



H·R·R·A
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HOUSATONIC RESOURCES RECOVERY AUTHORITY
REGULAR MEETING MINUTES

Thursday, March 23, 2017, 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, David Gronbach	12
Newtown, Fred Hurley	12
Redding, Jeff Hanson	4
Ridgefield, Rudy Marconi	11
Sherman, Clay Cope	2
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Others Present:

- Susan Chapman, New Fairfield Alternate
- Robert Metzler, HRRRA Legal Counsel
- Ed Spinella, AAW Legal Counsel
- Ben Canino, Winters Bros.
- Robert McNamara, Wheelabrator Technologies
- Kevin Nolan, Winters Bros.
- Suzanne Von Holt, New Milford Alternate
- Sheldon Conn, Brookfield Alternate
- Jen Heaton-Jones, HRRRA Director
- Cheryl Reedy, HRRRA Assistant Director

Members Absent: Bridgewater

Call to Order: The meeting was called to order by Chairman Gill at 10:35 a.m. with a quorum of 99 votes present from ten municipalities. (D. Gronbach left the meeting at 11:39 a.m. during item (b) under New Business, leaving a quorum of 87 votes present from nine municipalities.) Everyone recited the pledge of allegiance.

Public Comment: There were no comments made by the public. M. Gill noted that Lynn Waller had injured her knee and was unable to attend today's meeting. He asked J. Urice to extend the Authority's best wishes to Lynn on a speedy recovery.

Chairman and Members' Comments: Chairman Gill noted the need for Chief Elected Officials to support their member of the Regional Recycling Task Force and asked the six HRRRA municipalities not yet on board with a food waste composting program, to consider joining the five towns that are. J. Urice noted in the Director's Report that Veterans Park school was in Ridgefield, not Danbury.

Director's Report: J. Heaton-Jones highlighted the following items from her written report:

- MSW is running at 105% of the same time last year and recycling tonnage at 84% of the same time last year.
- The 2017 MSW tip fee has been set now by Wheelabrator and retroactive invoices going out to haulers and municipalities for the tonnage already tipped since January. The new tip fee is \$86.70 per ton. CEOs were reminded to check their municipality's invoicing for both MSW

and recycling at least once a year to make sure they are being charged the correct amount. The tip fee for municipalities for recycling at present is \$10/ton.

- The 10th Annual Billboard regional recycling award ceremony will be held on April 26th. CEOs were reminded to hold that date on their calendars to attend and give the winners from their municipality their awards. The ceremony will again be at Union Savings Bank on North Street in Danbury, second floor conference room, starting at 5:30 p.m.
- FYI for members that New Milford had to spend \$10,000 to hire a hazardous waste cleanup vendor from Bridgeport due to the radiation emitted in a load of MSW coming from its local transfer station that set off the scale alarm at the Danbury transfer station. The vendor determined that the radiation was coming from a Boy Scout compass that had been thrown away. Members asked HRRRA staff to research how towns should protect themselves from handling such items and what residents who have such items to dispose of should be told.
- J. Heaton-Jones attended a public space recycling session for municipalities at DEEP. The state continues to push that a recycling container must be placed next to each garbage container in public spaces.
- Any municipality approached by someone trying to sell them a recycling app should refer the salesman to HRRRA. The app is a part of a new statewide recycling public education campaign that seeks to standardize recyclable items across the state and provide MRFs with less contamination to improve the value of recycling commodities. However, the app is expensive and it will make sense for the region to work together on a purchase if necessary.
- HRRRA will be working with NERC, the Northeast Recycling Council, on a textile recycling program in the coming months.

Administrative Approvals

- a) **Minutes - Motion** by M. Knickerbocker, second by B. Adams, to approve the minutes of the December 16, 2016 meeting as presented. **Vote:** All in favor except C. Cope, S. Dunn, R. Marconi and F. Hurley abstained. (67 yes votes and 32 abstaining vote.)
- b) **Financial Statements - Motion** by R. Marconi, second by B. Adams, to approve the financial statements through February 28, 2017 as presented. **Vote:** All in favor. (99 yes votes.)
- c) **Transfer – Motion** by C. Cope, second by M. Knickerbocker, to transfer \$10,000 from the Contingency line item to the Professional Services line item for possible contract negotiations. **Vote:** All in favor. (99 votes yes.)
- d) **Appropriation – Motion** by C. Cope, second by B. Adams, to approve an additional appropriation from fund balance to the Professional Services line item in the 2016-17 budget for partial legal fees associated with developing a model solid waste ordinance. **Vote:** All in favor. (99 yes votes.) There was considerable discussion of the model ordinance during this agenda item. R. Metzler noted that he had given the Chairman a not to exceed price for the ordinance work of \$21,000. The final cost will depend on how much time Mr. Metzler has to spend talking with legal counsel from the various municipalities as members adapt the ordinance to their specific needs. D. Gronbach suggested that much of the savings of having HRRRA pay for the ordinance would be lost if each municipality spent money to make significant changes in the proposal. He recommended that the ordinance should be adopted as uniformly as possible across the region, and other members agreed. J. Heaton-Jones was asked to resend the ordinance in electronic form to each municipal CEO so it could be sent on to their legal counsel. She was also directed to send R. Metzler's contact information so that local legal counsel can contact him directly.

