



HOUSATONIC RESOURCES RECOVERY AUTHORITY
Thursday, February 25, 2021 10:30 a.m.
Zoom – Link posted on www.hrra.org

AGENDA

1. Call to order, determination of quorum, pledge of allegiance.
2. Public comment
3. Chairman and members' comments
4. Director's and tonnage reports (**Attachment A**)
5. Administrative approvals
 - a. *Minutes of December 18, 2020 (**Attachment B**)
 - b. *Financial statements through January 30, 2021 (**Attachment C**)
6. Old business
 - a. Recycling market update (**Attachment D**)
 - b. Glass program
7. New business
 - a. *Request to join the HRRRA – Town of Roxbury
 - b. *Hauler Registration Policy Insurance Requirements (**Attachment E**)
 - c. *Building regional programs to address material management concerns.
 - d. *Personnel – Staff compensation and budget adjustment
(*executive session is anticipated*)
8. *Adjournment

**Possible action items*

cc: HRRRA members and alternates
Town clerks and FOI list



HRRRA Director's Report December 18th to February 18th

MSW and Recycling Tonnage Reports

The MSW and recycling tonnage reports through January 31st are attached.

- MSW tonnage FY to date is running at **104%** and **94%** compared to the same month last year.
- Recycling tonnage FY to date is running at **108%** and **75%** compared to the same month last year.
- E-waste tonnage is running at **91%** compared to the same time last year.
- Glass collected from March 1, 2019 to February 19, 2021 – **450.09 tons**

Public Education Programs

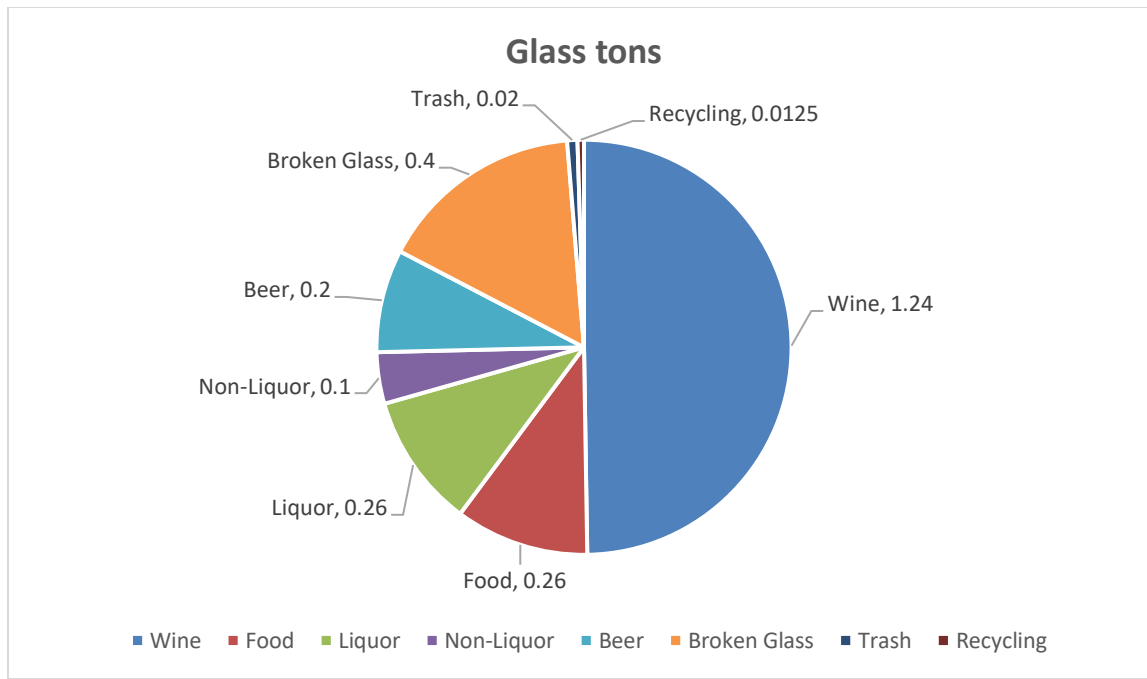
Town	School	# Classes	# Students	# Presentations
Danbury	Park Avenue Elementary	5	98	2

Meetings /Activities

- **CT Product Stewardship** – J. Heaton-Jones in partnership with the Product Stewardship Institute facilitated a virtual two-day stakeholder meeting to discuss the concerns and solutions of propane cylinders. More than 70 local, state, and federal government officials, solid waste district managers, gas cylinder manufacturers, waste management and recycling experts, and other key stakeholders from more than nine states participated. The participants evaluated and discussed proposed legislation and created a working document of key elements to use as a guide to craft language. Using the elements, J Heaton-Jones in collaboration with a small group drafted a bill that also incorporated EPR framework for Tires and Smoke Detectors. The bill was then submitted to Sen. Cohen, Sen. Miner and Rep. Gresko.
- **ACR / Single Stream Recycling Tip Fee** – The January review of the ACR reduced the tip fee for private haulers from \$94 per ton to \$88.71. The next review will take place the first week in April.
- **Danbury Mom & Pop** – Oak Ridge is planning to move the Mom & Pop residential drop-off to a safer location within their Danbury transfer station. They are working with the City of Danbury zoning commission to get approval on the modification.
- **NERC Glass Committee** – J. Heaton-Jones continues to participate on the Northeast Recycling Coalitions Glass Recycling Committee.
- **NERC Recycling Market Committee** - The NERC Committee continues to meet. The most recent NERC report on Blended MRF Commodity Values for the Northeast was published in February. The summary is that despite Covid-19 impacts, MRF's experienced an increase in commodity values. The report will be attached to the February HRRRA meeting packet and is available at www.NERC.org

Attachment A1

- **Environment Committee Informational Hearing** – On February 8th, J. Heaton-Jones presented to Environment Committee the concerns with glass in the single stream, what HRRRA has done to try collect the material separately, the burden and overall cost of the program and how including more glass beverages in the expansion and modernization of the Bottle Bill is the right solution.
- **Environment Committee Hearing** – HRRRA testified on February 10th in support (with modifications) for SB 6386, An act concerning Extended Producer Responsibility for Tires, Smoke Detectors and Cylinders.
- **Sustainable Fairfield County** – J. Heaton-Jones met with the Sustainable Fairfield committee to discuss how communities across Fairfield county can collaborate and share information and resources. J. Heaton-Jones joined the Organics Sub-Committee which is focused on improving the existing programs and expanding opportunity and resources for more municipalities.
- **HRRRA Hauler Insurance** – HRRRA Staff and M. Knickerbocker consulted with Bill and Jason Guerrera of USI Insurances Services to review the HRRRA insurance requirements for private haulers. Based on multiple meetings the firm recommended changes to help reduce confusion and misunderstanding with hauler carriers. The requirements will be reviewed at the HRRRA meeting on February 24th.
- **Billboard Contest** – J. Baum has been working with municipalities to administer the billboard contest and navigate through the obstacles of remote learning and getting student access to the contest. The 1st place winners from each town are due to the HRRRA by March 8th and the regional judging will take place on March 11th. The award ceremony is scheduled to take place virtually on April 21st at 6pm.
- **Sherman Organics** – The Town of Sherman is currently surveying their residents to measure their interest in implementing an organics program.
- **SWAC presentation** – J. Heaton-Jones presented the HRRRA glass program to the January Solid Waste Advisory Committee.
- **New Milford Sustainability** – HRRRA Staff has been working with S. Gass of New Milford to begin the process for New Milford to join Sustainable CT.
- **Glass Pilot Program** – Nearly all the municipalities in the HRRRA region have received their glass containers. The towns of Kent and New Milford should receive their containers by the week of February 22nd. Oak Ridge is installing a container stop for the Town of New Milford before the container is delivered. There has been issue with contamination. The non-glass material is too large to sort through Urban Mining’s screens. Oak Ridge has begun modifying the containers by replacing the sliding doors with 8” holes. This will require the residents to insert the glass bottles and jars by hand, which will help them identify items that should not be included and prevent residents from just dumping a container of glass that may have unacceptable material hidden in it. Once Kent and New Milford receive their container, the HRRRA will launch a public education campaign on the regional program.
- **Newtown Glass Collection Study** – HRRRA Staff along with a handful of volunteers sorted 2.5 tons of glass from the Newtown transfer station. The purpose was to identify the categories of glass being recycled and to determine what types of unacceptable material residents were including to help us better understand the program and improve public education and outreach. HRRRA staff is planning to conduct the same study in Ridgefield in late spring.



