



HOUSATONIC RESOURCES RECOVERY AUTHORITY

Wednesday, May 17, 2023 10:30 a.m.

Newtown Municipal Center

3 Primrose Street, Newtown, CT 06470

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 8, 2022 **(Attachment B)**
 - b. *Financial statements through April 30, 2023 **(Attachment C)**
 - c. *Request to add USDA Grant funds to 2022-23 budget **(Attachment D)**
6. New business
 - a. Nomination Committee – Appointed by the Chairman
 - b. *Hauler Enforcement of Non-Compliant Haulers
 - c. *Hauler Insurance Requirements for 2023-24 **(Attachment E)**
7. Old business
 - a. By-law subcommittee report on moving to "one town one vote" **(Attachment F)**
8. *Adjournment

**Possible action items*

- cc: HRRRA members and alternates
Town clerks and FOI list



HRRR Director's Report May 17, 2023 HRRR Meeting

MSW and Recycling Tonnage Reports through April 2023

- MSW tonnage FY to date is currently **97%** and **89%** compared to the same month last year.
- Recycling tonnage FY to date is at **86%** and **80%** compared to the same month last year.
- Glass collected from March 2019 to date **1378 tons**.

Meeting Highlights /Activities

Public Education Report

Recent school presentations

| Town | School | Schools | Classes | Students | Teachers | Presentations |
|--------------|--------------------------|----------------|----------------|-----------------|-----------------|----------------------|
| Newtown | Hawley School | 1 | 2 | 61 | 2 | 1 |
| Ridgefield | Veterans Park Elementary | 1 | 14 | 251 | 15 | 1 |
| Total | | 2 | 16 | 312 | 17 | 2 |

Recent regional municipal presentations

Wednesday, March 29th – Trash Talk for Newtown Women's Club

Saturday, April 22nd – Earth Day events in New Fairfield and Bridgewater

Saturday, May 6th – Earth Day event in Sherman

Monday, May 8th – Prospect Theater

Friday, May 12th – Town of Kent

Meetings and Activities

J. Heaton-Jones has offered to work in collaboration with West COG on a new sister RRA.

J. Heaton-Jones met with Loureiro and Andion to discuss a future look at material management strategies.

J. Heaton-Jones held several meetings with state representatives and senators to gain support for HB 6486 an Act Concerning Extended Producer Responsibility for Tires. The bill is on the go list in the House and is expected to be voted on the week of May 15th.

The HRRRA continues to support the Town of Ridgefield in their demonstration pilot for onsite composting using their solar powered ASP composting system. The town distributed their first batch of finished compost to participants of the program the first weekend in May.

The towns of Bethel, Kent and Newtown were awarded CT DEEP SMM grants to implement pilot composting and unit-based programs at their local transfer stations for a total of \$342,100. Staff has been busy working with the individual towns for the planning and implementation of the programs. HRRRA is waiting to receive their grant for a project manager to support the programs. F. Hurley, J. Speck and J. Heaton-Jones attended the press conference on May 9th.

J. Heaton-Jones presented HRRRA’s organics programs at the annual CT Recyclers Coalition conference and highlighted Ridgefield’s ASP pilot.

The 16th annual Billboard Contest Award Ceremony was a great success. The event was held at the Newtown Community Center on April 26th with a full house. Over 1600 students participated in this year’s contest. There was a total of 49 regional winners. The Grand Prize winner was a third-grade student from New Fairfield Caiden Davidson. Caiden’s billboard will be displayed on the back of 20 HART buses throughout May and June.

HRRRA continues to track the legislative bills that are active which include the Governor’s waste bill and tire EPR bill.

J. Heaton-Jones attended the Waste Expo conference and focused on enhanced recycling and municipal organics programs. In addition, spent time networking on opportunities for the region to address contamination levels in the single stream.

The HRRRA facilitated two HHW events since the last Authority meeting. The Danbury event serviced 967 cars and Newtown had a total of 637 which was low for that annual event.

| | | | | | | | | | | | | | | | | | |
|----------------|------------------|-----------|-------------|------------|------------|----------|------------|---------------|-------------|-----------|------------|----------|----------|-----------|-----------|----------------|------------|
| Danbury | 4/15/2023 | 73 | 7 | 64 | 390 | 6 | 139 | 55 | 24 | 64 | 93 | 5 | 6 | 18 | 21 | 2 | 907 |
| Newtown | 5/13/2023 | 25 | 4 | 24 | 40 | 2 | 415 | 17 | 14 | 24 | 47 | 4 | 1 | 13 | 6 | 1 | 637 |
| | | Bethel | Bridgewater | Brookfield | Danbury | Kent | Newtown | New Fairfield | New Milford | Redding | Ridgefield | Roxbury | Sherman | Weston | Wilton | Non HRRRA Town | Total Cars |

The HRRRA director continues to participate in regional meetings for with the CTPSC, CRC, NERC, and NAHMMA

HRRRA Staff is preparing to issue the 2023-24 hauler registration packet to haulers which will be due July 31st. Staff has met with two insurance consultants to review the insurance coverages haulers are required to have in order to operate. Many haulers are finding it more difficult to obtain. Staff will present their findings at the May HRRRA meeting.

By-law Subcommittee – The committee last met on March 6th

Beyond 2029 Subcommittee – Has not met.

Non-Compliant Haulers unregistered/permitted:

BullBag Corp. – Application was due 8/1/2022. They have been unresponsive. CT DEEP issued a Notice of Non-Compliance on March 8th.

Dumpster King, USA – Non-responsive. CT DEEP issued a Notice of Non-Compliance on March 8th.

Haulers HRRR brought into Compliance:

AJ Novella Carting – Came into compliance on March 9, 2023

Dashing Deliveries – Came into compliance on April 14, 2023.

Hauler's Identified/contacted, but state they are not operating in HRRR towns:

Cerios LLC dba Carting Bee

Dumpster Rental Champs

MVP Junk Removal

IMPORTANT DATES

- Household Hazardous Waste Event – Bethel High School **June 3rd 9am-1pm**
- The next Full Authority Meeting is scheduled for **Thursday, June 29, 2023**

Remaining HHW Dates for the year

- September 9, 2023 Wilton
- October 14, 2023 New Milford
- November 4, 2023 Brookfield

HRRA - MSW Tonnage

| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | YTD as % of Prior YTD |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-----------------------|
| Jan | 10,201,200 | 10,811,980 | 10,909,900 | 9,121,000 | 8,709,970 | 8,191,200 | 9,010,000 | 10,211,780 | 10,711,000 | 11,021,810 | 10,188,110 | 10,110,000 | 12,111,000 | 116.36% |
| Feb | 9,111,000 | 9,719,900 | 8,101,920 | 7,118,000 | 7,070,900 | 7,121,800 | 7,111,000 | 8,811,090 | 8,811,000 | 9,101,100 | 9,120,100 | 10,170,000 | 9,218,270 | 90.84% |
| Mar | 11,809,910 | 10,112,010 | 9,199,100 | 8,107,000 | 8,111,000 | 9,077,100 | 8,118,210 | 9,818,700 | 9,918,700 | 10,112,100 | 11,118,870 | 12,011,000 | 11,211,000 | 93.34% |
| Apr | 11,212,100 | 10,219,200 | 10,117,100 | 10,110,100 | 8,791,000 | 8,119,100 | 8,811,200 | 10,117,000 | 11,112,100 | 10,111,000 | 11,119,700 | 11,791,180 | 10,119,090 | 88.96% |
| May | 12,081,010 | 11,821,870 | 11,111,190 | 10,112,100 | 10,091,920 | 9,110,110 | 10,209,070 | 11,110,100 | 12,111,900 | 11,072,110 | 11,112,117 | 12,119,700 | | |
| Jun | 12,998,700 | 11,211,900 | 11,111,080 | 9,908,200 | 10,771,100 | 9,977,900 | 10,011,200 | 11,111,200 | 11,119,100 | 11,801,870 | 11,111,000 | 11,111,900 | | |
| Jul | 11,112,100 | 11,818,000 | 11,881,870 | 11,117,120 | 10,111,700 | 8,978,100 | 9,110,280 | 11,111,800 | 12,117,100 | 12,711,710 | 12,819,100 | 11,917,900 | | |
| Aug | 12,811,180 | 12,111,100 | 10,112,100 | 9,110,100 | 9,108,800 | 10,088,700 | 10,011,100 | 12,291,980 | 11,111,000 | 12,211,100 | 12,817,000 | 12,871,100 | | |
| Sep | 12,911,110 | 10,811,100 | 10,090,800 | 9,810,100 | 9,112,800 | 9,021,180 | 9,119,100 | 10,111,100 | 10,971,990 | 11,911,900 | 11,071,100 | 12,117,800 | | |
| Oct | 11,221,100 | 11,117,100 | 11,022,280 | 10,120,110 | 9,101,820 | 8,877,800 | 9,119,100 | 11,919,100 | 11,711,790 | 11,717,720 | 11,782,100 | 11,978,100 | | |
| Nov | 12,119,700 | 12,118,280 | 9,111,190 | 8,872,000 | 9,011,800 | 9,117,070 | 10,811,000 | 11,110,100 | 10,881,100 | 11,111,200 | 12,111,700 | 12,111,120 | | |
| Dec | 11,110,100 | 10,727,100 | 10,018,100 | 10,111,700 | 9,117,100 | 9,111,000 | 9,921,100 | 10,110,200 | 11,018,100 | 12,201,800 | 12,111,100 | 12,091,820 | | |
| 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 | 142,876.51 | 144,588.56 | 43,318.53 | 97% |
| % of WSDA Benchmark Annual Tonnage (115,284) | 100% | 95% | 93% | 93% | 95% | 98% | 105% | 115% | 101% | 102% | 105% | 101% | 208% | |

HRRA MSW Program Fee

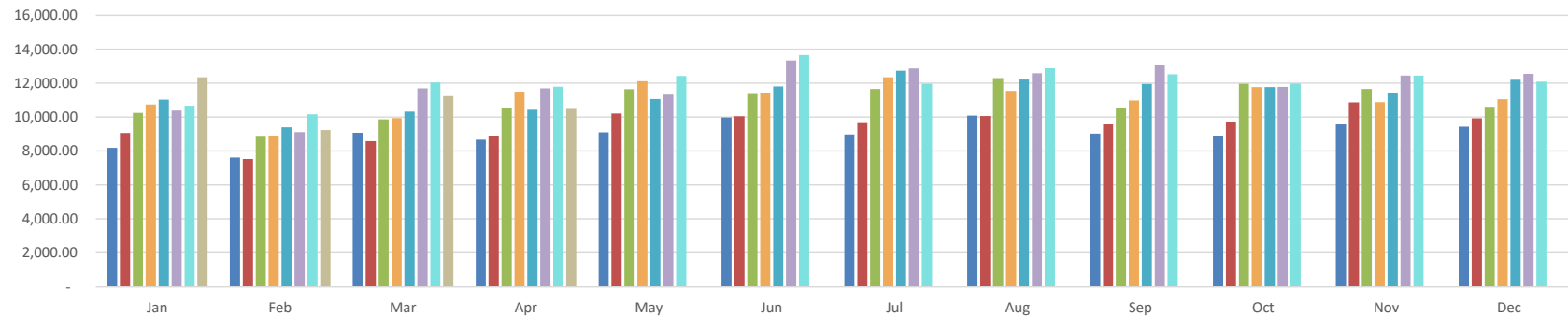
| | Calendar 2011 | Calendar 2012 | Calendar 2013 | Calendar 2014 | Calendar 2015 | Calendar 2016 | Calendar 2017 | Calendar 2018 | Calendar 2019 | Calendar 2020 | Calendar 2021 | Calendar 2022 | Calendar 2023 | |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--|
| Program Fee Earned YTD | 107,911,800 | 102,901,100 | 98,701,800 | 91,180,810 | 110,181,100 | 108,122,100 | 111,018,000 | 111,277,000 | 201,711,890 | 272,711,200 | 281,711,020 | 289,177,120 | 81,117,000 | |
| Program Fee Pd to HRRA YTD | 107,122,000 | 102,901,000 | 98,707,000 | 91,181,000 | 111,729,100 | 110,111,000 | 102,911,280 | 111,277,000 | 201,711,890 | 272,711,200 | 281,711,020 | 289,177,120 | 81,117,000 | |

| | FY 2010-11 | FY 2011-12 | FY 2012-13 | FY 2013-14 | FY 2014-15 | FY 2015-16 | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|
| Tonnage by FY | 119,171,100 | 111,779,090 | 111,082,100 | 119,102,100 | 111,911,000 | 109,111,910 | 110,271,910 | 122,291,800 | 111,112,090 | 112,110,000 | 119,881,900 | 111,011,070 | 101,711,100 | Tonnage |
| Program Fee Pd To HRRA FYTD | 119,171,100 | 111,779,090 | 111,082,100 | 119,102,100 | 111,911,000 | 109,111,910 | 110,271,910 | 122,291,800 | 111,112,090 | 112,110,000 | 119,881,900 | 111,011,070 | 101,711,100 | Revenue |