Municipalities have until December 2018 under the CMMS to update their local solid waste ordinances to reflect changes in state law, but those who want to apply for more DEEP grants would be wise to update as soon as possible and give their applications a leg up and more points. Members were asked to report back on progress in getting the ordinance adopted in their community at the next HRRRA meeting.

- e) **DEEP Grant – Motion** by J. Urice, second by C. Cope, to authorize the Chairman to sign and the Secretary to certify the attached resolution accepting the DEEP grant of \$20,000 to improve and enhance food waste composting in the region as well as recycling in the classroom with bins .
Vote: All in favor. (99 yes votes.)

New Business - Motion by M. Gill, second by C. Cope, to move to New Business and take up Old Business, for which an executive session is anticipated, at the end of the meeting for the convenience of the public. **Vote:** All in favor. (99 yes votes.)

- a) **Municipal Recycling Audits** - As requested by members at the December 2016 meeting, the Municipal Recycling Checklist (in the agenda packet), a comprehensive list of municipal best practices for solid waste and recycling, was distributed to RRTF members who were asked to complete the checklist to determine a baseline for each community, review with their CEO and together set 4 improvement goals for the next year. RRTF members have been asked to complete this work by April 6th, if possible, so HRRRA members can receive the information at the next Authority meeting. RRTF members have reported that they very much need the support of their municipal CEO in many communities. In some case they have hit roadblocks from other employees or entire departments, and only the CEO can send the message that this is important and needs everyone’s cooperation to succeed. C. Reedy noted that some municipalities do not have representation on the RRTF or that their RRTF member has not been to a meeting for some time, so not all municipalities will have good information on their baseline compliance with recycling laws when it is presented to the full Authority. Any chief elected official who wants to check on the status of his/her RRTF member, can speak with staff. Chairman Gill noted as well that HRRRA staff is available to assist any municipality that requests their help.
- b) **Additional HHW Event in Region** – J. Heaton-Jones passed out several charts showing the cost to each municipality over the last six years as well as total cost of the two regional HHW collections conducted by HRRRA in the region each year. The charts showed that in general the host community ends up bearing about half the cost of an event because of the convenience for its residents. The charts also showed how distance from an event affects participation by residents. A second handout proposed several options for how to pay for a third regional collection in the next fiscal year. J. Urice asked how a third collection would address residents who are moving or who come into town to clean out a deceased parent’s home, etc., saying that a permanent facility was needed in the region. C. Cope, D. Gronbach and M. Knickerbocker all asked for more time to study all the data presented before making a decision. D. Gronbach even questioned whether another collection was needed. F. Hurley noted that the public in Newtown continually asks for more collections and that’s in a community that hosts one of the HRRRA-sponsored events.

(D. Gronbach left the meeting at this point at 11:39 a.m.)

Chairman Gill directed the HRRRA staff to pick a date and a location for a third HHW collection during the year prior to the next HRRRA meeting so that the members could vote on approval.

Since it is too late to add funds for such an event to most municipal budgets or to remove hauler registration fees from municipal revenue projections, he proposed that HRRRA pay for the additional HHW collection event from fund balance on a one-time basis.

- c) **HRRRA Investment Policy - Motion** by C. Cope, second by B. Adams, to table this item until the next HRRRA meeting when Treasurer H. Rosenthal is present. **Vote:** All in favor. (87 yes votes.)

Old Business

- a) **Local Model Recycling Ordinance** – This item was fully covered under the additional appropriation approved earlier in the meeting under Administrative Approvals.
- b) **Review RFP Responses –Motion** by M. Gill, second by M. Knickerbocker, to go into executive session to discuss the RFP responses and negotiating issues and invite in all HRRRA members and alternates, any municipal chief elected officials who are not HRRRA members or alternates, HRRRA legal counsel R. Metzler, and HRRRA staff J. Heaton-Jones and C. Reedy. **Vote:** All in favor. (87 yes votes.) The Authority entered into executive session at 11:44 a.m., and came out of executive session at 12:43 p.m. S. Chapman left the executive session at 12:40 p.m.

After coming out of executive session, **Motion** by F. Hurley, second by M. Knickerbocker, that the Chief Elected Official from Danbury, Ridgefield, Newtown and New Milford, or his or her designated alternate/member of HRRRA, be deemed the Negotiating Committee and authorized to negotiate a successor solid waste and recycling agreement with Winters Bros.; that the eventual agreement must come back to the full Authority for final approval; that the Negotiating Committee be authorized to choose one of their own members as chairman; and that a member of the negotiating committee will eventually volunteer to serve as Chairman of the Authority for the term starting on July 1, 2017. **Vote:** All in favor. (87 yes votes.)

Adjournment: On a **motion** by S. Dunn, second by C. Cope, the meeting was adjourned at 12:45 P.M. **Vote:** All in favor of adjournment. (87 yes votes.)

**Respectfully submitted,
Cheryl D. Reedy
Assistant Director**