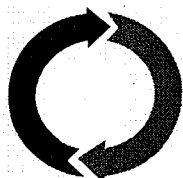


**CRRA  
BOARD MEETING  
NOVEMBER 30, 2006**



**CONNECTICUT  
RESOURCES  
RECOVERY  
AUTHORITY**

**100 Constitution Plaza • Hartford • Connecticut • 06103 • Telephone (860)757-7700  
Fax (860)757-7745**

## **MEMORANDUM**

**TO:** CRRA Board of Directors  
**FROM:** Kristen Greig, Secretary to the Board/Paralegal  
**DATE:** November 20, 2006  
**RE:** Notice of Meeting

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There will be a regular meeting of the Connecticut Resources Recovery Authority Board of Directors held on Thursday, November 30, 2006 at 9:30 a.m. The meeting will be held in the Board Room of 100 Constitution Plaza, Hartford, Connecticut.

Please notify this office of your attendance at (860) 757-7787 at your earliest convenience.

Connecticut Resources Recovery Authority  
Board of Directors Meeting

Agenda

November 30, 2006

9:30 AM

I. Pledge of Allegiance

II. Public Portion

A ½ hour public portion will be held and the Board will accept written testimony and allow individuals to speak for a limit of three minutes. The regular meeting will commence if there is no public input.

III. Minutes

1. Board Action will be sought for the approval of the October 16, 2006 Special Board Meeting Minutes (Attachment 1).
2. Board Action will be sought for the approval of the October 26, 2006 Regular Board Meeting Minutes (Attachment 2).

IV. Finance

1. Board Action will be sought regarding the Adoption of the Fiscal Year 2008 Southeast Project Operating and Capital Budget (Attachment 3).
2. Board Action will be sought regarding Expenditures for Activities Associated with Landfill Development (Attachment 4).

V. Project Issues

A. Mid-Connecticut

1. Board Action will be sought regarding Request for Services for Junk Mail Recycling Marketing Campaign (Attachment 5).

VI. Chairman's, President's and Committee Reports

A. Chairman's Report

B. President's Report

C. Policies & Procurement Committee

- a. Board Action will be sought regarding the Adoption of Revised Mid-Connecticut Permitting, Disposal and Billing Procedures (Attachment 6).

- b. Board Action will be sought regarding Ratification of Emergency Procurement Contract (Attachment 7).

D. Organizational Synergy & Human Resources Committee

1. The Organizational Synergy & Human Resources Committee will report on its November 30, 2006 Meeting.
  - a. Board Action will be sought regarding a Change of Health and Dental Carriers and, the Renewal of the Vision, Life and Disability Insurance Programs (Attachment 8).
  - b. Board Action will be sought regarding Addition of Health and Dental Insurance for Part-Time Employees based on Employee Only Enrollment (Attachment 9).

VII. Executive Session

An Executive Session will be held to discuss pending litigation, real estate acquisition and personnel matters with appropriate staff.

VIII. Legal

1. Board Action will be sought Authorizing a Settlement with MDC (Attachment 10).

# TAB 1

**CONNECTICUT RESOURCES RECOVERY AUTHORITY**

**FOUR HUNDRED AND SEVENTH MEETING**

**OCTOBER 16, 2006**

A Special meeting of the Connecticut Resources Recovery Authority Board of Directors was held on Monday, October 16, 2006 at Pasbeshauke Pavillion at Saybrook Point Park, 155 College Street Extension, Old Saybrook, Connecticut.

Those present were:

Chairman Michael Pace

Directors: Michael Cassella  
Mark Cooper  
James Francis  
Edna Karanian  
Mark Lauretti  
Theodore Martland  
Jim Miron  
Raymond O'Brien

CRRA staff:

Tom Kirk, President  
Jim Bolduc, Chief Financial Officer  
Robert Constable, Controller  
Peter Egan, Director of Environmental Affairs and Development  
Laurie Hunt, Director of Legal Services  
Donna Tracy, Executive Assistant  
Kristen Greig, Secretary to the Board/Paralegal

Chairman Pace called the meeting to order at 9:40 a.m. and noted that there was a quorum.

**EXECUTIVE SESSION**

Chairman Pace requested a motion to enter Executive Session to discuss pending litigation, trade secrets, feasibility analysis, and real estate acquisition with appropriate staff. The motion made by Director O'Brien and seconded by Director Cooper was approved unanimously. Chairman Pace requested that the following people be invited to the Executive Session:

Tom Kirk  
Jim Bolduc  
Robert Constable  
Peter Egan  
Laurie Hunt

The Executive Session began at 9:41 a.m. and concluded at 11:45 a.m. Chairman Pace noted that no votes were taken.

Chairman Pace requested a recess. The recess began at 11:45 a.m. and concluded at 12:45 p.m.

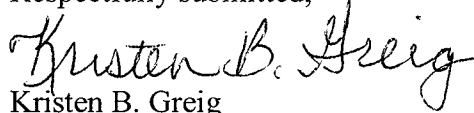
The meeting was reconvened at 12:45 p.m.

**ADJOURNMENT**

Chairman Pace requested a motion to adjourn the meeting. The motion to adjourn made by Director O'Brien and seconded by Director Martland was approved unanimously.

There being no other business to discuss, the meeting was adjourned at 2:01 p.m.

Respectfully submitted,



Kristen B. Greig  
Secretary to the Board/Paralegal

**TAB 2**



**CONNECTICUT RESOURCES RECOVERY AUTHORITY**

**FOUR HUNDRED AND EIGHTH MEETING**

**OCTOBER 26, 2006**

A Regular meeting of the Connecticut Resources Recovery Authority Board of Directors was held on Thursday, October 26, 2006 at 100 Constitution Plaza, Hartford, Connecticut. Those present were:

Chairman Michael Pace

Directors: Michael Cassella (Present until 12:35 p.m.)  
Mark Cooper  
James Francis  
Michael Jarjura (Present beginning at 10:10 a.m.)  
Edna Karanian  
Mark Lauretti (Present beginning at 9:50 a.m.)  
Theodore Martland  
James Miron (Present beginning at 9:50 a.m.)  
Raymond O'Brien

Present from the CRRA staff:

Tom Kirk, President  
Jim Bolduc, Chief Financial Officer  
Bettina Bronisz, Assistant Treasurer and Director of Finance  
Michael Bzdyra, Government Relations Liaison  
Robert Constable, Controller  
Peter Egan, Director of Environmental Affairs & Development  
Tom Gaffey, Director of Recycling & Enforcement  
Floyd Gent, Director of Operations  
Laurie Hunt, Director of Legal Services  
Paul Nonnenmacher, Director of Public Affairs  
Michael Tracey, Operations Manager, Construction Management  
Alexandra Anweiler, Communications Intern  
Donna Tracy, Executive Assistant  
Kristen Greig, Secretary to the Board/Paralegal

Also present were: Theodore Doolittle, Esq. of the Office of the Attorney General, Richard Goldstein, Esq. of Pepe & Hazard, Stephen Hillyer of CCEJ, James Maher, Esq. of Halloran & Sage, Allan Mercado of CCEJ, Douglas Pelham, Esq. of Cohn, Birnbaum & Shea (via teleconference), John Pizzimenti of USA Hauling & Recycling, Steven Rogers of Nationwide Electric, and Jerry Tyminski of SCRRRA.

Chairman Pace called the meeting to order at 9:40 a.m. and stated that a quorum was present.

## **PLEDGE OF ALLEGIANCE**

Chairman Pace requested that everyone stand for the Pledge of Allegiance, whereupon, the Pledge of Allegiance was recited.

## **PUBLIC PORTION**

Chairman Pace said that the agenda allowed for a public portion in which the Board would accept written testimony and allow individuals to speak for a limit of three minutes.

Mr. Hillyer of the Connecticut Coalition for Environmental Justice stated that he would like the Board to consider opening recycling centers throughout various neighborhoods in Hartford. Mr. Hillyer said that the centers would not necessarily have to be open every day, but suggested that they have a rotating schedule. Mr. Hillyer added that the centers would be a good way to help Hartford increase its recycling.

Mr. Hillyer stated that he was reviewing some of the information on CRRA's website and wanted to complement CRRA for its employment practices. Mr. Hillyer said he noticed that CRRA's website includes positions that do not require a driver's license. Mr. Hillyer noted that there are jobs that can be done by individuals who are not able to drive and commended CRRA for its sensitivity and awareness of that issue.

Chairman Pace stated that he would like to hear Mr. Hillyer's ideas regarding possible locations for the previously mentioned recycling centers. Chairman Pace added that CRRA is trying to increase recycling in Hartford and around the State, and said it is unfortunate that the Connecticut Coalition for Environmental Justice is resisting CRRA's efforts. Chairman Pace said that he hopes the Connecticut Coalition will revisit its true goals and those of CRRA. Chairman Pace said that, working together, the two organizations can achieve those goals for Hartford.

With no further comments from the public, Chairman Pace stated that the regular meeting would commence.

## **APPROVAL OF THE MINUTES OF THE SEPTEMBER 28, 2006 REGULAR BOARD MEETING**

Chairman Pace requested a motion to approve the minutes of the September 28, 2006 Regular Board Meeting. The motion was made by Director O'Brien and seconded by Director Martland.

Director Martland noted that page 8 should say, "The motion previously made and seconded was approved." Director Martland noted that he voted "nay."

Director Martland added that, regarding the Emergency Procurements on page 17, he said that *most* of the items were single-source vendors.

The minutes as amended were approved. Director Cassella abstained.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella			X
Mark Cooper	X		
James Francis	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION REGARDING CERTAIN BRIDGEPORT PROJECT RESERVES**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director Francis:

**RESOLVED:** That \$230,000 is re-designated from the Waterbury Landfill Closure Reserve to the Waterbury Postclosure Reserve.

Director O'Brien seconded the motion.

Director Francis informed the Board that during the review of the reserves, it was concluded that the Waterbury Landfill Closure Reserve was over-funded and the Waterbury Postclosure Reserve was under-funded. This action will transfer funds between the two reserves to bring them to reasonable levels.

Chairman Pace asked if there would be additional changes made to the reserves. Mr. Bolduc responded that the reserves would be analyzed again during the budget process for the various Projects. Mr. Bolduc noted that any recommended changes would be brought to the Finance Committee and Board for approval.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		

James Francis	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION AUTHORIZING CONTRACT FOR ECONOMIC ADVISORY SERVICES**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director Francis:

**RESOLVED:** That the President be authorized to enter into a contract for economic advisory services to Environmental Capital, LLC to assist management with work on a variety of projects including, but not limited to, financial and economic evaluation with regard to the strategic plans of the Authority, market information on other comparable solid waste authorities and innovations within the solid waste field; financial feasibility analyses; and analysis of state and federal laws and regulations relative to solid waste management and municipal bonds. This contract will be for a three-year period, from November 1, 2006 to October 31, 2009.

Director O'Brien seconded the motion.

Mr. Bolduc stated that CRRA's current economic advisor is Environmental Capital and that contract is expiring in the end of October. Mr. Bolduc explained that a Request for Qualifications was issued and five bidders responded. The recommendation is to continue with Environmental Capital, who is the low bidder and has provided expertise and advice over the last three years with respect to the Enron situation. Mr. Bolduc said that Environmental Capital is familiar with CRRA's strategic plans, which will be critical over the next few years.

Chairman Pace noted that Environmental Capital has a special qualification because the firm specializes in solid waste. Chairman Pace stated that that specialization in addition to being the lowest bidder makes it clear that Environmental Capital will provide the best service for CRRA's needs. Director Francis pointed out that Environmental Capital also stood out because they are also very familiar with complex bond issues and has worked with CRRA's bond counsel in the past and noted that this resolution was recommended by the Finance Committee.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**A RESOLUTION AUTHORIZING SENIOR MANAGEMENT TO APPLY AVAILABLE FUNDS OF THE AUTHORITY TO THE DEFEASANCE OF OUTSTANDING MID-CONNECTICUT SYSTEM INDEBTEDNESS AND THE EXECUTION AND DELIVERY OF AN ESCROW DEPOSIT AGREEMENT WITH U.S. BANK NATIONAL ASSOCIATION TO PROVIDE FOR THE CUSTODY, INVESTMENT AND APPLICATION OF SUCH FUNDS TO EFFECT SUCH DEFEASANCE**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director Francis:

**WHEREAS**, the Connecticut Resources Recovery Authority (the "Authority") now has outstanding under its resolution adopted March 13, 1985 as supplemented and amended (the "Bond Resolution") approximately \$30 million in debt, consisting of \$15,290,000, Mid-Connecticut System Bonds, 1996 Series A (the "Bonds") and \$15,066,061 Subordinated Indebtedness owing to the State (the unpaid amount thereof, the "State Loan" and, collectively, with the outstanding Bonds, "Outstanding Indebtedness"); and

**WHEREAS**, the Authority anticipates that it will from time to time realize additional funds that, together with funds available for the purpose under the Bond Resolution (all such funds collectively, "Available Funds"), may be applied to the payment, redemption or defeasance of all or a portion of the Outstanding Indebtedness; and

**WHEREAS**, the Board of Directors of the Authority (the "Board") has determined to confer upon senior management of the Authority discretion as to when, which and in what amounts Available Funds are to be applied to the payment, redemption and defeasance of Outstanding Indebtedness, taking into account the best interests of the Authority and the holders of its Outstanding Indebtedness; and

**WHEREAS**, a legal defeasance of Outstanding Indebtedness will require the Authority to enter into an agreement with the Trustee under the Bond Resolution to provide irrevocably for the custody, investment and payment or redemption of the Outstanding

Indebtedness to be defeased, to the end that such Outstanding Indebtedness shall be deemed to have been paid in accordance with the provisions of Section 11.1(B) of the Bond Resolution; now, therefore, be it

**RESOLVED:** That the Board hereby authorizes the President and the Chief Financial Officer of the Authority (the "Officials"), in their discretion, to apply, at one time or from time to time, all or any of the Authority's Available Funds, not to exceed \$32 million in the aggregate, to payment, redemption or defeasance of so much of the Outstanding Indebtedness, as the Officials shall determine at the time to be in the best interests of the Authority and the holders of its Outstanding Indebtedness; and

**FURTHER RESOLVED:** That the Board hereby approves the execution and delivery by the Officials of an Escrow Deposit Agreement or Agreements, substantially the form of the escrow deposit agreement approved by resolution of the Board on May 26, 2006 in connection with a prior defeasance under the Bond Resolution, with such changes as the Officials shall approve as necessary to provide at one time or from time to time for the defeasance of all or any portion of the Outstanding Indebtedness and as in the best interests of the Authority, their execution and delivery thereof being conclusive evidence of their approval of any such changes; and

**FURTHER RESOLVED:** That the Officials be, and hereby are, authorized to take all such further actions, including, without limitation, the withdrawal and transfer of Available Funds, not in excess of \$32 million in the aggregate, to the Escrow Fund or Funds created under the Escrow Deposit Agreement and to execute such further documents on behalf of the Authority to accomplish the defeasance of Outstanding Indebtedness as contemplated hereby, and as otherwise may be necessary and appropriate or required by the terms and conditions of any and all the aforesaid documents.

