



HOUSATONIC RESOURCES RECOVERY AUTHORITY
Executive Committee Meeting
Monday, April 22, 2019, 9:00 a.m.
Brookfield Town Hall
100 Pocono Road, Brookfield CT 06804

MINUTES

Chairman Rudy Marconi called the meeting to order at 9:12 a.m.. Members in attendance were M. Knickerbocker (via phone), S. Dunn, H. Rosenthal. Also in attendance were J. Heaton-Jones, Executive Director, HRRRA and J. Urice, HRRRA Danbury Member.

Approval of Minutes

Motion by H. Rosenthal, second by M. Knickerbocker to approve the minutes of the Executive Committee meeting of April 15, 2019, as presented. **Vote:** All in favor

Review and consider draft budget for FY 19-20

J. Heaton-Jones presented three draft options for the FY 19-20 to consider. The new FY budget reflects a change in revenue from a \$1 a ton MSW program fee to a \$2 a ton program fee. The Director adjusted recycling revenue to reflect the change from \$7.50 per ton to \$5.00 a ton and a reduction in tonnage. All three budgets included an increase in HHW events from 3 to 5 events for the year, adding an event in Bethel and Ridgefield. In addition, the budget increased staff salary 2.5%. All three options had minor adjustments where the Director felt it was needed due to normal annual increases in various expense lines such as insurance, travel and office supplies. The three different options highlighted were: A.) No change in staff with additional. B.) Adding a part-time Regional Recycling Coordinator. C.) Increasing T. Carlson's hours to 35 hours per week to full time to fill the request for a regional recycling coordinator. T. Carlson has agreed to take a stipend in lieu of medical insurance. The Authority would provide life insurance and long term disability as per the personnel policy.

Motion by H. Rosenthal, second by S. Dunn to accept Option C and to increase T. Carlson's hours to 35 hours a week and to recommend to the full Authority at the annual meeting a 2019-20 FY budget with projected revenue of \$632,250 and total expenditures of \$598,976. **Vote:** All in favor

Regional Waste and Recycling Contract MSW Tip Fee

Motion by M. Knickerbocker, second by H. Rosenthal, to go into executive session for the purpose to discuss the Regional Solid Waste and Recycling System Agreement Contract between HRRRA and Oak Ridge, and to invite the Executive Director into the executive session and J. Urice, Danbury HRRRA Member. **Vote:** All in favor.

The Executive Committee entered executive session at 9:52 a.m.. At 10:27 a.m. the Committee returned to public session and there were no votes taken. The Executive Committee directed J. Heaton-Jones to speak to legal counsel to discuss and get advice on the legal procedures to increase the MSW tip fee.

Adjournment

On a **motion** by H. Rosenthal, second by S. Dunn, the meeting was adjourned at 10:30 a.m.

Vote: All in favor.

Minutes Respectfully Submitted by,

Jennifer A. Heaton-Jones

HRRA Executive Director