker, to authorize the Executive Committee to approve the lease and authorize its signing when the lease is ready. **Vote:** All in favor. (95 yes votes.)
- c) **Review of RFQ Responses** – J. Iannucci reported that seven companies expressed interest in the HRRRA RFQ and two actually submitted their qualifications, Winters Bros., and Wheelabrator. A spreadsheet she prepared showing each respondent's compliance with the terms of the RFQ was a part of the agenda packet. In addition, Glenn Nanavaty, HRRRA Auditor, reviewed the financial statements submitted by Wheelabrator and visited Winters Bros. to review its financial statements onsite, and submitted a report showing that both have the financial capability and the access to capital necessary to meet HRRRA's future needs. Members also reviewed a draft RFP prepared by staff and discussed whether to add any additional items to request to the RFP. J. Urice asked for more time to review the RFP and suggest changes. **Motion** by M. Knickerbocker, second by B. Adams, to approve both Winters Bros. and Wheelabrator as qualified respondents to the RFQ, to solicit formal proposals from both, to approve the draft RFP to go to Bob Metzler for putting into legal form, to allow members to suggest changes or make comments on the draft RFP until September 29, 2016, to authorize the Executive Committee to approve any changes made as a result of member comments or legal counsel drafting, and to redo the time schedule for inclusion in the RFP. After considerable discussion on whether to hold a special meeting of the Authority before releasing the RFP, **motion** by S. Dunn, second by H. Rosenthal, to move the question. **Vote:** All in favor. (95 yes votes.) **Vote on the main motion:** All in favor. (95 yes votes.)

Suggested changes by members at the meeting included:

1. J. Urice - Joint ventures are permissible.
2. S. Dunn – Any other possible options that HRRRA might have missed should be provided by respondents.
3. H. Rosenthal - HRRRA should have the right to reject any or all proposals it deems not in the best interest of the region.

New Business

- a) **All American Waste Recycling Rebate** – AAW has agreed in writing, and HRRRA has accepted, to pay HRRRA \$5/T for all single stream residential recyclables generated within HRRRA and tipped at the Murphy Road Recycling Center, LLC at 182 Danbury Rd, New Milford, CT for the 2016-17 FY. This is similar to the agreement AAW and HRRRA had a few years ago. This

agreement should remove the \$5,130 deferred revenue liability on HRRRA's balance sheet due to AAW that the Authority had agreed to repay in the current fiscal year.

- b) Recycling Educator School Program Presentation** – At the Authority's request, Recycling Educator Tiffany Carlson provided an overview of the recycling education program she presents to third grade classrooms in the region. In addition, she reviewed for members how she develops school contacts, how she follows up with teachers and how the program is evaluated. She noted that recycling is a part of the State of CT curriculum standards for third grade so it is quite relevant for students and teachers. The program, however, can be tweaked for audiences of any age, even adults. Members were very appreciative and complimentary of the program and Ms. Carlson's presentation. So that members might attend any program in their community that their schedule allows, a copy of Ms. Carlson's schedule will be sent out in all future agenda packets listing the programs completed and those yet to come.

M. Kozlark asked about the scale replacement at the Ridgefield transfer station which has still not been completed by Wheelabrator. Wheelabrator staff agreed to speak with her off line after the meeting about when this project might be scheduled.

Adjournment: On a **motion** by M. Knickerbocker, second by J. Urice, the meeting was adjourned at 11:44 a.m. **Vote:** All in favor of adjournment. (95 yes votes.)

Respectfully submitted,

Cheryl D. Reedy
HRRRA Assistant Director