**Central CT Solid Waste Authority (CCSWA) Minutes**

**Full Membership Meeting**

**Monday, December 18, 2023**

**2:00 p.m. EST**

 **Members and Designees**

Tony Salvatore, Jr. Cromwell Public Works

Donald Nunes Enfield Public Works

Mike Manfre Glastonbury Public Works

Kirk Severance Granby Public Works

Mike Looney Hartford Public Works

Dave Stueber Hartford – Chief of Staff to Mayor (SW Tonnage Rep)

Tim Bockus Manchester Public Works

Kasia Purciello Manchester Public Works (Recycling Tonnage Rep)

Anthony (Tony) Manfre South Windsor – Superintendent of Pollution Control

Megan Siegel South Windsor, Pollution Control

Sally Katz Wethersfield Public Works

Fred Presley Wethersfield Town Manager

**Staff**

Matt Hart CRCOG Executive Director

Robyn Nichols CRCOG Principal Program Manager, MSC

1. The virtual meeting was called to order by Michael Looney, CCSWA Chair, at 2:01 p.m.
2. Roll Call and Introductions were done.
3. There was no public comment.
4. September 18, 2023 CCSWA Full Membership Meeting Minutes were approved unanimously (Motion by Tim Bockus (Manchester) and seconded by Fred Presley (Wethersfield).
5. Michael Looney, CCSWA Chair, provided a brief report, including his departure from Hartford as DPW Director effective December 31, 2023 at 11:59 p.m., indicating he will no longer be CCSWA Chair and departure of Dave Stueber (Hartford) as CCSWA Solid Waste Tonnage Rep (Chief of Staff to outgoing Mayor, Luke Bronin). Mike Looney emphasized the strong, collaborative work ongoing with CCSWA, including new Executive Committee members and Officers for 2024 FY, and pursuing membership recruitment and waste diversion projects/programs. Mike Looney thanked the Committee for the opportunity to lead them as Chair as well as his long-time participation over the years with CCSWA and CRCOG. Other items to discuss with the Full Membership include: proposed amendments to CCSWA Bylaws/Ordinance, as recommended by the Executive Committee, approval of CCSWA Executive Committee and Officer slates for 2024, and next steps in 2024 (CCSWA Executive Committee reconvenes on January 22, 2024 and Full Membership on February 26, 2024).
6. CRCOG Staff Reports – Robyn Nichols (CRCOG) provided a brief update on the status of amended RWA Request for Additional Information (awaiting final award notification from CTDEEP), update on CCSWA membership dues (will remain same for FY 2024 for current members), legislative updates, including EPR (tires, batteries, gas cylinders) and the Bottle Bill (deposit increase from $0.05 to $0.10/bottle and inclusion of additional types of bottles for deposit and redemption), and solid waste management and diversion planning and implementation grant funding opportunity available through EPA’s Climate Pollution Reduction Grant (CPRG). Robyn Nichols provided information about the Public Meeting for the CPRG. Matt Hart (CRCOG) extended CRCOG’s appreciation to Mike Looney for his leadership as CCSWA Chair and to Dave Stueber as Hartford’s Solid Waste Tonnage Rep for the City of Hartford. CRCOG will be meeting with the newly elected representatives in Hartford in the coming year to discuss Hartford’s appointments to CCSWA.
7. Mike Looney provided an update and breakdown of the 2024/2025 FY CCSWA Budget, which was approved by the CCSWA Finance Committee on November 13, 2023. CCSWA does anticipate some additional expenses (programs/services, legal, operational), although member dues will remain the same. Expected to have approx. $127K at end of FY.
8. The Executive Committee approved the following Executive Committee and Officer Slate nominations at the December 18, 2023 Meeting:

**2024 CCSWA Executive Committee Slate**

**Three- year Term (2027)**

Hartford (TBD)

Fred Presley (Wethersfield)

**Two-year Term (2026)**

Brandon Robertson (Avon)

Russ Arnold (Farmington)

Tom Roy (Simsbury)