HRRA - MSW Tonnage Year-to-Date

| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | YTD as % of Prior YTD |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|-----------------------|
| Jan | 10,121 | 10,202 | 10,819 | 10,909 | 9,210 | 8,709 | 8,192 | 9,002 | 10,278 | 10,700 | 11,028 | 10,881 | 10,717 | 12,000 | 115.69% |
| Feb | 9,082 | 9,000 | 9,799 | 8,009 | 7,080 | 7,070 | 7,288 | 7,007 | 8,810 | 8,802 | 9,019 | 9,120 | 10,170 | 9,282 | 90.84% |
| Mar | 12,008 | 11,809 | 10,201 | 9,199 | 8,007 | 8,000 | 9,077 | 8,821 | 9,887 | 9,987 | 10,208 | 11,988 | 12,000 | 11,200 | 93.34% |
| Apr | 10,001 | 11,212 | 10,292 | 10,070 | 10,001 | 8,790 | 8,098 | 8,800 | 10,070 | 11,002 | 10,000 | 11,970 | 11,790 | 10,900 | 88.96% |
| May | 11,280 | 12,081 | 11,820 | 11,000 | 10,020 | 10,099 | 9,100 | 10,209 | 11,000 | 12,119 | 11,072 | 11,200 | 12,197 | | |
| Jun | 12,900 | 12,998 | 11,209 | 11,000 | 9,908 | 10,770 | 9,977 | 10,000 | 11,012 | 11,908 | 11,801 | 10,000 | 10,000 | | |
| Jul | 12,118 | 11,102 | 11,818 | 11,880 | 11,070 | 10,007 | 8,978 | 9,008 | 11,008 | 12,071 | 12,701 | 12,800 | 11,900 | | |
| Aug | 12,190 | 12,800 | 12,100 | 10,000 | 9,000 | 9,008 | 10,088 | 10,000 | 12,290 | 11,000 | 12,210 | 12,800 | 12,800 | | |
| Sep | 11,001 | 12,910 | 10,810 | 10,090 | 9,800 | 9,000 | 9,000 | 9,000 | 10,000 | 10,970 | 11,900 | 10,000 | 12,000 | | |
| Oct | 11,000 | 11,220 | 11,000 | 11,000 | 10,000 | 9,100 | 8,878 | 9,000 | 11,900 | 11,700 | 11,700 | 11,782 | 11,978 | | |
| Nov | 11,829 | 12,000 | 12,100 | 9,000 | 8,872 | 9,000 | 9,000 | 10,800 | 11,000 | 10,880 | 11,000 | 12,000 | 12,000 | | |
| Dec | 11,900 | 11,000 | 10,720 | 10,000 | 10,110 | 9,170 | 9,000 | 9,920 | 10,000 | 11,000 | 12,200 | 12,000 | 12,000 | | |
| 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 | 142,876.51 | 144,650.30 | 43,318.53 | |
| % of WSDA Benchmark Tonnage (115,284) | | 100% | 95% | 93% | 93% | 95% | 98% | 105% | 115% | 101% | 102% | 105% | 111% | 97% | |

MSW Tonnage - CY 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023



Transfer Station Tonnage By Month/Year

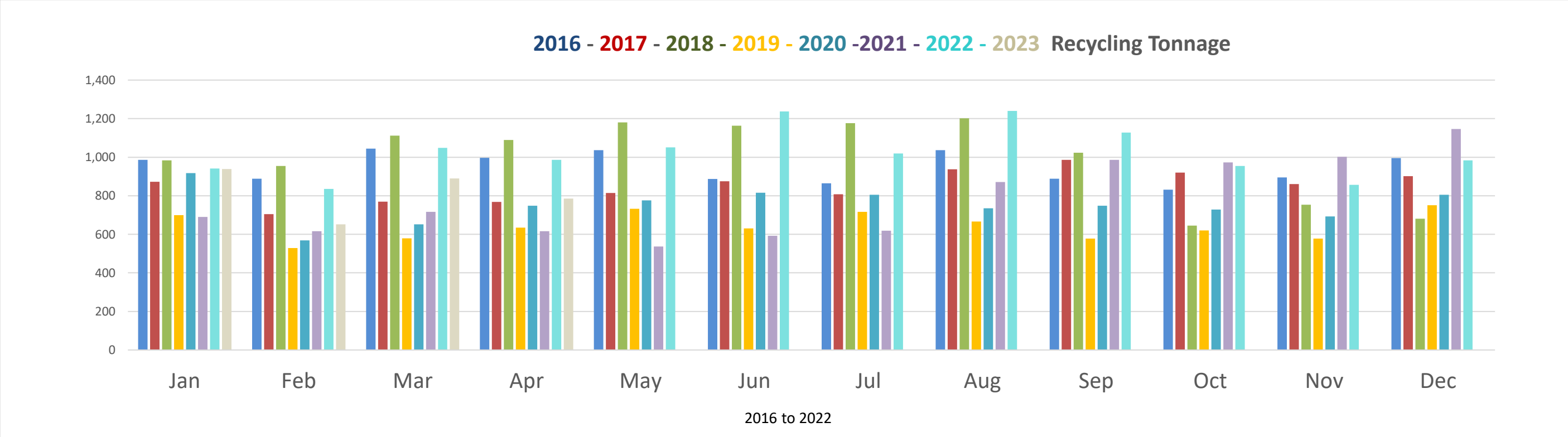
| | Newtown TS | | | | | Danbury TS | | | | | TOTAL HRRA TS | | | | |
|-----------------|------------|-----------|-----------|-----------|-----------|------------|------------|------------|------------|------------|---------------|------------|------------|------------|------------|
| | 2019 | 2020 | 2021 | 2022 | 2023 | 2019 | 2020 | 2021 | 2022 | 2023 | 2019 | 2020 | 2021 | 2022 | 2023 |
| January | 1,002,141 | 1,022,111 | 1,071,112 | 1,041,811 | 1,118,110 | 8,971,911 | 8,911,918 | 8,117,110 | 8,120,111 | 10,021,110 | 10,711,110 | 11,021,111 | 10,188,111 | 10,671.76 | 12,111,111 |
| February | 811,111 | 988,111 | 911,111 | 1,007,111 | 912,110 | 7,111,111 | 7,111,111 | 7,177,111 | 8,211,110 | 7,111,111 | 8,811,111 | 9,101,111 | 9,120,111 | 10,170.30 | 9,211,111 |
| March | 911,111 | 1,101,111 | 1,111,111 | 1,091,111 | 1,109,111 | 8,211,111 | 8,080,111 | 9,211,110 | 9,779,111 | 9,029,111 | 9,911,111 | 10,111,111 | 11,111,111 | 12,044.66 | 11,211,111 |
| April | 1,011,111 | 1,111,111 | 1,200,111 | 1,101,111 | 1,017,111 | 9,111,111 | 8,111,111 | 9,110,111 | 9,111,111 | 8,111,111 | 11,111,111 | 10,111,111 | 11,111,111 | 11,793.18 | 10,111,111 |
| May | 1,111,111 | 1,211,111 | 1,182,111 | 1,118,111 | | 9,911,111 | 8,211,111 | 8,801,111 | 9,991,111 | | 12,111,111 | 11,072,111 | 11,111,111 | 12,419.70 | |
| June | 1,121,111 | 1,111,111 | 1,111,111 | 1,211,111 | | 9,211,111 | 9,011,111 | 10,111,111 | 11,089,111 | | 11,111,111 | 11,801,111 | 11,111,111 | 13,663.90 | |
| July | 1,179,111 | 1,111,111 | 1,211,111 | 1,111,111 | | 10,111,111 | 10,111,111 | 10,211,111 | 9,111,111 | | 12,111,111 | 12,711,111 | 12,811,111 | 11,967.90 | |
| August | 1,111,111 | 1,211,111 | 1,211,111 | 1,209,111 | | 9,111,111 | 9,781,111 | 10,080,111 | 10,111,111 | | 11,111,111 | 12,211,111 | 12,811,111 | 12,876.45 | |
| September | 1,021,111 | 1,210,111 | 1,209,111 | 1,171,111 | | 9,077,111 | 9,111,111 | 10,111,111 | 10,211,111 | | 10,971,111 | 11,911,111 | 11,071,111 | 12,517.86 | |
| October | 1,011,111 | 1,211,111 | 1,189,111 | 1,092,111 | | 9,821,111 | 9,111,111 | 9,111,111 | 9,111,111 | | 11,711,111 | 11,711,111 | 11,782,111 | 11,978.65 | |
| November | 1,117,111 | 1,099,111 | 1,291,111 | 1,211,111 | | 8,911,111 | 9,097,111 | 9,911,111 | 10,111,111 | | 10,881,111 | 11,111,111 | 12,111,111 | 12,451.12 | |
| December | 1,111,111 | 1,282,111 | 1,221,111 | 1,111,111 | | 8,911,111 | 9,111,111 | 10,111,111 | 9,771,111 | | 11,011,111 | 12,211,111 | 12,111,111 | 12,094.82 | |
| Total YTD | 12,747.32 | 14,378.15 | 14,306.50 | 13,679.32 | 4,227.43 | 109,892.37 | 107,692.67 | 113,403.62 | 116,894.34 | 34,860.59 | 133,154.75 | 136,372.62 | 142,876.51 | 144,650.30 | 43,318.53 |
| % of Total TonS | 9.6% | 10.5% | 10.0% | 9.5% | 9.8% | 82.5% | 79.0% | 79.4% | 80.8% | 80.5% | 100.0% | 100.0% | 100.0% | 100.0% | 100.0% |
| | Newtown TS | | | | | Danbury TS | | | | | Total HRRA TS | | | | |

| | Ridgefield TS | | | | | Weston | | | | |
|-----------------|---------------|-----------|-----------|-----------|-----------|-----------|------|---------|---------|---------|
| | 2019 | 2020 | 2021 | 2022 | 2023 | 2019 | 2020 | 2021 | 2022 | 2023 |
| January | 771,111 | 1,011,111 | 1,111,111 | 1,011,111 | 1,081,111 | | | 111,111 | 111,111 | 111,111 |
| February | 111,111 | 917,111 | 911,111 | 811,111 | 811,111 | | | 111,111 | 111,111 | 111,111 |
| March | 711,111 | 1,111,111 | 1,211,111 | 1,101,111 | 1,021,111 | | | 111,111 | 111,111 | 111,111 |
| April | 911,111 | 1,111,111 | 1,290,111 | 1,080,111 | 1,018,111 | | | 911,111 | 111,111 | 79,111 |
| May | 1,021,111 | 1,111,111 | 1,288,111 | 1,200,111 | | | | 111,111 | 111,111 | |
| June | 1,011,111 | 1,111,111 | 1,111,111 | 1,211,111 | | | | 811,111 | 811,111 | |
| July | 911,111 | 1,211,111 | 1,111,111 | 1,097,111 | | | | 111,111 | 111,111 | |
| August | 811,111 | 1,191,111 | 1,171,111 | 1,199,111 | | | | 111,111 | 101,111 | |
| September | 871,111 | 1,219,111 | 1,211,111 | 1,021,111 | | | | 111,111 | 111,111 | |
| October | 881,111 | 1,111,111 | 1,092,111 | 1,271,111 | | | | 111,111 | 111,111 | |
| November | 828,111 | 1,211,111 | 1,122,111 | 1,011,111 | | | | 111,111 | 111,111 | |
| December | 981,111 | 1,111,111 | 1,111,111 | 1,081,111 | | | | 80,111 | 911,111 | |
| Total YTD | 10,515.06 | 14,301.80 | 14,389.07 | 13,253.04 | 3,957.02 | - | - | 777.32 | 823.60 | 273.49 |
| % of Total TonS | 7.9% | 10.5% | 10.1% | 9.2% | 9.1% | | | 0.6% | 0.6% | 0.6% |
| | Ridgefield TS | | | | | Weston TS | | | | |