Capitalized terms not defined herein shall have the meanings accorded to them by the Bond Resolution. This resolution shall take effect immediately.

Director O'Brien seconded the motion.

Mr. Bolduc explained that CRRA is anticipating getting to a point where settlement funds related to Enron may be paid to CRRA and the \$15 million in escrow for the state loan may be released to the State. Mr. Bolduc said that CRRA would like to be in a position to defease the remaining Mid-Connecticut bonds as those funds become available.

Mr. Bolduc noted that when the new Board first started in 2002, CRRA had over \$180 million in outstanding debt. During the last three years, CRRA has paid off the majority of the debt and when these proposed defeasances are completed, the debt will be paid off. Mr. Bolduc pointed out that this is about six years in advance of when the original debt was due.

Director O'Brien stated that it was pointed out at the Finance Committee meeting that this action was explicitly required by the agreement with the trustee two years ago. Mr. Bolduc added that the trustee's letter specifically referred to the \$111 million Enron bankruptcy claim when requiring that settlement funds be used for defeasance of debt. Mr. Bolduc said that it was

clearly the intent of the trustee that all settlement funds as a result of Enron be used for that purpose.

The motion previously made and seconded was approved unanimously.

<b>Eligible Voters</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION REGARDING THE REFURBISHMENT OF STEEL PAN CONVEYOR CV-200B AGREEMENT AT THE WASTE PROCESSING FACILITY**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director Karanian:

**RESOLVED:** That the President is hereby authorized to execute an agreement with Construction Network Services to implement the Refurbishment of Steel Pan Conveyor CV-200B located at the Mid-Connecticut Waste Processing Facility, substantially as presented and discussed at this meeting.

Director Martland seconded the motion.

Chairman Pace pointed out that this was one of the issues brought up in the report regarding the condition of the facility. Chairman Pace stated that the Board has been aware of the recommendations regarding the facility and has done their due diligence prior to voting on this matter.

Director Martland stated that he appreciates the selection of the low bid, but said he is uneasy that there is such a large difference in the bids. Director Martland asked why there was such a large spread. Mr. Tracey responded that the project was bid out based on both dollar rate and man-hours. Mr. Tracey stated that the low bidder's man-hour rate was lower than the rest of the bidders. Mr. Kirk noted that CRRA is comfortable with the capabilities of the low bidder. Mr. Gent said that CRRA checked the contractors references, which were all positive and the company is currently doing some work with Covanta at the Power Block Facility.

Director Lauretti added that such large spreads are not uncommon. Director Francis agreed and said that he has seen similar spreads in West Hartford. Director Francis explained that his town has seen similar differences in projects that involve steel or other elements with petroleum. Some vendors may have an inventory and therefore a different price schedule than vendors who do not have an inventory and have to pay a higher price for certain raw materials.

Director Francis noted that this item was included in the capital improvement budget, which was approved by the Board. Director Cooper pointed out that \$250,000 was budgeted for this project. Mr. Gent stated that the materials for this project were already purchased by MDC so the combined price of the project totals approximately \$180,000.

Mr. Tracey informed the Board that MDC originally bid this project out, but based on their bid of \$175,000, CRRA felt it was in the organization's best interest to take this project on internally.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION REGARDING ELECTRIC POWER MARKET PROFESSIONAL SERVICES**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**RESOLVED:** That the President is hereby authorized to enter into a contract with Navigant Consulting, Inc. for Electric Power Market Professional Services for the Mid-Connecticut Electric Generating Facility, substantially as discussed and presented at this meeting.

Director Cooper seconded the motion.



Mr. Kirk stated that when CRRA originally attempted to procure these services, it was anticipated that the cost would be under \$50,000 as in years past. Mr. Kirk said that the final prices exceeded \$50,000 and the preferred contractor was not the low bidder. Mr. Kirk explained that another Request for Proposals (RFP) was issued based upon and incorporating feedback from the Board. Mr. Kirk said that new RFP called for fixed prices for certain tasks and CRRA attempted to expand the pool of potential bidders by contacting more firms. Mr. Kirk noted that the results of the RFP again point to Navigant as the preferred provider for this project.

Director O'Brien noted that the contract value is listed as \$76,000 and said that it is his understanding that the project is not to exceed \$76,000. Mr. Gent responded that Navigant submitted a firm price for Tasks 1, 2 and 3, which was \$40,400. Mr. Gent explained that the balance is based on a time and materials price, which reflects an estimated number of man-hours. Mr. Gent said that it is difficult to estimate the number of man-hours that will be needed because that depends on the number of bidders that respond to the RFP to purchase the electricity. Director O'Brien stated that he wants to be certain the Board is not approving an open-ended contract. Mr. Gent stated that there have been contracts that were approved on a time and materials basis and if those contracts exceed the original estimate, that information is brought to the Board's attention. Attorney Hunt confirmed that if a contract exceeds the Board approved amount, the Board would be notified. Chairman Pace stated that if the time and maintenance portion of the agreement exceeds the approved amount by a certain percentage, he would like that brought to the Chairman of the Finance Committee, and based on the recommendation of the Finance Committee, to the Board for approval. Director Francis stated that the Finance Committee and Policies & Procurement Committee can work together to find what percentage would provide the Board with the level of comfort they are looking for. Director O'Brien stressed that this should not be dealt with after the total of \$76,000 has been exceeded, but before the project exceeds the approved amount. Mr. Kirk agreed and stated that it has been CRRA's practice to obtain Board approval when a purchase order is exceeded by \$50,000. Chairman Pace suggested that the Chairman of the Finance Committee be notified if the time and materials portion of the project exceeds the approval of the agreement by 30%.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

## **CHAIRMAN'S REPORT**

Chairman Pace noted that there have been some recent changes in the membership of the Board. Chairman Pace stated that the Executive Committee now consists of the Chairman of the subcommittees and the Vice-Chairman of the Board. The Executive Committee members are Chairman Pace, Vice-Chairman Cohn, Director Cooper, Director Francis, and Director O'Brien.

Chairman Pace stated that the recent Strategic Planning Retreat was very useful and provided management with some direction for the future.

Chairman Pace asked when the budget cycle would begin again. Mr. Bolduc responded that the General Fund and Southeast budgets would be reviewed in November. The Wallingford and Bridgeport Project budgets are reviewed in January and the Mid-Connecticut Project budget is done in February.

Chairman Pace pointed out that he is a chief elected official in Old Saybrook and said there was an enforcement issue in a neighboring town. Chairman Pace said that the neighboring town asked if enforcement was also done in Old Saybrook. Chairman Pace said that management has done a fair and complete review to ensure Old Saybrook is not receiving any preferential treatment.

Mr. Gaffey explained that CRRA enforcement officials inspect transfer stations and will occasionally find issues relative to the delivery of recyclables that are required by contract to be delivered to CRRA facilities. Mr. Gaffey said that, in the case of the previously mentioned town, several years ago it was found that a significant amount of newspaper was being diverted to another company. CRRA worked with this town to bring it into compliance with its contractual obligations, but recently an inspection uncovered a significant amount of mixed paper had again been diverted to the same company. Mr. Gaffey explained that mixed paper, along with other fibers, have become valuable commodities and those were being diverted. Mr. Gaffey explained that when the attendant at the transfer station was confronted, the attendant asked if CRRA had inspected the Old Saybrook transfer station. Mr. Gaffey assured the Board that CRRA inspects recyclables and solid waste at all transfer stations, including Old Saybrook, to ensure they comply with CRRA delivery standards. Mr. Gaffey stated that he has since written a letter to the town requesting that they come into compliance and to cease diverting materials that are required to be delivered by contract. Mr. Gaffey explained that it is CRRA's goal to bring towns into compliance, which is sometimes difficult, but CRRA has been extremely patient with the towns. Mr. Gaffey said that CRRA hopes that the town will choose to come into compliance and CRRA will follow up to see if the town needs any assistance to do so.

Mr. Kirk noted that CRRA is unique in that it does not charge a tip fee for recyclables, but the reason that can be done is because CRRA counts on all member towns sending all of their recyclables as required. Mr. Kirk stated that is what allows CRRA to have a successful recycling project.

## **PRESIDENT'S REPORT**

Mr. Kirk noted that the tour of the Hartford Landfill will take place on Saturday and gave the details of the meeting place and tour. Mr. Kirk stated that local dignitaries and the public have been invited and the event has been heavily advertised in weekly papers in the north end of Hartford.

Mr. Kirk said that the construction of the recycling center has been substantially delayed by the intervention from the Connecticut Coalition for Environmental Justice. Subject to a favorable report from the hearing officer, the facility will be operational next year. Mr. Kirk informed the Board that, to date, the intervention has cost CRRA \$110,000 in legal fees.

Regarding MDC, Mr. Kirk stated that CRRA has been negotiating with MDC leadership under the guidance of Judge Wagner to resolve the appeal of the binding arbitration decision. Mr. Kirk said that Judge Wagner is intent on having this issue settled out of court and added that CRRA and MDC were currently negotiating settlement terms.

Mr. Kirk stated that he appreciates the comments of those who participate in the Public Comment, especially considering the recycling rate in Hartford. Mr. Kirk pointed out that Hartford is unique in that it receives \$100,000 per year as a host community from CRRA. Mr. Kirk noted that there was a recommendation from the Committee level that CRRA do what it can to help Hartford effect the spending of those funds in the most efficient and appropriate way. Mr. Kirk said that CRRA would be inviting the City to meet with CRRA because that credit has now grown to \$416,000. Mr. Kirk stated that CRRA has ideas and opportunities to enhance participation by the Hartford community.

## **COMMITTEE REPORTS**

### **Policies and Procurement Committee**

### **RESOLUTION REGARDING RATIFICATION OF EMERGENCY PROCUREMENT CONTRACTS**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**RESOLVED:** That the Authority Board of Directors ratifies the Emergency purchase as substantially presented and discussed at this meeting.

The motion was seconded by Director Martland.

Director O'Brien noted that this matter is straightforward and commended management for documenting the emergency procurements in a timely manner. Director O'Brien noted that an update regarding the crossing referenced in the procurement documentation will be forthcoming.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION REGARDING REVISION TO PROCUREMENT POLICY**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**RESOLVED:** That the Authority's Board of Directors adopts the changes to Section 5.10 of the Procurement Policies and Procedures pertaining to Emergency purchases as substantially presented at this meeting.

Director Martland seconded the motion.

Director O'Brien stated that this resolution was recommended by the Policies & Procurement Committee. Director O'Brien pointed out that the change addresses concerns about the Board being required to approve very small purchases just because they were emergencies. Director O'Brien noted that even though emergency procurement will not require Board ratification unless they exceed \$10,000, all emergency procurements will still be reported to the Committee.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		

Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**Organizational Synergy and Human Resources Committee**

Director Cooper reported that the Committee met earlier in the day and will continue working on the item that is behind tab 9 in the Board Package. Director Cooper made a motion to table the resolution regarding health and dental benefits for part-time employees. The motion was seconded by Director Francis and approved unanimously.

**RESOLUTION REGARDING EXECUTION OF A GENERAL RELEASE OF AMERICAN INTERNATIONAL GROUP, INC.**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**WHEREAS**, pursuant to the terms of a Settlement Agreement between American International Group, Inc. ("AIG") and the New York Attorney General and Superintendent of Insurance ("Settlement Agreement"), the Authority is eligible to receive payments from the Excess Casualty Fund established by AIG; and

**WHEREAS**, in order to participate in the Fund, the Authority must execute and return the General Release prescribed by the Settlement Agreement by January 26, 2007; and

**WHEREAS**, the Board has reviewed the said General Release and determined that it is in the best interests of the Authority to execute the said Release, so as to participate in the Excess Casualty Fund as described therein;

**NOW, THEREFORE, IT IS RESOLVED:** That the President of the Authority is hereby authorized to execute and return the General Release required by the Settlement Agreement, as presented and discussed at this meeting, and to take all related actions in connection with said General Release necessary to participate in the Excess Casualty Fund as provided therein.

Director Cooper seconded the motion.

Attorney Hunt explained that CRRA has reviewed the agreement and believes it is in the best interests of the Authority. Mr. Kirk added that this item is similar to the prior settlement with Marsh. Attorney Hunt stated that the Attorney General declined to advise CRRA on this matter, but was clear in the fact that he has no objection.

Director Martland stated that he would like the record to show that the New York Attorney General caused CRRA some grief with the insurance renewals.

The motion previously made and seconded was approved unanimously.

<b>Eligible Voters</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**EXECUTIVE SESSION**

Chairman Pace requested a motion to enter into Executive Session to discuss pending litigation and real estate acquisition matters with appropriate staff. The motion made by Director O'Brien and seconded by Director Francis was approved unanimously. Chairman Pace requested that the following people be invited to the Executive Session:

- Tom Kirk
- Jim Bolduc
- Robert Constable (Present from 10:50 a.m. until 11:18 a.m.)
- Peter Egan (Present from 10:50 a.m. until 11:07 a.m.)
- Floyd Gent (Present from 10:50 a.m. until 11:07 a.m.)
- Laurie Hunt, Esq.
- Michael Tracey (Present from 10:50 a.m. until 11:07 a.m.)

