



HOUSATONIC RESOURCES RECOVERY AUTHORITY
Executive Committee Meeting
Wednesday, July 3, 2019, 11:00 a.m.
Brookfield Town Hall, Room 209
100 Pocono Road, Brookfield CT 06804

MINUTES

Chairman Matthew Knickerbocker called the meeting to order at 11:02 a.m. Members in attendance were S. Dunn, H. Rosenthal. Also in attendance were R. Marconi, J. Heaton-Jones, Executive Director, HRRRA and T. Carlson HRRRA staff

Approval of Minutes

Motion by S. Dunn, second by H. Rosenthal to approve the minutes of the Executive Committee meeting of May 31, 2019, as presented. **Vote:** All in favor

Personnel

Motion by S. Dunn, second by H. Rosenthal to go into executive session for the purpose to review staff's annual evaluations and to invite R. Marconi into the executive session. **Vote:** All in favor. The Executive Committee entered executive session at 11:04 a.m. At 11:15 a.m. the Executive Committee invited HRRRA Executive Director, J. Heaton-Jones to join executive session. At 11:32 a.m. the Executive Committee invited T. Carlson to join executive session. The Executive Committee came out of executive session at 11:37 a.m.

Motion by H. Rosenthal, second by M. Knickerbocker to recommend to the full Authority a 2.5% salary increase for both the Executive Director and Administrative Assistant and to increase Administrative Assistant hours to 35 hours per week. **Vote:** All in favor.

Adjournment

On a **motion** by H. Rosenthal, second M. Knickerbocker the meeting was adjourned at 11:39 p.m. **Vote:** All in favor.

Respectfully Submitted,

Tiffany Carlson
Administrative Assistant



**HOUSATONIC RESOURCES RECOVERY AUTHORITY
Special Meeting - Executive Committee**

**Wednesday, July 3, 2019, 11:00 a.m.
Brookfield Town Hall, Room 209
100 Pocono Rd, Brookfield, CT 06804**

AGENDA

1. Call to order
2. Approval of minutes of May 31, 2019 (Attachment A)
3. Personnel – annual evaluations of Director and Administrative Assistant and set salary for FY 19-20. *The Executive Committee may go into executive session at some point during this item for discussion of personnel issues.* (Attachment B)

*Adjournment

**Possible action items*

cc: HRRRA members and alternates
Town clerks and FOI list



HOUSATONIC RESOURCES RECOVERY AUTHORITY
Executive Committee Meeting
Friday, May 31, 2019, 11:00 a.m.
Brookfield Town Hall, First Selectman's Office
100 Pocono Road, Brookfield CT 06804

MINUTES

Chairman Rudy Marconi called the meeting to order at 11:08 a.m.. Members in attendance were M. Knickerbocker (via phone), S. Dunn, and H. Rosenthal. Also in attendance were J. Heaton-Jones, Executive Director, HRRRA and from the public K. Vallera, AAW

Approval of Minutes

Motion by M. Knickerbocker, second by S. Dunn to approve the minutes of the Executive Committee meeting of May 28, 2019, as presented. **Vote:** All in favor

Regional Waste and Recycling Contract MSW Tip Fee

Motion by S. Dunn, 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. **Vote:** All in favor.

The Executive Committee entered executive session at 11:09 a.m.. At 12:06 p.m. the Committee returned to public session and there were no votes taken.

Adjournment

On a **motion** by S. Dunn, second by H. Rosenthal, the meeting was adjourned at 12:07 p.m.
Vote: All in favor.

Minutes Respectfully Submitted by,

Jennifer A. Heaton-Jones
HRRRA Executive Director