**One-year Term (2025)**

Jim Rupert (Bolton)

Tim Bockus/Kasia Purciello (Manchester)

Mike Manfre (Glastonbury)

Hartford SW Tonnage Rep (TB)

**2024 CCSWA Officer Slate**

Chair – Fred Presley (Wethersfield)

Vice-Chair – Tom Roy (Simsbury)

Treasurer – Russ Arnold (Farmington)

Secretary – Mike Manfre (Glastonbury)

Mike Looney (Chair) called for a motion to approve the 2024 Executive Committee slate. Tim Bockus (Manchester) and Fred Presley (Wethersfield) seconded the Motion. The 2024 CCSWA Executive Committee slate passed unanimously.

Mike Looney (Chair) called for a motion to approve the 2024 Officer slate. Kirk Severance (Granby) and Anthony Salvatore, Jr. (Cromwell) seconded the Motion. The 2024 CCSWA Officer slate passed unanimously.

1. Mike Looney stated Mike Manfre (Glastonbury) was nominated and approved by the Executive Committee at their December 18, 2023 meeting to serve on the 2024 CCSWA Finance Committee. The five (5) members of the CCSWA Finance Committee are as follows:

Host Community – Hartford (TBD)

Solid Waste Tonnage Rep – Hartford (TBD)

CCSWA Treasurer – Russ Arnold (Farmington)

Tim Bockus (Manchester)

Mike Manfre (Glastonbury)

1. Mike Looney stated that the Executive Committee’s discussion of the proposed amendments to the CCSWA Bylaws and Ordinance included: key proposed changes to the voting tiers (from 5 to 3 tiers based on decennial census population), (Proposed Tiers –Tier 1 – population under 25,000 = 1 vote, Tier 2 – population from 25,000 to 74,999 = 2 votes, and Tier 3 – population over 75,000 = 3 votes) removal of EC members for cause (removed without cause provision), change in rotating EC tiers (from 3 to 2), and host municipality provisions (possibly remove Host Municipality designation until such time as a municipality “hosts” a solid waste management facility. The Full Committee had no additional comment. Mike Looney (Hartford) stated that these proposed changes will be reviewed by legal counsel and on the Agenda for the January 2024 meeting for further discussion.
2. The 2024 CCSWA Full Membership Meeting schedule was provided. The Executive Committee unanimously approved the Meeting schedule at the December 18, 2023 Executive Committee Meeting. Mike Looney called for a Motion to approve the 2024 CCSWA Full Membership Meeting Schedule. Motion passed unanimously.

1. Next Steps
2. Next Steps were discussed by Mike Looney (Hartford) and Matt Hart (CRCOG) to include:
	1. Provide By-Law/Ordinance proposed amendments to legal counsel and invite legal counsel to attend January 22, 2024 Executive Committee meeting
	2. Membership Recruitment, including legacy vs. new member due’s structure, reduce barriers and produce “brochure” of CCSWA benefits to provide interest for new members to join CCSWA
	3. Organics Diversion – possibly go out to RFI/RFP to “test” the market
	4. Regional Recycling Coordinator – smaller towns/others do not have staff capacity/funds to hire own recycling coordinator – CRCOG (through RWA Grant, if funded) could hire a Regional Recycling Coordinator to include education, outreach, and programming
3. Motion to adjourn made by Fred Presley (Wethersfield) and seconded by Tim Bockus (Manchester). Meeting adjourned at 2:37 p.m.

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Un interprete estará disponible para esta reunión si usted lo solicita al 860-522-2217, x4293, lo más pronto posible. Jeśli potrzebujesz tłumacza na język polski, zadzwoń (860) 522-2217, x4293 jak najszybciej.

Esta es una reunión virtual. Para mayor información sobre la conexión, por favor contactar a Karen Stewartson al correo electrónico: kstewartson@crcog.org

To będzie zebranie zdalne. O informacji o odpowiednim linku internetowym poprosimy kontaktować Karen Stewartson na adres e-mail kstewartson@crcog.org lub pod numerem telefonu 860-724-4293