**Outside Counsel**

- Theodore Doolittle, Esq. (Present from 11:20 a.m. to 11:56 a.m.)
- Richard Goldstein, Esq. (Present from 11:20 a.m. to 11:56 a.m.)
- James Maher, Esq. (Present from 10:50 a.m. until 11:07 a.m.)

The Executive Session began at 10:50 a.m. and concluded at 11:56 a.m. Chairman Pace noted that no votes were taken in Executive Session.

The meeting was reconvened at 11:56 a.m.

**RESOLUTION AUTHORIZING SETTLEMENT WITH A LAW FIRM WHICH FORMERLY REPRESENTED ENRON AND/OR RELATED ENTITIES**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**RESOLVED:** That the President is hereby authorized to agree to settlement of the Authority's lawsuit against a law firm which formerly represented Enron and/or related entities, including taking all actions, executing all documents, and doing all other things necessary to accomplish a settlement substantially on the terms discussed at this meeting, subject and pursuant to the approval of the Attorney General.

Director Martland seconded the motion.

Director O'Brien noted that this issue was thoroughly discussed in Executive Session.

The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**RESOLUTION AUTHORIZING THE PRESIDENT TO EXERCISE CRRA'S OPTION TO ACQUIRE THE PARCEL OF LAND IN THE SOUTH MEADOWS KNOWN AS PARCEL 3**

Chairman Pace requested a motion regarding the above-captioned matter. The following motion was made by Director O'Brien:

**RESOLVED:** That the President is hereby authorized to exercise the option granted to CRRA in the Substation and Storage Area Option Agreement between The Connecticut Light and Power Company and CRRA dated December 22, 2000 (the "Agreement") to acquire for \$1.00 the land known as Parcel 3 and more particularly described in Attachment A to the Agreement; and

**FURTHER RESOLVED:** That the President is hereby authorized to take any and all such other action as is necessary or desirable in order to expeditiously complete the acquisition of Parcel 3 in accordance with the terms of the Agreement as discussed at this meeting.

Director Francis seconded the motion.

Director O'Brien noted that this issue was thoroughly discussed in Executive Session and by the Policies and Procurement Committee. Director Miron recommended that CRRA purchase title insurance for the property.

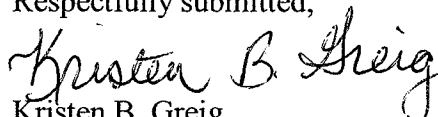
The motion previously made and seconded was approved unanimously.

Eligible Voters	Aye	Nay	Abstain
Michael Pace, Chairman	X		
Michael Cassella	X		
Mark Cooper	X		
James Francis	X		
Michael Jarjura	X		
Edna Karanian	X		
Mark Lauretti	X		
Theodore Martland	X		
James Miron	X		
Raymond O'Brien	X		
<b>Non Eligible Voters</b>			
NONE			

**ADJOURNMENT**

Chairman Pace requested a motion to adjourn the meeting. The motion to adjourn made by Director O'Brien and seconded by Director Miron was approved unanimously.

There being no other business to discuss, the meeting was adjourned at 12:00 p.m.

Respectfully submitted,  
  
 Kristen B. Greig  
 Secretary to the Board/Paralegal



**TAB 3**

**REGARDING THE ADOPTION OF THE FISCAL YEAR 2008  
SOUTHEAST PROJECT OPERATING AND CAPITAL BUDGET**

**RESOLVED:** That the fiscal year 2008 Connecticut Resources Recovery Authority Southeast Project Operating and Capital Budgets be adopted as substantially presented and discussed at this meeting.

# Fiscal Year 2008 Southeast Project Operating and Capital Budgets

*November 30, 2006*

Attached is the proposed fiscal year 2008 Southeast Project operating budget and capital budget, which includes a five-year capital plan and a projection of project surpluses / deficits through FY22.

A draft budget was reviewed by the Southeastern Connecticut Regional Resource Recovery Authority's ("SCRRA") Board of Directors. SCRRA raised concerns about the inclusion of the solid waste plan administration costs in the CRRA General Fund budget which will be discussed at their next Board meeting in December.

Over the last several years, the projections provided to the CRRA Board and the SCRRA Board have illustrated that in the future the Southeast Project would begin to generate excess funds as a result of the increasing electricity contract rates. The fiscal year 2007 budget is the first year where significant funds are being generated as a result of the increasing electricity rates. The proposed fiscal year 2008 budget includes a contribution to a future use reserve in excess of \$1.6 million. The SCRRA Board continues to review its options with regard to these and future surpluses. Attached is a graph showing projections through FY22 and the current project cash balances. Not unlike the current Wallingford Project, the surpluses generated by the Southeast Project are expected to evaporate upon termination of the generous electricity contract.

## EXECUTIVE SUMMARY

The attached operating budget reflects a \$344,451 or 3.0% decrease from the adopted FY07 budget.

The table below shows the budget changes by revenue category.

Southeast Project Revenues	Adopted FY07 Budget	Proposed FY08 Budget	\$ Change	% Change
Service Charges	\$11,944	\$11,621	(\$323)	-3%
Interest Income	\$79	\$130	\$51	65%
Use of Undesignated Funds	\$562	\$499	(\$63)	-11%
Use of Post-Closure Reserves	\$122	\$123	\$1	1%
<b>TOTAL</b>	<b>\$12,707</b>	<b>\$12,373</b>	<b>(\$334)</b>	<b>-3%</b>

SERVICE CHARGES (Decrease of \$323k or 3%)

- Member deliveries are projected to be slightly lower than what was projected in fiscal year 2007, but more than what was actually delivered in fiscal year 2006.
- Contract deliveries are currently from the towns of Salem, Mansfield and Preston.
  - Salem and Mansfield rates will be \$72 per ton in fiscal year 2008.
  - Preston pays the member rate per their agreement.
  - Deliveries for Salem, Mansfield and Preston are based upon historical levels.
- Spot deliveries refer to waste diverted from other CRRRA projects, primarily the Mid-Connecticut Project.
  - Budget assumes a small amount of spot deliveries.

INTEREST INCOME (Increase of \$51k or 65%)

- Assumes an annual interest rate of 4.5%.

USE OF UNDESIGNATED / UNRESTRICTED FUNDS (Decrease of \$63k or 11%)

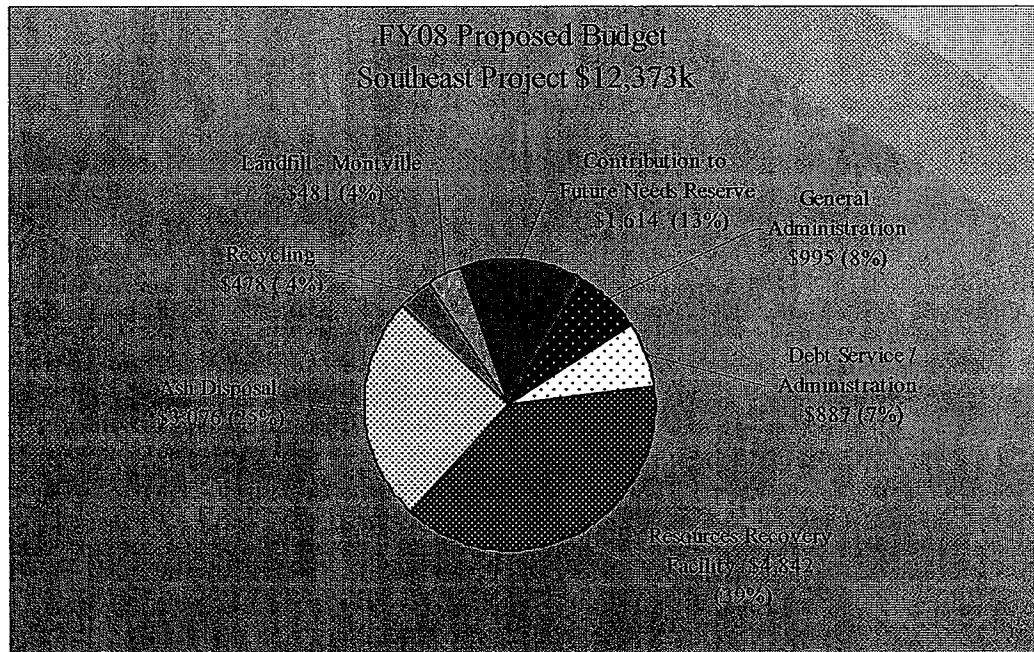
- This is the fiscal year 2006 surplus. Per the municipal service agreements the surplus is to be included in the next budget cycle and used in the calculation of the net operating costs.

USE OF POST-CLOSURE RESERVES (Increase of \$1k or 1%)

- These funds are drawn from the post-closure reserve to pay for the operating maintenance costs associated with the 30-year care of the landfill. The costs are projected to be lower than in fiscal year 2007. This is a restricted reserve under SCRRRA's oversight.

The table below shows the budget changes by expense category.

Southeast Project Expenditures	Adopted FY07 Budget	Proposed FY08 Budget	\$ Change	Percent Change
General Administration	\$987	\$943	(\$44)	-4%
Debt Service/Administration	\$888	\$887	(\$1)	0%
Resources Recovery Facility	\$5,788	\$4,809	(\$979)	-17%
Ash Disposal	\$2,948	\$3,076	\$128	4%
Recycling	\$446	\$478	\$32	7%
Landfill - Montville	\$477	\$481	\$4	1%
Contribution to Future Needs Reserve	\$1,174	\$1,699	\$525	45%
<b>TOTAL</b>	<b>\$12,708</b>	<b>\$12,373</b>	<b>(\$335)</b>	<b>3%</b>



**GENERAL ADMINISTRATION (Decrease of \$44k or 4%)**

Expenditures include CRRA's salaries and overhead allocation, CRRA legal costs and other miscellaneous administrative costs and SCRRA's administrative costs.

- There are no significant changes for fiscal year 2008.

**DEBT SERVICE / ADMINISTRATION (Decrease of \$1k or 0%)**

Expenditures include principal and interest payments due on the debt and trustee fees.

- The fiscal year 2008 budget does not include debt service payments for the 1989 bonds which were fully redeemed in fiscal year 2005.

RESOURCES RECOVERY FACILITY (Decrease of \$979k or 17%)

Budget items include the PILOT payments, insurance premiums, plant processing costs, offset by electricity sales, and contributions to working capital.

- **Contract Operating Charges**

These charges include both amounts paid to the plant operator to operate, maintain and process waste at the plant and the energy revenues generated from the operations from the plant. The cost to operate the plant is increasing based upon certain indices, but the electricity revenues are increasing at a faster rate based upon contract rates. The current electricity contract rate for fiscal year 2008 is \$.1803 per kwh as compared to \$.1685 in fiscal year 2007. The project receives approximately \$800k for each \$.01 increase in the kwh rate. As a result, the net charges are lower.

ASH DISPOSAL (Increase of \$128k or 4%)

Expenditures include only the cost for ash disposal.

- The fiscal year 2008 budget assumes a much higher cost for ash disposal as compared to the fiscal year 2007 budget as a result of a higher than expected increase in the index for actual fiscal year 2007.

RECYCLING (Increase of \$32k or 7%)

The fiscal year 2008 budget includes administrative and overhead costs and other costs to cover for household hazardous waste collections, recycling tip fees paid by the towns and the some recycling facility capital costs.

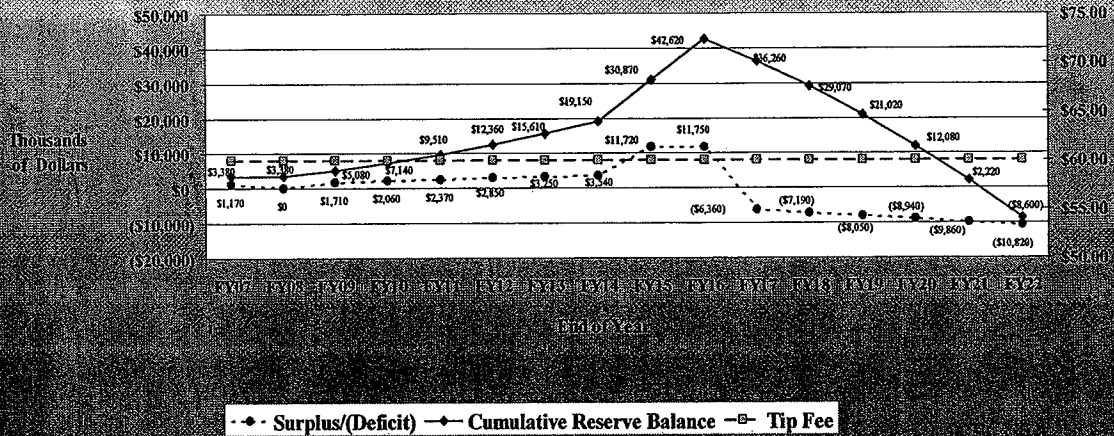
MONTVILLE LANDFILL POST-CLOSURE (Increase of \$4k or 1%)

SCRRRA expenditures are to cover the cost for the 30-year post-closure monitoring of the landfill, mortgage payments associated with the landfill and contributions to replenish the post-closure reserve. In fiscal year 2005, a portion of the post-closure funds were used to redeem the 1989 bonds and the reserve now needs to be replenished. The fiscal year 2008 budget includes a line item to replenish the post-closure reserve in the amount of \$280,000.

CONTRIBUTION TO FUTURE NEEDS RESERVE (Increase of \$525k or 45%)

- Continued impact of increased electricity revenues and prior year project surpluses.

**Southeast Project - Projections  
Surplus/(Deficit) and Reserve Balance Projections  
\$60 Tip Fee FY08 through FY22**



The table below shows that there are no capital expenditures anticipated for FY08 through FY12.

