



**Regional Recycling Task Force Meeting  
Thursday, February 7, 2019, 10:30 a.m.  
Brookfield Town Hall – Room 209  
162 Whisconier Road, Brookfield, CT 06804**

**MINUTES**

**In Attendance**

J. Heaton-Jones called the meeting to order at 10:34 a.m. In attendance were R. Byrnes (SH), S. Conn (BK), T. Ciatto (WB), D. DeMuth (BOE, BE), M. Flanagan (BE), B. Hanna (NM), K. LeJava (BK/BOE), B. Leonard (WB), A. Miles (NE), P. Oberg (AAW), C. Praissman (BK/BOE), K. Vallera (AAW), S. Von Holt (NM) and J. Heaton-Jones (HRRRA) and T. Carlson (HRRRA).

**Approval of Minutes**

**Motion** by A. Miles, second by R. Byrnes, to approve the minutes of November 1, 2018 as presented. **Vote:** All in favor.

**Glass pilot program update**

J. Heaton-Jones explained the current status of HRRRA's glass pilot program. The towns of Bethel, Redding and Ridgefield started accepted glass in separate collection bins earlier this week. The pilot period will be 90 days at which time HRRRA will review feedback from towns and report back to the full Authority where next steps will be determined.

**Billboard Contest 2019**

J. Heaton-Jones solicited feedback from task force if any additional templates or promotional materials needed. HRRRA is on schedule to hold the Awards Ceremony on Wednesday, April 24, 2019 at Union Savings Bank, Danbury. T. Carlson requested coordinators to ensure all required information is included on the local 1<sup>st</sup> place winning entries brought for the Regional judging.

**CT DEEP compliance reports**

J. Heaton-Jones shared the Municipal Compliance Reports sent to town CEOs in late January. The latest communication from CT DEEP offers the opportunity to re-submit the Municipal Annual Report which the results were based on. J. Heaton-Jones offered to organize another workshop to assist the towns with their resubmission.

### **Municipal Recycling, Waste Reduction and Reuse Self-Evaluation Checklist**

The annual self-evaluation checklist is electronically based for 2019. T. Carlson sent the checklist earlier this week and was asked by J. Heaton-Jones to send a supplemental email including the town's goals from 2018.

### **Municipal contacts for public education communications**

J. Heaton-Jones asked each member who is responsible for disseminating public information and education to residents within their municipality. Responsible persons vary by content and platform used. J. Heaton-Jones request members to provide the names and contact information for each. T. Carlson also suggested it would be helpful to know what other media are used within towns to dissemination information and requested members to add those media to their list.

### **Earth Day regional event**

J. Heaton-Jones asked for input on the viability of organizing a HRRRA Regional Earth Day event. M. Flanagan, T. Ciatto, B. Leonard, A. Miles, and S. Von Holt volunteered to sit on the organizing committee. J. Heaton-Jones will also solicit from other non-government organizations for member to the organizing committee. Feedback from the task force indicated, activities at the event should include a wide variety of vendors and offerings with educational stations placed throughout the venue.

### **Independent vendors reaching out to Transfer Stations**

J. Heaton-Jones inquired if members were being contacted by outside vendors to provide information or consideration for services offered. Members should forward such inquiries to HRRRA staff for follow up.

### **Recycling Coordinator workshop**

J. Heaton-Jones referenced the current listing of each Town's Recycling coordinator in announcing a workshop to educate the local resource for residents seeking information on recycling in their town. Participation is by invitation and will be focused on those municipal employees named responsible for recycling for their town.

### **Additional items raised by members**

J. Heaton-Jones reminded task force of the Carton Council grant opportunity. On behalf of Barbara Heineken, representative for the Carton Council, the request was made for contacts to follow up with for potential grant funding with carton recycling efforts.

### **Adjournment**

Without objection, the meeting was adjourned at approximately 11:31 a.m.

Minutes taken by Tiffany Carlson, HRRRA Administrative Assistant.