HRR/Regional Recycling Facility Tonnage

| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2022 YTD as % of 2021 YTD |
|----------------|-------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|-------|-------|-------|--------|-------|---------------------------------|
| Jan | 81 | 7 | 2 | 771 | | 729 | 702 | 9 | 971 | 98 | 872 | 98 | 700 | 918 | 89 | 92 | 99 | 99.73% |
| Feb | | 0 | | 1 | 7 | | | 7 | 79 | 888 | 70 | 9 | 29 | 8 | 17 | 8 | 2 | 78.10% |
| Mar | 92 | 7 | 9 | 72 | 8 | 71 | 2 | 89 | 901 | 1,0 | 79 | 1,112 | 79 | 1 | 71 | 1,08 | 890 | 84.90% |
| Apr | 97 | 0 | 0 | 727 | 18 | 9 | 00 | 99 | 988 | 997 | 78 | 1,089 | | 78 | 1 | 98 | 78 | 79.57% |
| May | 78 | 72 | 729 | 7 | 8 | 72 | 92 | 1,089 | 1,02 | 1,07 | 81 | 1,181 | 72 | 777 | | 1,01 | | |
| Jun | 709 | 7 | 82 | 07 | 0 | 790 | 7 | 1,010 | 1,09 | 887 | 87 | 1,1 | 0 | 81 | 9 | 1,27 | | |
| Jul | 81 | 0 | 82 | | 1 | 7 | 97 | 1,0 | 1,070 | 8 | 808 | 1,17 | 717 | 80 | 19 | 1,020 | | |
| Aug | 7 | 09 | 7 | 2 | 721 | 811 | 980 | 97 | 979 | 1,07 | 97 | 1,202 | | 7 | 871 | 1,20 | | |
| Sep | 8 | 9 | 7 | | 708 | 91 | 998 | 1,00 | 1,01 | 888 | 98 | 1,02 | 78 | 78 | 987 | 1,128 | | |
| Oct | 7 | 9 | 72 | 0 | | 8 | 9 | 1,0 | 99 | 82 | 920 | | 20 | 729 | 97 | 9 | | |
| Nov | 791 | 0 | 80 | 9 | 71 | 77 | 88 | 91 | 1,02 | 89 | 81 | 7 | 78 | 9 | 1,002 | 87 | | |
| Dec | 77 | 87 | 8 | | 801 | 77 | 982 | 1,180 | 1,229 | 99 | 901 | 81 | 71 | 80 | 1,17 | 98 | | |
| 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 | 9,365 | 12,282 | 3,266 | 86% |

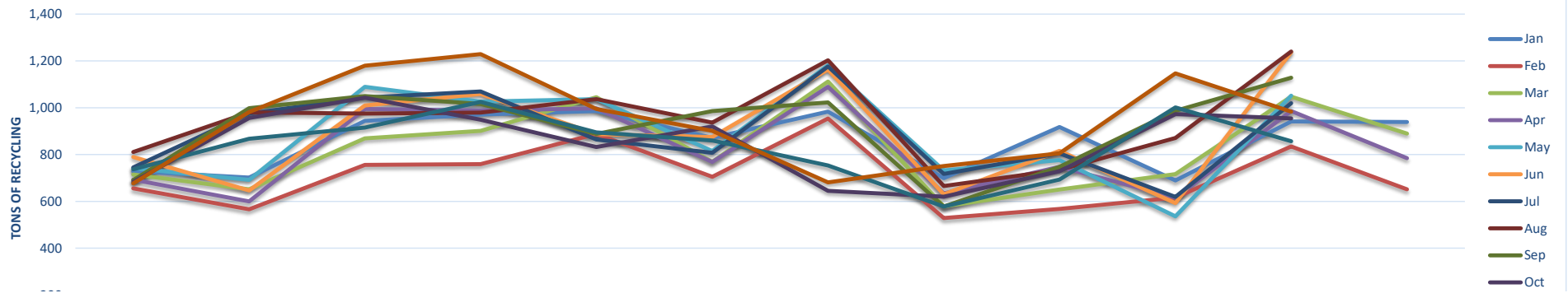
2016 - 2017 - 2018 - 2019 - 2020 -2021 - 2022 - 2023 Recycling Tonnage



HRRR/Regional Recycling Facility Tonnage

| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2021 FYTD as % of 2020 FYTD | |
|----------------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|-------|-------|-------|--------|-------|-----------------------------|-----|
| Jan | 700 | 820 | 771 | 800 | 729 | 702 | 900 | 971 | 980 | 872 | 980 | 700 | 918 | 890 | 902 | 909 | 99.73% | Jan |
| Feb | 800 | 800 | 810 | 807 | 800 | 800 | 700 | 709 | 888 | 700 | 900 | 829 | 808 | 817 | 800 | 802 | 78.10% | Feb |
| Mar | 700 | 890 | 702 | 808 | 710 | 802 | 809 | 901 | 1,000 | 709 | 1,112 | 879 | 801 | 710 | 1,008 | 890 | 84.90% | Mar |
| Apr | 800 | 800 | 727 | 818 | 890 | 800 | 990 | 988 | 997 | 708 | 1,089 | 800 | 708 | 810 | 980 | 780 | 79.57% | Apr |
| May | 872 | 729 | 870 | 808 | 702 | 892 | 1,089 | 1,020 | 1,007 | 810 | 1,181 | 702 | 777 | 800 | 1,001 | | | May |
| Jun | 807 | 802 | 807 | 800 | 790 | 807 | 1,010 | 1,009 | 887 | 870 | 1,100 | 800 | 810 | 809 | 1,207 | | | Jun |
| Jul | 800 | 820 | 800 | 801 | 700 | 970 | 1,000 | 1,070 | 800 | 808 | 1,170 | 717 | 800 | 819 | 1,020 | | | Jul |
| Aug | 809 | 700 | 802 | 721 | 811 | 980 | 970 | 979 | 1,007 | 907 | 1,202 | 800 | 700 | 871 | 1,200 | | | Aug |
| Sep | 809 | 700 | 800 | 708 | 891 | 998 | 1,000 | 1,010 | 888 | 980 | 1,020 | 878 | 708 | 987 | 1,128 | | | Sep |
| Oct | 809 | 702 | 800 | 800 | 808 | 900 | 1,000 | 909 | 802 | 920 | 800 | 820 | 729 | 970 | 900 | | | Oct |
| Nov | 800 | 800 | 809 | 710 | 707 | 808 | 910 | 1,020 | 890 | 801 | 700 | 878 | 809 | 1,002 | 807 | | | Nov |
| Dec | 807 | 800 | 800 | 801 | 877 | 982 | 1,180 | 1,229 | 990 | 901 | 801 | 701 | 800 | 1,107 | 980 | | | Dec |
| Total Tons YTD | 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 | 9,365 | 12,282 | 3,266 | 86% | YTD |

TONS by Year and Month



HRRR Recycling Rebate History

| | 2018 YTD as % of | | | 2019 YTD as % of | | | 2020 YTD as % of | | | 2021 YTD as % of | | | YTD as % of | | |
|-----|---------------------|-------------|-------------|---------------------|-------------|-----------|---------------------|-------------|-------------|---------------------|-------------|------------|----------------|---------|-----|
| | CY 2018 Tonnage | Rebate | 2017 YTD | CY 2019 Tonnage | Rebate | 2018 YTD | CY 2020 Tonnage | Rebate | 2019 YTD | CY 2021 Tonnage | Rebate | 2020 YTD | Tonnage | FY | YTD |
| Jan | 98 | 1,100.8 | 1,780.8 | 700 | 2,270.8 | -897.0 | 917.9 | 2,890.0 | -700.0 | 890.0 | 2,072.0 | -1,120.0 | 8,888 | 2009-10 | |
| Feb | 90 | 900.19 | 2,081.9 | 29 | 97.80 | -1,990.9 | 782 | 2,891.0 | -1,128.70 | 170 | 800.0 | 200.0 | 821 | 2010-11 | -2 |
| Mar | 1,112 | 999.9 | 1,000.9 | 79 | 1,100.0 | -2,080.9 | 121 | 2,000.0 | -1,080.9 | 71 | 807.0 | 200.0 | 802 | 2011-12 | 2 |
| Apr | 1,089 | 808.1 | 2,971.1 | | 7,000.0 | -2,028.1 | 779 | 79.7 | -1,018.8 | 100 | 802.0 | -900.0 | 820 | 2012-13 | - |
| May | 1,181 | 7,821.1 | 1,071.1 | 72 | 920.0 | -1,889.7 | 770 | 882.0 | -1,100.0 | 200 | 2,812.0 | -1,201.2 | 11,022 | 2013-14 | 9 |
| Jun | 1,100 | 7,270.88 | 2,890.88 | 00 | 720.00 | -2,000.88 | 8118 | 800.90 | -1,100.10 | 927 | 2,900.70 | -1,117.20 | 11,910 | 2014-15 | |
| Jul | 1,170 | 8,822.90 | 2,729.0 | 717 | 800.0 | -2,279.0 | 8000 | 8,020.00 | 0.00 | 1918 | 8,090.90 | -929.10 | 12,108 | 2015-16 | 2 |
| Aug | 1,202 | 9,017.00 | 1,989.90 | | 8,282.0 | -891.0 | 7009 | 7,719.0 | 000.70 | 87100 | 9,000.00 | 800.0 | 10,101 | 2016-17 | -1 |
| Sep | 1,020 | 7,712.0 | 270.0 | 78 | 2,890.0 | -780.7 | 7788 | 7,790.0 | 88.90 | 98700 | 9,000.00 | 1,190.0 | 11,890 | 2017-18 | 1 |
| Oct | | 87.0 | -2,008.0 | 20 | 1,010.0 | -1,700.0 | 7282 | 8,000.10 | 1.00 | 9727 | 8,800.80 | 1,220.70 | 9,280 | 2018-19 | -28 |
| Nov | 700 | 1,101.8 | 270.0 | 78 | 2,890.0 | -2,709.8 | 9022 | 8,000.10 | 700.0 | 10017 | 8,007.80 | 1,117.0 | 8,888 | 2019-20 | -11 |
| Dec | 81 | 1,108.70 | -2,200.0 | 71 | 700.20 | -1,120.0 | 80089 | 8,020.00 | 28.20 | 110000 | 7,728.0 | 1,708.00 | 8,281 | 2020-21 | -1 |
| | 11,964 | \$81,628.22 | \$19,211.03 | 7,714 | \$48,081.13 | 64% | 8991.59 | \$44,957.95 | -\$3,123.18 | 9365.40 | \$46,827.00 | \$1,869.05 | 11,097 | 2021-22 | 29 |
| | | | | | | | | | | | | | 9,080 | 2022-23 | -2 |

