

Central CT Solid Waste Authority (CCSWA) Minutes

Executive Committee Meeting

Monday, June 17, 2024

1:00 p.m. EST

Members and Designees

Russ Arnold	Farmington Public Works
Mike Manfre	Glastonbury Public Works
Nana Adjei	Hartford Public Works
Thomas Stewart	Hartford Public Works
Scott Atkin	Manchester Public Works
Tim Bockus	Manchester Public Works
Tom Roy	Simsbury Public Works

Staff

Sonya Carrizales	CRCOG Environmental Planner
Matt Hart	CRCOG Executive Director
Robyn Nichols	CRCOG Principal Program Manager, MSC

Guests

Debra Darby	TetraTech
Adrian Huq	Sustainable CT Fellow
Brett Hurley	Sustainable CT Fellow

1. The virtual meeting was called to order by Tom Roy, CCSWA Vice-Chair, at 1:02 p.m.
2. Roll Call and Introductions were done.
3. There was no public comment.
4. May 20, 2024, CCSWA Executive Committee Meeting Minutes were approved (Motion by Russ Arnold (Farmington) and seconded by Tim Bockus (Manchester)).
5. Vice-Chair, Tom Roy, filling in for CCSWA Chair, Fred Presley, had no update.
6. CRCOG Staff Reports – Matt Hart (CRCOG) and Robyn Nichols (CRCOG) discussed Municipal Memo to pass enabling Ordinance (re: CCSWA Bylaws) and CRCOG Staff assistance to municipal leaders (Ordinance will need to be passed by all 14 current CCSWA members). Looking to have passed by calendar year end. CRCOG will circulate Municipal Memo to membership and next steps, including CRCOG

attendance/participation in town meetings. Reach out to Robyn Nichols to schedule at rnichols@crcog.org.

CRCOG finalizing RWA contract with DEEP (anticipate fully executed agreement and funding soon).

Moving forward with RFI for Organics, with assistance of consultant, TetraTech. Budget for RFI for Organics consultant is approximately \$5,000. RFI for Organics draft will be presented to CCSWA for review/comment prior to publication.

7. Review and Discussion of draft RFI – Organics/Food Waste was led by Debra Darby, Tetratech, and included a background introduction and discussion of following key provisions:
 - a. Broad background and scope – state of the market and potential feasible strategies, partners, providers, and solutions prior to proceeding to RFQ or RFP
 - b. How RFI aligns with CTDEEP
 - c. Collection of strategies for consideration with possible phased-in approach
 - d. CRCOG/CCSWA lead by example in organics/solid waste management
 - e. Responses target broad net, including (i) advisors/consultants for program/services planning; and (ii) organics and renewable energy service and technology providers and emerging markets, including alternative waste conversion
 - f. Requirements of responses
 - g. Removal of fee schedule from RFI at this point (invite successful respondents to respond with fee proposal costs – with price range for budget concerns)
 - h. Include food scraps/food donation, including food tables/food pantries, esp. at school/institutions, into RFI – relates to food insecurity
 - i. Possible deadline for review/non-mandatory pre-proposal virtual conference/response/evaluation (summer with review in September when CCSWA reconvenes from break)
8. Next steps/Upcoming Meetings included:
 - a. CRCOG to provide updated draft of RFI for full CCSWA membership comment/review
 - b. CCSWA Proposed Budget for Full Membership approval
 - c. Food Waste and Organics Bill (SB191) Discussion with Full Membership and CTDEEP (June 17, 2024)
 - d. CCSWA on recess this summer – will reconvene in September; will call special meetings, if necessary
9. Motion to adjourn made by Russ Arnold (Farmington) and Tim Bockus (Manchester). Meeting adjourned at 1:42 p.m.

CRCOG DOES NOT DISCRIMINATE ON THE BASIS OF DISABILITY OR LANGUAGE.

Individuals may request auxiliary aids and/or language assistance by contacting (860) 522-2217 x4293 as soon as possible. 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