



HOUSATONIC RESOURCES RECOVERY AUTHORITY

MINUTES

Thursday, June 30, 2022 10:30 a.m.

In-Person/Hybrid via Zoom

Newtown Municipal Center

3 Primrose Street

Newtown, CT 06470

Members or Alternates Present

Bethel, Matt Knickerbocker	7
Bridgewater, Curtis Read	1
Brookfield, Tara Carr	6
Kent, Jean Speck	1
New Fairfield, Pat Del Monaco	5
New Milford, Pete Bass	11
Newtown, Herb Rosenthal	11
Ridgefield, Rudolph Marconi	10
Roxbury, Patrick Roy	1
Sherman, Don Lowe	1
Weston, Samantha Nestor	4
Wilton, Christopher Burney	7
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	65

Others Present:

Suzanne Von Holt, New Milford Alternate
Dan Rosenthal, First Selectman, Newtown
Fred Hurley, Newtown Alternate
Sandra Cointreau, Roxbury Alternate
Barbara Henry, Guest
April Regan, All American Waste
Jennifer Heaton-Jones, HRRA
Jennifer Baum, HRRA

Members Absent:

Danbury, Redding

Call to Order: The meeting was called to order by Chairman M. Knickerbocker at 10:41 a.m. with a quorum of 65 votes present from twelve towns. M. Knickerbocker led everyone in the pledge of allegiance.

Public Comment: No public comment

Chairman and Members' Comment:

M. Knickerbocker thanked HRRA members for their efforts through the legislative session. It was a successful session with HB5142 An Act Concerning Extended Producer Responsibility for Certain Gas Cylinders passing through the house and senate.

M. Knickerbocker acknowledged J. Heaton-Jones for efforts during legislative session and shared that J. Heaton-Jones is considered an expert and leader in the field and is often called upon for advice.

R. Marconi thanked M. Knickerbocker and J. Heaton-Jones for their efforts at the state level.

F. Hurley shared information relating to a recent meeting with the WestCOG and DEEP via Zoom. The purpose of the meeting was to discuss waste management in Connecticut with the impending date of MIRA closing. F. Hurley shared that the director of WestCOG was dismissive of the HRRRA. As the only member town on the call, F. Hurley expressed his history, support and knowledge of the HRRRA, and expressed the success the Authority has had on behalf of member towns.

In response to F. Hurley's statement, J. Heaton-Jones offered to provide a presentation to the WestCOG on the challenges and opportunities on solid waste management.

S. Cointreau shared support of an anaerobic digester.

Director's and Tonnage Report:

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

MSW and Recycling Tonnage Reports through May 31st

- MSW tonnage FY to date is running at **105%** and **110%** compared to the same month last year.
- Recycling tonnage FY to date is running at **153%** and **197%** compared to the same month last year.
- Glass collected from March 2019 to date – **954.4 tons**

Meeting Highlights /Activities

- **HHW Events** – The HRRRA facilitated two HHW events since the last Authority meeting.
 - Saturday, May 7th 2022 Newtown Public Works, the event serviced 655 cars and cost \$39,889.
 - Saturday, June 4th 2022, Bethel High School, the event serviced 601 cars and cost \$35,770.
- **SMM Grant** - J. Heaton-Jones was hoping to have news regarding the grant, but CT DEEP has not released the awards to date.
- **The Ridgefield ASP Organics Projects** – CT DEEP has issued Ridgefield their leaf composting permit that allows Ridgefield to now move forward with the demonstration project on the solar powered ASP composting system. Members will receive an invitation to the ribbon cutting currently scheduled for August 5th

- **E-Waste RFP** – After careful review with member towns and a survey to transfer station operators, The contract was awarded to Take 2. They are now rebating the municipalities 9 cents a pound, up a penny from the last contract. In 2021 the HRRRA member towns received \$44,000 in rebates. J. Heaton-Jones sent out the municipal adoption agreements Wednesday, June 29th and asked chief elected officials to sign and return them as soon as possible.
- **Danbury, MSW Associates TS Permit** –The HRRRA is still working with CT DEEP and Oak Ridge who now owns the permit, to ensure the provisions of the current permit stay intact to protect the City of Danbury and the HRRRA member towns.
- **Hauler Registration 2022-23** – The Hauler registration and permit application process is underway. The application process has now moved to an online submission format to streamline the process for both the haulers and HRRRA staff. The application has also been reduced to require just one signed document.
- **Regional MSW and Recycling Agreement** - J. Heaton-Jones will begin organizing the Beyond 2029 subcommittee next week. The volunteers for that group are currently Rudy, Matt and Sandra. As a reminder this is a group that will discuss the challenges the HRRRA faces and the opportunities that may be available as a region to manage municipal solid waste and recycling. The current contract expires in 2029. It will take at least 2 years to go out to bid and negotiate a new contract. In the meantime, the next five years are a period of research and development. The state is moving hard on waste reduction initiatives and unit base pricing structures. The region is primarily private subscription which makes the task much harder. The Director proposed ways to address the capacity concerns in the state. Member towns should begin to consider municipal franchising, where municipalities go to bid for the services, the municipalities have a contract with haulers, but they bill residents directly not through taxes. The region needs to build more infrastructure like the ASP system in Ridgefield to manage organics locally. And support Extended Producer Responsibility laws that shift the burden from municipalities to the manufacturers and producers of the products. It needs to be a shared responsibility. The Director asked if anyone was interested in joining the subcommittee. P. Roy volunteered.
- **Market update** – Markets are currently stable.
- **Non-Compliant Haulers** - J.Heaton-Jones gave a brief update on the suspended hauler, RRR Maintenance, and how the member towns of which they were previously registered are working to help them come into compliance to have their registration and permits reinstated.
- The next Full Authority Meeting is scheduled for **Thursday, September 29th** and will be **in-person**