<b>SOUTHEAST PROJECT</b>							
<b>Five Year Capital Improvement Plan (\$000's)</b>							
Expenditures	Actual FY06	Adopted FY07	Proposed FY08	Projected FY09	Projected FY10	Projected FY11	Projected FY12
Resource Recovery Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Regional Recycling Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funding Source	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Additional Funding Requirements	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Expense Description	Actual FY06	Adopted FY07	Proposed FY08	Projected FY09	Projected FY10	Projected FY11	Projected FY12
<b>Resource Recovery Facility</b>							
No Plans at this time	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Regional Recycling Facility</b>							
No Plans at this time	\$0	\$0	\$0	\$0	\$0	\$0	\$0

## **RECOMMENDATION**

The Finance Committee recommended the attached resolution be presented to the Board for approval at the November Board meeting.



# CRRRA / SCRRRA - SOUTHEAST PROJECT

## BUDGET ASSUMPTIONS

ASSUMPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
Member Tip Fee MSW	\$60.00	\$60.00	\$60.00	n/a
Average Contract Tip Fee MSW	\$63.51	\$66.37	\$67.06	\$66.37
CRRA Diversion Rate	\$64.50	\$67.00	\$71.00	\$67.00
Average Price/Ton Company	\$58.48	\$57.73	\$58.99	\$57.73
<b>DELIVERIES AND PROCESSING</b>				
Member Waste	177,244	189,000	183,000	189,000
Contract Waste	8,475	9,100	8,500	9,100
CRRA Diversions	4,740	0	1,000	0
Total Authority Deliveries	190,459	198,100	192,500	198,100
Company/Spot/Merchant Waste	70,396	61,900	67,500	61,900
Municipal Solid Waste Deliveries	260,855	260,000	260,000	260,000
Waste Processed	261,295	260,000	260,000	260,000
<b>POWER PRODUCTION</b>				
kwh/Ton	499	525	515	525
Electric Power Produced (kwh)	125,406,199	132,662,946	130,136,033	132,662,946
Average Price/Kwh Sold	\$0.1580	\$0.1685	\$0.1803	\$0.1685
<b>ASH DISPOSAL</b>				
Total Ash Generated	72,418	72,800	74,100	72,800
Authority Ash	19,628	53,487	51,975	53,487
Actual Ash Residue Rate	27.72%	28.00%	28.50%	28.00%
Ash Disposal Cost/Ton	\$38.94	\$40.50	\$41.51	\$40.50
Ash Transport Cost (Credit)	\$5.65	\$5.79	\$6.08	\$5.79
<b>OPERATING FEES &amp; OTHER</b>				
Operating Escalation Factor (OEF)	1.785	1.829	1.922	1.829

## PRIMARY CONTRACT EXPIRATIONS

### CONTRACT

Municipal Service Agreements with Towns	November 2015
Energy Purchase Agreement	February 2017
Debt Service Obligations	November 2015
Resources Recovery Facility Operating Contract	November 2015
Ash Disposal Agreement	December 2008

**CRRA / SCRRRA - SOUTHEAST PROJECT**

**REVENUE AND EXPENDITURE SUMMARY**

**REVENUES**

ACCOUNT	DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
11-001-000-40101	Service Charges Solid Waste - Members	\$10,634,588	\$11,340,000	\$10,980,000	n/a
11-001-000-40102	Service Charges Solid Waste - Contracts	\$550,313	\$604,000	\$570,000	\$570,000
11-001-000-40103	Service Charges Solid Waste - Spot	\$305,706	\$0	\$71,000	\$0
11-001-000-46101	Interest Income	\$119,194	\$79,000	\$130,000	\$130,000
11-001-000-45150	Miscellaneous Income		\$0	\$0	\$0
11-001-000-48201	Use of Undesignated / Unrestricted Funds	\$0	\$562,156	\$498,705	n/a
11-405-000-48401	Use of Postclosure Reserves*	\$105,580	\$122,000	\$123,000	n/a
11-405-000-48401	Use of Postclosure Reserves (Non LF)*	\$0	\$0	\$0	n/a
11-001-000-48203	Use of DSRF	\$0	\$0	\$0	\$0
	<b>Total Revenues</b>	<b>\$11,715,381</b>	<b>\$12,707,156</b>	<b>\$12,372,705</b>	<b>\$700,000</b>

**EXPENDITURES**

ACCOUNT	DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
11-001-501-xxxxx	General Administration	\$960,708	\$986,500	\$943,000	\$237,000
11-001-502-xxxxx	Debt Service/Administration	\$888,592	\$888,000	\$887,000	\$887,000
11-001-503-xxxxx	Resources Recovery Facility	\$5,800,623	\$5,788,000	\$4,809,000	\$4,809,000
11-001-504-xxxxx	Ash Disposal	\$2,822,680	\$2,948,000	\$3,076,000	\$3,076,000
11-001-506-xxxxx	Recycling	\$284,100	\$445,500	\$478,000	\$0
11-001-901-xxxxx	Landfill - Montville	\$459,973	\$477,000	\$481,000	\$0
11-001-901-xxxxx	Contribution to Future Needs Reserve	\$0	\$1,174,156	\$1,698,705	n/a
	<b>Total Expenditures</b>	<b>\$11,216,676</b>	<b>\$12,707,156</b>	<b>\$12,372,705</b>	<b>\$9,009,000</b>
	<b>Balance</b>	<b>\$498,705</b>	<b>\$0</b>	<b>\$0</b>	<b>n/a</b>

\*Postclosure Reserve is restricted for SCRRRA use.

# CRRRA / SCRRRA - SOUTHEAST PROJECT

## EXPENDITURE DETAIL

ACCOUNT	DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRRA
<b>GENERAL ADMINISTRATION</b>					
11-001-501-52355	Mileage Reimbursement	\$700	\$1,000	\$1,000	\$1,000
11-001-501-52856	Legal	\$5,644	\$40,000	\$40,000	\$40,000
11-001-501-52863	Auditor	\$12,500	\$20,000	\$20,000	\$20,000
11-001-501-52875	Insurance Broker	\$1,882	\$1,000	\$5,000	\$5,000
11-001-501-52899	Other Consulting Services	\$850	\$0	\$0	\$0
11-001-501-57820	Local Administration	\$807,700	\$708,500	\$706,000	n/a
11-001-501-57840	Allocation-Salaries	\$76,231	\$119,000	\$84,000	\$84,000
11-001-501-57850	Allocation-Overhead	\$55,201	\$97,000	\$87,000	\$87,000
	<b>Subtotal</b>	<b>\$960,708</b>	<b>\$986,500</b>	<b>\$943,000</b>	<b>\$237,000</b>
<b>DEBT SERVICE / ADMINISTRATION</b>					
11-001-502-52899	Other Consulting Services	\$0	\$1,000	\$1,000	\$1,000
11-001-502-55518	Interest-89 Series	\$0	\$0	\$0	\$0
11-001-502-55527	Interest-98 Series A	\$369,559	\$341,000	\$311,000	\$311,000
11-001-502-55560	Principal - 98 Series A	\$518,959	\$546,000	\$575,000	\$575,000
11-001-502-55560	Principal - 89 Series A	\$0	\$0	\$0	\$0
11-001-502-55585	Trustee Fees	\$74	\$0	\$0	\$0
	<b>Subtotal</b>	<b>\$888,592</b>	<b>\$888,000</b>	<b>\$887,000</b>	<b>\$887,000</b>
<b>RESOURCES RECOVERY FACILITY</b>					
11-001-503-52507	Payments in Lieu of Taxes	\$618,408	\$646,000	\$676,000	\$676,000
11-001-503-52640	Insurance Premiums	\$19,007	\$21,000	\$39,000	\$39,000
11-001-503-52701	Contract Operating Charges	\$4,911,008	\$5,011,000	\$4,094,000	\$4,094,000
11-001-503-52673	Contribution to Working Capital	\$252,200	\$110,000	\$0	\$0
	<b>Subtotal</b>	<b>\$5,800,623</b>	<b>\$5,788,000</b>	<b>\$4,809,000</b>	<b>\$4,809,000</b>

**CRRA / SCRRRA - SOUTHEAST PROJECT**

**EXPENDITURE DETAIL**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>ACTUAL FY06</b>	<b>ADOPTED FY07</b>	<b>PROPOSED FY08</b>	<b>PROPOSED FY08 CRRA</b>
<b>ASH DISPOSAL</b>					
11-001-504-52711	Disposal Fees-Ash	\$2,822,680	\$2,948,000	\$3,076,000	\$3,076,000
	<b>Subtotal</b>	\$2,822,680	\$2,948,000	\$3,076,000	\$3,076,000
<b>RECYCLING</b>					
11-001-506-52701	Operating Charges	\$284,100	\$445,500	\$478,000	n/a
	<b>Subtotal</b>	\$284,100	\$445,500	\$478,000	\$0
<b>LANDFILL - MONTVILLE</b>					
11-405-910-52645	Postclosure Expense	\$105,580	\$122,000	\$123,000	n/a
11-001-910-52645	Postclosure Reserve Contribution	\$278,000	\$280,000	\$278,000	n/a
11-001-910-52709	Other Operating Charges	\$76,393	\$75,000	\$80,000	n/a
	<b>Subtotal</b>	\$459,973	\$477,000	\$481,000	\$0

# CRRA / SCRRRA - SOUTHEAST PROJECT

## Exhibit A - Service Fee to Facility Operator

DESCRIPTION	Preliminary FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
<b>Debt Service (DS)</b>				
Project Bond DS (88.872%)	\$7,025,370	\$7,085,000	\$7,077,000	\$7,077,000
Interest Earnings on Project Bonds	(\$484,116)	(\$342,000)	(\$435,000)	(\$435,000)
Trustee Fees on Project Bonds	\$23,000	\$23,000	\$23,000	\$23,000
Subtotal	\$6,564,253	\$6,766,000	\$6,665,000	\$6,665,000
<b>Base Operating Charge (BOC)</b>	\$9,558,841	\$9,792,000	\$10,290,000	\$10,290,000
<b>Pass Through (PT)</b>				
Water	\$258,531	\$234,000	\$270,000	\$270,000
Electricity	\$237,087	\$213,000	\$275,000	\$275,000
Administration (Billing & Clerical)	\$13,000	\$13,000	\$13,000	\$13,000
Residue Transportation	\$298,175	\$310,000	\$316,000	\$316,000
Discriminatory Taxes	\$364,334	\$350,000	\$371,000	\$371,000
Insurance	\$214,215	\$230,000	\$230,000	\$230,000
Mercury Control	\$42,647	\$57,000	\$44,000	\$44,000
Convex UCC - QEI	See UCC	\$4,000	\$4,000	\$4,000
SNCR O&M	\$0	\$137,000	\$150,000	\$150,000
Other (lime, interconnect maint.)	\$28,251	\$30,000	\$25,000	\$25,000
Subtotal	\$1,456,240	\$1,578,000	\$1,698,000	\$1,698,000
<b>Other Adjustments</b>				
Energy Share (ES)	(\$13,702,195)	(\$13,543,000)	(\$14,498,000)	(\$14,498,000)
Energy Makeup Allowance (EMU)	\$82,357	\$82,000	\$82,000	\$82,000
Curtailement Sales	\$137,429	(\$79,000)	(\$54,000)	(\$54,000)
Uncontrollable Circumstance Costs (UCC)	\$0	\$0	\$0	\$0
Federal Tax Law Surcharge (FTLS)	\$953,385	\$977,000	\$1,026,000	\$1,026,000
Landfill Costs (TG - 195,520) (LC)	(\$801,539)	(\$782,000)	(\$909,000)	(\$909,000)
Other Waste Share (OWS)	\$0	\$0	\$0	\$0
(\$30 * OEF * (CRRAW > TG)	\$666,931	\$1,103,000	\$836,000	\$836,000
Ferrous Recovery	(\$85,000)	(\$20,000)	(\$145,000)	(\$145,000)
Prorated Acceptable Waste Surcharge	(\$878,031)	(\$863,000)	(\$897,000)	(\$897,000)
Subtotal	(\$13,626,664)	(\$13,125,000)	(\$14,559,000)	(\$14,559,000)
<b>SERVICE FEE =</b>	\$3,952,671	\$5,011,000	\$4,094,000	\$4,094,000

# CRRRA / SCRRRA - SOUTHEAST PROJECT

## Exhibit B - SCRRRA Administrative Budget

DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
<b>Salaries</b>	\$190,912	\$223,500	\$232,650	n/a
<b>Benefits and Taxes</b>	Incl. Above	Incl. Above	Incl. Above	n/a
<b>Expenses</b>				
Executive Director	\$0	\$0	\$0	n/a
<b>Professional Services</b>				
Attorney Fees	\$40,497	\$40,000	\$45,000	n/a
CPA Audit	\$12,300	\$20,000	\$20,000	n/a
Inspector (tipping floor)	\$0	\$0	\$0	n/a
Outside Consulting (MSW Study)	\$110,000	\$20,000	\$0	n/a
<b>Contractual Services</b>				
<b>Insurance</b>				
General Liability	\$8,198	\$11,600	\$9,000	n/a
Commercial Property	\$21,486	\$14,100	\$22,000	n/a
Commercial Umbrella	\$13,176	\$16,900	\$14,000	n/a
	<u>\$42,860</u>	<u>\$42,600</u>	<u>\$45,000</u>	
Personnel Bond	\$181	\$200	\$200	n/a
Worker's Compensation	\$1,171	\$1,350	\$1,500	n/a
Postage Meter	\$681	\$750	\$750	n/a
Postage Fees	\$1,449	\$2,000	\$2,000	n/a
Computer Service	\$0	\$2,500	\$3,500	n/a
Copy Machine	\$699	\$1,500	\$1,000	n/a
Copy Machine - Service	\$0	\$0	\$0	n/a
Telephone	\$6,016	\$3,500	\$7,200	n/a
Internet Service	\$359	\$5,400	\$500	n/a
Bank & Payroll Service Charges	\$2,527	\$2,200	\$3,200	n/a
<b>Commodities</b>				
Office Supplies	\$2,766	\$3,500	\$3,500	n/a
Storage	\$2,005	\$0	\$0	n/a
Storage Building	\$8,299	\$0	\$0	n/a
<b>Equipment</b>				
Computers/Software	\$2,722	\$3,000	\$3,000	n/a
Computers/Hardware	\$615	\$2,000	\$10,000	n/a
Office Equipment/Copier	\$0	\$2,000	\$2,000	n/a
<b>Contingencies</b>	\$18,382	\$15,000	\$15,000	n/a
<b>Transportation Subsidy</b>	<u>\$294,695</u>	<u>\$317,500</u>	<u>\$310,000</u>	<u>n/a</u>
<b>SCRRRA Administrative Budget</b>	<u>\$739,137</u>	<u>\$708,500</u>	<u>\$706,000</u>	<u>n/a</u>
Use of Retained Earnings	\$0	\$0	\$0	
<b>Total</b>	<u>\$739,137</u>	<u>\$708,500</u>	<u>\$706,000</u>	<u>n/a</u>
<b>Total</b>				
Contribution to Future Use Reserve	\$0	\$1,174,156	\$1,698,705	n/a