| | 2022 YTD as % of | | | 2023 YTD as % of | | | 2024 YTD as % of | | | 2025 YTD as % of | | |
|-----|---------------------|-------------|-------------|---------------------|--------|-----------|---------------------|--------|----------|---------------------|--------|----------|
| | CY 2022 Tonnage | Rebate | 2021 YTD | CY 2023 Tonnage | Rebate | 2022 YTD | CY 2024 Tonnage | Rebate | 2023 YTD | CY 2025 Tonnage | Rebate | 2024 YTD |
| Jan | 902 | 7,091.0 | 1,219.0 | 909 | 900.20 | -12.90 | | | | | | |
| Feb | 800 | 1,700.80 | 1,091.00 | 89 | 800.80 | -700.00 | | | | | | |
| Mar | 1,008 | 2,280.80 | 1,081.0 | 890 | 807.80 | -791.00 | | | | | | |
| Apr | 980 | 900.70 | 1,800.00 | 780 | 920.20 | -1,007.00 | | | | | | |
| May | 1,001 | 2,000.70 | 2,070.00 | | | | | | | | | |
| Jun | 1,207 | 1,800.90 | 2,222.20 | | | | | | | | | |
| Jul | 1,020 | 8,098.70 | 2,002.80 | | | | | | | | | |
| Aug | 1,200 | 8,200.90 | 1,800.90 | | | | | | | | | |
| Sep | 1,128 | 8,001.00 | 700.00 | | | | | | | | | |
| Oct | 900 | 7,720.00 | -91.80 | | | | | | | | | |
| Nov | 807 | 2,280.00 | -722.80 | | | | | | | | | |
| Dec | 980 | 9,917.70 | -810.00 | | | | | | | | | |
| | 12,282 | \$61,411.70 | \$14,584.70 | | | | | | | | | |

| | FY 2016-2017 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|-----|-----------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Jul | 800 | 808 | 1,170 | 717 | 800 | 19 | 1020 |
| Aug | 1,007 | 907 | 1,202 | 000 | 700 | 871 | 1,200 |
| Sep | 888 | 980 | 1,020 | 78 | 708 | 987 | 1128 |
| Oct | 802 | 920 | 000 | 20 | 729 | 970 | 900 |
| Nov | 890 | 801 | 700 | 78 | 90 | 1002 | 807 |
| Dec | 990 | 901 | 81 | 701 | 800 | 1107 | 980 |
| Jan | 872 | 980 | 700 | 918 | 89 | 9,180 | 909 |
| Feb | 700 | 900 | 29 | 008 | 17 | 8,0097 | 89 |
| Mar | 709 | 1,112 | 79 | 001 | 710 | 10,770 | 890 |
| Apr | 708 | 1,089 | 000 | 708 | 10 | 98,10 | 780 |
| May | 810 | 1,181 | 702 | 777 | 000 | 10,100 | |
| Jun | 870 | 1,100 | 000 | 810 | 90 | 12,718 | |
| | 10,315 | 11,896 | 9,285 | 8,388 | 8,281 | 11,697 | 9,486 |
| | 1,170.10 | 78,910.90 | 9,008.00 | 1,900.00 | 1,000.00 | 8,800.00 | 7,127.00 |
| | 27,008.80 | -9,270.00 | | -27,098.00 | -000.002 | 17,079.92 | -11,008.90 |

101% Tons

101% Rebate

HRRA Ewaste Tonnage Report 2022-23

| 2022 | Bethel | Bridgewater | Danbury | Kent | New Fairfield | New Milford | Newtown | Redding | Ridgefield | Roxbury | Weston | Wilton | Total '22 |
|------------|--------|-------------|---------|------|---------------|-------------|---------|---------|------------|---------|--------|--------|-----------|
| January | 2002 | 1018 | 0007 | 1090 | 1000 | 1070 | 7020 | 0089 | 0070 | 0000 | 2008 | 0090 | 29.18 |
| February | 2001 | 0000 | 2092 | 0000 | 2010 | 1000 | 0070 | 0000 | 0072 | 1010 | 1027 | 0000 | 19.93 |
| March | 1070 | 0091 | 1008 | 0000 | 0072 | 0021 | 0000 | 0091 | 0001 | 0028 | 0071 | 0021 | 21.47 |
| | 6.36 | 2.09 | 9.37 | 1.95 | 3.91 | 6.61 | 16.35 | 1.85 | 12.48 | 1.40 | 4.06 | 4.15 | 70.58 |
| April | 1009 | 0000 | 0000 | 1002 | 2000 | 0000 | 0000 | 1092 | 0002 | 0000 | 0070 | 0000 | 25.97 |
| May | 0081 | 0070 | 7028 | 0000 | 2000 | 2082 | 0079 | 0000 | 0070 | 0000 | 0000 | 2071 | 27.92 |
| June | 1012 | 0000 | 2082 | 0000 | 0002 | 0020 | 0028 | 1021 | 0008 | 0000 | 1000 | 1017 | 25.15 |
| | 3.63 | 0.76 | 13.75 | 1.42 | 7.95 | 10.13 | 18.60 | 3.63 | 12.73 | 0.00 | 2.57 | 3.89 | 79.04 |
| July | 1012 | 0000 | 2082 | 0000 | 0002 | 0020 | 0028 | 1021 | 0008 | 0000 | 1000 | 1017 | 25.15 |
| August | 2002 | 0002 | 0088 | 1029 | 2089 | 2000 | 0000 | 1000 | 0002 | 1000 | 2071 | 1099 | 32.93 |
| September | 1010 | 0080 | 0000 | 1088 | 2000 | 0081 | 0021 | 0008 | 0018 | 0000 | 1000 | 0009 | 27.39 |
| | 4.61 | 1.46 | 14.21 | 3.17 | 8.92 | 9.49 | 17.93 | 3.22 | 12.19 | 1.40 | 5.34 | 3.56 | 85.47 |
| October | 0000 | 0000 | 0090 | 0000 | 1027 | 2021 | 7007 | 1027 | 1008 | 0000 | 1000 | 1010 | 21.72 |
| November | 2020 | 1000 | 0001 | 2020 | 1002 | 1088 | 0000 | 1011 | 0080 | 1090 | 0007 | 0082 | 30.84 |
| December | 1070 | 0000 | 2091 | 0000 | 1080 | 1080 | 0082 | 1008 | 0010 | 0000 | 1011 | 1001 | 22.27 |
| | 3.94 | 1.05 | 13.36 | 2.23 | 4.64 | 5.93 | 18.94 | 3.76 | 9.47 | 1.93 | 6.11 | 3.47 | 74.83 |
| Total Tons | 18.53 | 5.36 | 50.69 | 8.77 | 25.41 | 32.16 | 71.82 | 12.46 | 46.87 | 4.73 | 18.08 | 7.02 | 309.93 |
| | BE | BW | DA | KE | NF | NM | NE | RE | RI | RX | WE | WI | Total '22 |

| 2023 | Bethel | Bridgewater | Danbury | Kent | New Fairfield | New Milford | Newtown | Redding | Ridgefield | Roxbury | Weston | Wilton | Total '23 |
|------------|--------|-------------|---------|------|---------------|-------------|---------|---------|------------|---------|--------|--------|-----------|
| January | 2008 | 0097 | 0020 | 2000 | 2000 | 2008 | 7088 | 0080 | 0000 | 1009 | 2090 | 2000 | 33.39 |
| February | 2011 | 0000 | 0021 | 0000 | 1029 | 1080 | 0007 | 0099 | 0001 | 0000 | 2017 | 0029 | 19.98 |
| March | 1019 | 0000 | 0001 | 0090 | 2007 | 2080 | 0071 | 1010 | 0001 | 0000 | 1000 | 1002 | 23.27 |
| | 5.67 | 0.97 | 11.96 | 3.02 | 5.92 | 6.73 | 15.67 | 2.95 | 11.85 | 1.59 | 6.57 | 3.74 | 76.64 |
| April | 1010 | 0092 | 0000 | 0000 | 1080 | 1000 | 0080 | 0002 | 0029 | 1072 | 1000 | 1000 | 21.87 |
| May | | | | | | | | | | | | | 0.00 |
| June | | | | | | | | | | | | | 0.00 |
| | 1.16 | 0.92 | 4.40 | 0.00 | 1.80 | 1.34 | 3.85 | 0.52 | 3.29 | 1.72 | 1.43 | 1.43 | 21.87 |
| July | | | | | | | | | | | | | 0.00 |
| August | | | | | | | | | | | | | 0.00 |
| September | | | | | | | | | | | | | 0.00 |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| October | | | | | | | | | | | | | 0.00 |
| November | | | | | | | | | | | | | 0.00 |
| December | | | | | | | | | | | | | 0.00 |
| | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Tons | 6.84 | 1.89 | 16.37 | 3.02 | 7.72 | No longer | 19.52 | 3.47 | 15.13 | 3.31 | 8.00 | 0.00 | 98.51 |
| | BE | BW | DA | KE | NF | NM | NE | RE | RI | RX | WE | WI | Total '23 |

HRRA Glass Collection Program to Date

| | 2019 TOTAL | 2020 TOTAL | 2021 TOTAL | 2022 TOTAL | 2023 January | 2023 February | 2023 March | 2023 April | 2023 May | 2023 TOTAL | Grand Total | |
|--------------------|---------------|---------------|---------------|---------------|-----------------|------------------|---------------|---------------|-------------|---------------|---------------|---------------|
| BETHEL | 2812 | 0000 | 2820 | 0211 | 0009 | | 010 | | | 7000 | 131.55 | Bethel |
| BRIDGEWATER | 0 | 0 | 1021 | 077 | 0007 | | | | | 0007 | 18.65 | Bridgewater |
| CENT | 0 | 0 | 0008 | 0100 | | 0002 | | | | 0002 | 77.83 | Cent |
| NEW FAIRFIELD | 0 | 0 | 1207 | 1072 | | | | 090 | | 0 | 26.79 | New Fairfield |
| NEW MILFORD | 0 | 0 | 2198 | 0007 | 099 | | 0000 | | | 1100 | 68.19 | New Milford |
| NEWTOWN | 0 | 7190 | 12028 | 12007 | 0000 | 080 | 17000 | 029 | | 0000 | 345.95 | Newtown |
| REDDING | 217 | 0770 | 2210 | 0002 | | | 1000 | | | 1000 | 131.96 | Redding |
| RIDGEFIELD | 8071 | 1102 | 9000 | 8100 | 000 | 979 | 0000 | 0000 | 027 | 2180 | 398.3 | Ridgefield |
| ROXBURY | 0 | 0 | 1208 | 0120 | 7000 | | 080 | | | 10019 | 67.81 | Roxbury |
| BROOKFIELD | 0 | 0 | 0 | 1009 | | 0000 | | | | 0000 | 20.02 | Brookfield |
| WESTON | 0 | 0 | 000 | 0299 | | | 010 | | | 010 | 53.17 | Weston |
| WILTON | 0 | 0 | 0000 | 2020 | | | 728 | | | 728 | 37.98 | Wilton |
| Grand Total | 133.53 | 271.34 | 366.5 | 484.38 | 33.53 | 26.69 | 62.23 | | | 122.45 | 1378.2 | Region |



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 |
| | <hr/> |
| | 62 |

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 HRRRA 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.) HRRRA Authority Meeting Dates for 2023

The Executive Director presented the HRRRA 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 HRRRA Authority Meeting Dates for 2023 and 2024 as presented (Attachment G)

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

7f.) HRRRA 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



HOUSATONIC RESOURCES RECOVERY AUTHORITY

NOTES – This meeting did not have a quorum

Tuesday, March 21, 2023 1:00 p.m.

