



**Minutes of the November 3, 2021, Board Meeting of the  
Southeastern Connecticut Regional Resources Recovery Authority  
Held at the Gales Ferry Office & via Zoom**

**1. CALL MEETING TO ORDER**

John Phetteplace called the meeting to order at 2:04 pm.

**2. ROLL CALL**

Joe Bragaw	East Lyme Representative	P	Michael Urgo	North Stonington Representative	A
	East Lyme Alternate			North Stonington Alternate	
Kevin Seery	Representative	A	Don Hill	Representative	P
Todd Babbitt	Griswold Representative	A	Patrick McLaughlin	Norwich Representative	P
				Norwich Alternate	
Stacey Leitch	Groton Representative	P	Brian Long	Representative	A
			Sandra Allyn-		
Joe Lozier	Ledyard Representative	A	Gauthier	Preston Representative	A
	Ledyard Alternate				
Steve Masalin	Representative	P	Jim Corley	Preston Alternate Representative	P
Ronald McDaniel	Montville Representative	P	Cheryl Blanchard	Sprague Representative	P
	Montville Alternate				
Donald Bourdeau	Representative	A	Joan Nagle	Sprague Alternate Representative	A
	New London			Stonington Representative &	
Brian Sear	Representative	P	John Phetteplace	Board President	P
	New London Alternate				
David DeNoia	Representative	A	Gary Schneider	Waterford Representative	P
				Waterford Alternative	
			Daniel Matheson	Representative	A

P = Present, C=Call In (Audio), A=Absent

**Quorum present**

Others: David Aldridge, SCRRRA Executive Director; Robin Cano, SCRRRA Administrator; Christopher Roman, SCRRRA Finance Manager; SCRRRA Legal Counsel Richard Barger & SCRRRA Consultant Jim Bolduc & Carolyn Young, Associate at Michelson, Kane, Royster & Barger, P.C.

**3. PUBLIC COMMUNICATION AND CORRESPONDENCE**

NONE

**4. ACT ON MINUTES OF MEETINGS HELD ON OCTOBER 06, 2021**

Majority was in favor; none were opposed.

(Motion by Ron McDaniel, 2<sup>nd</sup> by Don Hill, Steve Masalin abstained)



5. FINANCE REPORTS

Dave Aldridge reviewed September's  
(Motion by Ron McDaniel, 2<sup>nd</sup> by Stacey Leitch)

6. PRESIDENT'S / STAFF REPORTS

**PROJECT:**

**I. Draft 2023 Fiscal Budget**

Mr. Aldridge informed us that assumptions are as follows:

- Current MSW waste streams will continue into FY 2023, so a 3-year average was used, similar to past years
- Recycling tonnage is planned equal to last year, 18,000.
- Tip fee was planned at \$59.25 based on a recommendation by the Executive Committee.
- Recycling Expense was planned according to the analysis.
- A Cost-of-Living Adjustment of 3.5% was applied as a place holder subject to validation.
- Health Insurance Expense was planned at 7% increase based on past experience, subject to validation.
- Corporate Insurance is planned at a 5% increase, also subject to validation.
- Lease income from Covanta was planned based on history, may change pending current land assessment.
- Gross investments revenue is planned even with next year.

**II. Long Term Financial Planning**

Mr. Aldridge referred to the paperwork packets and said that there are two graphs. The first, Timeline of Investment Balance Availability, shows the projected depletion of the Reserve Fund Balance with various tip fee strategies employed. Assumptions used in the calculations represented by the graphs include:

- No change to the MSW waste stream, 134,000 tons annually.
- Inflation is planned at 3%, which represents the contractual cap, Wheelabrator communicated a 3.6% actual.
- Investments will earn approximately a 2% return, validated by our investment broker.
- It is assumed that the cost of disposal will increase to be close to the out-of-state market when the contract expires.
- Does not include future expenditures for a Transfer Station, Preston facility, or equipment replacement of approximately \$6.5 million.
- Does include Montville Landfill Reserve State requirement of approx. \$3.9 million.



### **III. Deep Grant Submission**

Mr. Aldridge said that last Friday was the deadline for Letters of Interest to be submitted to DEEP for grants. The grant program has \$4 million available for municipal or regional based programs that would reduce solid waste volumes through either Waste Diversion programs or Unit Based Pricing initiatives or a combination of the two. A number of letters were submitted from the SCRRRA region. They include one from Montville for a Pilot Program for UBP and food waste collection at the transfer station; one from New London for a Food Waste Collection Pilot Program, one from Stonington to implement a Pilot Program for the collection of food waste both curbside and at the transfer station; and two from SCRRRA, one for the purchase of equipment for a Food Waste Composting Facility and another for a Food Waste Reduction Program in partnership with CET that targets the region's businesses. All letters will be reviewed by a committee at DEEP by November 16<sup>th</sup>, as those selected will begin the process of a formal grant request.

### **IV. USDA Grant - Food Waste Reduction in Schools**

Mr. Aldridge informed us that last week we emailed the Board with a request for contacts in the town school systems to begin the process of rolling out the CET Food Waste Reduction program. The USDA grant was awarded to CET this summer for a year-long program that was funded as of October.

### **NEW BUSINESS**

None

## **7. EXECUTIVE SESSION**

**Motion to go into Executive Session to discuss Real Estate & Claim Matters**

**Time In: 3:08**

**Discussion: None**

**Majority were in favor, none were opposed  
(Motion Ron McDaniel, 2<sup>nd</sup> Don Hill)**

**Motion to come out of Executive Session**

**Time Out: 3:15**

**Discussion: None**

**Majority were in favor, none were opposed  
(Motion Ron McDaniel, 2<sup>nd</sup> Patrick McLaughlin)  
No action taken**

8. EXECUTIVE SESSION

**Motion to go into Executive Session to discuss Personnel Matters (Just Board Members Invited)**

**Time In: 3:16**

**Discussion: None**

**Majority were in favor, none were opposed  
(Motion Ron McDaniel, 2<sup>nd</sup> Gary Schneider)**

**Motion to come out of Executive Session**

**Time Out: 4:08**

**Discussion: None**

**Majority were in favor, (Cheryl Blanchard left at 4:00PM) none were opposed  
(Motion Ron McDaniel, 2<sup>nd</sup> Stacey Leitch)**

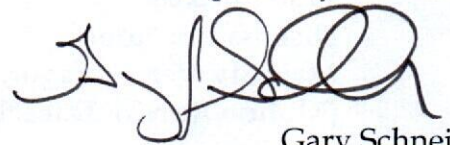
**Motion to establish a subcommittee to study grinder operations to be comprised of Don Hill, Steve Masalin and Gary Schneider.**

ADJOURNMENT

John Phetteplace requested a motion to adjourn the meeting. The motion to adjourn was made by Stacey Leitch and Gary Schneider seconded and was approved unanimously.

There being no other business to discuss, the meeting adjourned at 4:11 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Gary Schneider', written in a cursive style.

Gary Schneider  
Secretary