# CRRRA / SCRRRA - SOUTHEAST PROJECT

## Exhibit C - SCRRRA Recycling Budget

DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
Salaries	\$80,595	\$79,050	\$82,200	n/a
Benefits and Taxes	Incl. Above	Incl. Above	Incl. Above	n/a
<b>Operating Expenses</b>				
Attorney Fees	\$0	\$1,500	\$500	n/a
Telephone	\$1,773	\$2,500	\$2,500	n/a
Publicity	\$9,477	\$15,000	\$15,000	n/a
HVAC	\$1,360	\$1,750	\$1,750	n/a
Bank & Payroll Service Charges	\$2,066	\$1,050	\$2,300	n/a
Office Supplies	\$1,457	\$750	\$1,500	n/a
Office Equipment	\$0	\$1,000	\$1,000	n/a
Maintenance & Testing	\$0	\$7,500	\$7,500	n/a
Trash Disposal	\$34,997	\$39,400	\$40,000	n/a
Trash Hauling	\$13,938	\$15,000	\$15,000	n/a
Compost Bins	\$11,375	\$6,500	\$12,250	n/a
America Recycles Day	\$258	\$7,500	\$7,500	n/a
Earth Day	\$0	\$4,000	\$4,000	n/a
HHW Collection	\$118,004	\$100,000	\$120,000	n/a
HHW Publicity	\$10,374	\$10,000	\$12,000	n/a
Electronics Recycling	\$71,536	\$100,000	\$100,000	n/a
Electronics Recycling - Town Collection	\$0	\$0	\$0	n/a
Electronics Recycling Publicity	\$5,189	\$10,000	\$10,000	n/a
Recycling Tip Fees	\$0	\$38,000	\$38,000	n/a
Capital Improvements	\$0	\$0	\$0	n/a
Contingencies	\$4,722	\$5,000	\$5,000	n/a
<b>SCRRRA Recycling Budget</b>	<b>\$367,121</b>	<b>\$445,500</b>	<b>\$478,000</b>	<b>n/a</b>
Use of Retained Earnings	\$0	\$0	\$0	
<b>Net SCRRRA Administrative Budget</b>	<b>\$367,121</b>	<b>\$445,500</b>	<b>\$478,000</b>	<b>n/a</b>

# CRRA / SCRRRA - SOUTHEAST PROJECT

## Exhibit D - SCRRRA Landfill Budget (Postclosure)

DESCRIPTION	ACTUAL FY06	ADOPTED FY07	PROPOSED FY08	PROPOSED FY08 CRRA
Contract Operating Charges	\$123,000	\$122,000	\$123,000	n/a
Mortgage	\$80,000	\$75,000	\$80,000	n/a
Postclosure Reserve Contribution	\$278,000	\$280,000	\$278,000	n/a
Contingency	\$0	\$0	\$0	n/a
<b>Subtotal</b>	<b>\$481,000</b>	<b>\$477,000</b>	<b>\$481,000</b>	<b>n/a</b>



**TAB 4**

**RESOLUTION REGARDING EXPENDITURES FOR  
ACTIVITIES ASSOCIATED WITH LANDFILL  
DEVELOPMENT**

**RESOLVED:** That the President of CRRA be authorized to expend funds from the Landfill Development Reserve Account for board approved activities to support CRRA's initiative to site and develop an ash residue landfill within the State of Connecticut, in accordance with CRRA's Procurement Policies & Procedures.

# Connecticut Resources Recovery Authority

October 19, 2006

**Reserve:** LANDFILL DEVELOPMENT FUND

**Designation:** Board Designated

**Project:** Mid-Connecticut

**Purpose:** To cover ash landfill development expenditures.

**Fund Basis:** Based upon preliminary estimate for development costs.

**Fund Source:** Initial funding to come from \$1.4 million of the fiscal year 2005 project surplus.

**Fund Amount as Of June 30, 2006:** \$1,306,338

**Term:** When Board dissolves the reserve.

## **Supporting Documentation:**

The Board approved the following resolution at their October 2005 meeting.

“...**FURTHER RESOLVED:** that a Landfill Development Fund be created for the Mid-Connecticut Project to pay for ash landfill development costs and that \$1,400,000 from the fiscal year 2005 project surplus be transferred into the reserve.”

## **Recommendation:**

Perform a full analysis of the reserve during the annual budget process.

## Connecticut Resources Recovery Authority

### FY 2006 Landfill Development Budget

Service	Amount*	Description
Public Relations	\$150,000	Community analysis, message development, creation of informational material, media relations
Environmental Engineering	\$495,000	Site Investigation and Environmental Permitting
Legal	\$250,000	Legal Support for Site Acquisition, Site Investigation, Environmental Permitting,
Site Acquisition**	\$140,000**	Site acquisition activities

\*Any contract or RFS greater than \$50,000 in consideration will require board approval in accordance with CRRA's procurement policies and procedures

\*\* Previously approved as component of legal budget

\*\*\* Previously approved at June 2006 Board of Directors meeting

**TAB 5**

**RESOLUTION REGARDING REQUEST FOR  
SERVICES FOR JUNK MAIL RECYCLING  
MARKETING CAMPAIGN**

**RESOLVED:** That the President is hereby authorized to approve a Request for Services with Pita Communications LLC for services associated with a junk mail recycling marketing campaign substantially as presented and discussed at this meeting.

# **Connecticut Resources Recovery Authority**

## **Summary for RFS entitled**

### **CRRA Junk Mail Recycling Marketing Campaign**

Presented to the CRRA Board on:	November 30, 2005
Vendor/ Contractor(s):	Pita Communications LLC
Effective date:	November 30, 2006
Contract Type/Subject matter:	Three Year Services Agreement for Public Relations Services
Facility(ies) Affected:	Mid-Connecticut Project
Original Contract:	January 1, 2006
RFS Dollar Value:	\$20,991
Scope of Services:	Recycling advertising insertion in community newspapers.

# **Connecticut Resources Recovery Authority**

## **RFS for Junk Mail Recycling Marketing Campaign**

*November 30, 2005*

### **Executive Summary**

CRRA has decided that it is in the Authority's best interests to begin a marketing campaign intended to increase recycling rates in Mid-Connecticut Project cities and towns. Management has decided that the initial focus of this campaign would be to emphasize the recycling of junk mail and mixed paper. A firm with which CRRA has a Public Relations Services Agreement, Pita Communications LLC, has developed a marketing campaign centered around a character named Phillip D. Bag who will encourage people to recycle junk mail, magazines, catalogs and other forms of mixed paper simply by filling the brown paper pag in which they recycle their newspapers.

The campaign will include placements of display advertisements in weekly newspapers, development of television advertisements and targeted placement of those advertisements on selected cable channels and promotion with radio stations. A costume is being created so that Phillip D. Bag can appear live at family events to promote awareness of junk mail and mixed paper recycling.

This is to request approval of the CRRA Board of Directors for the President to approve a Request for Services for placement of some advertisements. Because the value of this RFS, added to the value of an RFS dated August 22, 2006, passes the \$50,000 threshold set forth in Section 5.9 of CRRA's "Procurement Policies and Procedures" Board approval is required.

### **Discussion**

CRRA's "Procurement Policies and Procedures" requires that under this contract any RFS, "together with all other change orders or similar amendments to such Contracts, exceeds \$50,000 over the original contract price, shall be prior authorized only by the two-thirds (2/3) vote of the full Board." Since there is no dollar value on the contract with Pita Communications LLC, this RFS, together with an earlier RFS, brings the total dollar value of those RFSs to \$64,110.98.



Pita Communications LLC was one of two firms selected to receive Public Relations Services Agreements after CRRA issued a Request for Qualifications for firms to provide public relations, advertising and marketing services. This particular firm was chosen specifically because of its expertise in marketing and advertising. These Agreements were approved by the Board on December 15, 2005.

**Financial Summary**

Funds for this RFS are available in Mid-Connecticut Project budget line 41-001-501-52118 "Marketing & Public Relations."

# TAB 6

**RESOLUTION REGARDING THE ADOPTION OF  
REVISED MID- CONNECTICUT PERMITTING,  
DISPOSAL AND BILLING PROCEDURES**

**RESOLVED:** That the Board of Directors hereby adopts the revisions to section 4.9 Delivery of Mixed Loads of Acceptable Solid Waste From Multiple Participating Municipalities, section 6.2 Appeal Process, the delivery instruction in Appendix A, and Appendix C Sanctions of the of the Mid-Connecticut "Permitting, Disposal And Billing Procedures," substantially as discussed and presented at this meeting.

# **Connecticut Resources Recovery Authority Adoption of Revised Permitting, Disposal And Billing Procedures**

November 30, 2006

Attached are the proposed changes to the Mid-Connecticut "Permitting, Disposal And Billing Procedures". Management is seeking approval from the CRRA Board of Directors for adoption of these changes. The following is an executive summary of the attached documents.

## **Discussion**

The Mid-Connecticut "Permitting, Disposal and Billing Procedures" are procedures that applied to haulers delivering municipal solid waste and recyclables to the Mid-Connecticut Project facilities. From time-to-time the Mid-Connecticut "Permitting, Disposal And Billing Procedures" have been modified to respond to administrative, operational or industry changes or needs. The most recent version of the Mid-Connecticut "Permitting, Disposal And Billing Procedures" became effective on October 1, 2005. CRRA is recommending that the current version of the Procedures be changed to address deficiencies in the appeal process and in the definition of split loads and non-member waste. It is CRRA's objective to enable haulers to enact alternative collection routes which will lead to a more cost effective and competitive delivery system within the framework of an objective and consistent policy.

In addition to the above mentioned changes, several modifications have been made to the definition of "Acceptable Recyclables" and the delivery route of these Recyclables. The delivery route to the Mid-Connecticut RRC was altered in response to concerns of The City of Hartford and is a condition in the new Special Permit for the Mid-Connecticut Regional Recycling Center (:RRC") issued by the City of Hartford to CRRA on April 25, 2006. As a result of the new Agreement between CRRA and FCR for the Mid-Connecticut RRC, CRRA is expanding the types of "Acceptable Recyclables" that can be delivered to the RRC. It is CRRA's expectation that the quantity of recyclables will increase and therefore the revenues received from these recyclables should corresponding increase.

Two versions of the revised Mid-Connecticut "Permitting, Disposal And Billing Procedures" follow. The first version is the revised Mid-Connecticut "Permitting, Disposal And Billing Procedures" you are being asked to adopt today. The second version is a redline/strikeout version that highlights all of the changes between the October 1, 2005 Mid-Connecticut "Permitting, Disposal And Billing Procedures", and the document recommended for adoption today.

Proper notice of the "Procurement Policies and Procedures" has been placed in the Connecticut Law Journal in anticipation for the CRRA Board of Directors approval at this meeting. Therefore, the management of the CRRA is requesting the Board of Directors adoption of the revised Mid Connecticut "Permitting, Disposal And Billing Procedures."

**4.9 Delivery of Mixed Loads of Acceptable Solid Waste From Multiple Participating Municipalities**

- (a) Delivery of Mixed Loads of Acceptable Solid Waste from Multiple Participating Municipalities ("Acceptable Mixed Loads") will be accepted by the Authority only if the following criteria are met:
- (i) The Acceptable Mixed Loads do not contain any Acceptable Solid Waste that originated from a non Participating Municipality, without first executing a Mid-Connecticut Non-member Waste Agreement.
  - (ii) The entire Acceptable Mixed Load must contain Acceptable Solid Waste that would otherwise have been billed to the Permittee.
  - (iii) At the discretion and request of the Authority, the Permittee/hauler shall disclose to the Authority the quantity of Acceptable Solid Waste from each Participating Municipality in the Acceptable Mixed Load(s) for which Permittee/hauler is hauling.
  - (iv) The Permittee/hauler shall use its best efforts to identify and provide the Authority written evidence of the origin of the Acceptable Solid Waste in its Acceptable Mixed Loads to enable the Authority to properly determine each Participating Municipality's volume of delivered Acceptable Solid Waste.
  - (v) Permittee/hauler shall not deliver any Acceptable Mixed Load to any Waste Facility unless all of the Acceptable Solid Waste in the Acceptable Mixed Load is authorized to be disposed of at such Waste Facility.
  - (vi) Any delivery of an Acceptable Mixed Load must be billed in its entirety to the Permittee/hauler that delivers the Acceptable Mixed Load to the Waste Facility.

## 6. SANCTIONS

### 6.1 Sanctions

1. Permittee must adhere to the terms of these Procedures. In addition to the other remedies available to the Authority hereunder, the Authority may at its sole discretion impose the sanctions, as liquidated damages, against any Permittee who violates any provision of these Procedures. See Appendix C attached hereto for examples of violations and their applicable sanctions but this is not a complete listing of all violations and applicable sanctions.
2. In the event that an individual/Permittee disrupts the operation of, or creates a disturbance or acts in an unsafe or unruly manner at any of the Facilities, then the Authority may in its sole discretion prohibit such individual from entering the premises of all or any part of the Project for a period to be determined by the Enforcement/Recycling Director.
3. The Authority may in its sole discretion reduce the sanctions authorized in Appendix C if the Authority determines that the circumstances involving the offense warrant such reduction.
4. In addition to any other violations of these procedures, sanctions shall be imposed by the Authority for the following:
  1. Any breach by Permittee of any of its obligations under these procedures or any agreement between Permittee and the Authority for the delivery of Acceptable Solid Waste by Permittee to the Project;
  2. Delivery of waste from a municipality and representing that such waste is from another municipality ("Misrepresentation of Waste Origin"); and
  3. Delivery of an Acceptable Mixed Load(s) of Acceptable Solid Waste that does not conform to the requirements of Section 4.9 herein.
5. If a Permittee does not commit a violation during the six (6) month period following the Permittee's most recent violation, then the Permittee's record may be considered clear and any subsequent violation after the six (6) month period may be considered the Permittee's first violation.