T. Carr requested the timeline of compliance for the hauler doing business in Roxbury.
B. Henry requested the terms of compliance for the hauler.
J. Heaton-Jones confirmed the hauler was allotted 45 days to come into compliance and summarized the terms per the signed decree.

Administrative Approvals:

Minutes: Motion by R. Marconi second by J. Speck, to approve the minutes of April 28, 2022 (Attachment B). **Vote: The motion passed;** with 54 votes in favor, with 2 abstentions from M. Knickerbocker and S. Nestor.

Financial Statements: J. Heaton-Jones reviewed the financial statements through May 31, 2022 (Attachment C).

T. Carr inquired about the water quality at the Brookfield Old Town Hall.

M. Knickerbocker thanked T. Carr for the immediate response by the Town of Brookfield regarding the water quality.

P. Bass inquired about the grants and donations for special projects.

J. Heaton-Jones stated the HRRRA was awarded the USDA and Lee Sawyer grants for the ASP compost project at the Ridgefield Transfer Station. The timeline allotted for the project is two years. As the funds are utilized, the budget and expenses will reflect.

R. Marconi asked why the household hazardous waste reimbursement amounts are low.

J. Heaton-Jones confirmed the household hazardous waste events were held in recent months and municipalities were recently invoiced and it's currently an accounts receivable. In addition, the HHW revenue is a pass-through line item.

P. Bass inquired about the percentage gain on the investment funds and suggested that due to market conditions, this might be a good time to search for an opportunity to invest at a higher interest rate.

Motion by R. Marconi, second by S. Nestor, to approve the financial statements through April 28, 2022 (Attachment C), as presented. **Vote: The motion passed unanimously;** with 65 votes in favor.

Old Business:

6a.) By-Laws – Request to form subcommittee to review

The Chairman shared the By-Law Subcommittee met to discuss possible modifications to the by-laws to allow for a one town, one vote voting structure. The potential modifications would result in municipalities revising local ordinances. The Chairman asked members if the subcommittee should proceed. A discussion ensued.

Many of the members expressed they were in favor of moving forward.

R. Marconi suggested communicating with Danbury prior to deciding.

The Chairman stated the subcommittee will pause to allow municipalities to consult local boards regarding modifying town ordinances.

T. Carr requested additional information to be emailed regarding by-law modifications.

New Business:

7a.) Nomination Committee

R. Marconi read the Nominating Committee report nominating M. Knickerbocker to serve as Chairman, P. Del Monaco as Vice Chairwoman, H. Rosenthal as Secretary, J. Pemberton as Treasurer, and J. Speck as Assistant Treasurer for 2022-2023.

Election of Officers for the 2022-23 FY:

Motion by H. Rosenthal, second by D. Lowe to endorse the slate of officers for the 2022-23 FY.

Vote: The motion passed unanimously; with 65 votes in favor (Attachment D).

7b.) Adoption of 2022-23 FY Budget

J. Heaton-Jones presented the 2022-23 fiscal year budget as recommended by the Executive Committee.

Motion by H. Rosenthal, second by R. Marconi to approve the HRRRA 2022-23 fiscal year budget as presented with total revenue projected at \$811,407 and expenditures totaling \$800,908 with a net revenue in excess of expenditures \$10,498.86 (Attachment E).

Vote: The motion passed unanimously; with 65 votes in favor.

P. Bass inquired if the budget reflected staff increases.

J. Heaton-Jones confirmed the budget did reflect staff increases. The Executive Committee recommended that the Executive Director receive a 3% increase with a \$2000 bonus and the full-time administrator receive a salary adjustment to \$55,000. At the time of the meeting the Executive Director mentioned it was around a 5% increase. Correction, the adjustment was a 7.93% increase.

Adjournment

Motion by P. Bass, second by R. Marconi, to adjourn the meeting at 11:40 a.m. **Vote: The motion passed unanimously;** with 65 votes in favor.

Respectfully submitted,
Jennifer Baum