Newtown Municipal Center, Conference Room

3 Primrose Street

Newtown, CT 06470

Members or Alternates Present

| | |
|-------------------------------|-------|
| Bethel, Dan Carter | 7 |
| Bridgewater, Curtis Read | 1 |
| Kent, Jean Speck | 5 |
| New Fairfield, Pat Del Monaco | 1 |
| New Milford, Suzanne Von Holt | 11 |
| Newtown, Herb Rosenthal | 11 |
| Redding, Julia Pemberton | 4 |
| Roxbury, Patrick Roy | 1 |
| Sherman, Don Lowe | 1 |
| Wilton, Matthew Knickerbocker | 7 |
| | <hr/> |
| | 49 |

Others Present:

| |
|---|
| Dan Rosenthal, First Selectman, Newtown |
| Tiffany Carlson, Ridgefield |
| Scott Kalb, Bright Feeds |
| Laxmi Wordham, Bright Feeds |
| Joe Sardone, Oak Ridge Waste |
| Shannon Barry, Oak Ridge Waste |
| Brian Popovich, All American Waste |
| Jennifer Heaton-Jones, HRRRA |
| Jennifer Baum, HRRRA |
| Lily Keefe, HRRRA |

Members Absent:

Brookfield, Danbury, Ridgefield, and Weston

Call to Order: The meeting was called to order by Chairman M. Knickerbocker at 1:05 p.m. with 49 votes present from ten towns. **(A quorum was not established)**

M. Knickerbocker led everyone in the pledge of allegiance.

Public Comment: No public comment

Chairman and Members' Comment:

- The Chairman welcomed new HRRRA member Dan Carter, First Selectman of Bethel, and Lily Keefe, HRRRA Staff.
- The Chairman shared an update on legislative session.

Director's and Tonnage Report:

- J. Heaton-Jones reviewed highlights from the written Director's Report and tonnage reports (Attachment A).
- J. Heaton-Jones introduced the HRRRA new staff member, Lily Keefe.
 - J. Heaton-Jones shared an update on the tire EPR bill.
 - J. Heaton-Jones introduced Tiffany Carlson, Town of Ridgefield Recycling Coordinator.
 - T. Carlson provided an update on recycling initiatives in the Town of Ridgefield.
 - J. Heaton-Jones referenced the tonnage reports posted in the agenda.

Administrative Approvals:

Minutes: The minutes of December 8, 2022 (Attachment B) to be voted on at the next Authority meeting.

Financial Statements: Financial statements through February 28, 2023 (Attachment C) to be voted on at the next Authority meeting.

New Business:

6a.) Bright Feeds

Scott Kalb and Laxmi Wordham shared a presentation on Bright Feeds, a green company solving the food waste crisis by diverting unwanted food from the waste stream and converting it into nutrient-rich animal feed. See attached presentation.

6b.) Request to add USDA Grant funds to 2022-2023 budget (Attachment D) to be voted on at the next Authority meeting.

Old Business:

7a.) By-law subcommittee report on moving to “one town one vote” (Attachment E)

The Chairman shared that under State law, each member town would have to revise their local ordinance prior to changing the HRRRA bylaws.

Adjournment

The meeting ended at 2:00pm.

Respectfully submitted,
Jennifer Baum

May 11, 23

ASSETS

Current Assets

Checking/Savings

PayPal (Online Credit Card Payment) 15.52

UNION SAVINGS BANK 611,043.94

STIF 16,873.27

VANGUARD

VANGUARD SHRT TRM INV GR VFSUX 335,788.47

VANGUARD TOTAL BOND MARKET VBTL 155,955.12

Total VANGUARD 491,743.59

Total Checking/Savings 1,119,676.32

Accounts Receivable

*ACCOUNTS RECEIVABLE 78,140.89

Total Accounts Receivable 78,140.89

Other Current Assets

INVENTORY ASSET 50,748.29

Total Other Current Assets 50,748.29

Total Current Assets 1,248,565.50

TOTAL ASSETS 1,248,565.50

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

*ACCOUNTS PAYABLE 53,669.37

Total Accounts Payable 53,669.37

Other Current Liabilities

PAYROLL LIABILITIES

CT PR TAXES PAYABLE

CIT -611.40

CT SUI -70.50

CT PR TAXES PAYABLE - Other 57.86

Total CT PR TAXES PAYABLE -624.04

FED PR TAXES PAYABLE

FICA -1,233.28

FIT -738.02

FUTA 175.41

MEDICARE TAX -288.44

Total FED PR TAXES PAYABLE -2,084.33

HEALTH INSURANCE PREMIUMS -367.70

SEP LIABILITY 1,230.64

PAYROLL LIABILITIES - Other 2,359.74

Total PAYROLL LIABILITIES 514.31

Total Other Current Liabilities 514.31

Total Current Liabilities 54,183.68

Total Liabilities 54,183.68

Equity

RETAINED EARNINGS 1,085,091.48

Net Income 109,290.34

Total Equity 1,194,381.82

TOTAL LIABILITIES & EQUITY 1,248,565.50

Housatonic Resources Recovery Authority

Profit & Loss Budget vs. Actual

July 2022 through April 2023

| | Jul '22 - Apr 23 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|-------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| GRANTS/DONATIONS | | | | |
| Grant Special Projects (Special Grants for project) | 78,345.78 | 111,500.32 | -33,154.54 | 70.27% |
| GRANTS/DONATIONS - Other | 34,700.00 | 40,500.00 | -5,800.00 | 85.68% |
| Total GRANTS/DONATIONS | 113,045.78 | 152,000.32 | -38,954.54 | 74.37% |
| HAULER PERMITS | | | | |
| REGISTRATION/PERMIT PAYPAL FEE | 14.97 | 0.00 | 14.97 | 100.0% |
| CURRENT HAULER PERMITS | 70,673.09 | 62,500.00 | 8,173.09 | 113.08% |
| HAULER PERMIT LATE FEES | 6,722.60 | 0.00 | 6,722.60 | 100.0% |
| MUNICIPAL HAULER REGISTRATIONS | 74,277.87 | 68,000.00 | 6,277.87 | 109.23% |
| Total HAULER PERMITS | 151,688.53 | 130,500.00 | 21,188.53 | 116.24% |
| HHWDD REIMBURSEMENT | | | | |
| HHW Residential Reimbursement | 1,809.03 | | | |
| HHW PARTICIPATING TOWNS | 107,026.83 | 110,000.00 | -2,973.17 | 97.3% |
| HHWDD REIMBURSEMENT - Other | 0.00 | 0.00 | 0.00 | 0.0% |
| Total HHWDD REIMBURSEMENT | 108,835.86 | 110,000.00 | -1,164.14 | 98.94% |
| INTEREST INCOME | 10,692.54 | 0.00 | 10,692.54 | 100.0% |
| MISC INCOME | 685.70 | 0.00 | 685.70 | 100.0% |
| PROGRAM SERVICES FEES | | | | |
| MSW PROGRAM FEES | 234,401.16 | 230,000.00 | 4,401.16 | 101.91% |
| RECYCLING PROGRAM FEES | 47,539.35 | 37,500.00 | 10,039.35 | 126.77% |
| Total PROGRAM SERVICES FEES | 281,940.51 | 267,500.00 | 14,440.51 | 105.4% |
| Total Income | 666,888.92 | 660,000.32 | 6,888.60 | 101.04% |
| Gross Profit | 666,888.92 | 660,000.32 | 6,888.60 | 101.04% |
| Expense | | | | |
| Grant Special Projects | 78,296.59 | 111,500.32 | -33,203.73 | 70.22% |
| CONTINGENCY | 9,900.00 | 10,000.00 | -100.00 | 99.0% |
| EDUCATION | | | | |
| PUBLIC EDUCATION | 16,530.00 | 30,000.00 | -13,470.00 | 55.1% |
| STAFF EDUCATION | 3,971.26 | 5,500.00 | -1,528.74 | 72.21% |
| Total EDUCATION | 20,501.26 | 35,500.00 | -14,998.74 | 57.75% |
| HHW EXPENSE | | | | |
| HHW TOWN SHARE | 112,464.03 | 165,000.00 | -52,535.97 | 68.16% |
| HHW HRRA SHARE | 32,999.28 | 33,000.00 | -0.72 | 100.0% |
| Total HHW EXPENSE | 145,463.31 | 198,000.00 | -52,536.69 | 73.47% |
| INSURANCE | | | | |
| GENERAL LIABILITY | 5,281.00 | 5,500.00 | -219.00 | 96.02% |
| SURETY BOND | 0.00 | 550.00 | -550.00 | 0.0% |
| WORKERS COMP | 606.00 | 625.00 | -19.00 | 96.96% |
| Total INSURANCE | 5,887.00 | 6,675.00 | -788.00 | 88.2% |
| MISCELLANEOUS | | | | |
| MISC EXPENSE | 3,609.76 | 3,000.00 | 609.76 | 120.33% |
| PAYROLL PROCESSING SERVICE | 796.55 | 770.00 | 26.55 | 103.45% |
| SERVICE FEES/MEMBERSHIPS | 3,329.49 | 4,000.00 | -670.51 | 83.24% |

Housatonic Resources Recovery Authority

Profit & Loss Budget vs. Actual

July 2022 through April 2023

| | Jul '22 - Apr 23 | Budget | \$ Over Budget | % of Budget |
|---------------------------------------|------------------|------------|----------------|-------------|
| Total MISCELLANEOUS | 7,735.80 | 7,770.00 | -34.20 | 99.56% |
| OFFICE EXPENSES | | | | |
| COPY EXPENSE | 2,831.83 | 4,170.00 | -1,338.17 | 67.91% |
| RENT | 13,500.00 | 13,500.00 | 0.00 | 100.0% |
| SUPPLIES | 6,466.49 | 7,000.00 | -533.51 | 92.38% |
| Total OFFICE EXPENSES | 22,798.32 | 24,670.00 | -1,871.68 | 92.41% |
| PROFESSIONAL SERVICES | | | | |
| AUDIT SERVICES | 7,000.00 | 6,900.00 | 100.00 | 101.45% |
| CONSULTING SERVICES | 0.00 | 1,800.00 | -1,800.00 | 0.0% |
| LEGAL SERVICES | 15,509.00 | 20,000.00 | -4,491.00 | 77.55% |
| Total PROFESSIONAL SERVICES | 22,509.00 | 28,700.00 | -6,191.00 | 78.43% |
| REIMBURSEMENT FOR COLLECTED FEE | | | | |
| MUNICIPAL HAULER REG REIMBURSEM | 0.00 | | | |
| Total REIMBURSEMENT FOR COLLECTED FEE | 0.00 | | | |
| STAFFING | | | | |
| DISABILITY INSURANCE | 7,296.15 | 7,200.00 | 96.15 | 101.34% |
| HEALTH INSURANCE | 26,605.10 | 26,581.30 | 23.80 | 100.09% |
| IN LIEU OF MEDICAL INSURANCE | 8,666.60 | 8,666.60 | 0.00 | 100.0% |
| LIFE INSURANCE | 561.99 | 550.00 | 11.99 | 102.18% |
| PAYROLL TAXES | | | | |
| CT PR TAXES | 696.01 | 630.00 | 66.01 | 110.48% |
| FED PR TAX | 13,633.83 | 14,850.09 | -1,216.26 | 91.81% |
| Total PAYROLL TAXES | 14,329.84 | 15,480.09 | -1,150.25 | 92.57% |
| PENSION | 12,160.12 | 14,382.10 | -2,221.98 | 84.55% |
| SALARIES | | | | |
| DIRECTOR SALARY | 111,583.40 | 111,583.30 | 0.10 | 100.0% |
| OTHER SALARIES | 56,775.04 | 71,833.30 | -15,058.26 | 79.04% |
| Total SALARIES | 168,358.44 | 183,416.60 | -15,058.16 | 91.79% |
| Total STAFFING | 237,978.24 | 256,276.69 | -18,298.45 | 92.86% |
| TRAVEL/MILEAGE REIMBURSEMENT | 2,163.27 | 3,000.00 | -836.73 | 72.11% |
| Total Expense | 553,232.79 | 682,092.01 | -128,859.22 | 81.11% |
| Net Ordinary Income | 113,656.13 | -22,091.69 | 135,747.82 | -514.48% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| DIVIDENDS | 0.00 | 0.00 | 0.00 | 0.0% |
| INVESTMENT GAIN | 33,710.26 | 10,000.00 | 23,710.26 | 337.1% |
| Total Other Income | 33,710.26 | 10,000.00 | 23,710.26 | 337.1% |
| Other Expense | | | | |
| CAPITAL EQUIPMENT | -50,748.29 | | | |
| INVESTMENT LOSS | 35,435.87 | 0.00 | 35,435.87 | 100.0% |
| MOVING EXPENSES | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Other Expense | -15,312.42 | 0.00 | -15,312.42 | 100.0% |
| Net Other Income | 49,022.68 | 10,000.00 | 39,022.68 | 490.23% |
| Net Income | 162,678.81 | -12,091.69 | 174,770.50 | -1,345.38% |

