



## **HOUSATONIC RESOURCES RECOVERY AUTHORITY**

### **MINUTES**

**Monday, June 22, 2020, 10:30 a.m.**

**Via Zoom**

#### **Members or Alternates Present**

Bethel, Matt Knickerbocker (phone)	8
Bridgewater, Curtis Read	1
Brookfield, Steve Dunn	7
Danbury, Joel Urice	36
Kent, Jean Speck	1
New Fairfield, Pat Del Monaco	6
Newtown, Herb Rosenthal	12
New Milford, Suzanne Von Holt	12
Redding, Julia Pemberton	4
Ridgefield, Rudolph Marconi	11
Sherman, Don Lowe	2

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**100**

#### **Others Present:**

Sheldon Conn, Brookfield Alternate
Fred Hurley, Newtown Alternate
Dan Rosenthal, First Selectman Newtown
J. Hanson, Town of Redding
Jonathan Luiz, Town of Weston
Chris Spalding, Town of Weston
Jonathan Luiz, Town of Weston
Chris Spalding, Town of Weston
Chris Antonacci, All American Waste
Lynn Waller, Public

#### **Members Absent**

None

**Call to Order:** The meeting was called to order via zoom by Chairman M. Knickerbocker at 10:34 a.m. with a quorum of 100 votes present from eleven towns. M. Knickerbocker led everyone in the pledge of allegiance.

**Public Comment:** No public commit

#### **Chairman and Members' Comments:**

The Chairman welcomed the Town of Weston, Chris Spalding and Jonathan Luiz and asked if they would like to give an update on their status to join the HRRRA. J. Luiz reported that they had their public hearing and there is a short waiting period before it will be official. Everything has gone smoothly. He expressed gratitude to J. Heaton-Jones for the support she has provided to the town.

The Chairman expressed his concern regarding the status of the MIRA plant. As noted in the Director's report the Material Innovation and Recycling Authority, once known as the Connecticut Resources Recovery Authority has decided to shut down the Hartford Waste-to-Energy plant. The State of Connecticut has not offered to provide financial support. The state has until August 31<sup>st</sup> to come up with financing. This could have a serious impact to HRRRA in the future.

J. Urice commented that if MIRA does shutdown it is possible we will have MIRA towns wanting to join the HRRRA and we should be careful considering additional membership.

**Directors Report** – J. Heaton-Jones reviewed highlights from the written Directors Report and tonnage reports.

- The June 6<sup>th</sup> Newtown HHW Event processed 1185 vehicles. A record number for the HRRRA. It was the first-time residents from every HRRRA Member Municipalities participated in the event. The total cost of the event was \$67,409
- Statewide HHW Collaboration - The Executive Director coordinated a meeting with towns and regions throughout the state of Connecticut that run HHW collections to collaborate on how we are all handling one-day events with COVID and share protocols for safe disposal. In addition, the group discussed how we could potentially offer services to each other so that residents throughout the state always have an event they can go to from spring to fall if needed. This is work in progress.
- Legislation for cylinders – The Executive Director is working with the Product Stewardship Institution on legislation for small fuel cylinders that are a cost burden to municipalities. PSI will provide research and technical support to help with the process.
- HRRRA Member’s dedicated webpage - J. Baum has been working on updating the HRRRA website to have dedicated pages for each member town. The goal is to reduce confusion for residents looking for information on their town’s recycling center or local resources. Many of the town websites are out of date and or confusing. J. Baum has consolidated the information from each member’s websites onto one clean simple page as a resource for residents. J. Baum worked with each member’s transfer station operator to insure accurate and up to date information. The HRRRA will maintain these pages as part of our public education and outreach program.
- Story Board article with Hearst Media – J. Heaton-Jones has contracted with Hearst Media on an article featuring recycling in the HRRRA region and the glass pilot program.

R. Marconi expressed gratitude for the HRRRA municipal webpages and sees the value in the new feature for residents. He added that the HRRRA should begin future planning related to MIRA shutting down.

J. Urice commented about the new HRRRA municipal webpages and referenced the city does have 311 to help residents. J. Heaton-Jones said staff would follow-up with the resource but believes that the 311 system is not given residents accurate information.

M. Knickerbocker commented that staff did a great job running the HHW event. It was well organized.

D. Rosenthal echoed his sentiments and praised staff for a successful event.

J. Heaton-Jones expressed gratitude to F. Hurley and to A. Miles for their contributions to the successful event.

#### **Administrative Approvals:**

**Minutes: Motion** by S. Dunn second by H. Rosenthal to approve the minutes of May 4, 2020 (Attachment B) M. Knickerbocker pointed out that the minutes included in the agenda packet were from March. However, the authority did receive the correct minutes in an email. **Vote: The motion passed unanimously;** with 100 votes in favor

**Financial Statements: Motion** by C. Read, second by S. Dunn, to approve the financial statements through May 31, 2020 (Attachment C), as presented. **Vote: The motion passed unanimously;** with 100 votes in favor.