- Town of Newtown Curbside Collection** – The Town of Newtown has issued an RFP for their curbside municipal program. Newtown is the only town in the HRRRA region who has municipal collection of recycling only. The bids received were much higher than expected and would have an extreme impact to the municipal budget. J. Heaton-Jones was asked to meet with the Newtown BOS to discuss options.
- Regional Transfer Station Services** – At the September 2020 Authority meeting the HRRRA Director proposed a study to research and identify what services transfer stations could share to reduce cost or what services could be regionally contracted similar to the MSW and Recycling contracts to enhance quality and price for member towns. The HRRRA Director requested information from each member towns transfer station and finance department to compile a report and proposal. The Director will provide an overview of the results at the February HRRRA meeting.
- TS Ops Meeting** – The last few TS Ops meetings have focused on the glass collection program and getting feedback from operators. Many expressed the need for more signage and public education. Some are concerned if it is not kept simple residents won't do it and even if they do, the material will never be good enough.
- TS Operators Training** – The HRRRA requested training from CT DEEP for member municipalities transfer station operators back in September 2020. Due to Covid the training has been postponed several times.
- RRTF Meetings** – J. Baum has begun running the monthly RRTF meetings and developing a plan to create a stronger network of public education and outreach with recycling coordinators.
- Public Access to Refuse and Recycling Information** - J. Baum recently reviewed each town's website for the accessibility for refuse and recycling information. The only towns that currently have a recycling tab/button on their home page that links to HRRRA are Bethel, Newtown, and Ridgefield. Previously, more towns had it available, however it may have been removed to make room for COVID info/tabs.

- ❖ **Bethel** – Yes, Bethel has a recycling link on the home page that takes residents directly to the HRRR Bethel page.
 - ❖ **Bridgewater** – No, there is no recycling link on the home page. There are two links on the Public Works page, one links to HRRR home page and one links to HRRR recycling page.
 - ❖ **Brookfield** – No, there is no recycling link on the home page. The public works page does not lead to HRRR.
 - ❖ **Danbury** – No, there is no recycling link on the home page. No link on public works page. There is little information available on waste/recycling. Under the FAQ section on public works page, there's information on HHW events that is outdated. Also, there's an outdated link to Winter's Bros.
 - ❖ **Kent** – No, there is no recycling link on the home page. Transfer Station page has link to HRRR home page, not the HRRR Kent page.
 - ❖ **New Fairfield** – The recycling link on their home page takes you to their public works page, then there is a link to the HRRR page.
 - ❖ **New Milford** – No, there is no recycling link on the home page. The public works page has a link to the New Milford Recycling Center. Nothing links to HRRR.
 - ❖ **Newtown** – Yes, Newtown has Recycling link on the home page to the HRRR Newtown page.
 - ❖ **Redding** – No, there is no recycling link on the home page. There is a link to HRRR on the public works page but it requires the person to scroll down to access it.
 - ❖ **Ridgefield** – Yes, there is a recycling button home page that leads to HRRR.
 - ❖ **Sherman** – No, there is no recycling link on the home page. There are some links to HRRR under the FAQ section however recycling information needs to be updated, there are outdated flyers posted.
 - ❖ **Weston** - No, there is no recycling link on the home page. They do have a page for their transfer station, however there is no mention of HRRR.
- **NAHMMA** – J. Heaton-Jones is currently chairing the Northeast Chapter of NAHMMA. The group is working on a spring workshop that will cover the disposal of hard to manage material such as marine flares, lithium batteries, fire extinguishers, and smoke detectors. They are also building a contact list of HHW Coordinators to develop a stronger network for disposal capacity.
 - **Carton Council** – The Carton Council has reached out to the HRRR in hopes to create a school collection program for cartons. The cartons would be sent to a manufacturer in Waterbury that makes a composite wall board from the material.
 - **MIRA** – The MIRA Waste-to-Energy plant is now currently scheduled to close July of 2022.
 - **NEXT HRRR Meeting is scheduled for Thursday, April 29th**

Additional Important Dates:

- April 3rd Danbury HHW Event
- April 14th Home Composting 101 Class
- April 20th 14th Annual Billboard Contest Award Ceremony
- April 22nd Earth Day Trash Talk
- May 8th Newtown HHW Event
- June 12th Bethel HHW Event

HRRR - MSW Tonnage

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	YTD as % of Prior YTD
Jan	10,204.23	10,816.98	10,909.90	9,521.05	8,709.97	8,193.26	9,060.62	10,256.78	10,745.50	11,023.81	10,328.19	94%
Feb	9,656.34	9,759.96	8,305.92	7,648.06	7,070.96	7,626.85	7,535.47	8,841.09	8,863.32	9,401.69		
Mar	11,809.91	10,632.01	9,199.49	8,507.43	8,415.64	9,077.68	8,584.21	9,868.75	9,948.73	10,323.38		
Apr	11,212.42	10,269.20	10,373.68	10,330.16	8,796.55	8,669.38	8,853.20	10,547.05	11,502.64	10,435.03		
May	12,081.01	11,825.87	11,536.19	10,632.45	10,095.92	9,103.14	10,209.07	11,650.66	12,115.93	11,072.11		
Jun	12,998.70	11,246.95	11,665.08	9,908.25	10,776.39	9,977.93	10,055.20	11,361.23	11,396.48	11,801.87		
Jul	11,142.45	11,818.05	11,885.87	11,457.12	10,613.73	8,978.65	9,650.28	11,654.85	12,347.13	12,735.71		
Aug	12,835.18	12,154.61	10,442.51	9,504.43	9,308.83	10,088.70	10,065.10	12,294.98	11,546.06	12,215.33		
Sep	12,916.11	10,816.64	10,090.83	9,830.16	9,562.86	9,024.18	9,569.14	10,565.45	10,976.99	11,953.94		
Oct	11,226.64	11,417.38	11,022.28	10,320.11	9,101.82	8,877.85	9,696.31	11,969.58	11,766.79	11,767.72		
Nov	12,497.05	12,158.28	9,445.19	8,872.00	9,051.83	9,570.73	10,864.04	11,660.40	10,886.55	11,436.23		
Dec	11,610.69	10,727.36	10,068.41	10,111.75	9,176.60	9,434.03	9,925.42	10,606.23	11,058.63	12,205.80		
Total Tons YTD	140,190.73	133,643.29	124,945.35	116,642.97	110,681.10	108,622.38	114,068.06	131,277.05	133,154.75	136,372.62	10,328.19	
% of WSDA Benchmark Annual Tonnage (115,284)	100%	95%	93%	93%	95%	98%	105%	115%	101%	102%		

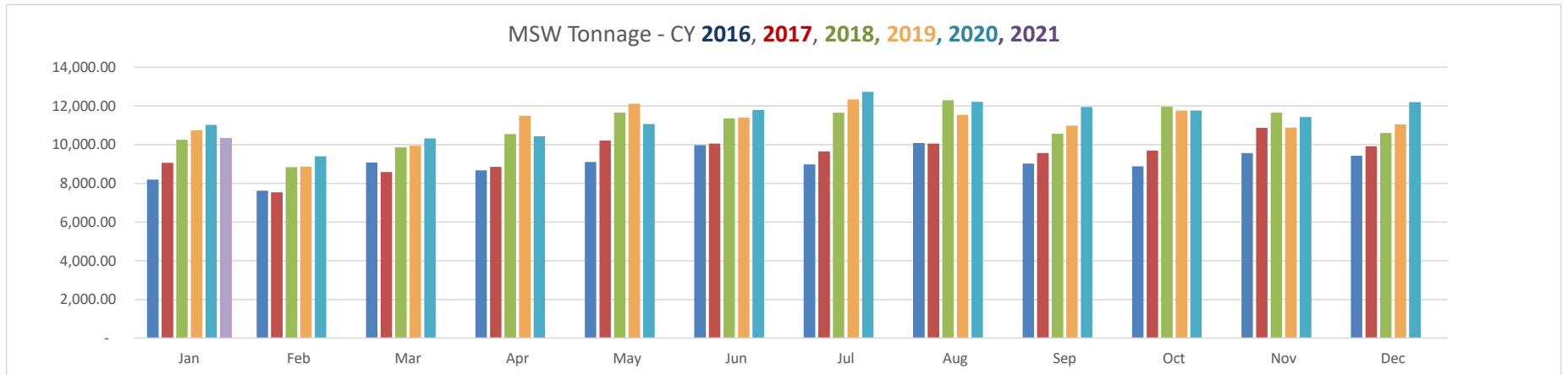
HRRR MSW Program Fee

	Calendar 2011	Calendar 2012	Calendar 2013	Calendar 2014	Calendar 2015	Calendar 2016	Calendar 2017	Calendar 2018	Calendar 2019	Calendar 2020	Calendar 2021	
Program Fee Earned YTD	\$107,946.86	\$102,905.33	\$98,706.83	\$94,480.81	\$110,681.10	\$108,622.38	\$114,068.06	\$131,277.05	\$201,736.89	\$248,333.63	\$10,328.19	
Program Fee Pd to HRRR YTD	\$107,522.00	\$102,905.00	\$98,707.00	\$94,481.00	\$111,729.59	\$110,343.05	\$102,954.28	\$131,277.05	\$201,736.89	\$248,333.63	\$20,656.38	

