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

**Executive Committee Meeting**

**Monday, January 22, 2024**

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

 **Members and Designees**

Jim Rupert Bolton Town Administrator

Russ Arnold Farmington Public Works

Mike Manfre Glastonbury Public Works

Christopher Hayes Hartford Public Works

Tim Bockus Manchester Public Works

Kasia Purciello Manchester Assistant Town Manager

Tom Roy Simsbury Public Works

Fred Presley Wethersfield Town Manager

**Staff**

Sonya Carrizales CRCOP Environmental Planner

Matt Hart CRCOG Executive Director

Robyn Nichols CRCOG Principal Program Manager, MSC

Caitlyn Palmer CRCOG Director of Regional Planning/Development

Kyle Shiel CRCOG Principal Planner

**Guests**

Robert Decrescenzo Updike, Kelly, & Spellacy

Marc Morgan Casella Waste Systems

1. The virtual meeting was called to order by Fred Presley, CCSWA Chair, at 2:01 p.m.
2. Roll Call and Introductions were done.
3. There was no public comment.
4. December 18, 2023 CCSWA Executive Committee Meeting Minutes were approved (Motion by Tim Bockus (Manchester) and seconded by Tom Roy (Simsbury). Christopher Hayes (Hartf0rd) abstained.
5. Fred Presley, CCSWA Chair, provided a brief report, on CCSWA next steps, including continued discussion of proposed amendments to CCSWA Bylaws and Concurrent Ordinance, Hartford CCSWA vacancies, and CCSWA priorities and action items.
6. CRCOG Staff Reports – Matt Hart (CRCOG) welcomed Christopher Hayes, new Director of Public Works for the City of Hartford, CT, to CCSWA. CRCOG is meeting with Director Hayes in the coming week to discuss Hartford representation and CCSWA. Matt Hart and Robyn Nichols (CRCOG) also discussed a focus on high level goals of CCSWA, upcoming CT General Assembly legislative agenda with a general focus on waste management, and welcomed CRCOG’s new Environmental Planner, Sonya Carrizales, who will assist with waste management/diversion and CCSWA efforts.

1. Fred Presley (Wethersfield) and Robyn Nichols (CRCOG) provided an update to proposed key amendments to the CCSWA Bylaws and Concurrent Ordinance, including the following:
	1. Purpose – broad statement vs. more defined purpose
	2. 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);
	3. removal of EC members for cause only (removed without cause provision);
	4. reduction in number of rotating EC tiers (from 3 to 2);
	5. discussion of host municipality provisions (possibly remove host municipality designation until such time as a municipality “hosts” a solid waste management facility.

Discussion included the following:

Purpose: Tom Roy (Simsbury), Tim Bockus (Manchester), and Fred Presley (Wethersfield) suggested simplifying the Ordinance to refer back to the Bylaws, as amended from time to time, instead of having to amend/adopt new Ordinance every time Bylaws amended. Matt Hart (CRCOG) and Robert Decrescenzo (UKS) suggested amending Purpose to include broader “whereas” clauses in Bylaws with Ordinance referring back to Bylaws. Tom Roy (Simsbury) and Russ Arnold (Farmington) suggested adding Purpose language that CCSWA works with CTDEEP/CCSMM to coordinate waste management/disposal. Robyn Nichols (CRCOG) suggested adding broad diversion language to CCSWA Purpose.

Designees: The Executive Committee discussed and agreed to reduce the number of “designees” from three (3) to (2) members due to size of CCSWA membership.

Voting Tiers: Discussion included reducing number of voting tiers from five (5) to three (3). Executive Committee agreed that issues, not voting tiers, are most important for CCSWA membership at this point. Amendment to Tier 1 included population up to 24,999 with Tier 2 beginning at population 25,000. Voting based on municipal total population vs. total CCSWA population share to provide more equity.

Host Municipality: Discussion on whether to remove Host Municipality language included: Russ Arnold (Farmington) suggested leaving language in Bylaws as might be necessary for permitting/infrastructure. Tim Bockus (Manchester) asked “What is a Host?” as infrastructure changes and varies in different communities. Robert Decrescenzo (UKS) suggested including permissive language allowing CCSWA to designate a Host Municipality(ies) as defined by Resolution.

Finance Committee: Discussion on composition of CCSWA Finance Committee included amending to allow for five (5) total members, including Solid Waste Tonnage Representative and four (4) other members – remove Host Municipality automatic seat.

Annual Meeting: Executive Committee agreed to remove December date as designation for Annual Meeting so long as one (1) Annual Meeting

Rotating Executive Committee: Executive Committee agreed to reduce rotating Executive Committee tiers from A,B, and C to A and B rotating yrs.

Ordinance: Executive Committee agreed to simplify the Concurrent Ordinance, referring back to CCSWA Bylaws, as amended from time to time. Removal of Sections 7 and 8 were also agreed upon.

CRCOG will prepare proposed Bylaw and Ordinance amendments for Executive Committee review and discussion prior to next CCSWA meeting.

1. Action Item – Until such time as the CCSWA Finance Committee is at full strength and composition, Motion was made by Tim Bockus (Manchester) and seconded by Tom Roy (Simsbury) for CCSWA Executive Committee to act as the Finance Committee. Motion passed unanimously.

1. Next Steps were discussed by Fred Presley (Wethersfield) and Matt Hart (CRCOG) to include:
	1. CRCOG/RMN to provide By-Law/Ordinance updated amendments to Executive Committee in February, for further discussion at Full Membership Meeting in March 2024
	2. February 2024 Membership Mtg. was cancelled
	3. Organics Diversion – possibly go out to RFI to “test” the market
2. Motion was made by Tim Bockus (Manchester) and Russ Arnold (Farmington) to add CRCOG Quarterly Invoice for CCSWA services to 01/18/24 Agenda. Invoice for CRCOG’s Administrative Services provided to CCSWA from 09/01/23 to 12/31/23 in the amount of $8,468.75 was presented by Robyn Nichols (CRCOG). Motion to approve Invoice was made by Russ Arnold (Farmington) and seconded by Tom Roy (Simsbury). Motion passed unanimously. CRCOG will process Invoice for payment.
3. Motion to adjourn made by Tim Bockus (Manchester) and seconded by Russ Arnold (Farmington). Meeting adjourned at 2:57 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