

CCSWA Bylaw and Ordinance Memo

To: CCSWA Executive Committee
From: Robyn Nichols, Principal Program Manager, Municipal Services
CC: Matt Hart, Executive Director (CRCOG)
Pauline Yoder, Chief Operating Officer (CRCOG)
Date: October 16, 2023
Subject: **Review of CCSWA Bylaws/Ordinance**

CCSWA Chair and CRCOG reviewed current/governing bylaws and concurrent ordinance and propose the following:

CGA 103b-Sections 273aa to 273-00 governs Waste Authorities in CT

Two paths of action:

PATH ONE – Amend/Enact New Ordinance

- Will require ALL current and new CCSWA Members to enact new Concurrent Ordinance
- Ability to amend bylaw language including Membership, Tiers, Voting, Dues and more

PATH TWO – No changes to current Ordinance

- Only new CCSWA members must enact existing Ordinance (no amendment since 2010)
- Limitations to bylaw changes governed by existing Ordinance language

Articles 1/2 – Statutory creation, purpose, adoption of Ordinance

Decision point: Expand purpose (requires Ordinance change)

The Purpose of CCSWA shall be to jointly manage solid waste disposal and recycling services and related activities on behalf of its municipal members.

Commented [PY1]: Unless M. Looney wanted this to be in, I would take it out. This doesn't change, IMO

Article 3: Membership, Membership Representation & Meetings

Decision Point – Add “other sub-region” language?

- Add an additional subregion(s) (*requires ordinance change*)
- Leave as is (four subregions)
- Reduce the number of subregions (*requires ordinance change*)

Decision points: change voting structure (requires ordinance change)

- Use Decennial census instead of DPH?
- Change tiered %/structure
- Add tiers
- One member one vote
- Other options?
- *what is the impact?

Current system

Establishes tiered voting/membership system based on % population
Current Tiers/Voting System:

Tier/Votes	Population
1	<1%
2	1-2%
3	2-5%
4	5-10%
5	>10%

*Population calculations based on DPH

Article 4: Annual Meeting – 1 annual meeting required

Decision Point – Change annual meeting date? (no ordinance change)

Article 5: Executive Committee and Other Authority Committees

Decision Points (no Ordinance change)

- **add language to provide at least 1 muni in each tier**
- **Amend/simplify/remove rotating EC terms of office** (currently A, B, & C – 3, 2, and 1 yr. terms, respectively)
- **Amend EC powers/functions** (addtl./reduced powers pursuant to CGS)
- **Amend EC removal process** (currently 2/3 of full CCSWA membership)
- **Amend Finance Committee #/reps** (currently shall be 5 members)
- **Amend Vendor Contract approval** (currently 2/3 vote of EC present/voting to approve)

Article 6: Officers

Decision Point (no Ordinance change)

- **Amend Officer removal process** (currently 2/3 of full CCSWA membership)