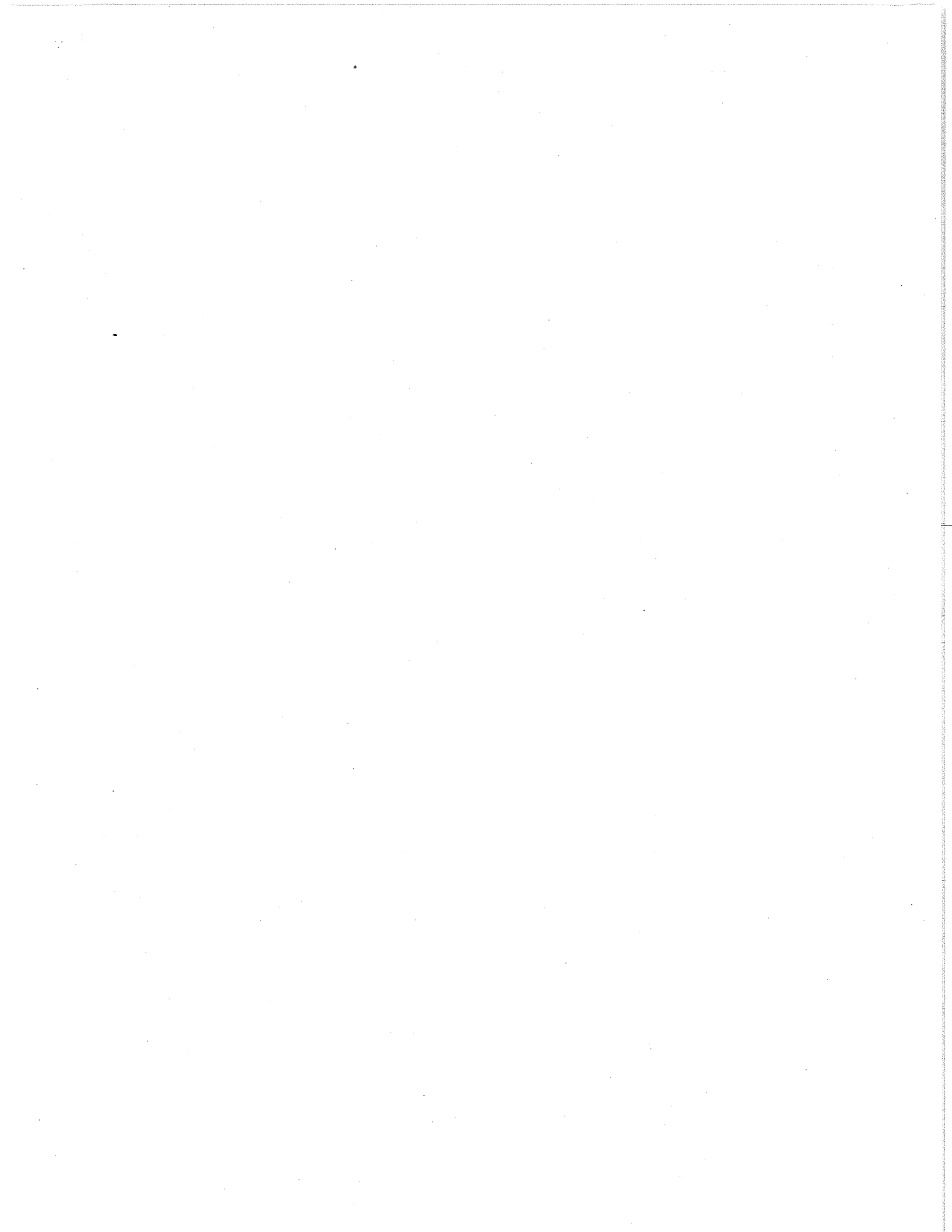
### 6.2 Appeal Process

A Permittee/Hauler will have the right to appeal a monetary violation imposed against it by CRRA to the Appeal Committee.

The following process must be followed to preserve your appeal rights:

1. Within 10 days of the date of the monetary violation, Permittee/Hauler must contact the CRRA Field Manager of Enforcement/Recycling in writing via certified mail to 211 Murphy Road, Hartford CT 06114 or facsimile at 860-278-8471 to request the incident report and supporting documentation ("Incident Report") on the violation of issue.
2. The Field Manager of Enforcement/Recycling will send Permittee/Hauler the Incident Report via certified mail/return receipt; with a cover letter noting the date your request was received.
3. Within 15 days of the receipt of the Incident Report, if Permittee/Hauler has contradicting evidence or such other information ("Permittee/Hauler Information") that provides a reasonable basis to contest the Incident Report, Hauler/Permittee must send a letter to the Director of Enforcement/Recycling at 100 Constitution Plaza, Hartford CT 06103, via certified mail/return receipt, explaining the reason for the appeal with a copy of the Permittee/Hauler Information.
4. No appeal will be granted if Permittee/Hauler has not submitted evidence which contradicts the Incident Report or such other information that provides a reasonable basis to contest the incident report.
5. No appeal will be granted if Permittee/Hauler has not responded in the timeframe outlined above.
6. The Appeal Committee shall consist of three (3) members: CRRA Director of Operations or designee, CRRA Director of Legal Services or designee, and an impartial uninvolved ad hoc hauler member selected from a list of haulers registered to use the CRRA facilities. The hauler selected will be from the facility for which the monetary violation was issued.
7. The Appeal Committee will review the Incident Report and Permittee/Hauler Information. The Appeal Committee will notify Permittee/Hauler within 30 business days to come to the CRRA Headquarters. CRRA will conduct an open meeting to discuss the appeal. Within a reasonable time thereafter, the Appeal Committee will issue a decision, by majority vote, whether to grant the appeal. If there is a tie due to abstention, the appeal will be granted. This decision is final.
8. If an appeal is granted, the Appeal Committee, in its decision will determine by majority vote, the adjustment, if any, to the violation. If there is a tie due to abstention, no adjustment will be made. The Appeal Committee may decrease or dismiss the sanction, but at no time will a sanction be increased.





**DELIVERY RULES AND REGULATIONS FOR APPENDIX "D" (START DATE TO BE EFFECTIVE IN SPRING OF 2007)**

**MID-CONNECTICUT RRC DELIVERY POLICY  
AND OTHER DELIVERY RULES**

**DELIVERY POLICY**

All recyclables to be delivered must be pre-approved by CRRRA. Loads of residential and commercially-generated recyclables are to be delivered in permitted vehicles containing only the following acceptable materials:

**Paper Processing Facility**

- (1) Newspaper and Magazines commingled
- (2) Corrugated Cardboard only
- (3) Newspaper, Magazines and Corrugated Cardboard commingled
- (4) Junk Mail
- (5) Office paper or High-grade paper
- (6) Boxboard

**Container Processing Facility:**

Commingled food and beverage containers including:

- (1) Clear glass
- (2) Brown glass
- (3) Green glass
- (4) Metal cans
- (5) Aluminum cans
- (6) Aluminum foil
- (7) PET (#1) plastic containers
- (8) HDPE (#2) plastic containers
- (9) Aseptic packaging (milk and juice cartons and juice boxes)

**ACCEPTABLE MATERIALS**

**Newspapers** (including newspaper inserts) and **Magazines** (including catalogs) - no more than (2) months old; commingled; bundled in brown (kraft) paper grocery bag; must be clean and dry.

**Corrugated Cardboard** - with corrugated (alternating ridges and grooves) kraft (brown) paper middle only; uncoated; clean and dry; flattened, when flattened must be no larger than three (3) feet in width or height (oversized boxes must be cut -down to 3' (feet) by 3' (feet); bundles may be tied with string only.

**Junk Mail** – All loose or bagged bulk mail consisting of paper or cardboard. Envelopes with windows are acceptable. Examples: Catalogs, Flyers, Envelopes containing office paper, Brochures and empty, small boxes.

**Office Paper or High-grade paper** – all loose or bagged white and colored ledger and copier paper, note pad paper (no backing), loose leaf fillers, computer paper (continuous-form perforated white bond or green-bar paper).

**Boxboard** – all non-corrugated cardboard, commonly used in dry food and cereal boxes, shoe boxes, and other similar packaging. **Dry food and cereal boxes must have inside bag removed.** Boxboard with wax or plastic coating and boxboard that has been contaminated by food is not acceptable. Examples: Cereal boxes, cracker boxes, shoe boxes, beer cartons and six-pack holders.

**Glass food and beverage containers only** - clear, brown, and green bottles up to three (3)/one (1) gallon in size; washed clean; caps lids, and corks removed, attached labels and neck rings are acceptable, **EXAMPLES:** SODA, LIQUOR, WINE, JUICE BOTTLES, JAM JARS, and MASON JARS.

**Metal food and beverage containers only** - washed clean: up to 2.5 gallons or 6 liters of total volume in size; clean metal lids acceptable; No. 10 size cans acceptable; empty aerosol cans previously containing non-hazardous substances. **EXAMPLES:** SOUP, VEGETABLE, JUICE, and other FOOD CANS, COOKIE TINS; DOG and CAT FOOD CANS, KITCHEN SPRAY CANS, BULK SIZE VEGETABLE CONTAINERS.

**Aluminum Used Beverage Cans** - unflattened; washed clean; self-opening attached tabs acceptable. **EXAMPLES:** SODA and BEER CANS.

**Aluminum Foil** - washed clean; folded flat; free of other materials. **EXAMPLES:** ALUMINUM FOIL WRAP, TAKE-OUT ALUMINUM FOIL FOOD CONTAINERS.

**PET (Polyethylene Terephthalate) Plastic Containers** - code 41 -, up to three (3) liters in size; washed clean; attached labels acceptable. **EXAMPLES:** SODA, JUICE, COOKING OIL, MINERAL WATER, and DISH DETERGENT BOTTLES.

**HDPE (High Density Polyethylene) Plastic Containers** - #1 & #2; washed clean; up to 2.5 gallons or 6 liters of total volume in size not previously containing hazardous materials; attached labels acceptable. **EXAMPLES:** MILK JUGS, SPRING WATER, LAUNDRY DETERGENT, BLEACH, and DISH DETERGENT BOTTLES.

**Aseptic Packaging** - Gable top plastic coated paper containers up to three (3) liters or one(1) gallon in size; empty with straws and caps removed. **EXAMPLES:**

MILK, JUICE CONTAINERS, SMALL SINGLE SERVE JUICE AND MILK BOXES.

**MATERIALS NOT ACCEPTED**

Ceramic plates  
Light bulbs  
Ceramic cups  
Mirror glass  
Syringes  
Tiles  
Window glass  
Hypodermic needles  
Clay pots  
Crystal  
Motor oil bottles  
Porcelain  
Heat-resistant ovenware  
Pyrex  
Drinking glasses  
Books  
Stones  
Plates  
glass  
Gravel  
Auto glass  
Telephone books  
Pots and pans  
Leaded glass  
Paint cans  
Clothes hangers  
Food contaminated pizza boxes  
#3-#7 plastics  
Waxed corrugated  
Asian corrugated  
Notebooks  
Anti-freeze containers

## **DELIVERY RULES AND REGULATIONS**

(1) Only pre-approved, acceptable recyclables will be accepted for delivery to the Mid-Connecticut Regional Recycling Center (RRC) and all the Recycling Transfer stations. All recyclables delivered to the RRC and Recycling Transfer Stations must meet the Facility Delivery Standards as detailed herein **Appendix D** in order to be accepted for processing.

(2) All commercial vehicles delivering to the RRC will follow the routes described in Attachment A herein.

(3) Loads in which containers are mixed with new paper magazines and/or corrugated cardboard are not accepted for processing by either processing facility and are not accepted at the transfer stations.

(4) All vehicles delivering to the RRC and the Recycling Transfer Stations must have a valid Mid-Connecticut permit issued by the Authority. Permit stickers must be displayed on roll-off containers as well as the vehicles delivering them.

(5) All recycling vehicles delivering recyclables to the 211 Murphy Road Facility must enter the facility at 123 Murphy Road (Entrance marked "B")

(6) Operators of rear-dumping vehicles will be required to sweep clean all materials from the empty compartment before proceeding to the next tipping area.

(7) All deliveries are subject to inspection of the contents by the Authority or its agent prior to, during, and/or after unloading.

(8) Haulers may not deliver loads containing recyclables that originate from more than one town. Loads from towns not participating in the Authority's recycling program will not be accepted unless the Authority has authorized such delivery.

(9) Mechanical densifying of aluminum containers and plastic containers is prohibited (non-aluminum metal cans may be crushed or flattened).

(10) Loads of commingled containers may contain any combination of acceptable container materials except loads containing solely mixed-color (any color combination) glass will not be accepted for delivery.

(11) Loads of commingled containers may not be delivered in bags of any type. All commingled containers must be delivered in loose form to both the RRC and the recycling transfer stations.

(12) Due to poor quality of pre-sorted bottles and cans previously delivered, the Authority does not encourage deliver of pre-sorted containers. Any town or

hauler wishing to deliver presorted containers must first obtain written approval from the Authority.

## **LOAD REJECTION POLICY**

The Authority or its agent will reject loads if they include unacceptable levels of contamination, if they are unprocessable, or they otherwise do not meet the Facility Delivery Standards as determined. Loads may be rejected before or after unloading. If a delivery is rejected after unloading, it is subject to a \$200 handling charge.