	FY 11	2010-FY 12	2011-FY 13	2012-FY 14	2013-FY 15	2014-FY 16	2015-FY 16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	
Tonnage by FY	139174.40	136779.09	131082.58	119502.49	113961.00	109463.91	110271.91	122295.85	133324.09	132640.03	82642.92		Tonnage
Program Fee Pd To HRRR FYTD	\$139,174.40	\$136,779.09	\$131,082.58	\$119,502.49	\$113,961.00	\$109,463.91	\$110,271.91	\$122,295.85	\$133,324.09	\$265,280.06	\$165,285.84		Revenue

HRRR - MSW Tonnage Year-to-Date

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	YTD as % of Prior YTD
Jan	10,412.62	10,204.23	10,816.98	10,909.90	9,521.05	8,709.97	8,193.26	9,060.62	10,256.78	10,745.50	11,023.81	10,328.19	
Feb	9,082.72	9,656.34	9,759.96	8,305.92	7,648.06	7,070.96	7,626.85	7,535.47	8,841.09	8,863.32	9,401.69		
Mar	12,008.02	11,809.91	10,632.01	9,199.49	8,507.43	8,415.64	9,077.68	8,584.21	9,868.75	9,948.73	10,323.38		
Apr	13,461.21	11,212.42	10,269.20	10,373.68	10,330.16	8,796.55	8,669.38	8,853.20	10,547.05	11,502.64	10,435.03		
May	11,285.47	12,081.01	11,825.87	11,536.19	10,632.45	10,095.92	9,103.14	10,209.07	11,650.66	12,115.93	11,072.11		
Jun	12,956.37	12,998.70	11,246.95	11,665.08	9,908.25	10,776.39	9,977.93	10,055.20	11,361.23	11,396.48	11,801.87		
Jul	12,118.43	11,142.45	11,818.05	11,885.87	11,457.12	10,613.73	8,978.65	9,650.28	11,654.85	12,347.13	12,735.71		
Aug	12,195.33	12,835.18	12,154.61	10,442.51	9,504.43	9,308.83	10,088.70	10,065.10	12,294.98	11,546.06	12,215.33		
Sep	11,601.53	12,916.11	10,816.64	10,090.83	9,830.16	9,562.86	9,024.18	9,569.14	10,565.45	10,976.99	11,953.94		
Oct	11,516.97	11,226.64	11,417.38	11,022.28	10,320.11	9,101.82	8,877.85	9,696.31	11,969.58	11,766.79	11,767.72		
Nov	11,829.98	12,497.05	12,158.28	9,445.19	8,872.00	9,051.83	9,570.73	10,864.04	11,660.40	10,886.55	11,436.23		
Dec	11,949.55	11,610.69	10,727.36	10,068.41	10,111.75	9,176.60	9,434.03	9,925.42	10,606.23	11,058.63	12,205.80		
Total Tons YTD	140,418.20	140,190.73	133,643.29	124,945.35	116,642.97	110,681.10	108,622.38	114,068.06	131,277.05	133,154.75	136,372.62	10,328.19	104%
% of WSDA Benchmark Tonnage (115,284)		100%	95%	93%	93%	95%	98%	105%	115%	101%	102%		



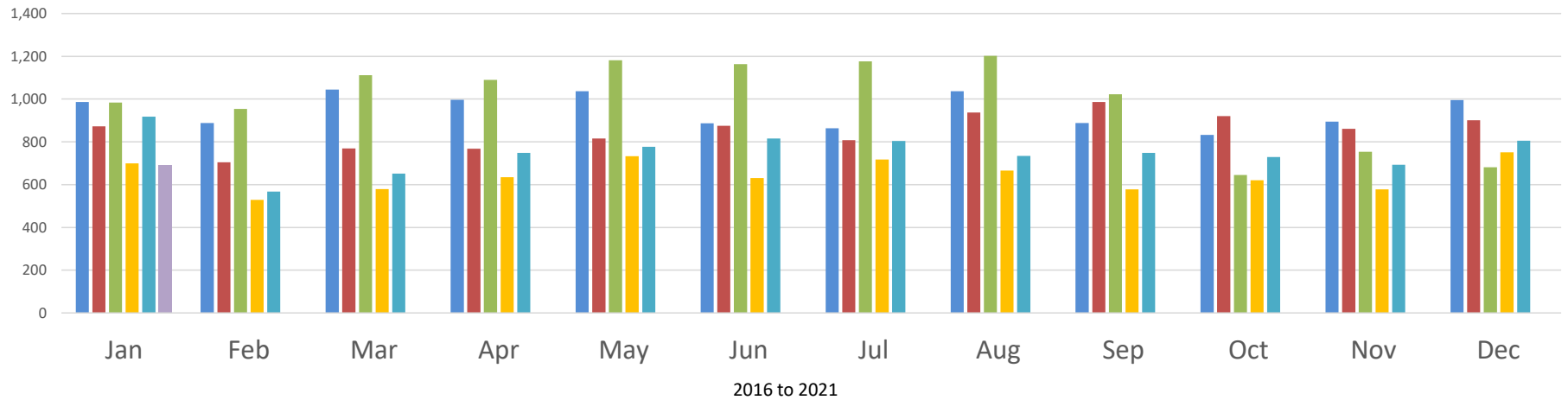
Transfer Station Tonnage By Month/Year

	Newtown TS				Danbury TS				Ridgefield TS				Total HRRR TS			
	2018	2019	2020	2021	2018	2019	2020	2021	2018	2019	2020	2021	2018	2019	2020	2021
January	982.59	1,002.41	1,062.43	1,076.62	8,405.51	8,971.96	8,913.98	8,117.50	868.68	771.13	1,047.40	1,134.07	10,256.78	10,745.50	11,023.81	10,328.19
February	855.90	844.91	988.81		7,334.32	7,468.26	7,495.54		650.87	550.15	917.34		8,841.09	8,863.32	9,401.69	
March	906.25	945.78	1,104.84		8,198.48	8,235.01	8,080.47		764.02	767.94	1,138.07		9,868.75	9,948.73	10,323.38	
April	978.02	1,053.47	1,141.71		8,663.24	9,493.57	8,131.64		905.79	955.60	1,161.68		10,547.05	11,502.64	10,435.03	
May	1,012.80	1,133.62	1,236.19		9,774.37	9,960.55	8,520.04		863.49	1,021.76	1,315.88		11,650.66	12,115.93	11,072.11	
June	1,144.93	1,126.44	1,434.47		9,238.29	9,203.35	9,049.49		978.01	1,066.69	1,317.91		11,361.23	11,396.48	11,801.87	
July	1,103.59	1,179.01	1,344.77		9,728.22	10,199.80	10,137.14		823.04	968.32	1,253.80		11,654.85	12,347.13	12,735.71	
August	1,103.31	1,134.35	1,237.91		10,341.61	9,573.29	9,783.25		850.06	838.42	1,194.17		12,294.98	11,546.06	12,215.33	
September	1,022.77	1,024.63	1,210.42		8,747.68	9,077.36	9,523.96		794.00	875.00	1,219.56		10,564.45	10,976.99	11,953.94	
October	1,101.46	1,054.20	1,234.87		9,916.47	9,825.84	9,372.38		951.65	886.75	1,160.47		11,969.58	11,766.79	11,767.72	
November	1,065.06	1,117.60	1,099.47		9,708.42	8,940.54	9,097.01		886.92	828.41	1,239.75		11,660.40	10,886.55	11,436.23	
December	1,025.22	1,130.90	1,282.26		8,733.40	8,942.84	9,587.77		847.61	984.89	1,335.77		10,606.23	11,058.63	12,205.80	
Total YTD	12,301.90	12,747.32	14,378.15	1,076.62	108,790.01	109,892.37	107,692.67	8,117.50	10,184.14	10,515.06	14,301.80	1,134.07	131,276.05	133,154.75	136,372.62	10,328.19
% of Total Tonnage	9.4%	9.6%	10.5%	10.4%	82.9%	82.5%	79.0%	78.6%	7.8%	7.9%	10.5%	11.0%	100.0%	100.0%	100.0%	100.0%
	Newtown TS				Danbury TS				Ridgefield TS				Total HRRR TS			

