



HOUSATONIC RESOURCES RECOVERY AUTHORITY

REGULAR MEETING MINUTES

Monday, June 25, 2018, 10:30 a.m.

Room 133, 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, Susan Chapman	6
Newtown, Herbert Rosenthal	12
Redding, Jeff Hanson	4
Ridgefield, Rudolph Marconi	11
Sherman, Don Lowe	2
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Others Present:

Bill Aduleit, Winters Bros.
Jodi Barnell, Winters Bros.
Julie Cammart
Sheldon Conn, Alternate
Kim Hanson, Alternate
Patti Oberg, All American Waste
Vanessa Villomil, NEAT

Members Absent:

Bridgewater
New Milford

Call to Order:

The meeting was called to order by Chairman R. Marconi at 10:32 a.m. with a quorum of 87 votes present from 9 municipalities. He led everyone in the pledge of allegiance.

Public Comment:

No public comment.

Chairman and Members' Comments:

Chairman and no members made any comments.

Director's Report:

J. Heaton-Jones highlighted the following items from her written report:

- MSW tonnage year to date is running at **116%** compared to same time last year.
- Recycling tonnage is running at **135%** compared to the same time last year.
- E-waste tonnage is at **112%** compared to the same time last year.
- Public Education recap for 2017-18 fiscal year to date: 26 schools, 104 classes, 2,139 students thru 49 Trash Talk presentations.
- The May 19th HHW Event in Newtown was a success given the conditions of the community from the aftermath of the storm in addition to the day's weather which was heavy rain. HRRR processed 596 cars and the event cost a total of \$33,730.

- J. Heaton-Jones met with M. Kodrowski from MXI Environmental Services to discuss participating in their ribbon cutting and product launch of their new recycled paint that will be sold in Connecticut this July. They plan to launch the product in Danbury at the Housatonic Habitat for Humanity ReStore on July 27th and give out free recycled paint to the first hundred cars at the HRRRA Brookfield HHW event on July 28th.
- J. Heaton-Jones participated in a national webinar on how to “Recycle Right”. The Director would like to implement this concept in conjunction with the What’s IN, What’s OUT public education campaign.
- The Town of Newtown is in the process of implementing a ban on plastic bags. It is currently being reviewed by their Ordinance Committee. Once it has their final review it will be passed onto the Legislative Council for approval. Vanessa Villomil, the Chair of the Newtown Environmental Action Team is spear heading the event and was present to answer questions by the Authority.

Administrative Approvals:

a) Minutes, March 22, 2018

Motion by M. Knickerbocker, second by S. Dunn, to approve the minutes of the March 22, 2018 (attachment B1). **Vote:** All in favor. (87 yes votes.)

b) Financial Statements:

Motion by M. Knickerbocker, second by S. Dunn, to approve the financial statements through May 30, 2018 (attachment C1), as presented. **Vote:** All in favor. (87 yes votes.)

Old Business:

a) Recycling Rebate Update:

J. Heaton-Jones announced that J. Decker, Winter Bros. has requested an increase, per the current contract from \$40 to \$55/ton. The current HRRRA rebate of \$7.50/ton will continue and the HRRRA Municipal tip fee of \$10.00 will remain the same. R. Marconi requested the Director draft a Letter of Understanding concerning price changes between Winters Bros. and the Authority inclusive of a 90 days review period following a price change.

J. Heaton-Jones recommended at least a two week notice to haulers before any price change goes into effect.

Motion by M. Knickerbocker, second by S. Dunn, to accept the price increase by Winters Bros. to \$55 per ton for mixed recycling and to be reviewed in 90 days with an accompanying Letter of Understanding drafted by Director. **Vote:** All in favor. (87 yes votes.)

b) Recycling Market Update:

As requested previously by the Authority, J. Heaton-Jones provided current information sourced from Pulp & Paper Week and Resource Recycling publications confirming current markets for recyclables.

c) Census Update:

J. Heaton-Jones shared current census data demonstrating no material change in distribution of population; therefore, no need to alter town's voting percentages.