#### **Old Business:**

**Recycling market update** - The Director reported OCC was trading at a national average of \$107 per ton in mid-May, up from \$73 per ton in April and \$45 per ton in March, according to Recycling Markets.net and ResourceRecycling.com. On the plastics side of the industry, the coronavirus pandemic has created pricing fluctuations and a lot of uncertainty. Virgin plastics pricing tends to follow oil and natural gas because petrochemicals are important feedstock for plastic production. And recycle plastic pricing follows virgin trends.

**Glass program update:**

The Director shared that Urban Mining will not be in operation until August due to delays in receiving equipment because of COVID. An agreement between the HRRRA and Oak Ridge is being drafted by HRRRA legal counsel to include collection, transportation, and disposal via Oak Ridge to Urban Mining. Staff is working with Hearst Media on a story that will be released at the end of July to prepare residents for the new program.

**By-Laws:**

**Motion** by M. Knickerbocker, second by D. Lowe, to approve the by-laws by the subcommittee (Attachment D) as presented.

Legal Counsel pointed out that in the current language the by-laws can be changed by a consensus of voting units. The proposed by-laws change the method to a 2/3 majority using a one-town, one vote format. J. Urice thought that the consensus language of the by-laws meant that all of the towns had to agree to a change, and did not agree with a change to make it one town one vote, because it would be too easy to change the By-Laws. J. Urice was willing to change the method to a 2/3 majority based on voting units. The other members are concerned that Danbury, as one town, has veto power because unless Danbury goes along the by-laws cannot be changed given that Danbury has 36% of the vote. There was additional conversation without agreement on the language of voting and the word consensus and that there may be contradiction in the language pertaining to voting to amend the By-Laws. J. Urice had concerns with the last paragraph under Article XI – Amendments.

**Motion** by S. Dunn, second by J. Speck to amend the motion by M. Knickerbocker and D. Lowe and to remove the last sentence in the second paragraph under Article XI – Amendments, “Upon favorable consensus of the full Authority the proposed amendment shall be drafted by the Bylaws Subcommittee and returned to the full Authority for adoption.” J. Urice did not agree.

After further discussion, S. Dunn and J. Speck withdrew their motion. M. Knickerbocker and D. Lowe withdrew their original motion.

**Motion** by M. Knickerbocker, second by D. Lowe to send the draft back to the By-Law Subcommittee to work out the language and present to the Full Authority at the next meeting. **Vote: The motion passed unanimously;** with 100 votes in favor.

**New Business:**

**Personnel Committee Report:**

H. Rosenthal shared the evaluation of the Executive Director, J. Heaton-Jones. The Personnel Committee reviewed the Directors goals from 2019-20 which were aggressive, and much of which was accomplished. They are in the opinion J. Heaton-Jones has done an outstanding job. The Personnel Committee unanimously voted to increase the Directors Salary to \$110,000 beginning July 1, 2020. **Motion** by J. Urice, second by J. Speck to accept the report from the Personnel Committee and the salary increase of the Director. **Vote: The motion passed unanimously;** with 100 votes in favor.

**Adoption of 2020-21 FY Budget - Motion** by S. Dunn, second by S. Von Holt to approve the HRRRA 2020-21 fiscal year budget as presented with revenue projected at \$637,000 and expenditures totaling \$611,090.22 (Attachment E) with a net revenue in excess of expenditures of \$25,909.78

**Nomination Committee:**

S. Dunn shared the committee reached out to all current members of the Executive Committee to ask if they would like to continue to serve. All but M. Boughton requested to remain on the Committee. The Nominating Committee then reached out to all HRRRA Members for interest. S. Dunn then read the Nominating Committee report nominating M. Knickerbocker to serve as Chairman, S. Dunn as Vice Chairman, H. Rosenthal as Secretary, J. Pemberton as Treasurer and J. Speck as Assistant Treasurer for 2020-21.

**Election of Officers for the 2020-21 FY:**

**Motion** by J. Urice, second by R. Marconi to accept proposed slate of officers for the 2020-21 fiscal year. **Vote: The motion passed unanimously;** with 100 votes in favor.

**Regional Solid Waste & Recycling Agreement, Amendment to Appendix E, Recycling Tip Fee Calculation:**

**Motion** by M. Knickerbocker, second by S. Dunn, to go into executive session for the purpose to review the draft Amendment to the Regional Solid Waste and Recycling System Agreement. The proposed amendment is to create a clearer method of calculation for changing the recycling tip. **Vote:** All in favor. The Authority entered executive session at 11:50 a.m. and came out of executive session at 12:05 p.m.

**Motion** by H. Rosenthal, second by R. Marconi to accept the draft agreement as presented with one small change in the first paragraph under Appendix E. Remove the words “and other operating cost” **The motion passed unanimously;** with 100 votes in favor

The Authority directed the Executive Director to work with the HRRRA Attorney to make the requested changes and to present it to Oak Ridge for their approval.

**Adjournment**

**Motion** by J. Pemberton, second by S. Dunn, to adjourn the meeting at 12:07 p.m. **The motion passed unanimously;** with 100 votes in favor

Respectfully submitted,  
Jennifer A. Heaton-Jones