HRRR/Regional Recycling Facility Tonnage

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2021 YTD as % of 2020 YTD
Jan	681	746	625	771	554	729	702	944	971	986	872	983	700	918	689	
Feb	534	630	566	616	537	656	566	756	759	888	705	954	529	568		
Mar	692	675	593	742	558	715	652	869	901	1,045	769	1,112	579	651		
Apr	697	604	606	727	518	693	600	995	988	997	768	1,089	634	748		
May	738	672	729	674	584	742	692	1,089	1,026	1,037	815	1,181	732	777		
Jun	709	637	832	607	640	790	647	1,010	1,059	887	875	1,163	630	816		
Jul	681	660	823	543	616	745	975	1,043	1,070	864	808	1,176	717	805		
Aug	755	609	753	562	721	811	980	975	979	1,037	937	1,202	666	734		
Sep	638	639	763	563	708	691	998	1,050	1,016	888	986	1,023	578	748		
Oct	746	639	742	540	656	684	956	1,043	949	832	920	645	620	729		
Nov	791	640	804	569	715	737	868	915	1,025	895	861	754	578	693		
Dec	775	837	866	653	801	677	982	1,180	1,229	995	901	681	751	805		
Total Tons YTD	8,437	7,988	8,702	7,567	7,608	8,670	9,618	11,869	11,972	11,351	10,217	11,964	7,715	8,991	689	108%

2016 - 2017 - 2018 - 2019 - 2020 - 2021 Recycling Tonnage

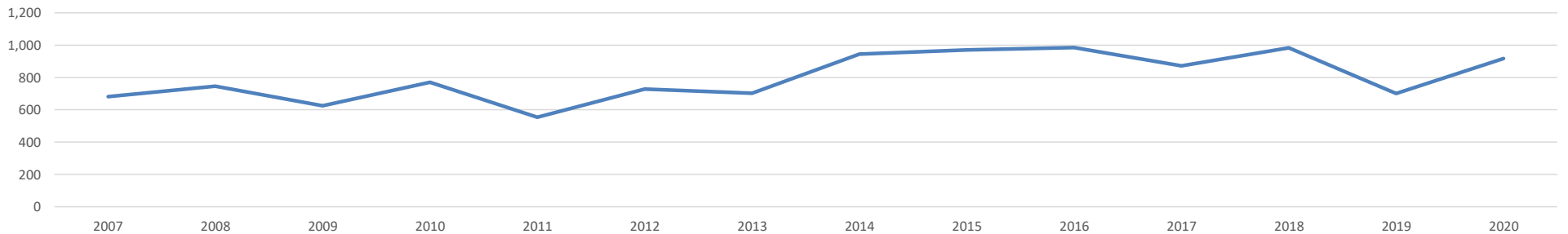


HRR/Regional Recycling Facility Tonnage

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2021 FYTD as % of 2020 FYTD
Jan	681	746	625	771	554	729	702	944	971	986	872	983	700	918	689	
Feb	534	630	566	616	537	656	566	756	759	888	705	954	529	568		
Mar	692	675	593	742	558	715	652	869	901	1,045	769	1,112	579	651		
Apr	697	604	606	727	518	693	600	995	988	997	768	1,089	634	748		
May	738	672	729	674	584	742	692	1,089	1,026	1,037	815	1,181	732	777		
Jun	709	637	832	607	640	790	647	1,010	1,059	887	875	1,163	630	816		
Jul	681	660	823	543	616	745	975	1,043	1,070	864	808	1,176	717	805		
Aug	755	609	753	562	721	811	980	975	979	1,037	937	1,202	666	734		
Sep	638	639	763	563	708	691	998	1,050	1,016	888	986	1,023	578	748		
Oct	746	639	742	540	656	684	956	1,043	949	832	920	645	620	729		
Nov	791	640	804	569	715	737	868	915	1,025	895	861	754	578	693		
Dec	775	837	866	653	801	677	982	1,180	1,229	995	901	681	751	805		
Total Tons YTD	8,437	7,988	8,702	7,567	7,608	8,670	9,618	11,869	11,972	11,351	10,217	11,964	7,715	8,992	689	75%

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	YTD
Jan	681	746	625	771	554	729	702	944	971	986	872	983	700	918	689	75.11%
Feb	534	630	566	616	537	656	566	756	759	888	705	954	529	568		
Mar	692	675	593	742	558	715	652	869	901	1,045	769	1,112	579	651		
Apr	697	604	606	727	518	693	600	995	988	997	768	1,089	634	748		
May	738	672	729	674	584	742	692	1,089	1,026	1,037	815	1,181	732	777		
Jun	709	637	832	607	640	790	647	1,010	1,059	887	875	1,163	630	816		
Jul	681	660	823	543	616	745	975	1,043	1,070	864	808	1,176	717	805		
Aug	755	609	753	562	721	811	980	975	979	1,037	937	1,202	666	734		
Sep	638	639	763	563	708	691	998	1,050	1,016	888	986	1,023	578	748		
Oct	746	639	742	540	656	684	956	1,043	949	832	920	645	620	729		
Nov	791	640	804	569	715	737	868	915	1,025	895	861	754	578	693		
Dec																
Total Tons YTD	7,662	7,151	7,836	6,914	6,807	7,993	8,636	10,689	10,743	10,356	9,316	11,283	6,964	8,187	689	8%

January Year to Year



HRRR Recycling Rebate History

CY 2018		2018 YTD as % of		CY 2019		2019 YTD as % of		CY 2020		2020 YTD as % of		CY 2021		2021 YTD as % of		2020 YTD as % of		
Tonnage	Rebate		2017 YTD	Tonnage	Rebate		2018 YTD	Tonnage	Rebate		2019 YTD	Tonnage	Rebate		2020 YTD	Tonnage	FY	2021 YTD
983	\$6,144.38		\$1,784.38	700	\$5,247.08		-\$897.30	917.93	\$4,589.65		-\$657.43	689.45	\$3,447.25		-\$1,142.40			
954	\$5,963.19		\$2,438.19	529	\$3,967.80		-\$1,995.39	567.82	\$2,839.10		-\$1,128.70					8,888	2009-10	
1,112	\$6,949.69		\$3,104.69	579	\$4,341.00		-\$2,608.69	651.21	\$3,256.05		-\$1,084.95					6,821	2010-11	-23%
1,089	\$6,808.41		\$2,967.31	634	\$4,755.60		-\$2,052.81	747.95	\$3,739.75		-\$1,015.85					8,542	2011-12	25%
1,181	\$7,382.31		\$3,307.31	732	\$5,492.55		-\$1,889.76	776.50	\$3,882.50		-\$1,610.05					8,204	2012-13	-4%
1,163	\$7,270.88		\$2,895.88	630	\$4,725.00		-\$2,545.88	816.18	\$4,080.90		-\$644.10					11,422	2013-14	39%
1,176	\$8,822.93		\$2,762.93	717	\$3,585.00		-\$5,237.93	805.00	\$4,025.00		\$440.00					11,910	2014-15	4%
1,202	\$9,017.40		\$1,989.90	666	\$3,328.25		-\$5,689.15	734.39	\$3,671.95		\$343.70					12,108	2015-16	2%
1,023	\$7,671.23		\$275.55	578	\$2,890.50		-\$4,780.73	747.88	\$3,739.40		\$848.90					10,315	2016-17	-15%
645	\$4,837.65		-\$2,064.83	620	\$3,101.65		-\$1,736.00	728.62	\$3,643.10		\$541.45					11,896	2017-18	15%
754	\$5,651.48		\$273.04	578	\$2,890.50		-\$2,760.98	693.22	\$3,466.10		\$575.60					9,285	2018-19	-28%
681	\$5,108.70		-\$523.30	751	\$3,756.20		-\$1,352.50	804.89	\$4,024.45		\$268.25					8,388	2019-20	-11%
11,964	\$81,628.22		\$19,211.03	7,714	\$48,081.13		64%	8991.59	\$44,957.95		-\$3,123.18	689.45	\$3,447.25		-\$1,142.40			

	FY 2016-2017	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	
July	864	808	1,176	717	805	
August	1,037	937	1,202	666	734	
September	888	986	1,023	578	748	
October	832	920	645	620	729	
November	895	861	754	578	693	
December	995	901	681	751	805	
January	872	983	700	918	689	
February	705	954	529	568		
March	769	1,112	579	651		
April	768	1,089	634	748		
May	815	1,181	732	777		
June	875	1,163	630	816		
	10,315	11,896	9,285	8,388	5,203	tons
	\$51,576.10	\$78,914.93	\$69,638.40	\$41,940.05	\$26,017.23	rebate
						108%

