



**Minutes of the September 29, 2022, Executive Committee Meeting of the
Southeastern Connecticut Regional Resources Recovery Authority
Held at the Gales Ferry office & via Zoom**

CALL MEETING TO ORDER

Meeting was called to order at 2:00 pm.

1. ROLL CALL

Joe Bragaw	East Lyme Representative	P	Todd Babbitt	Griswold Representative	P
Gary Schneider	Waterford Representative	P	Stacey Leitch	Groton Representative	P
Pat McLaughlin	Norwich Representative	A			

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

Quorum Present

Others: David Aldridge, SCRRRA Executive Director; Chris Roman, SCRRRA Finance Manager; Robin Cano, Operations Administrator, SCRRRA Legal Counsel Richard Barger, and SCRRRA Consultant Jim Bolduc.

3. ACT ON MINUTES OF MEETINGS HELD ON AUGUST 25, 2022

Majority was in favor, none were opposed
(Motion by Joe Bragaw, 2nd by Todd Babbitt)

4. FINANCE REPORTS:

Dave Aldridge reviewed August's finance report.

Motion to authorize a transfer from the Tipping Fee Stabilization investment account to the SCRRRA Operational account at Citizens for \$1,000,000.00.

Discussion: none

Majority was in favor, none were opposed.

(Motion by Todd Babbitt, 2nd by Stacey Leitch)

5. PRESIDENT / STAFF REPORTS:

I. DRAFT FY 2024 Budget

Dave Aldridge referred to the initial draft of the 2024 in our paperwork packages. It was developed with the following assumptions:

- Waste volumes were planned as a three year trailing average, as we have done in the past.
- MSW revenue is planned at 131,908 tons at the current subsidized rate of \$59.25.
- Tip fee expense is calculated using the contractual inflationary cap of 3%.
- Recycling revenue was calculated at \$27.70/ton using the contractual inflationary cap of 3%.
- The same 3% inflationary factor was used in the ECRRA royalty payment.
- A 4% cost of living adjustment was used based on advice from our investment counselor, we are also awaiting advice from our Human Resource Consultant.
- Insurance increases based on advice from our insurance broker.
- Fuel expense was planned high as diesel prices remain high, would like advice from PW Board Members.

II. Review of Reserve Accounts

Mr. Aldridge stated that as part of our annual budget approval process we will revalidate these funds with revisions as necessary. This will be part of the Draft Budget package presented to the full Board. Mr. Aldridge notes the differential in the total reserves with the current level of \$44 million. We will vote to make any adjustments necessary to each account to bring the total in line when we vote to accept the Operating Budget.

III. Subcommittee Goals / Priorities

Mr. Aldridge referred to the paperwork package where there is a copy of the SCRRRA Standing Committees as amended in our September Board Meeting. Included in each Committee is a suggested set of priorities, today we would like to drill down further to hone the Committee goals and priorities.

5. EXECUTIVE SESSION: None

7. NEW BUSINESS:

Joe Bragaw asked if going forward he can get agendas the Friday before a meeting.

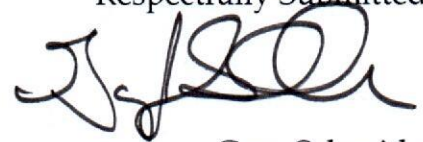
If any Board Members would like to add a topic, they can do so. Mr. Bragaw suggested working with Paychex to finalize the Employee Handbook. Mr. Aldridge said that as soon as he gets a revised copy, he will make corrections and finalize. Mr. Bragaw added that this is a good example of where a Subcommittee would be able to help.

ADJOURNMENT

Joe Bragaw asked for a motion to adjourn the meeting. It was made by Gary Schneider and seconded by Todd Babbitt.

There being no other business to discuss, the meeting adjourned at 3:31 p.m.

Respectfully Submitted,

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

Gary Schneider
Secretary