Loads that are rejected prior to unloading will not be subject to a handling charge unless the Authority or its agent determines that such charge is appropriate under the circumstances. Loads that are rejected prior to unloading will be considered as voided transactions and the tonnage will not accrue to the town of origin. The Authority reserves the right to charge additional fees, disposal fees, and or penalties above \$200.00 when circumstances warrant such.

### **Loads will be considered not to meet the Facility Delivery Standards if:**

- (1) They originate from more than one town.
- (2) They include commercially generated recyclables that are not collected as part of a town's residential program.
- (3) They originate from a town or towns that do not participate in the Mid-Connecticut Regional Recycling Program unless authorized by the Authority.
- (4) They are found to be contaminated and/or unprocessable.
- (5) The Authority has communicated in writing to the hauler that the load or loads cannot be delivered to the RRC without written approval of the Authority.

### **Loads will be considered contaminated if:**

- (1) A load of commingled containers contains more than 5% unacceptable containers or materials other than acceptable containers.

### **Loads will be considered unprocessable if:**

- (1) More than 10% of a load of newspaper i.e.: magazines and/or corrugated cardboard are wet except as a result of inclement weather.
- (2) Acceptance of the load would significantly disrupt the normal operations of the Facility.
- (3) More than 25% of a load's glass containers are broken.
- (4) More than 25% of aluminum cans are flattened or deformed.
- (5) More than 25% of plastic containers are flattened or deformed.
- (6) The condition of the load is such that a significant part (or the entire load) of the material would be unmarketable after processing or that by processing the material delivered in the load with the other accepted, processible material. Such other accepted processible material would be rendered unprocessable and/or unmarketable by coming in contact with the material in the load.

## **Attachment "A"**

All commercial vehicles accessing the site will follow the routes described below for all trips to and from the facility. See following pages for route maps.

### **Site Access**

Vehicles originating from I-91 southbound:

- Take Exit 28, turn left onto Airport Road, turn left at Brainard Rd/Airport Rd intersection, follow Brainard Road around curve to right where it becomes Maxim Road, and then turn right at Murphy Road intersection. Enter the site via a right turn movement at driveway B.

Vehicles originating from I-91 northbound:

- Take Exit 27; proceed straight thru the Brainard Road/Murphy Road intersection. Enter the site via a left turn movement at driveway B.

### **Site Egress**

Vehicles heading to I-91 southbound:

- Leave the site via driveway A, turn left onto Murphy Road. Turn left onto Maxim Road and follow it around the curve to the left where it becomes Brainard Road; at the Brainard Road/Airport Road intersection, turn right and follow Airport Road to the left turn onto the I-91 Southbound on-ramp.

Vehicles heading to I-91 northbound:

- Leave the site via Driveway A, turn right onto Murphy Road. At the Murphy Road/Brainard Road intersection, go straight thru the intersection to access the I-91 northbound on ramp.

**4.9 Delivery of Mixed Loads of Acceptable Solid Waste From Multiple Participating Municipalities**

- (a) Delivery of Mixed Loads of Acceptable Solid Waste from Multiple Participating Municipalities (“Acceptable Mixed Loads”) will be accepted by the Authority only if the following criteria are met:
- (i) The Acceptable Mixed Loads do not contain any Acceptable Solid Waste that originated from a non Participating Municipality, without first executing a Mid-Connecticut Non-member Waste Agreement.
  - (ii) The entire Acceptable Mixed Load must contain Acceptable Solid Waste that would otherwise have been billed to the Permittee.
  - (iii) At the discretion and request of the Authority, the Permittee/hauler shall disclose to the Authority the quantity of Acceptable Solid Waste from each Participating Municipality in the Acceptable Mixed Load(s) for which Permittee/hauler is hauling.
  - (iv) The Permittee/hauler shall use its best efforts to identify and provide the Authority written evidence of the origin of the Acceptable Solid Waste in its Acceptable Mixed Loads to enable the Authority to properly determine each Participating Municipality’s volume of delivered Acceptable Solid Waste.
  - (v) Permittee/hauler shall not deliver any Acceptable Mixed Load to any Waste Facility unless all of the Acceptable Solid Waste in the Acceptable Mixed Load is authorized to be disposed of at such Waste Facility.
  - (vi) Any delivery of an Acceptable Mixed Load must be billed in its entirety to the Permittee/hauler that delivers the Acceptable Mixed Load to the Waste Facility.



## 6. SANCTIONS

### 6.1 Sanctions

1. Permittee must adhere to the terms of these Procedures. In addition to the other remedies available to the Authority hereunder, the Authority may at its sole discretion impose the sanctions, as liquidated damages, against any Permittee who violates any provision of these Procedures. See Appendix C attached hereto for examples of violations and their applicable sanctions but this is not a complete listing of all violations and applicable sanctions.
2. In the event that an individual/Permittee disrupts the operation of, or creates a disturbance or acts in an unsafe or unruly manner at any of the Facilities, then the Authority may in its sole discretion prohibit such individual from entering the premises of all or any part of the Project for a period to be determined by the Enforcement/Recycling Director.
3. The Authority may in its sole discretion reduce the sanctions authorized in Appendix C if the Authority determines that the circumstances involving the offense warrant such reduction.
4. In addition to any other violations of these procedures, sanctions shall be imposed by the Authority for the following:
  1. Any breach by Permittee of any of its obligations under these procedures or any agreement between Permittee and the Authority for the delivery of Acceptable Solid Waste by Permittee to the Project;
  2. Delivery of waste from a municipality and representing that such waste is from another municipality ("Misrepresentation of Waste Origin"); and
  3. Delivery of an Acceptable Mixed Load(s) of Acceptable Solid Waste that does not conform to the requirements of Section 4.9 herein.
5. If a Permittee does not commit a violation during the six (6) month period following the Permittee's most recent violation, then the Permittee's record may be considered clear and any subsequent violation after the six (6) month period may be considered the Permittee's first violation.

## 6.2 Appeal Process

A Permittee/Hauler will have the right to appeal a monetary violation imposed against it by CRRA to the Appeal Committee.

The following process must be followed to preserve your appeal rights:

1. Within 10 days of the date of the monetary violation, Permittee/Hauler must contact the CRRA Field Manager of Enforcement/Recycling in writing via certified mail to 211 Murphy Road, Hartford CT 06114 or facsimile at 860-278-8471 to request the incident report and supporting documentation ("Incident Report") on the violation of issue.
2. The Field Manager of Enforcement/Recycling will send Permittee/Hauler the Incident Report via certified mail/return receipt; with a cover letter noting the date your request was received.
3. Within 15 days of the receipt of the Incident Report, if Permittee/Hauler has contradicting evidence or such other information ("Permittee/Hauler Information") that provides a reasonable basis to contest the Incident Report, Hauler/Permittee must send a letter to the Director of Enforcement/Recycling at 100 Constitution Plaza, Hartford CT 06103, via certified mail/return receipt, explaining the reason for the appeal with a copy of the Permittee/Hauler Information.
4. No appeal will be granted if Permittee/Hauler has not submitted evidence which contradicts the Incident Report or such other information that provides a reasonable basis to contest the incident report.
5. No appeal will be granted if Permittee/Hauler has not responded in the timeframe outlined above.
6. The Appeal Committee shall consist of three (3) members: CRRA Director of Operations or designee, CRRA Director of Legal Services or designee, and an impartial uninvolved ad hoc hauler member selected from a list of haulers registered to use the CRRA facilities. The hauler selected will be from the facility for which the monetary violation was issued.
7. The Appeal Committee will review the Incident Report and Permittee/Hauler Information. The Appeal Committee will notify Permittee/Hauler within 30 business days to come to the CRRA Headquarters. CRRA will conduct an open meeting to discuss the appeal. Within a reasonable time thereafter, the Appeal Committee will issue a decision, by majority vote, whether to grant the appeal. If there is a tie due to abstention, the appeal will be granted. This decision is final.

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8. If an appeal is granted, the Appeal Committee, in its decision will determine by majority vote, the adjustment, if any, to the violation. If there is a tie due to abstention, no adjustment will be made. The Appeal Committee may decrease or dismiss the sanction, but at no time will a sanction be increased.

**DELIVERY RULES AND REGULATIONS FOR APPENDIX "D" (START DATE TO BE EFFECTIVE IN SPRING OF 2007)**

**MID-CONNECTICUT RRC DELIVERY POLICY  
AND OTHER DELIVERY RULES**

**DELIVERY POLICY**

**All recyclables to be delivered must be pre-approved by CRRA.** Loads of residential and **commercially**-generated recyclables are to be delivered in permitted vehicles containing only the following acceptable materials:

**Paper Processing Facility**

- (1) Newspaper and Magazines commingled
- (2) Corrugated Cardboard only
- (3) Newspaper, Magazines and Corrugated Cardboard commingled
- (4) Junk Mail**
- (5) Office paper or High-grade paper**
- (6) Boxboard**

**Container Processing Facility:**

Commingled food and beverage containers including:

- (1) Clear glass
- (2) Brown glass
- (3) Green glass
- (4) Metal cans
- (5) Aluminum cans
- (6) Aluminum foil
- (7) PET (#1) plastic containers
- (8) HDPE (#2) plastic containers
- (9) Aseptic packaging (milk and juice cartons and juice boxes)

**ACCEPTABLE MATERIALS**

**Newspapers** (including newspaper inserts) and **Magazines** (including catalogs) - no more than (2) months old; commingled; bundled in brown (kraft) paper grocery bag; must be clean and dry.

**Corrugated Cardboard** - with corrugated (alternating ridges and grooves) kraft (brown) paper middle only; uncoated; clean and dry; flattened, when flattened must be no larger than three (3) feet in width or height (oversized boxes must be cut -down to 3' (feet) by 3'(feet); bundles may be tied with string only.

**Junk Mail** – All loose or bagged bulk mail consisting of paper or cardboard. Envelopes with windows are acceptable. Examples: Catalogs, Flyers, Envelopes containing office paper, Brochures and empty, small boxes.

**Office Paper or High-grade paper** – all loose or bagged white and colored ledger and copier paper, note pad paper (no backing), loose leaf fillers, computer paper (continuous-form perforated white bond or green-bar paper).

**Boxboard** – all non-corrugated cardboard, commonly used in dry food and cereal boxes, shoe boxes, and other similar packaging. **Dry food and cereal boxes must have inside bag removed.** Boxboard with wax or plastic coating and boxboard that has been contaminated by food is not acceptable. **Examples: Cereal boxes, cracker boxes, shoe boxes, beer cartons and six-pack holders.**

**Glass food and beverage containers only** - clear, brown, and green bottles up to three (3)/one (1) gallon in size; washed clean; caps lids, and corks removed, attached labels and neck rings are acceptable, **EXAMPLES:** SODA, LIQUOR, WINE, JUICE BOTTLES, JAM JARS, and MASON JARS.

**Metal food and beverage containers only** - washed clean: up to **2.5 gallons or 6 liters of total volume** in size; clean metal lids acceptable; **No. 10 size cans acceptable; empty aerosol cans previously containing non-hazardous substances.** **EXAMPLES:** SOUP, VEGETABLE, JUICE, and other FOOD CANS, COOKIE TINS; DOG and CAT FOOD CANS, **KITCHEN SPRAY CANS, BULK SIZE VEGETABLE CONTAINERS.**

**Aluminum Used Beverage Cans** - unflattened; washed clean; self-opening attached tabs acceptable. **EXAMPLES:** SODA and BEER CANS.

**Aluminum Foil** - washed clean; folded flat; free of other materials. **EXAMPLES:** ALUMINUM FOIL WRAP, TAKE-OUT ALUMINUM FOIL FOOD CONTAINERS.

**PET (Polyethylene Terephthalate) Plastic Containers** - code 41 -, up to three (3) liters in size; washed clean; attached labels acceptable. **EXAMPLES:** SODA, JUICE, COOKING OIL, MINERAL WATER, and DISH DETERGENT BOTTLES.

**HDPE (High Density Polyethylene) Plastic Containers** - **#1 & #2**; washed clean; up to **2.5 gallons or 6 liters of total volume in size not previously containing hazardous materials**; attached labels acceptable. **EXAMPLES:** MILK JUGS, SPRING WATER, LAUNDRY DETERGENT, BLEACH, and DISH DETERGENT BOTTLES.

**Aseptic Packaging** - Gable top plastic coated paper containers up to three (3) liters or one(1) gallon in size; empty with straws and caps removed. **EXAMPLES:**

MILK, JUICE CONTAINERS, SMALL SINGLE SERVE JUICE AND MILK BOXES.

**MATERIALS NOT ACCEPTED**

Ceramic plates  
Light bulbs  
Ceramic cups  
Mirror glass  
Syringes  
Tiles  
Window glass  
Hypodermic needles  
Clay pots  
Crystal  
Motor oil bottles  
Porcelain  
Heat-resistant ovenware  
Pyrex  
Drinking glasses  
Books  
Stones  
Plates  
glass  
Gravel  
Auto glass  
Telephone books  
Pots and pans  
Leaded glass  
Paint cans  
Clothes hangers  
Food contaminated pizza boxes  
#3-#7 plastics  
Waxed corrugated  
Asian corrugated  
Notebooks  
Anti-freeze containers

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## DELIVERY RULES AND REGULATIONS

(1) Only pre-approved, acceptable recyclables will be accepted for delivery to the Mid-Connecticut Regional Recycling Center (RRC) and all the Recycling Transfer stations. All recyclables delivered to the RRC and Recycling Transfer Stations must meet the Facility Delivery Standards as detailed herein **Appendix D** in order to be accepted for processing.

(2) All commercial vehicles delivering to the RRC will follow the routes described in Attachment A herein.

(3) Loads in which containers are mixed with new paper magazines and/or corrugated cardboard are not accepted for processing by either processing facility and are not accepted at the transfer stations.

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(4) All vehicles delivering to the RRC and the Recycling Transfer Stations must have a valid Mid-Connecticut permit issued by the Authority. Permit stickers must be displayed on roll-off containers as well as the vehicles delivering them.