Ewaste Tonnage

2020	Bethel	Bridgewater	Danbury	Kent	New Fairfield	New Milford	Newtown	Redding	Ridgefield	Weston	Total '20	Total '19	Total '18
January	2.23	0.00	6.10	0.96	4.22	3.42	6.59	2.16	7.83	2.31	35.81	38.25	38.24
February	2.48	0.80	4.87	0.00	1.65	2.54	6.65	1.33	4.94	2.32	27.57	20.93	31.63
March	1.94	0.70	4.89	0.00	2.26	4.06	9.67	0.77	3.96	2.42	30.66	30.36	32.05
	6.64	1.50	15.86	0.96	8.12	10.02	22.91	4.26	16.73	7.04	94.05	89.53	101.92
April	1.59	0.73	3.75	0.00	2.33	1.89	8.54	0.00	3.86	1.75	24.43	31.67	32.74
May	2.39	0.00	4.98	0.00	3.86	1.94	8.02	0.00	5.52	2.39	29.09	35.65	43.79
June	2.63	0.79	8.47	0.00	3.59	3.01	9.26	1.61	4.54	3.28	37.18	29.06	42.17
	6.61	1.52	17.19	0.00	9.78	6.83	25.82	1.61	13.92	7.42	90.70	96.38	118.70
July	2.03	0.00	5.94	0.00	2.83	2.83	6.98	1.99	7.13	2.90	32.61	39.53	45.13
August	2.64	0.99	6.13	0.94	3.14	3.15	10.05	2.18	4.85	1.79	35.84	32.95	36.46
September	1.32	0.72	6.33	1.85	3.51	3.31	7.28	1.63	5.09	3.75	34.79	33.22	31.25
	5.99	1.71	18.40	2.79	9.47	9.29	24.31	5.80	17.07	8.43	103.25	105.70	112.84
October	1.27	0.45	5.39	1.30	3.41	5.33	7.13	0.96	7.20	2.63	35.08	28.49	39.95
November	2.31	0.00	6.79	0.00	3.10	2.79	9.11	2.23	6.09	2.10	34.52	26.69	31.43
December	2.09	0.91	4.87	1.59	3.43	3.13	7.56	2.23	5.11	2.29	33.22	30.50	38.35
	5.68	1.36	17.05	2.89	9.93	11.25	23.81	5.41	18.41	7.03	102.82	85.68	109.73
Total Tons	24.92	6.09	68.50	6.64	37.31	37.40	96.84	17.08	66.12	29.92	390.81	377.30	443.19
	BE	BW	DA	KE	NF	NM	NE	RE	RI	WE	Total '20	Total '19	Total '18

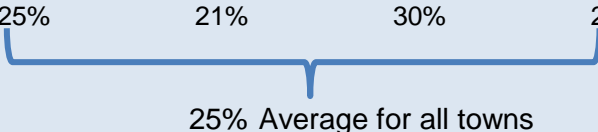
2021	Bethel	Bridgewater	Danbury	Kent	New Fairfield	New Milford	Newtown	Redding	Ridgefield	Weston	Total '21	Total '20	Total '19
January	2.64	0.76	5.39	0.00	3.21	3.55	7.89	2.07	5.88	1.05	32.44	35.81	38.25
February											0.00	27.57	20.93
March											0.00	30.66	30.36
	2.64	0.76	5.39	0.00	3.21	3.55	7.89	2.07	5.88	1.05	32.44	94.05	89.53
April											0.00	24.43	31.67
May											0.00	29.09	35.65
June											0.00	37.18	29.06
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.70	96.38
July											0.00	32.61	39.53
August											0.00	35.84	32.95
September											0.00	34.79	33.22
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.25	105.70
October											0.00	35.08	28.49
November											0.00	34.52	26.69
December											0.00	33.22	30.50
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102.82	85.68
Total Tons	2.64	0.76	5.39	0.00	3.21	3.55	7.89	2.07	5.88	1.05	32.44	390.81	377.30
	BE	BW	DA	KE	NF	NM	NE	RE	RI	WE	Total '21	Total '20	Total '19

GLASS ONLY TONNAGE

Dates	Bethel	Redding	Ridgefield	Newtown	TOTAL
March 19	2.88	0	10.30	0	13.18
April 19	2.34	4.17	8.83	0	15.34
May 19	2.50	4.42	8.44	0	15.36
June 19	2.97	0	3.80	0	6.77
July 19	2.34	4.42	9.10	0	15.86
Aug 19	2.99	2.12	9.55	0	14.66
Sept 19	3.43	3.82	8.67	0	15.92
Oct 19	2.82	4.74	4.81	0	12.37
Nov 19	2.92	4.74	10.06	0	17.72
Dec 19	3.01	0	8.93	0	11.94
Jan 20	3.16	6.3	10.85	0	20.31
Feb 20	0	0	3.36	0	3.36
March 20	3.7	0	7.82	0	11.52
April 20	0	10.24	6.2	0	16.44
May 20	4.07	0	10.28	0	14.35
June 20	3.67	9.81	10.26	0	23.74
July 20	3.34	0	9.41	6.38	12.75
Aug 20	4.09	0	8.59	9.81	22.49
Sept 20	3.72	0	10.03	13.26	27.01
Oct 20	3.46	11.33	9.76	12.17	36.72
Nov 20	3.74	0	10.91	9.41	24.06
Dec 20	0	10.08	15.26	20.92	46.26
Jan 21	4.08	0	11.44	3.53	19.05
Feb 21	3.72	0	5.26	17.55	26.53
	68.95	76.19	211.92	93.03	450.09

GLASS ONLY TONS

GLASS TONNAGE VS SINGLE STREAM AT DROPOFF

	Bethel	Redding	Ridgefield	Newtown	Totals		
Glass	68.95	76.19	211.92	93.03	450.09	26%	
Mixed	212.31	287.92	505.92	292.36	1298.51	74%	
	281.26	364.11	717.84	385.39	1748.60	100%	
	25%	21%	30%	24%			
	 <p>25% Average for all towns</p>						
	1748.60	Total tons of all material					
	26%	Glass percentage					
	74%	Mix Recycling percentage					

MIXED RECYCLING TONS AT DROPOFF

Dates	Bethel	Redding	Ridgefield	Newtown	Mixed Recycling
March 19	9.13	11.65	21.96	0.00	42.74
April 19	9.26	14.43	22.58	0.00	46.27
May 19	8.48	17.19	27.16	0.00	52.83
June 19	8.68	13.62	21.53	0.00	43.83
July 19	10.44	13.09	20.46	0.00	43.99
Aug 19	8.57	15.36	19.98	0.00	43.91
Sept 19	10.75	12.42	29.69	0.00	52.86
Oct 19	7.83	12.59	26.43	0.00	46.85
Nov 19	9.11	11.58	25.06	0.00	45.75
Dec 19	10.3	17.79	21.93	0.00	50.02
Jan 20	8.27	8.51	18.34	0.00	35.12
Feb 20	7.66	8.74	23.25	0.00	39.65
March 20	8.71	5.59	16.66	0.00	30.96
April 20	8.34	10.57	25.18	0.00	44.09
May 20	9.98	9.74	16.7	0.00	36.42
June 20	9.01	15.85	19.6	0.00	44.46
July 20	8.11	13.39	25.6	43.34	90.44
Aug 20	9.05	8.24	14.71	42.7	74.7
Sept 20	8.35	12.78	23.73	39.47	84.33
Oct 20	17.65	15.08	20.04	36.88	89.65
Nov 20	8.99	11.25	25.16	42.02	87.42
Dec 20	7.78	13.72	20.03	49.97	91.5
Jan 21	7.86	14.74	20.14	37.98	80.72
Feb 21					
	212.31	287.92	505.92	292.36	1298.51

MIXED RECYCLING TONS AT DROPOFF



HOUSATONIC RESOURCES RECOVERY AUTHORITY

MINUTES

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

Via Zoom

Members or Alternates Present

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:

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.

Attachment B1

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 HRRR municipality source separated glass. There was a delay last month due to the method in which HRRR municipality glass is received. The Urban Mining facility made modifications to receive and process the glass.

HRRR 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. HRRR 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 HRRR 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 HRRR Audit (Attachment E)

G. Nanavaty reviewed the HRRR 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

Housatonic Resources Recovery Authority
Balance Sheet
As of January 31, 2021

	<u>Jan 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
PayPal (Online Credit Card Payment)	197.94
UNION SAVINGS BANK	412,821.38
STIF	16,320.03
VANGUARD	
VANGUARD SHRT TRM INV GR VFSUX	366,012.76
VANGUARD TOTAL BOND MARKET VBTL	184,296.04
Total VANGUARD	<u>550,308.80</u>
Total Checking/Savings	979,648.15
Accounts Receivable	
*ACCOUNTS RECEIVABLE	24,603.90
Total Accounts Receivable	<u>24,603.90</u>
Other Current Assets	
UNDEPOSITED FUNDS	28,436.05
Total Other Current Assets	<u>28,436.05</u>
Total Current Assets	<u>1,032,688.10</u>
TOTAL ASSETS	<u>1,032,688.10</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*ACCOUNTS PAYABLE	-1,459.47
Total Accounts Payable	<u>-1,459.47</u>
Other Current Liabilities	
PAYROLL LIABILITIES	
CT PR TAXES PAYABLE	
CIT	175.80
CT SUI	159.77
Total CT PR TAXES PAYABLE	<u>335.57</u>
FED PR TAXES PAYABLE	
FICA	512.64
FIT	340.00
FUTA	42.00
MEDICARE TAX	119.88
Total FED PR TAXES PAYABLE	<u>1,014.52</u>
HEALTH INSURANCE PREMIUMS	-0.07
SEP LIABILITY	1,056.00
PAYROLL LIABILITIES - Other	2,882.80
Total PAYROLL LIABILITIES	<u>5,288.82</u>
Total Other Current Liabilities	<u>5,288.82</u>
Total Current Liabilities	<u>3,829.35</u>
Total Liabilities	3,829.35
Equity	
RETAINED EARNINGS	899,170.25
Net Income	129,688.50
Total Equity	<u>1,028,858.75</u>
TOTAL LIABILITIES & EQUITY	<u>1,032,688.10</u>

