



HOUSATONIC RESOURCES RECOVERY AUTHORITY

MINUTES

Thursday, December 08, 2022 10:30 a.m.

Newtown Municipal Center, Conference Room

3 Primrose Street

Newtown, CT 06470

Members or Alternates Present

Bethel, Richard Straiton	7
Bridgewater, Curtis Read	1
New Fairfield, Pat Del Monaco	5
New Milford, Suzanne Von Holt	11
Newtown, Fred Hurley	11
Redding, Julia Pemberton	4
Ridgefield, Rudolph Marconi	10
Roxbury, Sandra Cointreau	1
Sherman, Don Lowe	1
Weston, Samantha Nestor	4
Wilton, Matthew Knickerbocker	7
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Others Present:

Dan Rosenthal, First Selectman, Newtown
Glenn Nanavaty, Auditor
Patti Oberg, All American Waste
Jennifer Heaton-Jones, HRRRA
Jennifer Baum, HRRRA

Members Absent:

Brookfield, Danbury, and Kent

Call to Order: The meeting was called to order by Chairman M. Knickerbocker at 10:34 a.m. with a quorum of 62 votes present from eleven towns. M. Knickerbocker led everyone in the pledge of allegiance.

Public Comment: No public comment

Chairman and Members' Comment:

- The Chairman extended congratulatory remarks to J. Luiz, Weston, regarding the new addition to his family.
- The pending tour of Wheelabrator for HRRRA members has been postponed to 2023 due not finding a common date among CEOs.
- CCSMM EPR working group to review packaging EPR is scheduled for December 15th at 1:00pm, via Zoom, M. Knickerbocker encouraged members to attend.

Director's and Tonnage Report:

- The hiring process for a part-time public educator has been completed. The Executive Committee and staff expect to make a final decision the week of December 12th. The new hire will begin January 3, 2023.

- The EPA launched a series of significant funding opportunities for states and municipalities ranging from infrastructure to public education. There are no matching dollar requirements. The letter of intent must be submitted to the EPA by December 15th. The grant applications are due January 16, 2023. It is suggested that the region apply for funding to renovate existing transfer stations, add new equipment, etc. HRRRA staff can facilitate grant applications but would require support from member municipalities for development and implementation of the projects.
- The Household Hazardous Waste RFP has been postponed. HHW pricing has significantly increased from 30-80% across the state. The HRRRA contract with the current vendor allows an extension for an additional year holding current pricing. J. Heaton-Jones will send a cost analysis to the Chief Elected Officials to assist in preparing 2023-24 budgets. The cost analysis will include the potential cost increases that will take effect in 2024. The HHW budgets should also include the cost for public work support staff.

C. Read inquired if there is a direct relationship with tip fees and fuel prices. A discussion ensued regarding the correlation.

The Chairman encouraged municipalities to follow through with their commitment of staff support for household hazardous waste events.

Administrative Approvals:

Minutes: Motion by D. Lowe second by S. Von Holt, to approve the minutes of September 29, 2022 (Attachment B). **Vote: The motion passed unanimously;** with 62 votes in favor.

Financial Statements: J. Heaton-Jones reviewed the financial statements through November 30, 2022 (Attachment C).

- The delay in hiring new staff will add to the overall fund balance.
- Tonnage has been healthy, as a result revenue is above budget.
- The Director expressed concerns regarding the future of the recycling market. The current recycling tip fee is higher than MSW resulting in many haulers mixing single stream and MSW to avoid paying the higher tip fees. This could have an impact to recycling revenue.
- An audit of the single stream recycling will take place December 21.

Motion by F. Hurley, second by D. Lowe, to approve the financial statements through November 30, 2022 (Attachment C), as presented. **Vote: The motion passed unanimously;** with 62 votes in favor.