New Business:

a) Transfer of funds to cover legal expenses for 2017-18 FY:

J. Heaton-Jones recommended transfer of \$2803.06 from Staff Education, of \$4426.24 from HHW HRRRA Regional Share, of \$611.72 from Service/Membership totaling \$7841.02 to the Professional Services line to cover the legal expenses for the 2017-18 FY. **Motion** by H. Rosenthal, second by M. Knickerbocker to accept recommended transfers. **Vote:** All in favor. (87 yes votes.)

b) Brookfield HHW Event Cost Allocation :

J. Heaton-Jones shared that the Executive Committee met and discussed the need to adjust the allocation of cost for Brookfield hosting the July 28th HHW event. Due to unexpected costs to the Town of Brookfield from the May storm and results of the town's budget vote, it is recommended that the HRRRA pay \$15,000 of the event cost on behalf of the town of Brookfield as a onetime occurrence. **Motion** by H. Rosenthal, second by M. Knickerbocker to allow a onetime fixed expense of \$15,000 to pay the Town of Brookfield's share of the July 28th HHW event. **Vote:** All in favor. (87 yes votes.)

c) Glass – Removing Glass from the Mixed Recycling Stream:

J. Heaton-Jones informed the Authority of the recent passing of House Bill 5360, section 12, which allows municipalities to run a pilot program of removing glass containers from the mixed recycling stream and then collecting it separately. The Director provided additional information about the issue with glass in the mixed stream, specifically how glass contaminates other collected recyclables and it itself is contaminated from other items in the mixed stream. The glass product that is processed at the MRF is too dirty and contaminated to be recycled. It is being sent to landfills for alternate daily cover. The separation of glass is an opportunity to create a higher-grade material for recycling, both for glass itself and for the rest of the mixed stream. The Director's concern is that the mixed recycling tip fees are rapidly increasing due to market conditions, which have everything to do with the quality of the material and doing nothing is not an option. J. Heaton-Jones shared that Canada and Europe do not include glass in their mixed recycling programs because it doesn't work. J. Heaton-Jones recommended to the full Authority that HRRRA run a regional pilot to remove glass from the mixed stream. The program would take glass out of the curbside bin and require residents to bring their glass to a local drop-off to be recycled.

R. Marconi requested a full program be put together and presented to the full Authority before it is implemented. **Motion** by M. Knickerbocker, second by J. Urice to move forward with becoming the pilot region for collecting glass outside of the mixed recycling stream pursuant to Connecticut House Bill 5360, Section 12. **Vote:** All in favor. (87 yes votes.)

d) Report of Executive Committee Acting as the Personnel Committee:

H. Rosenthal reported positive performance appraisals by HRRRA Executive Director and part time staff member. **Motion** by J. Urice, second by M. Knickerbocker to approve the increase

in Executive Director's hours to 40 hours per week and pay increases for both the Executive Director and part time staff member of 2.5%. **Vote:** All in favor. (87 yes votes.)

e) Approve HRRRA Budget for the FY Ending June 30, 2019 as Recommended by the Executive Committee:

Motion by M. Knickerbocker, second by S. Dunn to approve the HRRRA 2018-19 fiscal year budget as presented with expenditures totaling \$461,500. H. Rosenthal reminded the Authority to include a review of the Fund Balance policy should that become a priority. **Added amended motion for action taken in 7b.** clarifying source of the \$15,000 HHW expense for the July event come from Contingency. **Vote:** All in favor. (87 yes votes.)

f) Nominating Committee Report:

On behalf of himself, S. Von Holt and H. Rosenthal, J. Urice read the Nominating Committee report nominating R. Marconi to serve as Chairman, M. Knickerbocker as Vice Chairman, H. Rosenthal as Secretary, S. Dunn as Treasurer and M. Boughton as Assistant Treasurer for the next year.

J. Urice suggested members consider the following points for future deliberations for HRRRA Authority officers. The Chairman should be a CEO of their town. There should be a term limit of 2 years in a particular role. The Key 3 Officers – Chairman, Vice Chairman and Treasurer shall have served in another officer capacity prior to their election to one of these roles.

g) Election of Officers for the 2018-19 FY:

Motion by J. Urice, second by S. Dunn to accept proposed slate of officers for the next year. **Vote:** All in favor. (87 yes votes.)

Adjournment:

On a motion by J. Urice, second S. Dunn, the meeting was adjourned at 11:44 a.m. **Vote:** All in favor of adjournment. (87 yes votes.)

Respectfully submitted,

Tiffany Carlson
Administrative Assistant