

Capitol Region Council of Governments
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Municipal Services Committee Meeting
Tuesday, May 18, 2021
12 Noon

* Meeting access is remote only, consistent with provisions specified in Executive Order No. 7B.

This meeting was recorded. Audio is available at:

https://us02web.zoom.us/rec/play/DKer8x6cmso6pPi4YZDLiOX1il6J-6d8cOXEaAdcxjeVXwkRCgWEu04_aUb0I9DjftfCJMqNO4F4ufbW.p8iRAf4n_Waeh9K7?autoplay=true&startTime=1621353801000

DRAFT UNTIL APPROVED

Members and Alternates

Peter Souza, Chair
Grace Tiezzi
Jim Hayden
Lori Spielman
Melissa Appleby
Matt Hart

Town/Organization

Windsor
Avon
East Granby
Ellington
Simsbury
West Hartford

CRCOG Staff

Kimberly Bona
Aaliyah Miller
Laura Quintiliani
Lyle Wray

CRCOG
CRCOG
CRCOG
CRCOG

Guests

Kevin Fitzgerald
Mike Bisi
Michael Looney
Tom Roy
Mike Zebruski
Carl Fazzino
Herbert Lierzer
Dan Salazar
John Phillips
Eric Frederickson

AdvanceCT
CCSWA Chair
CCSWA Vice Chair
CCSWA
City of Hartford
NOVUS
NOVUS
NOVUS
West Hartford DPW
USA Waste & Recycling

Chairperson Mr. Peter Souza called the meeting to order at 12:01 pm.

1. Adoption of Minutes: March 16, 2021

Mr. Souza requested a motion to adopt the minutes. Lori Spielman made a motion to adopt the February 16, 2021 Municipal Service Committee minutes as presented. Grace Tiezzi seconded the motion and the motion carried unanimously.

2. Public Comment

No public comment.

Due to technical difficulties at this time, Chair Peter Souza addressed item 4, entitled, “CCSWA Solid Waste Discussion”.

4. Central CT Solid Waste Authority (CCSWA) – Solid Waste Discussion

Chairman Souza welcomed Mike Bisi, CCSWA Chair, to the meeting. Mr. Bisi provided a quick run through of the [CCSWA Municipal Solid Waste Crisis presentation](#) that was given to the Policy Board at its April 28th meeting.

Chairman Souza explained that the discussion between MSC and CCSWA is to generate some ideas with respect to what we can do regarding the solid waste crisis and bring some direction back to the Policy Board. Mr. Souza opened the meeting to discussion.

Matt Hart suggested a potential regional approach to this issue that would consist of developing a set of recommendations (i.e., Pay as You Throw (PAYT), building a transfer station, etc.) that could be passed along to DEEP for consideration. Discussion followed. Mike Bisi explained that PAYT is a hard sell without state mandate, however, working together regionally has potential.

Jim Hayden expressed he is in support of a regional approach to this issue however, communities technically have to the end of June 2022 to develop a plan. He explained there may be some disagreement between DEEP and MIRA with regards to whether the current operation mechanism will consist of a transfer station. Therefore, the reality is that as a community, it is critical that a plan be formed within the next 13 months.

Michael Looney, CCSWA Vice Chair, explained that the City of Hartford has a Solid Waste Task Force which is in favor of ceasing the waste incineration. He also stated they are not in favor of a transfer station, either. He stated that Hartford currently put out an RFP out for municipal solid waste recycling services, etc.

Chairman Souza feels we need a short-term, medium, and long-term approach to this issue. Perhaps Hartford would agree to housing a short-term transfer station while a long-term plan is created.

Jim Hayden explained there is no extra capacity at the Bristol and Preston transfer stations, and that MIRA is contracted to provide waste removal services until 2027.

Dr. Wray expressed these issues must be addressed by the state. He suggested working on a matrix consisting of short-term, medium, and long-term goals / local, state, and regional infrastructure. Coming up with specific ideas for DEEP will be slow moving.

Mike Zembruski expressed he would like to assist in working on this matrix. He also entertained the idea of potentially contracting with an incinerator, as he does not see the state taking and sort of lead on this issue.

Jim Hayden stated he is also willing to be part of the subgroup.

Matt Hart expressed that non-MIRA towns would like to be involved as well.

MSC and CCSWA will form a subgroup to work on this matrix. If you are interested in being part of this, please email [Mike Bisi](#), [Pauline Yoder](#), or [Kim Bona](#).

3. Job Portal Review – Carl Fazzina and Herbert Lierzer, NOVUS

Chair Peter Souza welcomed Carl Fazzina (in place of Joe McGrattan) and Herbert Lierzer of NOVUS to the meeting.

Herbert Lierzer provided a high-level overview of the Job Portal program which is currently in Pilot mode to the committee. The platform will allow users the ability to post jobs and search applicant pools. The job application system demonstrated by Novus Insight is in the process of being built and will function as a regional portal available to CRCOG members. It can be used by a town as its own online job application system, but the broader intention is for it to function region-wide and simplify job searching, applying, and tracking for job seekers.

A sampling of system capabilities:

- Applicants can create an account in the system and then apply to open positions within a specific municipality or across multiple municipalities.
- Applicants' profile and job history information can be saved on a generic, CRCOG-managed application and used to pre-populate application fields when submitting to current or future job postings.
- Applicants can select positions and/or towns to follow and receive notifications when a posting meeting their criteria becomes available.

- If the posting requires submitting a separate town-specific application form, the job seeker is prompted to fill out that form(s) as well.
- If a town declines an application, it can be referred to another town in the system (with pre-authorization from applicant).
- Flexible visibility and permission settings to allow applicants to choose who can and cannot view what they submit and store on the system.
- Workflow automation to manage submitted applications throughout the process (Pending, Submitted, Invited to Interview, Interviewed, Declined, Hired).
- Since this is a web-based application, job seekers can apply from any computer, mobile device or kiosk system.

Discussion followed.

Grace Tiezzi asked if this portal will allow municipalities to share applications among one another. Herbert explained that if the applicant provides permission to do so in their initial application, municipalities may refer it out.

Consensus of the committee members was that the Job Portal looks very user friendly and that it will be very well utilized among municipalities.

5. Status Reports

Kim Bona reminded municipal leaders that the salt bid will be issued on June 8th. This is a no piggyback bid, so if your municipality has not yet submitted quantities and would like to participate, please send your quantities to Kim as soon as possible.

6. Municipal Information Sharing

- **Updates and CROG Municipal Services FY 21-22 Work Plan**

Chairman Souza stated the Municipal Services Work Plan for FY 21-22 was shared, and asked members to review it as it will be discussed at the next MSC meeting.

Mr. Souza opened the meeting to any municipal discussion or updates.

Melissa Appleby asked what other towns are doing with regards to wearing masks.

Grace Tiezzi explained that Avon is currently still requiring everyone to wear them.

Lori Spielman explained Ellington is allowing no masks, but still enforcing 6' social distancing.

Matt Hart state Wesh Hartford facilities, with the exception for libraries, will be allowing fully vaccinated people to no longer wear masks. Libraries will follow the same practices as schools.

Peter Souza stated Windsor is following same protocol for libraries, and that the practices for recreation programs is similar.

7. Adjournment

With no further business, Chairman Peter Souza entertained a motion to adjourn. Lori Spielman made a motion to adjourn at 12:46 pm, and the motion carried unanimously.

The next meeting of the Municipal Services Committee will be Tuesday, June 15, 2021.