



HOUSATONIC RESOURCES RECOVERY AUTHORITY

MINUTES

Friday, December 18, 2020, 10:30 a.m.

Via Zoom

Members or Alternates Present

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| Bethel, Matt Knickerbocker | 8 |
| Brookfield, Steve Dunn | 7 |
| Danbury, Joel Urice | 34 |
| Kent, Jean Speck | 1 |
| New Fairfield, Pat Del Monaco | 6 |
| New Milford, Pete Bass | 12 |
| Newtown, Herb Rosenthal | 12 |
| Redding, Julia Pemberton | 4 |
| Ridgefield, Rudolph Marconi | 10 |
| Sherman, Don Lowe | 1 |
| Weston, Chris Spalding | 4 |

99

Others Present:

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|---------------------------------------|
| Sheldon Conn, Brookfield Alternate |
| Suzanne Von Holt, Town of New Milford |
| Fred Hurley, Town of Newtown |
| Eric Fredericksen, All American Waste |
| Glenn Nanavaty, HRRR Auditor |
| Jen Heaton-Jones, HRRR |
| Jen Heaton-Jones, HRRR |
| Jennifer Baum, HRRR |

Members Absent

Bridgewater

Call to Order: The meeting was called to order via zoom by Chairman M. Knickerbocker at 10:32 a.m. with a quorum of 99 votes present from eleven towns. M. Knickerbocker led everyone in the pledge of allegiance.

Public Comment: No public comment

Chairman and Members' Comments:

The Chairman provided a brief status report on the CT Coalition for Sustainable Materials Management (CCSMM). The final meeting will be held on January 5, 2021 to present the final recommendations to legislature. M. Knickerbocker thanked J. Heaton-Jones for her involvement with CCSMM and acknowledged J. Heaton-Jones as being recognized in the New England area as a leader on waste management and recycling and sustainability.

The recommendations that will be presented to legislature include:

- Organics (Food Scraps) – Enhance current and future infrastructure and supportive legislation.
- Unit Based Pricing – also known as Pay as You Throw or SMART, is extremely effective at lowering waste.
- Increased Recycling – Make recyclable materials more valuable through minimum recycled content legislation and modernizing the bottle bill.
- Enhanced Producer Responsibility – The state of Connecticut has EPR programs in place for paint, mattresses, and electronics. These programs have been highly effective and lower cost. There will be proposed legislation for Cylinder EPR this coming session.

The Chairman had intended to bring together a by-law committee, however it has been delayed due to COVID response initiatives and CCSMM. The by-law committee will convene after January 1, 2021.

The authority expressed their gratitude to M. Knickerbocker and J. Heaton-Jones for their hard work and commitment to CCSMM and HRRRA.

J. Urice updated the authority on the official swearing of J. Cavo as Mayor of Danbury. J. Urice stated M. Boughton will continue as a member and Joel will continue as an alternate.

R. Marconi asked if the authority required an updated letter from the Mayor Cavo appointing J. Urice as alternate.

J. Urice said there was nothing in the by-laws, unless a town elects to change appointed members.

The Director advised each municipality to review their local ordinance, Danbury's indicates that the current Mayor would replace Mayor Boughton. J. Heaton-Jones stated HRRRA would require an updated letter of confirmation of J. Cavo, that former Mayor Boughton had already reappointed J. Urice for a three-year term in 2020.

M. Knickerbocker will follow up with J. Cavo.

Director's and Tonnage Report:

J. Heaton-Jones reviewed highlights from the written Directors Report and tonnage reports (Attachment A).

- J. Heaton-Jones has been focusing on the CCSMM along with HRRRA administrative duties, Transfer Station Operator's meetings, RRTF Meetings, NERC Mtgs, CT PSC Mtgs, Collaboration with CCM on a 5-part solid waste series, and training HRRRA Staff on Public Education and Outreach.
- Public Education and Outreach – HRRRA provided public education to 56 classrooms/over a thousand students virtually and launched the 14th annual recycling billboard contest.
- Hauler Registration and Permitting – HRRRA's staff have been working hard to enforce hauler registration and permitting with nearly a dozen difficult non-compliant haulers.
- J. Heaton-Jones reviewed MSW and recycling tonnage as of November 30, 2020

R. Marconi commented on recycling rebates, attachment A11.

Administrative Approvals:

Minutes: Motion by R. Marconi, second by C. Spaulding, to approve the minutes of September 28, 2020 (Attachment B). **Vote: The motion passed unanimously;** with 95 votes in favor, with 2 abstentions from H. Rosenthal and J. Pemberton.

Financial Statements:

J. Heaton-Jones reviewed the financial statements through November 30, 2020.

R. Marconi questioned if the increase in revenue and Junk Haulers could be related to Covid.

J. Heaton-Jones will compare financials between haulers and junk haulers.

Motion by J. Pemberton, second by H. Rosenthal, to approve the financial statements through November 30, 2020 (Attachment C), as presented. **Vote: The motion passed unanimously;** with 99 votes in favor.

Old Business:

Recycling market update – J. Heaton-Jones gave a brief market update (Attachment D).

Markets are currently doing well. Commodity reports show favorable or steady value for most material. J. Heaton-Jones is hopeful for the next ACR tip fee review in the beginning of January, yet somewhat cautious with continued increases in contamination.

Glass program update:

R. Marconi questioned if the recycling tonnage has gone down due to glass separation. J. Heaton-Jones confirmed the recycling tonnage was reduced. M. Knickerbocker stated the key is to get more residents and haulers to separate glass.