Ordinary Income/Expense

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|--------------------|----------------|
| Income | | | | |
| GRANTS/DONATIONS | | | | |
| Grant Special Projects (Special Grants for project) | 78,345.78 | 111,500.32 | -33,154.54 | 70.27% |
| GRANTS/DONATIONS - Other | 34,700.00 | 40,500.00 | -5,800.00 | 85.68% |
| Total GRANTS/DONATIONS | 113,045.78 | 152,000.32 | -38,954.54 | 74.37% |
| HAULER PERMITS | | | | |
| REGISTRATION/PERMIT PAYPAL FEE | 14.97 | 0.00 | 14.97 | 100.0% |
| CURRENT HAULER PERMITS | 70,673.09 | 62,500.00 | 8,173.09 | 113.08% |
| HAULER PERMIT LATE FEES | 6,722.60 | 0.00 | 6,722.60 | 100.0% |
| MUNICIPAL HAULER REGISTRATIONS | 74,277.87 | 68,000.00 | 6,277.87 | 109.23% |
| Total HAULER PERMITS | 151,688.53 | 130,500.00 | 21,188.53 | 116.24% |
| HHWDD REIMBURSEMENT | | | | |
| HHW Residential Reimbursement | 1,809.03 | | | |
| HHW PARTICIPATING TOWNS | 107,026.83 | 240,000.00 | -132,973.17 | 44.6% |
| HHWDD REIMBURSEMENT - Other | 0.00 | 0.00 | 0.00 | 0.0% |
| Total HHWDD REIMBURSEMENT | 108,835.86 | 240,000.00 | -131,164.14 | 45.35% |
| INTEREST INCOME | 10,692.54 | 0.00 | 10,692.54 | 100.0% |
| MISC INCOME | 685.70 | 0.00 | 685.70 | 100.0% |
| PROGRAM SERVICES FEES | | | | |
| MSW PROGRAM FEES | 234,401.16 | 275,000.00 | -40,598.84 | 85.24% |
| RECYCLING PROGRAM FEES | 47,539.35 | 45,000.00 | 2,539.35 | 105.64% |
| Total PROGRAM SERVICES FEES | 281,940.51 | 320,000.00 | -38,059.49 | 88.11% |
| Total Income | 666,888.92 | 842,500.32 | -175,611.40 | 79.16% |
| Gross Profit | 666,888.92 | 842,500.32 | -175,611.40 | 79.16% |
| Expense | | | | |
| Grant Special Projects | 78,296.59 | 111,500.32 | -33,203.73 | 70.22% |
| CONTINGENCY | 9,900.00 | 10,000.00 | -100.00 | 99.0% |
| EDUCATION | | | | |
| PUBLIC EDUCATION | 16,649.99 | 30,000.00 | -13,350.01 | 55.5% |
| STAFF EDUCATION | 3,971.26 | 5,500.00 | -1,528.74 | 72.21% |
| Total EDUCATION | 20,621.25 | 35,500.00 | -14,878.75 | 58.09% |
| HHW EXPENSE | | | | |
| HHW TOWN SHARE | 151,829.13 | 240,000.00 | -88,170.87 | 63.26% |
| HHW HRRRA SHARE | 43,041.53 | 68,000.00 | -24,958.47 | 63.3% |
| Total HHW EXPENSE | 194,870.66 | 308,000.00 | -113,129.34 | 63.27% |
| INSURANCE | | | | |
| GENERAL LIABILITY | 5,281.00 | 5,500.00 | -219.00 | 96.02% |
| SURETY BOND | 0.00 | 550.00 | -550.00 | 0.0% |
| WORKERS COMP | 606.00 | 625.00 | -19.00 | 96.96% |
| Total INSURANCE | 5,887.00 | 6,675.00 | -788.00 | 88.2% |
| MISCELLANEOUS | | | | |
| MISC EXPENSE | 3,609.76 | 3,000.00 | 609.76 | 120.33% |
| PAYROLL PROCESSING SERVICE | 811.45 | 800.00 | 11.45 | 101.43% |
| SERVICE FEES/MEMBERSHIPS | 3,329.49 | 4,000.00 | -670.51 | 83.24% |

| | | | | |
|---------------------------------------|------------|------------|-------------|------------|
| Total MISCELLANEOUS | 7,750.70 | 7,800.00 | -49.30 | 99.37% |
| OFFICE EXPENSES | | | | |
| COPY EXPENSE | 2,831.83 | 4,170.00 | -1,338.17 | 67.91% |
| RENT | 16,200.00 | 16,200.00 | 0.00 | 100.0% |
| SUPPLIES | 6,466.49 | 7,000.00 | -533.51 | 92.38% |
| Total OFFICE EXPENSES | 25,498.32 | 27,370.00 | -1,871.68 | 93.16% |
| PROFESSIONAL SERVICES | | | | |
| AUDIT SERVICES | 7,000.00 | 6,900.00 | 100.00 | 101.45% |
| CONSULTING SERVICES | 0.00 | 1,800.00 | -1,800.00 | 0.0% |
| LEGAL SERVICES | 15,509.00 | 20,000.00 | -4,491.00 | 77.55% |
| Total PROFESSIONAL SERVICES | 22,509.00 | 28,700.00 | -6,191.00 | 78.43% |
| REIMBURSEMENT FOR COLLECTED FEE | | | | |
| MUNICIPAL HAULER REG REIMBURSEM | 0.00 | | | |
| Total REIMBURSEMENT FOR COLLECTED FEE | 0.00 | | | |
| STAFFING | | | | |
| DISABILITY INSURANCE | 7,296.15 | 7,200.00 | 96.15 | 101.34% |
| HEALTH INSURANCE | 29,116.23 | 31,897.54 | -2,781.31 | 91.28% |
| IN LIEU OF MEDICAL INSURANCE | 8,999.93 | 10,000.00 | -1,000.07 | 90.0% |
| LIFE INSURANCE | 561.99 | 550.00 | 11.99 | 102.18% |
| PAYROLL TAXES | | | | |
| CT PR TAXES | 737.63 | 630.00 | 107.63 | 117.08% |
| FED PR TAX | 14,456.16 | 17,820.09 | -3,363.93 | 81.12% |
| Total PAYROLL TAXES | 15,193.79 | 18,450.09 | -3,256.30 | 82.35% |
| PENSION | 12,775.44 | 17,258.50 | -4,483.06 | 74.02% |
| SALARIES | | | | |
| DIRECTOR SALARY | 117,162.57 | 133,900.00 | -16,737.43 | 87.5% |
| OTHER SALARIES | 61,515.04 | 86,200.00 | -24,684.96 | 71.36% |
| Total SALARIES | 178,677.61 | 220,100.00 | -41,422.39 | 81.18% |
| Total STAFFING | 252,621.14 | 305,456.13 | -52,834.99 | 82.7% |
| TRAVEL/MILEAGE REIMBURSEMENT | 2,163.27 | 3,000.00 | -836.73 | 72.11% |
| Total Expense | 620,117.93 | 844,001.45 | -223,883.52 | 73.47% |
| Net Ordinary Income | 46,770.99 | -1,501.13 | 48,272.12 | -3,115.72% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| DIVIDENDS | 0.00 | 0.00 | 0.00 | 0.0% |
| INVESTMENT GAIN | 33,710.26 | 12,000.00 | 21,710.26 | 280.92% |
| Total Other Income | 33,710.26 | 12,000.00 | 21,710.26 | 280.92% |
| Other Expense | | | | |
| CAPITAL EQUIPMENT | -50,748.29 | | | |
| INVESTMENT LOSS | 35,435.87 | 0.00 | 35,435.87 | 100.0% |
| MOVING EXPENSES | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Other Expense | -15,312.42 | 0.00 | -15,312.42 | 100.0% |
| Net Other Income | 49,022.68 | 12,000.00 | 37,022.68 | 408.52% |
| Net Income | 95,793.67 | 10,498.87 | 85,294.80 | 912.42% |

HRRR Jul '22 - Jun 23 Approved Budget

| | | |
|--|------------------|---|
| Revenue | | |
| GRANTS/DONATIONS | | |
| OTHER GRANTS/DONATIONS | \$40,500 | Billboard contest + Oak Ridge Contract Donation |
| USDA GRANT SPECIAL PROJECT | \$111,500 | USDA Grant and LS Grant - Pass through. |
| SMM GRANT 2022 | | March 2023 added \$43,093.74 USDA funds |
| Total GRANTS/DONATIONS | \$152,000 | |
| HAULER PERMITS | | |
| HAULER PERMIT FEES | \$62,500 | 200 trucks @ \$250 + add ons throughout year |
| HAULER PERMIT LATE FEES | \$0 | |
| MUNICIPAL HAULER REGISTRATIONS | \$68,000 | Goes directly into HHW fund |
| Total HAULER PERMITS | \$130,500 | |
| HHWDD REIMBURSEMENT | | |
| HHW DANBURY AREA TOWNS | \$240,000 | Municipal proportional share 6 HHW events |
| Total HHWDD REIMBURSEMENT | \$240,000 | |
| INTEREST INCOME | \$12,000 | Dividends earned on Vanguard investments moved to checking |
| PROGRAM SERVICES FEES | | |
| MSW PROGRAM FEES | \$275,000 | 137,500 T @ \$2/T (3 year average) 2021-22 aprox 144k |
| RECYCLING PROGRAM FEES | \$45,000 | 9000 T @ \$5 (2021-22 approx 11k tons) |
| Total PROGRAM SERVICES FEES | \$320,000 | |
| Total Revenue | \$854,500 | |
| Expenditures | | |
| CONTINGENCY | \$10,000 | For emergency use |
| USDA GRANT SPECIAL PROJECT | \$111,500 | USDA Grant a for Ridgefield Onsite Composting program |
| SMM GRANT 2022 | | CT DEEP SSM Grant (waiting for confirmation) this is a pass through |
| EDUCATION | | |
| PUBLIC EDUCATION | \$30,000 | Billboard contest, Public Education items and programs |
| STAFF EDUCATION | \$5,500 | Conferences and Trainings |
| Total EDUCATION | \$35,500 | |
| HHW EXPENSE | | |
| HHWDD DANBURY AREA TOWNS | \$240,000 | HHW costs - Pass through to be reimbursed by towns |
| HHWDD REGIONAL FUND | \$68,000 | HHW costs - HRRR Cost for food and supplies etc |
| Total HHW EXPENSE | \$308,000 | |
| Gain/Loss on Investments and Planned FB Use | | |
| ERRORS & OMISSIONS | \$5,500 | Estimate from prior year |
| GENERAL LIABILITY | \$0 | Included in the complete policy above |
| SURETY BOND | \$550 | Estimate from prior year |
| WORKERS COMP | \$625 | CIRMA |
| Total INSURANCE | \$6,675 | |
| MISCELLANEOUS | | |

