



**HOUSATONIC RESOURCES RECOVERY AUTHORITY**

**SPECIAL MEETING MINUTES**

**Wednesday, October 16, 2019, 2:00 p.m.**

**Room 209, Brookfield Town Hall**

**100 Pocono Road, Brookfield, CT 06804**

**Members or Alternates Present**

|                              |           |
|------------------------------|-----------|
| Bethel, Matt Knickerbocker   | 8         |
| Brookfield, Steve Dunn       | 7         |
| Danbury, Joel Urice          | 36        |
| New Milford, Pete Bass       | 12        |
| Newtown, Fred Hurley         | 12        |
| New Fairfield, Pat DelMonaco | 6         |
| Redding, Julia Pemberton     | 4         |
| Ridgefield, Rudolph Marconi  | 11        |
| Sherman, Don Lowe            | 2         |
|                              | <b>98</b> |

**Others Present:**

|                                 |
|---------------------------------|
| Sheldon Conn, Brookfield        |
| Kim Hanson, New Fairfield       |
| Suzanne Von Holt, New Milford   |
| Ken Vallera, All American Waste |

**Members Absent**

Bridgewater  
Kent

**Call to Order:** The meeting was called to order by Chairman M. Knickerbocker at 2:00 p.m. with a quorum of 75 votes present from seven towns. M. Knickerbocker led everyone in the pledge of allegiance. R. Marconi entered the meeting at 2:02 and P. Bass entered the meeting at 2:03pm under item 5 (a) increasing the quorum to 98 votes

**Public Comment:** No public comment.

**Chairman and Members' Comments:** No comments shared by the Chairman or HRRRA members.

**Administrative Approvals: Minutes - Motion** by J. Urice second by F. Hurley to approve the minutes of September 23, 2019 (Attachment A) Vote: **The motion passed unanimously;** with 75 votes in favor

**Old Business: Regional Solid Waste and Recycling Agreement Recycling Tip Fee Increase – Executive Committee Recommendation to Full Authority:** The Chairman, M. Knickerbocker, informed the Authority that the recommendation of the HRRRA Executive Committee is to approve the request from Oak Ridge Waste and Recycling, LLC to increase the current recycling tip fee from \$65 per ton to \$73 per ton. J. Heaton-Jones presented the specific language in the contract that addressed the recycling tip fee on page 14, Article VII 7.1.(b) followed by Appendix E (page 42) that allows Oak Ridge to increase the tip fee based on their review of market conditions and adjust the tip fee accordingly if conditions have changed from the previous quarter. In addition, it is for Oak Ridge to “notify” the Authority of such change. Bringing the request before the full Authority is viewed as an act of good faith by Oak Ridge as a partner in the contract.

J. Heaton-Jones shared that Oak Ridge's explanation to not increase the recycling tip in June was because of the sensitivity of the increase of the MSW tip fee. Based on markets at the time they should have increased it but was willing to hold the tip fee at \$65 and watch the markets for 90 days in hopes the markets would improve. It is because markets did not improve, they made the decision to increase the tip fee from \$65 to \$73.00 to cover their transportation cost from Danbury to Shelton and their processing cost at the Shelton MRF.

P. Bass shared his concern with the language in the contract and that the Authority has no mechanism by which to deny the request; adding the timing of the request was suspect after securing a tip fee rate increase for MSW in early 2019. He stated for the record that he does not support the request to increase the tip fee. J. Urice and R. Marconi asked for the details of the change in market conditions. J. Heaton-Jones described the ACR calculations used by Oak Ridge and shared their processing and transporting cost compared to the tip fee. J. Urice asked if the change in market conditions warranted the increase in the tip fee. J. Heaton-Jones acknowledged the volatility of the markets and based on market reports agrees the request to increase the tip fee is reasonable.

R. Marconi asked if the removal of glass, was included in Oak Ridge's calculations and questioned the accuracy of the cost of transportation. J. Heaton-Jones pointed out that the glass pilot has not yet regionalized and until the entire region is participating there wouldn't be a positive impact to the ACR.

F. Hurley stated the original tip fee numbers at the time of writing the contract were considered firm. S. Dunn suggested requesting Oak Ridge demonstrate what the material changes have been since the original contract was drafted. Language in the contract states Oak Ridge solely determines whether there has been a material change in market conditions, not HRRRA.

J. Heaton-Jones suggested that language be added to the contract that allows Oak Ridge to increase or decrease the tip fee by a percentage that is equal to the percentage of market change.

**Motion** by M. Knickerbocker, second by, D. Lowe to accept the Executive Committee recommendation to approve an increase to the recycling tip fee from \$65 per ton to \$73 per ton and for it to be reviewed at the December 13th, 2019 meeting. **Vote: The motion passed;** with 68 votes in favor from Bethel (8), Brookfield (7), Danbury (36), New Fairfield (6) and Ridgefield (11); and 30 votes opposed from New Milford (12), Newtown (12), Redding (4) and Sherman (2).

**New Business: Correction to FY 2018/19 original budget line item (Attachment B)** The Executive Director, J. Heaton-Jones shared a clerical error was discovered during the 2018-19 audit. The \$3,450 in HSA contribution was not included in the sum of staffing. The recommendation by the auditor to simplify correcting the error and balancing the budget was to reduce Life/Short/Term insurance from \$6000 to \$2559. The line item correction will have no net effect on the bottom line of the budget. **Motion** by P. Bass, second by S. Dunn to reduce the 2018-19 budget line item for Life/Short/Term insurance from \$6000 to \$2559 with a total expenditure of \$461,500, creating a balance budget for 2018-19. **Vote: The motion passed unanimously;** with 98 votes in favor.

#### **Adjournment**

**Motion** by S. Dunn, second by D. Lowe, to adjourn the meeting at 2:47a.m. **Vote:** All in favor of adjournment.  
**Vote: The motion passed unanimously;** with 98 votes in favor.

Respectfully submitted,

Tiffany Carlson  
Administrative Assistant