Old Business:

6a.) By-Laws – Report and proposal from By-law committee

The By-law committee, consisting of J. Pemberton, P. Del Monaco, P. Bass, R. Marconi and M. Knickerbocker, presented a by-law change to the HRRRA voting structure. They proposed moving away from a weighted voting structure to one town, one vote. A hard copy of the proposal was presented to members in attendance. HRRRA staff will send the proposed change in language to members via certified

mail at least 20 days prior to when it will be voted on. The next full authority meeting is scheduled for February 23, 2023.

New Business:

7a.) 2021-22 FY Draft Audit

G. Nanavaty reviewed the HRRRA 2021-2022 fiscal year audit. G. Nanavaty stated there were no issues with the audit. Every document requested was provided and no adjustments were required. G. Nanavaty stated the organization is functioning well and recommended that the board continue to function in the same manner. The full audit can be reviewed from the HRRRA website at www.hrrra.org.

R. Marconi questioned if there will be any changes to the general accounting procedures that will impact HRRRA. G. Nanavaty confirmed that other than a new standard in formatting, which was already applied, there will not be any changes affecting HRRRA.

Motion by R. Marconi, second by J. Pemberton, to approve the 2021-2022 FY Draft Audit (Attachment D), as presented.

Vote: The motion passed unanimously; with 62 votes in favor.

7b.) Resolution to support Packaging EPR

The Chairman presented the draft resolution included in the HRRRA agenda packet to support EPR for Packaging. The resolution is the same document as the previous three years with no changes.

Motion by R. Marconi, second by R. Straiton to adopt the resolution to support packaging EPR (Attachment E), as presented.

D. Rosenthal stated he spoke with a hauler who is in favor of packaging EPR and suggested HRRRA staff send a memo to haulers.

J. Pemberton requested the source information for footnote number two.

Vote: The motion passed unanimously; with 62 votes in favor.

7c.) 2023-24 Hauler Registration and Permit Fees

J. Heaton-Jones shared a revision proposal on the hauler registration and permit fees, to be considered at the February 2023 meeting. The priority is not to increase hauler fees, but to redistribute the fees and streamline the permit and registration process. The proposal is to permit all trucks used by haulers rather than only trucks for MSW. The HRRRA will move away from two stickers, one for registration and one for permits, to one sticker that indicates the hauler is both registered and permitted in the region. The purpose is to remove the confusion among the public and haulers on who is and is not registered with the Authority. The intent is also to create an even playing field for all haulers. HRRRA members confirmed support to proceed. J. Heaton-Jones will conduct a cost-analysis and present a revised registration and permit fee structure at the February meeting to be voted on.

7d.) Household Hazardous Waste Events 2023

The Chairman presented the Household Hazardous Waste Event schedule for 2023.

C. Read suggested the HRRR consider having member towns send employees to assist HHW events based on the number of cars that attend the event, rather than requesting each town sending two employees.

J. Heaton-Jones shared the schedule was emailed to Public Works directors with a survey requesting how to best streamline the process for the towns taking size into consideration

Motion by D. Lowe, second by C. Read to approve the Household Hazardous Waste Events for 2023 (Attachment F), as presented.

Vote: The motion passed unanimously; with 62 votes in favor.

7e.) HRRR Authority Meeting Dates for 2023

The Executive Director presented the HRRR Authority meeting calendar for 2023 through 2024. The schedule proposes moving the December meeting to January to allow staff sufficient time to prepare due to the Thanksgiving and holiday season.

Motion by F. Hurley, second by C. Read to approve the HRRR Authority Meeting Dates for 2023 and 2024 as presented (Attachment G)

Vote: The motion passed unanimously; with 62 votes in favor.

7f.) HRRR 2023 Legislative Agenda

The Chairman expressed the importance of supporting the proposed legislative agenda, that includes EPR for packaging and tires. There was no additional comments from members.

Motion by M. Knickerbocker, second by F. Hurley to adopt the legislative agenda as presented (Attachment H)

Vote: The motion passed unanimously; with 62 votes in favor.

Adjournment

Motion by M. Knickerbocker, second by R. Straiton, to adjourn the meeting at 11:24 a.m. **Vote: The motion passed unanimously;** with 62 votes in favor.

Respectfully submitted,
Jennifer Baum