



**HOUSATONIC RESOURCES RECOVERY AUTHORITY  
Special Meeting - Executive Committee Meeting  
Wednesday, February 19, 2025, 3:00 p.m.**

Zoom

**AGENDA**

1. Call to order
2. \*Approval of minutes of October 3, 2024 (**Attachment A**)
3. \* HRRR 2025-26 FY Budget review.
4. \* Adjournment

*\*Possible action items*

cc: HRRR members and alternates  
Town clerks and FOI list

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162 WHISCONIER ROAD, OLD TOWN HALL, BROOKFIELD CT 06752  
203.775.4539 | [www.hrra.org](http://www.hrra.org) | [info@hrra.org](mailto:info@hrra.org)

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**HOUSATONIC RESOURCES RECOVERY AUTHORITY**  
**Special Meeting - Executive Committee**  
**Thursday, October 3, 2024, 10:00 a.m.**  
**Zoom**

**MINUTES**

Chairman Matthew Knickerbocker called the meeting to order via zoom at 10:03 a.m. Members in attendance were H. Rosenthal, P. DelMonaco, R. Marconi and J. Pemberton. Also, in attendance HRRR Executive Director, J. Heaton-Jones and J. Decker from Oak Ridge Waste and Recycling.

**Approval of Minutes**

**Motion** by P. DelMonaco second by H. Rosenthal to approve the minutes of the Executive Committee meeting of June 27, 2024, as presented. **Vote: All** in favor

**Discuss personnel**

J. Heaton-Jones reviewed concerns about the staff's workload. The workload is significantly high with more and more random fly-by Haulers, requests and support from member towns and staff desire to continue to provide innovative solutions to the waste crisis. Beyond the everyday task and roles and responsibilities, staff is providing significant time with several grants being administered and grants being applied for on behalf of member towns to increase and improve services for residents. Many tasks are delayed keeping up with grant reporting and deadlines. The Director wants to ensure the personnel's morale is not negatively affected, causing them to want to leave. The Director suggested that either the Authority hire additional staff or reduce the number of projects and hand-off grants to the individual members. Although it needs to be considered that many of the new grants favor regional or district collaboration and not autonomous projects.

Discussion from the committee included hiring a grant writer and the pros and cons. Perhaps hiring a part-time staff person to take on some roles. R. Marconi inquired how much of the work conducted is for the state vs. the region. The Director shared there currently isn't enough funding in the budget for additional staff and much of the work that benefits the state is because it directly benefits the HRRR member municipalities such as Paint EPR that has saved the region millions of dollars in disposal cost. No action was taken or recommended.

**Hiring a lobbyist for the 2025 session**

One solution to helping with the workload would be hiring a lobbyist to help take on the much needed oversight of what's happening legislatively.

R. Marconi asked if it should be a state expert. M. Knickerbocker commented not an expert on just MSW and Recycling. P. DelMonaco supports the idea that it may help free up staff time. No Action was taken.

**Review Proposal draft amendments by Oak Ridge to the Regional Solid Waste and Recycling Systems Agreement to modify flow of material, tip fees and administrative fees.**

**Motion** by H. Rosenthal, second by J. Pemberton to enter Executive Session under Subsection (6)(D) of CGS 1-200 and Subsections (b)(7) and (b)(24) of CGS 1-210 to discuss opening the contract to make

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modifications pertaining to the flow of material, tip fees and administrative fees and to invite J. Decker and HRRRA Executive Director, J. Heaton-Jones. **Vote:** All in favor

The Committee entered Executive Session at 10:23 a.m. At 11:06 J. Decker was put in the waiting room. The Committee came out of executive session at 11:08 a.m.  
No action was taken.

**Adjournment**

On a **motion** by R. Marconi, second by J. Pemberton, the meeting was adjourned at 11:09 a.m. **Vote:** All in favor.

Respectfully Submitted,  
Jennifer Heaton-Jones  
Executive Director