J. Heaton-Jones announced that Urban Mining is up and running and has begun to take HRRRA municipality source separated glass. There was a delay last month due to the method in which HRRRA municipality glass is received. The Urban Mining facility made modifications to receive and process the glass.

HRRRA has expanded the number of containers.

- Bridgewater and New Fairfield have received their containers.
- Brookfield approved a container at their municipal location.
- J. Heaton-Jones is waiting to hear back from New Milford.
- The towns scheduled to receive containers next are Kent and Weston.
- Danbury is on hold as they relocate the Mom & Pop location within the transfer station footprint.
- J. Heaton-Jones will schedule a meeting with Sherman to confirm the container will go to Public Works as previously agreed.

Public Education material and signage will be distributed. HRRRA will launch the full outreach campaign to educate the public on glass recycling once all containers are in place.

J. Heaton-Jones is planning a full-scale characterization study on what types of glass are being collected. The study will begin with Newtown in mid-January (weather permitting). Once the current container is full, the glass will be sorted into smaller containers to analyze type and track the weight.

J. Urice asked about the conversation with CT DEEP regarding residents being required to separate glass. J. Heaton-Jones responded that HRRRA is not requiring glass separation until all containers are in place. Residents are encouraged to separate glass, but the language will be carefully executed to prevent residents from throwing away glass as it is a state mandatory recyclable.

New Business:

2021-2022 FY HRRRA Audit (Attachment E)

G. Nanavaty reviewed the HRRRA 2019-2020 fiscal year audit. G. Nanavaty stated there were no issues with the audit and every document requested, was provided. The authority is not required to adapt new accounting policies at this time.

There were audit adjustments due which J. Heaton-Jones brought to the attention of G. Nanavaty and requested assistance.

R. Marconi questioned the ratio's on page 7. The ratio is very good; however, R. Marconi is concerned about a trend that the number is dropping. G. Nanavaty stated that the ratio is lower due to an increase in liabilities, however assets have increased as well. G. Nanavaty does not foresee a negative trend to cause a problem.

Motion by D. Lowe, second by R. Marconi, to approve the 2019-2020 FY Audit (Attachment E), as presented. **Vote: The motion passed unanimously;** with 99 votes in favor.

Federal and State Break Free from Plastic Pollution Act (*Attachment F*)

M. Knickerbocker reviewed the Federal and State Break Free from Plastic Pollution Act.

J. Urice proposed tabling until next Full Authority meeting to allow the board to review legislation.

Motion by J. Urice, second by R. Marconi, to table Federal and State Break Free from Plastic Pollution Act as presented. **Vote: The motion passed unanimously;** with 99 votes in favor.

Hauler Registration Policy for Non-Compliant Haulers

J. Heaton-Jones is seeking the authority's support to make the enforcement policies for non-compliant haulers stricter. HRRRA staff is spending an excessive amount of time going after non-compliant haulers who will not comply. HRRRA towns have the legal ability to issue penalties and citations. J. Heaton-Jones reviewed all member ordinances and the fines run from \$25 to \$100 for each violation.

M. Knickerbocker asked if hauler compliance should be enforced at the local ordinance level or DEEP. J. Heaton-Jones stated compliance should be enforced at all levels; municipalities may implement a citation and penalty; the state may implement penalties and injunctions and HRRRA will issue late penalties.

M. Knickerbocker asked if DEEP has local ordinance language available that municipalities can utilize. J. Heaton-Jones stated that there is a proposal and will send the proposal via email.

Household Hazardous Waste events for 2021 / Cost (*Attachment G*)

J. Heaton-Jones reviewed the 2021 Household Hazardous Waste Dates and municipality fees.

J. Urice questioned the April date for Danbury as Danbury hosts in November. J. Heaton-Jones stated she has been in communication with the Mayor's office to move the Danbury HHW event to April due to Danbury having a larger facility to accommodate the larger turn-out in the spring.

Motion by S. Dunn, second by J. Pemberton, to Approve the Household Hazardous Waste Event schedule as presented. **Vote: The motion passed unanimously;** with 99 votes in favor.

HRRRA Authority Meeting dates for 2021 (*Attachment H*)

Motion by M. Knickerbocker, second by H. Rosenthal, to Approve the 2021 HRRRA Authority Meeting dates as presented. **Vote: The motion passed unanimously;** with 99 votes in favor.

Building Regional Programs to Address Material Management Issues

This task, authorized at the September 2020 meeting, has been delayed due to lack of response from towns. J. Heaton-Jones sent a request to the public works departments and finance departments of each municipality requesting data. The purpose is to conduct a cost analysis of the services provided to the public and the impact to individual municipalities and as a region. J. Heaton-Jones did not receive a response from every town and will continue to gather data.

HRRRA 2021 Legislative Agenda (Attachment I)

M. Knickerbocker presented the possible bills to introduced and proposed endorsement from the authority.

Motion by H. Rosenthal, second by D. Lowe, to Approve the 2021 Legislative Agenda as presented. Vote: **The motion passed unanimously;** with 99 votes in favor.

Adjournment

The next HRRRA Full Authority meeting will be February 25, 2021.

J. Urice addressed the Authority in case there is a change in Danbury Membership, and he is no longer the Alternate. J. Urice thanked the authority and stated it has been an honor to serve with the authority. Many members expressed their gratitude to Joel for his many years of service.

Motion by S. Dunn, second by D. Lowe, to adjourn the meeting at 11:51 a.m. **The motion passed unanimously;** with 99 votes in favor

Respectfully submitted,
Jennifer Baum