Attachment C1

Profit v. Loss FY to January 30 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
GRANTS/DONATIONS				
OTHER GRANTS/DONATIONS				
GRANTS/DONATIONS - Other	21,000.00	22,000.00	-1,000.00	95.46%
Total GRANTS/DONATIONS	21,000.00	22,000.00	-1,000.00	95.46%
HAULER PERMITS				
REGISTRATION/PERMIT PAYPAL FEE	-8.71	0.00	-8.71	100.0%
CURRENT HAULER PERMITS	52,238.49	50,000.00	2,238.49	104.48%
HAULER PERMIT LATE FEES	8,540.60	0.00	8,540.60	100.0%
MUNICIPAL HAULER REGISTRATIONS	55,250.00	35,000.00	20,250.00	157.86%
Total HAULER PERMITS	116,020.38	85,000.00	31,020.38	136.5%
HHWDD REIMBURSEMENT				
HHW PARTICIPATING TOWNS	91,884.71	0.00	91,884.71	100.0%
HHWDD REIMBURSEMENT - Other	0.00	105,000.00	-105,000.00	0.0%
Total HHWDD REIMBURSEMENT	91,884.71	105,000.00	-13,115.29	87.51%
INTEREST INCOME	7,464.88	0.00	7,464.88	100.0%
MISC INCOME	80.00	0.00	80.00	100.0%
PROGRAM SERVICES FEES				
MSW PROGRAM FEES	165,285.84	155,750.00	9,535.84	106.12%
RECYCLING PROGRAM FEES	26,015.20	23,333.31	2,681.89	111.49%
Total PROGRAM SERVICES FEES	191,301.04	179,083.31	12,217.73	106.82%
Total Income	427,751.01	391,083.31	36,667.70	109.38%
Gross Profit	427,751.01	391,083.31	36,667.70	109.38%
Expense				
AUDIT	6,600.00			
CONTINGENCY	0.00	0.00	0.00	0.0%
EDUCATION				
PUBLIC EDUCATION	12,335.19	15,100.00	-2,764.81	81.69%
STAFF EDUCATION	462.00	2,250.00	-1,788.00	20.53%
Total EDUCATION	12,797.19	17,350.00	-4,552.81	73.76%
HHW EXPENSE				
HHW TOWN SHARE	90,425.42	105,000.00	-14,574.58	86.12%
HHW HRRRA SHARE	32,952.83	45,000.00	-12,047.17	73.23%
Total HHW EXPENSE	123,378.25	150,000.00	-26,621.75	82.25%
INSURANCE				
ERRORS & OMISSIONS	0.00	0.00	0.00	0.0%
GENERAL LIABILITY	0.00	0.00	0.00	0.0%
SURETY BOND	391.00	450.00	-59.00	86.89%
WORKERS COMP	0.00	0.00	0.00	0.0%
Total INSURANCE	391.00	450.00	-59.00	86.89%
MISCELLANEOUS				
MISC EXPENSE	458.00	1,400.00	-942.00	32.71%
PAYROLL PROCESSING SERVICE	91.84	732.50	-640.66	12.54%
SERVICE FEES/MEMBERSHIPS	4,850.00	3,177.00	1,673.00	152.66%
Total MISCELLANEOUS	5,399.84	5,309.50	90.34	101.7%
OFFICE EXPENSES				
COPY EXPENSE	852.30	2,100.00	-1,247.70	40.59%
RENT	8,100.00	9,450.00	-1,350.00	85.71%
SUPPLIES	2,035.50	2,100.00	-64.50	96.93%
Total OFFICE EXPENSES	10,987.80	13,650.00	-2,662.20	80.5%
PROFESSIONAL SERVICES				
AUDIT SERVICES	0.00	6,550.00	-6,550.00	0.0%
CONSULTING SERVICES	0.00	0.00	0.00	0.0%
LEGAL SERVICES	1,898.00	7,000.00	-5,102.00	27.11%
Total PROFESSIONAL SERVICES	1,898.00	13,550.00	-11,652.00	14.01%
REIMBURSEMENT FOR COLLECTED FEE				

MUNICIPAL HAULER REG REIMBURSEM			1,100.00	
Total REIMBURSEMENT FOR COLLECTED FEE			<u>1,100.00</u>	
STAFFING				
DISABILITY INSURANCE	7,296.15	8,700.00	-1,403.85	83.86%
HEALTH INSURANCE	15,883.35	15,883.35	0.00	100.0%
HSA CONTRIBUTION	0.00	0.00	0.00	0.0%
IN LIEU OF MEDICAL INSURANCE	4,666.62	4,666.62	0.00	100.0%
PAYROLL TAXES				
CT PR TAXES	267.52	367.50	-99.98	72.8%
FED PR TAX	7,581.82	7,633.01	-51.19	99.33%
Total PAYROLL TAXES	<u>7,849.34</u>	<u>8,000.51</u>	<u>-151.17</u>	<u>98.11%</u>
PENSION	6,286.50	7,042.56	-756.06	89.26%
SALARIES				
DIRECTOR SALARY	64,166.62	64,166.65	-0.03	100.0%
OTHER SALARIES	29,726.62	29,726.65	-0.03	100.0%
Total SALARIES	<u>93,893.24</u>	<u>93,893.30</u>	<u>-0.06</u>	<u>100.0%</u>
Total STAFFING	<u>135,875.20</u>	<u>138,186.34</u>	<u>-2,311.14</u>	<u>98.33%</u>
TRAVEL/MILEAGE REIMBURSEMENT	691.13	2,478.56	-1,787.43	27.88%
Total Expense	<u>299,118.41</u>	<u>340,974.40</u>	<u>-41,855.99</u>	<u>87.73%</u>
Net Ordinary Income	<u>128,632.60</u>	<u>50,108.91</u>	<u>78,523.69</u>	<u>256.71%</u>
Other Income/Expense				
Other Income				
DIVIDENDS	0.00	7,000.00	-7,000.00	0.0%
INVESTMENT GAIN	8,308.81	0.00	8,308.81	100.0%
Total Other Income	<u>8,308.81</u>	<u>7,000.00</u>	<u>1,308.81</u>	<u>118.7%</u>
Other Expense				
INVESTMENT LOSS	7,252.91	0.00	7,252.91	100.0%
Total Other Expense	<u>7,252.91</u>	<u>0.00</u>	<u>7,252.91</u>	<u>100.0%</u>
Net Other Income	<u>1,055.90</u>	<u>7,000.00</u>	<u>-5,944.10</u>	<u>15.08%</u>
Net Income	<u>129,688.50</u>	<u>57,108.91</u>	<u>72,579.59</u>	<u>227.09%</u>