| | | | | |
|--|----------------------------|---------------------|---|-------------------|
| | MISC EXPENSE | \$3,000 | Food for mtgs, awards, periodicals, etc. | |
| | PAYROLL PROCESSING SERVICE | \$800 | Quickbooks annual payroll processing fees | |
| | SERVICE FEES/MEMBERSHIPS | \$4,000 | Membership in NERC, CRC, GDCC, PSI, NAMHHA etc. | |
| Total MISCELLANEOUS | | \$7,800 | | |
| OFFICE EXPENSES | | | | |
| | RENT | \$16,200 | \$1,350/mo by lease to BK | |
| | COPY EXPENSE | \$4,170 | Annual machine lease \$2370/yr + \$150/mo for ink, toner, maint etc | |
| | SUPPLIES | \$7,000 | Office supplies, postage, etc. software, hauler stickers | |
| Total OFFICE EXPENSES | | \$27,370 | | |
| PROFESSIONAL SERVICES | | | | |
| | AUDIT SERVICES | \$6,900 | Per contract | |
| | CONSULTING SERVICES | \$1,800 | Website hosting and misc consulting needs | |
| | LEGAL | \$20,000 | Misc. legal matters | |
| Total PROFESSIONAL SERVICES | | \$28,700 | | |
| STAFFING | | | | |
| | Life/Short/Term Insurance | \$7,750.00 | Life/Short/Long per Personnel Policy | |
| | HEALTH INSURANCE | \$31,897.54 | Health Insur 85/15 | |
| | | \$39,647.54 | | \$2,658.13 |
| | PAYROLL TAXES | | | |
| | CT PR TAXES | \$630.00 | 1.9% of first \$15k of salary + assessment of \$25.50/ee | |
| | FED PR TAX | \$17,820.09 | Employer share & Medicare tax | |
| | Total PAYROLL TAXES | \$18,450.09 | 7.65% | |
| | PENSION | \$17,258.50 | 7.5% of salaries per HRRP Personnel Policies | |
| | SALARIES | | | |
| | DIRECTOR | \$135,900.00 | 3% raise + \$2000 bonus | |
| | FULL TIME ADMINISTRATOR | \$55,000 | Salary adjustment | |
| | PART-TIME ADMINISTRATOR | \$31,200 | Proposed part-time admin additional support (up to \$30 an hour) | |
| | SMM GRANT PROJECT MANAGER | | | |
| | LIEU OF MEDICAL BENEFIT | \$8,000.00 | | |
| | Total SALARIES | \$230,100.00 | | |
| Total STAFFING | | \$305,456 | | |
| TRAVEL/MILEAGE REIMBURSEMENT | | | | |
| | | \$3,000.00 | Mileage @ IRS rate \$.56/mi (to towns, schools, DEEP, LOB) | |
| Total Expenditures | | \$844,001.46 | | |
| Total Revenue | | \$854,500.32 | | |
| Net Revenue in Excess of Expenditures | | \$10,498.86 | | |
| Appropriated from Fund Balance | | \$0.00 | | |
| Net Revenue + Appropriations in Excess of Expenditures | | \$10,498.86 | | |

Approved 22-23

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

Revised and Approved by Authority 02/2021



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|----------|--|---|----------------|
| PRODUCER | The "producer" is your agent/broker or your insurance carrier. | CONTACT NAME: Contact of Agent/Broker | |
| | | PHONE (A/C, No, Ext): # of Agent/Broker | FAX (A/C, No): |
| | | E-MAIL ADDRESS: Email Address of Agent/Broker | |
| | | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | | INSURER A: General Liability Carrier | |
| | | INSURER B: Auto Liability Carrier (if different) | |
| | | INSURER C: | |
| | | INSURER D: | |
| | | INSURER E: | |
| | | INSURER F: | |

COVERAGES CERTIFICATE NUMBER: CL2082406761 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|--|-------------------------|-------------------------|---|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | Y | | THIS IS THE CURRENT INSURANCE COVERAGE HAULERS ARE REQUIRED TO OBTAIN | | | EACH OCCURRENCE \$ 1,000,000 |
| | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 |
| | | | | | | | MED EXP (Any one person) \$ 5,000 |
| | | | | | | | PERSONAL & ADV INJURY \$ 1,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | | | | GENERAL AGGREGATE \$ 2,000,000 |
| | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY | | | | | | PRODUCTS - COMP/OP AGG \$ Included |
| | ANY AUTO | | | | | | |
| | <input checked="" type="checkbox"/> OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 |
| | <input checked="" type="checkbox"/> HIRED AUTOS ONLY | | | | | | BODILY INJURY (Per person) \$ |
| | <input checked="" type="checkbox"/> SCHEDULED AUTOS ONLY | | | | | | BODILY INJURY (Per accident) \$ |
| | <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) \$ |
| | | | | | | | \$ |
| | UMBRELLA LIAB | | | | | | EACH OCCURRENCE \$ |
| | EXCESS LIAB | | | | | | AGGREGATE \$ |
| | DED RETENTION \$ | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | PER STATUTE OTH-ER |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | Y / N | | | | | E.L. EACH ACCIDENT \$ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | N / A | | | | E.L. DISEASE - EA EMPLOYEE \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE HOUSATONIC RESOURCES RECOVERY AUTHORITY (HRRRA), ALL HRRRA MEMBER MUNICIPALITIES, AND OAK RIDGE TRANSFER STATIONS, LLC ARE ALL ADDITIONAL INSUREDS UNDER THE GENERAL AND AUTO LIABILITY POLICY .

CERTIFICATE HOLDER

CANCELLATION

HRRRA is the certificate holder

CT 06804

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|--|---------------|
| PRODUCER The 'producer' is your agent/broker. If you are not using an agent/broker, your insurance carrier goes here. | CONTACT NAME: Contact of Agent/Broker (leave blank if direct with carrier) | |
| | PHONE (A/C, No, Ext): # of Agent/Broker FAX (A/C, No): | |
| INSURED Put your full entity name here (including any D/B/A, LLC, INC) | E-MAIL ADDRESS: Email Address of Agent/Broker | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | INSURER A: Your General Liability Carrier Goes Here | |
| | INSURER B: Your Auto Liability Carrier (if different from liability) | |
| | INSURER C: | |
| | INSURER D: | |
| INSURER E: | | |
| INSURER F: | | |

COVERAGES**CERTIFICATE NUMBER:** CL2082406761**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|---|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | Y | | HRRA Staff is requesting the following changes to the Hauler Insurance Requirements based on HRRA's insurance consultant's recommendation | | | EACH OCCURRENCE \$ 1,000,000 |
| | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | | | | | | MED EXP (Any one person) \$ 5,000 |
| | OTHER: | | | | | | PERSONAL & ADV INJURY \$ 1,000,000 |
| A/B | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY | Y | | Accepted Symbols: 1; any auto 2,8,9; owned, hired, non-owned 7,8,9; scheduled, hired, non-owned | | | GENERAL AGGREGATE \$ 2,000,000 |
| | <input type="checkbox"/> ANY AUTO | | | | | | PRODUCTS - COMP/OP AGG \$ Included |
| | <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 |
| | <input checked="" type="checkbox"/> HIRED AUTOS ONLY | | | | | | BODILY INJURY (Per person) \$ |
| | <input type="checkbox"/> UMBRELLA LIAB | | | | | | BODILY INJURY (Per accident) \$ |
| | <input type="checkbox"/> EXCESS LIAB | | | | | | PROPERTY DAMAGE (Per accident) \$ |
| | <input type="checkbox"/> OCCUR | | | | | | |
| | <input type="checkbox"/> CLAIMS-MADE | | | | | | |
| | <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | N/A | | | | | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | | | | | | E.L. EACH ACCIDENT \$ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THE HOUSATONIC RESOURCES RECOVERY AUTHORITY (HRRA), ALL HRRA MEMBER MUNICIPALITIES, AND OAK RIDGE TRANSFER STATIONS, LLC ARE ALL ADDITIONAL INSUREDS UNDER THE **GENERAL AND AUTO LIABILITY POLICY**.

CERTIFICATE HOLDER**CANCELLATION****HRRA is the certificate holder**

CT 06804

AUTHORIZED REPRESENTATIVE

BYLAWS OF THE HOUSATONIC RESOURCES RECOVERY AUTHORITY

ARTICLE I - NAME

The name of this Authority shall be the Housatonic Resources Recovery Authority.

ARTICLE II - PURPOSE

The Authority is established and created for the purpose of providing solid waste management and disposal services within the region of the Authority, which shall be the region within the jurisdiction of all of the member municipalities of the Authority, and which purpose includes providing for the disposal of residential and commercial solid waste, the financing, construction and operation of one or more solid waste disposal facilities for such purpose, and the delivery of solid waste thereto, including facilities for incineration of solid waste and production of steam, electricity and other by-products for sale to public utilities and others.

In the pursuit of this purpose, the Authority shall exercise such rights, powers, and duties as are conferred or imposed on it by Chapter 103b, Sections 7-273aa to 7-237oo inclusive and Chapters 446d and 446e of the Connecticut General Statutes, as revised to 2019 and as amended from time to time.

ARTICLE III - MEMBERSHIP

A. Members. The membership of the Housatonic Resources Recovery Authority shall consist of one (1) representative from each member municipality of the Authority. Each such representative, including each of the first representatives of the Authority, shall be appointed for the term and in the manner set forth in the concurrent ordinance adopted by each member municipality, provided however, that representatives shall continue to serve until their successors are appointed and have qualified. In the event that a representative is the Chief Elected Officer of a municipality and ceases to hold office, the municipality may appoint a successor to fill the unexpired term for that municipality. In no event shall the terms of more than one half of the representatives expire simultaneously. If because of the addition or reduction of the number of member municipalities, the terms of more than one-half (1/2) of the representatives would expire simultaneously, then the terms of a sufficient number of representatives shall be automatically extended for a period of one year. Said extensions shall be based upon the alphabetical order of the member municipalities.

Each member municipality may appoint one (1) alternate representative of the Authority who shall act in the event of the disability or absence for any other reason of the regular representative of the municipality. Said alternate representative shall have a voice at Authority meetings and vote at Authority meetings if the regular representative from said municipality is absent from the meeting.

The terms of all alternate representatives shall be co-terminus with regular representatives.

The Authority shall be notified in writing of the appointment of any regular or alternate representative by the Chief Elected Officer of the member municipality.

Representatives of the Authority shall serve without compensation but may be reimbursed for their necessary expenses.

B. Member Admission. A municipality that desires to become a member of the Authority shall submit a request for admission to the officers of the Authority which shall include (i) a draft of the proposed ordinance to be enacted by the municipality that designates the Authority as the regional resource recovery authority for the municipality, substantially in the form of the ordinances adopted by the current member municipalities, (ii) ~~the proposed reallocation of voting units for all the member municipalities, including the new member, which shall be based on the latest decennial federal census of population,~~ (iii) the proposed regular and alternate representatives from the municipality, and the expiration of the term of the representatives, which shall be selected to maintain, as close as possible, the balance of term expirations among the member municipalities, and (iv) such other information as the officers may reasonably request, including but not limited to a draft agreement between the municipality and the Authority for the provision of waste and recycling services that is currently in use with the member municipalities, information regarding collectors that are currently registered with the municipality, and amount of waste and recyclables that the municipality generates and will contribute to the system. The officers and the municipality may establish proposed financial terms that will be applicable to the addition of the municipality as a member. No later than 180 days following the request for admission, the officers shall present the request to a meeting of the full Authority, which shall include all relevant information provided to or obtained by the officers, and the municipality shall be admitted upon affirmative vote of two-thirds (2/3) majority of all units present and voting.

C. Withdrawal. Member municipalities may withdraw from the Authority only after agreeing, in writing, to comply with the terms and conditions contained in any contracts between such municipality and the Authority, or the holders of any bonds of the Authority. No such withdrawal shall relieve such municipality of any liability, responsibility or obligation incurred by it as a member municipality of the Authority or as a user of any of the Authority's projects.

D. Termination.

1. Grounds: In the event any member municipality shall fail to pay in full any dues, assessments, fines, surcharges, or other financial obligations, whether involving contractual agreements or not; or shall fail to abide by a vote of the Authority or to take such action as is necessary following a vote of the Authority that such action be taken, such member municipality may be terminated. The Chairman shall cause written notice of the default to be sent to the Chief Elected Officer of the member municipality by certified mail, return receipt requested, setting forth the default and requiring that the default be remedied within thirty (30) days. If the default is not cured within thirty (30) days of the receipt of said notice, the membership of the defaulting municipality may be terminated in accordance with the provisions of this section.

2. Determination: At any time after the expiration of said thirty (30) day period if the default remains uncured, the officers of the Authority shall meet to determine if probable cause exists for termination of said defaulting member municipality. If any officer of the Authority is the voting

representative of the member municipality whose default is the subject of the meeting, that officer shall not participate in the discussion or determination. A unanimous vote of all four (4) officers shall be required to determine that probable cause exists for termination of a member municipality, except that the votes of three (3) officers shall suffice if one officer is disqualified as aforesaid. If such determination is made, the officers shall at that meeting set a date, time and place for the public hearing on said termination consistent with the time requirements hereinafter provided.

3 *Notice:* The Chairman of the Authority shall promptly after such determination cause written notice to be sent by certified mail, return receipt requested, to the Chief Elected Officer of the member municipality. Such notice shall set forth the grounds for termination as to which the officers determined that probable cause exists; the date, time and place for the hearing on such termination; the procedure to be followed at such hearing; and the provisions of these bylaws governing the termination process.

4 *Hearing:*

(a) No member municipality shall be terminated without a public hearing before the full Authority. The termination hearing shall be held in public no earlier than thirty (30) days from the member municipality's receipt of the aforesaid notice and no later than sixty (60) days thereafter. The hearing, once convened, may be recessed to a date, time and place certain in conformity with the provisions of the Freedom of Information Act.

(b) At the hearing, the Chairman of the Authority shall preside unless he is the voting representative of the member municipality which is the subject of the hearing, in which event the Vice-Chairman shall preside. The Authority shall call in a competent stenographer to take the evidence, or shall cause the evidence to be recorded by a sound- recording device.

(c) At such hearing an officer of the Authority, or someone previously designated by the officers, shall present the evidence in support of termination of the member municipality. The member municipality shall be afforded an opportunity to respond and present evidence and argument on all issues involved. Both the Authority and the member municipality may be represented by counsel. All persons presenting testimony shall be sworn, and shall be subject to cross-examination.

(d) Any oral or documentary evidence may be received, but the Authority shall give effect to the rules of the privilege recognized by law. Subject to these requirements, when a hearing will be expedited and the interests of the parties will not be prejudiced substantially, any part of the evidence may be received in written form.

(e) Documentary evidence may be received in the form of copies or excerpts, if the original is not readily available. Upon request, the Authority or the member municipality shall be given an opportunity to compare the copy with the original.

(f) Notice may be taken of judicially cognizable facts, provided the member municipality is informed of the matter to be so noticed and is given the opportunity to contest the matter.

(g) Rulings on all objections and procedural matters shall be made by the presiding officer.

5. Decision:

(a) Within thirty (30) days of the conclusion of the hearing, the Authority shall vote on its decision and on the findings of fact on which it is based. ~~In the vote on the decision to terminate, each member municipality shall have one vote, there shall be no vote by voting units.~~ No decision to terminate a member municipality shall be effective unless it has been approved by a vote of two-thirds (2/3) of the full membership.

(b) The decision shall be reduced to writing and shall include the findings of fact on which it is based. It shall be signed by two (2) qualified officers who are not a representative of the member municipality in default. Within five (5) days of the vote on it, the decision shall be sent by the Chairman or the Secretary via certified mail, return receipt requested, to the Chief Elected Officer of the member municipality which is the subject of the decision.

6. Effective Date of Termination: The termination shall be effective seven (7) days after receipt by the member municipality of a decision terminating it. No such termination shall relieve the member municipality so terminated of any liability, responsibility or obligation incurred by it as a member of the Authority or as a user of any of its projects.

ARTICLE IV - MEETINGS

A. Annual Meeting. Unless otherwise specified by resolution of the Authority, the annual meeting shall be held at the regularly scheduled meeting in June.

B. Regular and Special Meetings. An annual schedule of regular meetings of the Authority shall be approved by the Authority prior to January 31 of each year. Special meetings may be called at any time by the Chairman of the Authority, or by petition in writing signed by not less than three (3) representatives of the Authority entitled to vote and filed with the Secretary of the Authority.

C. Budget Meeting. The budget meeting of the Authority shall be held at a regularly scheduled meeting not later than the end of the fiscal year.

D. Call of Meetings.

(1) The Authority shall comply with Section 1-225 of the Connecticut General Statutes with respect to filing schedules and notices of meetings with the clerks of member municipalities.

(2) Each representative to the Authority shall be sent written notice of meetings, postmarked not more than twenty (20) nor less than seven (7) days before said meeting date. Notice of the meeting shall include the place and time of the meeting and a proposed agenda for the meeting. In the case of an emergency meeting, proper notice shall be deemed to be actual oral or written actual notice delivered at least twenty-four (24) hours before said meeting.

E. Voting.

(1) For the conduct of business, ~~member municipalities of the Authority holding a majority of the voting units shall constitute a quorum, provided that no quorum shall be deemed to exist~~

~~unless a quorum shall be deemed to exist when~~ at least fifty-one percent (51%) of the member municipalities of the Authority ~~are~~~~shall be~~ present and voting.

(2) There shall be no voting by proxy.

~~(3) — When a quorum of the Authority is present at any duly noticed regular or special meeting of the Authority, each member municipality shall have one vote. In the event that a member municipality has both the primary and alternate representatives present, only one vote shall be allowed for that municipality. Except as otherwise specified herein, the Authority shall operate with one hundred~~

~~(100) voting units which shall be assigned to member municipalities in proportion to each municipality's share of the total population of all members of the Authority as determined by the latest decennial federal census of population. There shall be no fractional votes and each municipality shall have a minimum of one (1) vote. The distribution of voting units among members shall be recomputed following each decennial federal census and upon the withdrawal or termination of any member municipality or the admission of a new member municipality.~~

(4) All actions by the Authority unless otherwise specified herein or by other law shall require the affirmative vote of at least fifty-one percent (51%) of the total member municipalities ~~voting units~~ present and voting at a duly called meeting of the Authority at which a quorum is present.

(5) If a quorum shall not be present at any meeting, those representatives present may set a time and place for an adjourned meeting, provided that the notice of such meeting shall comply with Article IV, Section D. of these bylaws.

(6) All meetings shall be conducted in accordance with Roberts Rules of Order, latest edition.

ARTICLE V – OFFICERS

A. Officers. The officers of the Authority shall be a Chairman, Vice Chairman, Secretary, Treasurer and Assistant Treasurer. Officers shall be elected by the Authority at its annual meeting or whenever a vacancy occurs. Each officer shall serve until a successor is elected and qualified.

B. Qualifications for Officers. The Chairman of the Authority shall be a regular representative member of the Authority. All other officers shall be either regular representative members or alternate representative members of the Authority.

C. Powers and Duties. The officers shall have such powers and duties as are customary for their respective offices and such additional powers as the Authority may by vote confer.

D. Succession. In the absence of the Chairman the Vice Chairman shall act. In the absence of the Vice Chairman the Secretary shall act. In the absence of the Secretary the Treasurer shall act. In the absence of the Treasurer, the Assistant Treasurer shall act.

E. Nominating Committee. Prior to the annual meeting, or in the event of a vacancy the Chairman shall appoint a committee consisting of three (3) representatives who hold no elective

office in the Authority to nominate persons for the officer positions. Nominations may also be made from the floor. The nominating committee shall report its recommendations to the Authority members at the meeting prior to the election.

ARTICLE VI – COMMITTEES

The Authority may appoint such committees from time to time as it may see fit with such powers and duties as the Authority may determine, not inconsistent with law or these bylaws. Alternate representatives as well as regular representatives of the Authority may serve on committees and may vote at committee meetings. Each member municipality, however, shall have only one (1) vote on a committee.

ARTICLE VII – FINANCIAL MATTERS

- A. Fiscal Year.** The fiscal year of the Authority shall end on the 30th of June of each year.
- B. Budget.** Annually, at a regularly scheduled meeting, the Authority shall adopt a budget for the upcoming fiscal year. Adopted Budgets may be amended from time to time by two-thirds (2/3) majority vote of all voting units present and voting as the Authority deems necessary. Any representative may request postponement of the vote on any amendment to the budget to the next regular or special meeting.
- C. Bank Accounts.** The funds of the Authority shall be deposited in one or more banks designated by the Authority. Checks shall bear the signature of such officer or staff person as the Authority may designate. Persons authorized to sign checks shall be covered by bond, the premium of which shall be paid by the Authority.
- D. Audits.** Upon completion of its fiscal year, the Authority shall have an annual audit of its financial management by an independent auditor. Each representative to the Authority and the Chief Executive Officer of each member municipality shall receive a copy of the audit.

ARTICLE VIII – STAFF OR CONSULTANTS

The Authority may employ such staff or consultants to accomplish its purposes as it may from time to time determine. Personnel policies as adopted or amended will be applied in an equitable manner to all staff employees. The duly elected officers of the Authority shall act as the personnel Committee with all appropriate powers to interpret and enforce the personnel policies. The Committee will use its best judgment concerning amendments to the personnel policies and where material or substantial changes are proposed will bring such amendments to the full Authority for approval.

ARTICLE IX – REPORTS AND PLANS

The minutes of each meeting shall be prepared by the Secretary, with such staff assistance as may be required, and be circulated to the chief elected officials of each member municipality, and its representative and alternate. The Annual Report shall also be similarly circulated. All reports and plans adopted by the Authority shall be available at the office of the Authority, unless specifically voted by the Authority for further distribution.

ARTICLE X – CORPORATE SEAL

The Authority shall have a corporate seal of such design as it may approve.

ARTICLE XI – AMENDMENTS

These bylaws may be amended by vote of the Authority at a duly called meeting, provided that the notice of the meeting shall be accompanied by the complete text of the proposed amendment and shall be postmarked not more than twenty (20) nor less than seven (7) days before said meeting date. No amendment may be approved which is in conflict with the concurrent ordinance adopted by the member municipalities.

Any regular representative of a member municipality may propose an amendment to these bylaws by submitting a proposal to the Chairman of the Authority. Said Chairman shall cause the proposal to be placed on the agenda of the next regularly scheduled meeting for discussion. Upon favorable consensus of the full Authority the proposed amendment shall be drafted by the Bylaws Subcommittee and returned to the full Authority for adoption.

Effective Date. If any subsections or any articles in the proposed amendments to the bylaws are in conflict with the concurrent ordinances as adopted by the member municipalities, such subsections or articles shall not become effective until two-thirds (2/3) of the member municipalities have amended the concurrent ordinance to eliminate the conflict. Otherwise these bylaws and amendments shall become effective immediately upon their adoption.

History: Adopted on 10/10/1986
 Amended on 4/10/1987, 12/14/1988, 5/13/1992, 4/29/1993, 3/16/1994, 3/30/2000,
 3/17/2006, //2020.