Profit v. Loss FY to June 30 2021

Ordinary Income/Expense	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Income				
GRANTS/DONATIONS				
OTHER GRANTS/DONATIONS	1,500.00			
GRANTS/DONATIONS - Other	19,500.00	58,000.00	-38,500.00	33.62%
Total GRANTS/DONATIONS	21,000.00	58,000.00	-37,000.00	36.21%
HAULER PERMITS				
REGISTRATION/PERMIT PAYPAL FEE	-8.71	0.00	-8.71	100.0%
CURRENT HAULER PERMITS	52,238.49	50,000.00	2,238.49	104.48%
HAULER PERMIT LATE FEES	8,540.60	0.00	8,540.60	100.0%
MUNICIPAL HAULER REGISTRATIONS	55,250.00	35,000.00	20,250.00	157.86%
Total HAULER PERMITS	116,020.38	85,000.00	31,020.38	136.5%
HHWDD REIMBURSEMENT				
HHW PARTICIPATING TOWNS	91,884.71	0.00	91,884.71	100.0%
HHWDD REIMBURSEMENT - Other	0.00	175,000.00	-175,000.00	0.0%
Total HHWDD REIMBURSEMENT	91,884.71	175,000.00	-83,115.29	52.51%
INTEREST INCOME	7,464.88	0.00	7,464.88	100.0%
MISC INCOME	80.00	0.00	80.00	100.0%
PROGRAM SERVICES FEES				
MSW PROGRAM FEES	165,285.84	267,000.00	-101,714.16	61.91%
RECYCLING PROGRAM FEES	26,015.20	40,000.00	-13,984.80	65.04%
Total PROGRAM SERVICES FEES	191,301.04	307,000.00	-115,698.96	62.31%
Total Income	427,751.01	625,000.00	-197,248.99	68.44%
Gross Profit	427,751.01	625,000.00	-197,248.99	68.44%
Expense				
AUDIT				
AUDIT	6,600.00			
CONTINGENCY				
CONTINGENCY	0.00	20,000.00	-20,000.00	0.0%
EDUCATION				
PUBLIC EDUCATION	14,184.67	35,000.00	-20,815.33	40.53%
STAFF EDUCATION	462.00	4,500.00	-4,038.00	10.27%
Total EDUCATION	14,646.67	39,500.00	-24,853.33	37.08%
HHW EXPENSE				
HHW TOWN SHARE	90,425.42	175,000.00	-84,574.58	51.67%
HHW HRRRA SHARE	42,952.83	75,000.00	-32,047.17	57.27%
Total HHW EXPENSE	133,378.25	250,000.00	-116,621.75	53.35%
INSURANCE				
ERRORS & OMISSIONS	0.00	5,725.00	-5,725.00	0.0%
GENERAL LIABILITY	0.00	1,400.00	-1,400.00	0.0%
SURETY BOND	391.00	450.00	-59.00	86.89%
WORKERS COMP	0.00	550.00	-550.00	0.0%
Total INSURANCE	391.00	8,125.00	-7,734.00	4.81%
MISCELLANEOUS				
MISC EXPENSE	458.00	2,500.00	-2,042.00	18.32%
PAYROLL PROCESSING SERVICE	104.98	800.00	-695.02	13.12%
SERVICE FEES/MEMBERSHIPS	4,850.00	3,177.00	1,673.00	152.66%
Total MISCELLANEOUS	5,412.98	6,477.00	-1,064.02	83.57%
OFFICE EXPENSES				
COPY EXPENSE	954.12	3,500.00	-2,545.88	27.26%
RENT	14,850.00	16,200.00	-1,350.00	91.67%
SUPPLIES	2,045.70	3,800.00	-1,754.30	53.83%
Total OFFICE EXPENSES	17,849.82	23,500.00	-5,650.18	75.96%
PROFESSIONAL SERVICES				
AUDIT SERVICES	0.00	6,550.00	-6,550.00	0.0%
CONSULTING SERVICES	0.00	1,800.00	-1,800.00	0.0%
LEGAL SERVICES	1,898.00	20,000.00	-18,102.00	9.49%
Total PROFESSIONAL SERVICES	1,898.00	28,350.00	-26,452.00	6.7%
REIMBURSEMENT FOR COLLECTED FEE				
MUNICIPAL HAULER REG REIMBURSEM	1,100.00			
Total REIMBURSEMENT FOR COLLECTED FEE	1,100.00			
STAFFING				
DISABILITY INSURANCE	7,296.15	8,700.00	-1,403.85	83.86%

HEALTH INSURANCE	15,883.35	27,228.67	-11,345.32	58.33%
HSA CONTRIBUTION	0.00	0.00	0.00	0.0%
IN LIEU OF MEDICAL INSURANCE	5,333.28	8,000.00	-2,666.72	66.67%
PAYROLL TAXES				
CT PR TAXES	471.71	630.00	-158.29	74.88%
FED PR TAX	8,658.94	13,085.16	-4,426.22	66.17%
Total PAYROLL TAXES	9,130.65	13,715.16	-4,584.51	66.57%
PENSION	7,342.50	12,073.00	-4,730.50	60.82%
SALARIES				
DIRECTOR SALARY	73,333.28	110,000.00	-36,666.72	66.67%
OTHER SALARIES	33,973.28	50,960.00	-16,986.72	66.67%
Total SALARIES	107,306.56	160,960.00	-53,653.44	66.67%
Total STAFFING	152,292.49	230,676.83	-78,384.34	66.02%
TRAVEL/MILEAGE REIMBURSEMENT	777.57	4,249.00	-3,471.43	18.3%
Total Expense	334,346.78	610,877.83	-276,531.05	54.73%
Net Ordinary Income	93,404.23	14,122.17	79,282.06	661.4%
Other Income/Expense				
Other Income				
DIVIDENDS	0.00	12,000.00	-12,000.00	0.0%
INVESTMENT GAIN	8,308.81	0.00	8,308.81	100.0%
Total Other Income	8,308.81	12,000.00	-3,691.19	69.24%
Other Expense				
INVESTMENT LOSS	7,252.91	0.00	7,252.91	100.0%
Total Other Expense	7,252.91	0.00	7,252.91	100.0%
Net Other Income	1,055.90	12,000.00	-10,944.10	8.8%
Net Income	94,460.13	26,122.17	68,337.96	361.61%

February Addition – RESOURCE RECYCLING

New year brings higher prices for recovered commodities - by RecyclingMarkets.net Staff

Prices for curbside recyclables were generally up in the first days of 2021, with some key materials seeing surging values. For example, OCC rose 14% from December to January.

The following prices reflect values seen on the Secondary Materials Pricing Index on RecyclingMarkets.net in mid-January 2021.

The national average price for **corrugated containers (PS 11)** moved up 14% to \$75 per ton, compared with \$66 per ton in mid-December. The OCC grade was trading for about \$25 per ton one year ago.

The price of **natural HDPE** from curbside collection programs came in at a national average of 66.84 cents per pound, another record-high price for the resin. This compares with December's 63.75 cents and 59.47 cents one year ago. Some regions are reporting prices currently reaching 72.00 cents per pound.

Prices for PET, an important curbside plastic, also moved higher. The national average price of **PET beverage bottles and jars** moved up 16% from December to January, reaching 7.58 cents per pound. One year ago, however, the price was 9.28 cents per pound.

Meanwhile, **sorted residential papers (PS 56)** remain unchanged month-to-month, still averaging \$44 per ton. This fiber grade was \$10 per ton one year ago.

Mixed paper (PS 54) inched up to an average price of \$33 per ton. This grade was at a negative \$2 per ton cost last year.

And high-grade papers were up by an average of \$5 to \$10 per ton from December to January, with **sorted office papers (PS 37)** trading in the range of \$85-\$90 per ton.

For metals, the national average price for sorted, baled **aluminum cans** was up 5% month-to-month, trading at 51.88 cents per pound, compared with 49.19 cents in December. This moves the price marginally above the 51.19 cents traded one year ago.

Steel cans remained constant at \$80 per ton from December to January. They averaged \$103 per ton one year ago.

Higher prices have been seen for other types of plastics, as well. The national average price of **polypropylene** surged upward and is now at 11.69 cents per pound, compared to 7.00 cents in December and 5.81 cents one year ago.

The national average price of color HDPE is also up again. It was trading at 17.19 cents per pound in January, up from 17.06 cents a month prior. This compares to a low of 3.58 cents in July 2020.

The national average price of **Grade A film** was up 15% to 10.84 cents, compared with 9.44 cents per pound in December and 8.44 cents per pound this time last year. **Grade B film** was at 3.63 cents per pound in January, and **Grade C film** remained at 0.81 cents per pound.

These prices are as reported on the Secondary Materials Pricing (SMP) Index. This pricing represents what is being paid for post-consumer recyclable materials in a sorted, baled format, picked up at most major recycling centers.

For a free trial to SMP's Online Post-Consumer Pricing Index, visit the Recycling Markets website. You can also contact Christina Boulanger-Bosley at cmb@recyclingmarkets.net/ or 330-956-8911.



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Report on Blended MRF Commodity Values in the Northeast

Period covered October 1 – December 31, 2020

Prepared with funding support from EPA Region 3

NERC is an equal opportunity employer and provider.

Attachment D2

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Background

The Northeast Recycling Council (NERC) supports recycling market development and opportunities for improvements in its 11-state region: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.

In 2018, in partnership with the Northeast Waste Management Officials' Association (NEWMOA), we formed a *Regional Recycling Markets Development Committee*. The Committee determined that having information about the value of commodities processed by the region's Materials Recovery Facilities (MRFs)¹ would be helpful for assessing regional market trends and to serve as an educational tool for promoting improved residential recycling and participation. The results have been invaluable to recyclers, MRFs, and also municipalities and state agencies.

This is the seventh report. The first report covered the period April – June 2019 and focused on NERC's 11-state region. The scope of the participating states expanded in the first quarter of 2020 with the receipt of a grant from EPA Region 3. This report reflects information received from 19 MRFs in 11 states.² Among respondents are single stream, dual stream, and source separated MRFs. The survey is conducted quarterly.

These survey results reflect the differing laws and collection options in the participating states. Five of the states have beverage container deposit laws. As a result, fewer glass bottles, PET bottles and aluminum cans are processed in MRFs in those states. Those MRFs are also likely to have less revenue from those recyclables. In addition, the report reflects a mix of single stream, dual stream and source separation to collect recyclables with single stream being the most common approach. The type of collection used will have an impact on MRF design and operation. Thus, the data from this report reflects the unique blend of facilities and statewide laws in the reporting states.

A special thank you to Robert (Max) Babits, RRS for providing technical support.

At no time will any individual company information be shared with anyone outside of NERC staff. No participating facilities will be identified and no state-specific data will be released.

¹ MRFs are a facility that receives, separates and prepares recyclable materials from the public for marketing to processors and end-user manufacturers.

² There are no MRFs in New Hampshire.

Survey Questions & Results

Survey respondents were asked to provide the average value received/paid for each of the commodities listed below during the period October – December 2020, as well as the cost to process a ton of material received at the MRF.

UBC (aluminum cans)
Steel Cans
PET (plastic #1)
HDPE Natural (plastic #2)
HDPE Colored (plastic #2)
Polypropylene (plastic #5)
Plastics #'s 3-7
Bulky Rigid Plastics
OCC Grade #11 (corrugated cardboard)
Mixed Paper Grade #54
Aseptic and Gable-top Cartons (Grade #52)
All other Paper (excluding grades 11, 52 & 54)
Clear Glass Containers
Green Glass Containers
Brown Glass Containers
3 Mix Glass Containers
Residue

Weighted Percentage of Outbound Tons Marketed per Commodity in Calendar Year 2020

In January 2021, survey participants were asked to provide the average percentage of a ton represented by each of the following commodities in calendar 2020. Those percentages have been used in the blended average value of a ton analysis.

Mixed Paper (Grade #54)	25%
Corrugated Containers (OCC Grade #11)	28%
Aseptic and Gable-top Cartons (Grade #52)	>1%
All other Paper (excluding grades 11, 52 & 54)	7%
Glass (weighted average)	12%
Aluminum Cans (UBC)	1%
Steel Cans	2%
PET	4%
Natural HDPE	1%
Colored HDPE	1%
Mixed Plastic #3-7	2%
Bulky Rigids	1%
Polypropylene	>1%
Residue	16%

It is worth noting that all of the commodity percentages include some degree of contamination – unwanted materials. The amount will vary by MRF, the type of commodity being marketed, and the requirements of the end-market.

Average Commodity Value per Ton of Marketed Materials

The 19 MRFs were asked to provide the average value of each commodity for the period September – December 2020. These values were then combined into a weighted average to reflect the blended value per ton for recyclables marketed in the region.

Average commodity value per ton *with* the expense of handling residuals: \$53.96 – up 29% the previous quarter

Average commodity value per ton *without* residuals: \$60.46 - up 23% the previous quarter

These increases can be attributed to strong increases in the value of almost every commodity.

Participating MRFs

Single Stream	Dual Stream/Source Separated
68%	32%

	Single Stream	Dual Stream/Source Separated
Without residue	\$65.83	\$62.73
With residue	\$59.96	\$53.70

The proportional value of a ton of single stream compared to dual stream is *higher* this time than dual stream. This is because, on average, dual stream facilities reported lower values for several grades, including: HDPE natural and colored, 3- 7 plastics, OCC, “all other paper”, 3-mix glass, and residue than single stream MRFs. In most cases, this disparity is due to one MRF significantly under-performing other MRFs in the category.

Processing Costs

The MRFs were also asked about processing costs³ for the period October – December 2020.

The average processing cost per was \$80/ton. This quarter represents a decrease of 5% from the previous period.

Conclusion

With all of the disruptions in 2020 due to the pandemic and shifting end-markets, it ended on a bright note for the recycling community. Values for most commodities processed at residential MRFs rose significantly.

³ The cost to sort and prepare the commodities for sale.

Hauler insurance requirements as of February 2021

Housatonic Resources Recovery Authority

CERTIFICATE OF INSURANCE – INSTRUCTIONS

- A. Agent's / Broker's name, address and fax number.
- B. Your business name and address.
- C. Name of insurance companies issuing your policies.
- D. The minimum insurance coverage you must carry is either Option 1 or Option 2 below:
- E. **HARRA, and all HARRA municipalities in which the hauler/collector works must be listed as additional insureds on all policies except those for workers' compensation and employer's liability insurance. Oak Ridge must be listed as additional insured on all policies except those for workers' compensation and employer's liability insurance if a permit for Oak Ridge is sought.**
- Sample language:** *The Housatonic Resources Recovery Authority (HARRA), all HARRA member municipalities, and Oak Ridge Transfer Stations, LLC are all additional insureds under the General Liability and Automobile Liability policies.*
- F. The Named Insured must include the name of the Company to be permitted by HARRA as well as the owner's name listed on the motor vehicle registration of any and all permitted vehicles.
- G. HARRA must receive notice at least 30 days prior to cancellation of insurance policies. H. HARRA must have the original certificate bearing the original signature.
- I. HARRA's name and address must appear as follows:
Housatonic Resources Recovery Authority, Old Town Hall, 162 Whisconier Road, Brookfield, CT 06804

Option 1

- **Comprehensive General Liability** insurance with a broad form endorsement, a minimum combined single limit coverage for bodily injury and property damage of not less than one million (\$1,000,000.00) dollars on a per occurrence basis and an aggregate of at least two million (\$2,000,000) dollars; and
- **Automobile Liability** insurance covering **all owned, non-owned and hired vehicles** with a minimum combined single limit coverage of not less than one million (\$1,000,000.00) dollars on a per occurrence basis;
- **Workers' Compensation Insurance** in such amounts as required by Connecticut law or certificate of self-insurance issued by the State of Connecticut's Board of Compensation Commissioners pursuant to Section 31-284 of the Connecticut General Statutes; and
- **Employer's Liability Insurance** with a minimum combined single limit coverage of not less than five hundred thousand (\$500,000.00) dollars.

Option 2

- **Umbrella /Excess Liability Insurance** with coverage of one million (\$1,000,000.00) dollars per occurrence, underlying both general liability and automobile liability insurances; and
- **Comprehensive General Liability** insurance with a broad form endorsement, a minimum combined single limit coverage for bodily injury and property damage of not less than five hundred thousand (\$500,000.00) dollars on a per occurrence basis and an aggregate of at least one million (\$1,000,000) dollars; and
- **Automobile Liability** insurance covering **all owned, non-owned and hired vehicles** with a minimum combined single limit coverage of not less than five hundred thousand (\$500,000.00) dollars on a per occurrence basis; and
- **Workers' Compensation Insurance** in such amounts as required by Connecticut law or certificate of self-insurance issued by the State of Connecticut's Board of Compensation Commissioners pursuant to Section 31-284 of the Connecticut General Statutes; and
- **Employer's Liability Insurance** with a minimum combined single limit coverage of not less than one hundred thousand (\$100,000.00) dollars.

Proposed changed requirements



Housatonic Resources Recovery Authority CERTIFICATE OF INSURANCE - INSTRUCTIONS

- A. Agent's / Broker's name, address, and fax number.
- B. Your business name and address.
- C. Name of insurance companies issuing your policies.
- D. **HRRRA, and all HRRRA municipalities in which the hauler/collector works must be listed as additional insureds on all policies** except those for workers' compensation and employer's liability insurance. Oak Ridge must be listed as additional insured on all policies except those for workers' compensation and employer's liability insurance if a permit for Oak Ridge is sought.

Sample language: The Housatonic Resources Recovery Authority (HRRRA), all HRRRA member municipalities, and Oak Ridge Transfer Stations, LLC are all additional insureds under the General Liability and Automobile Liability policies.

- F. The Named Insured must include the name of the Company to be permitted by HRRRA as well as the owner's name listed on the motor vehicle registration of any and all permitted vehicles.
- G. HRRRA must receive notice at least 30 days prior to cancellation of insurance policies.
- H. HRRRA must have the original certificate bearing the original signature.
- I. HRRRA's name and address must appear as follows:
Housatonic Resources Recovery Authority, Old Town Hall, 162 Whisconier Road, Brookfield, CT 06804

Insurance Coverage Requirements:

Commercial General Liability insurance policy that includes products, operations and completed operations.

- Limits should be at least: Bodily injury & property damage with an occurrence limit of \$1,000,000; Personal & advertising injury limit of \$1,000,000 per occurrence; General aggregate limit of \$2,000,000 (other than products and completed operations); Products and completed operations aggregate limit of \$2,000,000.
- Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in any way to any insurance or self-insured retention carried by the additional insureds.
- Such coverage shall contain a broad form contractual liability endorsement or similar wording within the policy form; and

Automobile Liability insurance covering **all owned, non-owned and hired vehicles, Symbol '1'**, with a minimum combined single limit coverage of not less than one million (\$1,000,000.00) dollars on a per occurrence basis; and

Workers' Compensation Insurance in such amounts as required by Connecticut law or certificate of self-insurance issued by the State of Connecticut's Board of Compensation Commissioners pursuant to Section 31-284 of the Connecticut General Statutes; and

Employer's Liability Insurance with limits no less than \$500,000 each accident by bodily injury; \$500,000 each accident by disease; and a policy limit of \$500,000

Attachment E2