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(5) All recycling vehicles delivering recyclables to the 211 Murphy Road Facility must enter the facility at 123 Murphy Road (Entrance marked "B")

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(6) Operators of rear-dumping vehicles will be required to sweep clean all materials from the empty compartment before proceeding to the next tipping area.

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(7) All deliveries are subject to inspection of the contents by the Authority or its agent prior to, during, and/or after unloading.

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(8) Haulers may not deliver loads containing recyclables that originate from more than one town. Loads from towns not participating in the Authority's recycling program will not be accepted unless the Authority has authorized such delivery.

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(9) Mechanical densifying of aluminum containers and plastic containers is prohibited (non-aluminum metal cans may be crushed or flattened).

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(10) Loads of commingled containers may contain any combination of acceptable container materials except loads containing solely mixed-color (any color combination) glass will not be accepted for delivery.

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(11) Loads of commingled containers may not be delivered in bags of any type. All commingled containers must be delivered in loose form to both the RRC and the recycling transfer stations.

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(12) Due to poor quality of pre-sorted bottles and cans previously delivered, the Authority does not encourage deliver of pre-sorted containers. Any town or

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hauler wishing to deliver presorted containers must first obtain written approval from the Authority.

### **LOAD REJECTION POLICY**

The Authority or its agent will reject loads if they include unacceptable levels of contamination, if they are unprocessable, or they otherwise do not meet the Facility Delivery Standards as determined. Loads may be rejected before or after unloading. If a delivery is rejected after unloading, it is subject to a \$200 handling charge.

Loads that are rejected prior to unloading will not be subject to a handling charge unless the Authority or its agent determines that such charge is appropriate under the circumstances. Loads that are rejected prior to unloading will be considered as voided transactions and the tonnage will not accrue to the town of origin. The Authority reserves the right to charge additional fees, disposal fees, and or penalties above \$200.00 when circumstances warrant such.

#### **Loads will be considered not to meet the Facility Delivery Standards if:**

- (1) They originate from more than one town.
- (2) They include commercially generated recyclables that are not collected as part of a town's residential program.
- (3) They originate from a town or towns that do not participate in the Mid-Connecticut Regional Recycling Program unless authorized by the Authority.
- (4) They are found to be contaminated and/or unprocessable.
- (5) The Authority has communicated in writing to the hauler that the load or loads cannot be delivered to the RRC without written approval of the Authority.

#### **Loads will be considered contaminated if:**

- (1) A load of commingled containers contains more than 5% unacceptable containers or materials other than acceptable containers.

#### **Loads will be considered unprocessable if:**

- (1) More than 10% of a load of newspaper i.e.: magazines and/or corrugated cardboard are wet except as a result of inclement weather.
- (2) Acceptance of the load would significantly disrupt the normal operations of the Facility.
- (3) More than 25% of a load's glass containers are broken.
- (4) More than 25% of aluminum cans are flattened or deformed.
- (5) More than 25% of plastic containers are flattened or deformed.
- (6) The condition of the load is such that a significant part (or the entire load) of the material would be unmarketable after processing or that by processing the material delivered in the load with the other accepted, processible material. Such other accepted processible material would be rendered unprocessable and/or unmarketable by coming in contact with the material in the load.



## Attachment "A"

All commercial vehicles accessing the site will follow the routes described below for all trips to and from the facility. See following pages for route maps.

### Site Access

#### Vehicles originating from I-91 southbound:

- Take Exit 28, turn left onto Airport Road, turn left at Brainard Rd/Airport Rd intersection, follow Brainard Road around curve to right where it becomes Maxim Road, and then turn right at Murphy Road intersection. Enter the site via a right turn movement at driveway B.

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#### Vehicles originating from I-91 northbound:

- Take Exit 27; proceed straight thru the Brainard Road/Murphy Road intersection. Enter the site via a left turn movement at driveway B.

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### Site Egress

#### Vehicles heading to I-91 southbound:

- Leave the site via driveway A, turn left onto Murphy Road. Turn left onto Maxim Road and follow it around the curve to the left where it becomes Brainard Road; at the Brainard Road/Airport Road intersection, turn right and follow Airport Road to the left turn onto the I-91 Southbound on-ramp.

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#### Vehicles heading to I-91 northbound:

- Leave the site via Driveway A, turn right onto Murphy Road. At the Murphy Road/Brainard Road intersection, go straight thru the intersection to access the I-91 northbound on ramp.

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**APPENDIX C**

<b>Number of Violations</b>	<b>Safety Violations</b>	<b>Maintenance Violations</b>	<b>Hazardous Waste Violation</b>	<b>Non-Processible Waste Violation</b>	<b>Unacceptable Waste Violation</b>
<b>Examples of Violations (Not limited to)</b>	Speeding; No back-up alarm; Unsecured door	Motor Vehicle Operation; Failure to Follow Instructions; No Tarp	Any Delivery of Hazardous Waste or medical waste to Facilities	Household furniture, white metals, scrap metals, Bulky Waste	Radioactive materials, oil, oil sludges, dust, powders, human, or animal remains
<b>1<sup>st</sup></b>	\$250.00	Written Warning to the Permittee	\$1,000.00	Written Warning to the Permittee	Written Warning to the Permittee
<b>2<sup>nd</sup></b>	\$500.00	\$100.00	\$1,500.00	\$100.00	\$500.00
<b>3<sup>rd</sup></b>	\$1,000.00	\$250.00	\$2,000.00	\$250.00	\$1,000.00
<b>4<sup>th</sup></b>	\$1,500.00	\$750.00	\$3,000.00	\$750.00	\$1,500.00
<b>5<sup>th</sup></b>	\$2,000.00	\$1,250.00	\$4,000.00	\$1,000.00	\$2,000.00
<b>6<sup>th</sup></b>	\$2,500.00	\$2,500.00	\$5,000.00	\$1,500.00	\$2,500.00

**APPENDIX C**

<b>Number of Violations</b>	<b>Non-Member/ Non-Contract Violation</b>	<b>Misrepresentation of Origin Violation</b>	<b>Truck Route Violation</b>	<b>Unacceptable Recyclables</b>
<b>Examples of Violations (Not limited to)</b>	<b>Any Delivery of Non-Member/ Non-Contract to Facilities</b>	<b>Any Delivery of Misrepresentation of Origin to Facilities</b>	<b>Any Use of Permittee's Vehicle On Non-Authorized Truck Route</b>	<b>Any Delivery of Unacceptable Recyclables to Facilities</b>
<b>1<sup>st</sup></b>	<b>\$500.00</b>	<b>Written Warning to the Permittee</b>	<b>Written Warning to the Permittee</b>	<b>Written Warning to the Permittee</b>
<b>2<sup>nd</sup></b>	<b>\$1,000.00</b>	<b>\$500.00</b>	<b>\$250.00</b>	<b>\$100.00</b>
<b>3<sup>rd</sup></b>	<b>\$1,500.00</b>	<b>\$1,000.00</b>	<b>\$500.00</b>	<b>\$250.00</b>
<b>4<sup>th</sup></b>	<b>\$2,000.00</b>	<b>\$1,500.00</b>	<b>\$1,000.00</b>	<b>\$750.00</b>
<b>5<sup>th</sup></b>	<b>\$2,500.00</b>	<b>\$2,000.00</b>	<b>\$1,500.00</b>	<b>\$1,000.00</b>
<b>6<sup>th</sup></b>	<b>\$3,000.00</b>	<b>\$2,500.00</b>	<b>\$3,000.00</b>	<b>\$1,500.00</b>

**Notes:**

1. First, all Violations are done **By Location**.
2. Second, Violations are done **By Type**.
3. The above list does not include a complete list of violations. It is meant to illustrate the types of offenses that may constitute a violation.
4. Disposal privileges may be denied or suspended for serious or repeated violations.
5. Reloading charges may be applicable for certain waste violations and are payable to either CRRA or the waste-to-energy facility operator, in accordance with the respective waste-to-energy project agreements.

**TAB 7**

**RESOLUTION REGARDING RATIFICATION OF EMERGENCY PROCUREMENT  
CONTRACTS**

**RESOLVED:** That the Authority Board of Directors ratifies the Emergency purchase as substantially presented and discussed at this meeting.

## Emergency Procurement Contracts

*November 30, 2006*

The following written evidence is being provided to the Board for ratification pursuant to Section 5.10 of the CRRA Procurement Policy. (Please note that this procurement predates the revision to the Procurement Policy effective October 26, 2006.)

### **5.10 Emergency Procurements**

In the event of an Emergency Situation as defined herein, the procedures for pre-approval of Contracts in these Policies and Procedures by the Board do not apply. When the President, Chairman, or their designee determines that an Emergency Situation has occurred, the President, Chairman, or their designee is authorized to enter into a Contract under either a competitive or sole source basis, in such amount and of such duration as the President, Chairman, or their designee determines shall be necessary to eliminate the Emergency Situation. Such Emergency Situation contract(s), with written evidence of said Emergency Situation, shall be presented to the Board for ratification as soon as practicable following the execution of the Contract. The Board shall ratify such emergency Contract unless it is determined that under no circumstances would a reasonable person believe that an Emergency Situation existed.

## Emergency Procurements

<u>Date</u>	<u>Description</u>	<u>Quantity</u>	<u>Vendor</u>
05/25/06	FY06 – Emergency Paving Repairs at Entrance Door to Maneuvering Hall	\$ 8,736.00	J.H. Lynch & Sons, Inc.

PO # 1392

# Memorandum

**TO:** Tom Kirk, Floyd Gent  
**FROM:** Mike Tracey  
**DATE:** May 25, 2006 / *mt*  
**RE:** Waste Processing Facility - Emergency Paving Repairs at Entrance Door to Maneuvering Hall

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This is to inform you that emergency repairs were required to a section of bituminous pavement located at one of the entrance doors to the Maneuvering Hall at the Waste Processing Facility. This is one of the two main entrances utilized by the trucks delivering MSW to the tipping floor of the WPF.

These repairs were crucial to avoid disruption to the daily truck traffic associated with the tipping operations at the MSW floor.

We mobilized J.H. Lynch & Sons, Inc. on an emergency basis to assist CRRA in implementing these repairs. This vendor is familiar with the site and has previously provided these services satisfactorily to CRRA. The emergency was considered critical to the daily operations of the WPF. The cost of these repairs is \$8,736.00

I would be able to discuss this with you at your convenience.

*TD Kirk*

---

Thomas D. Kirk  
President, Duly Authorized

Jb/N/EmergencyAuthRoadRepairsMiddleDoorWPF



**TAB 8**

**RESOLUTION REGARDING ORGANIZATIONAL SYNERGY & HUMAN RESOURCES COMMITTEE RECOMMENDATION to the BOARD of DIRECTORS REGARDING a CHANGE of HEALTH and DENTAL CARRIERS and, the RENEWAL of the VISION, LIFE and DISABILITY INSURANCE PROGRAMS**

**RESOLVED:** That the Board of Directors authorizes the change in health plans from Anthem Blue Cross Blue Shield to ConnectiCare and the change in dental plans from Anthem to The Standard Insurance for the period of January 1, 2007 through December 31, 2007 for an estimated premium of \$748,360.

**FURTHER RESOLVED:** That the Board of Directors authorizes the renewal of the vision, life, long-term disability and short-term disability insurance through Ameritas Insurance and The Standard Insurance respectively for the period of January 1, 2007 through December 31, 2007 for an estimated premium of \$85,486.

**Connecticut Resources Recovery Authority  
Health/Dental/Vision/Life/LTD/STD Insurance Program  
Renewal**

**November 17, 2006**

**Executive Summary**

CRRA's insurance programs renew on a calendar-year basis. Based on a review conducted by our broker R. C. Knox & Co. and CRRA management, it is recommended that the Authority's medical plan change carriers from Anthem to ConnectiCare resulting in an annual savings to CRRA of 8.9%. It is further recommended to change the dental plan from Anthem to The Standard resulting in an annual savings of 11.05%. CRRA's insurance programs for vision, life and disability insurance will renew with the current carriers.

CRRA's Life and Disability Plans provided by The Standard Insurance will increase 8.82%. Because CRRA brought the dental plan to The Standard they have agreed to a 2-year rate guarantee for the dental and the life and disability plans. CRRA's Vision Plan provided by Ameritas increased 14.37% which related to an annual increase of only \$1,700. CRRA's management decided to stay with Ameritas Vision this year due to the proposed changes to the health and dental plans.

**Recommendation**

<b>Product</b>	<b>Provider</b>	<b>Gross Premiums</b>
Medical	ConnectiCare	\$681,056
Vision	Ameritas	\$13,747
*Dental	The Standard	\$67,304
*Life & Disability	The Standard	\$85,486
	** <i>Employee Contributions</i>	<i>(\$99,991)</i>
<b>CY 2007</b>	<b>Total</b>	<b>\$747,602</b>

\*Note: For CRRA's Life/disability and dental plans, The Standard will guarantee its rates for two years.

\*\* Note: Employees will contribute approximately \$99,991 toward medical and dental costs.

Note: The average budget for one half of FY 07 and average for one half of for FY 08 for the period 7/1/2006-12/31/2007 is \$785,500.

**Recommendation**

**In consultation with our broker (R. C. Knox & Co.), Management and the Organizational Synergy & Human Resources Committee recommends that the Board of Directors approve changing the health plan to ConnectiCare and changing the dental plan to The Standard and the renewal of vision, life and disability plans with its current carriers, Ameritas and The Standard Insurance. Management further recommends that the estimated-combined premium of \$747,602 be accepted for the period of January 1, 2007-December 31, 2007.**

For HR Committee and Board of Directors Review 11/30/2006

Connecticut Resources Recovery Authority

Medical & Dental Plan Renewal with ConnectiCare Options

Change from Anthem BCBS to ConnectiCare

January 1, 2007

POS \$20 Coverage Tier	Renewal for 2007		Covered Lives	ConnectiCare	
	Anthem BCBS BlueCare POS \$20-\$30 Co-pay	Anthem BCBS Anthem BCBS BlueCare POS \$20-\$30 Co-pay		New Base Plan with Standard Dental POS \$20-\$30 Co-Pay	ConnectiCare New Buy Up Plan with Standard Dental POS \$15-\$25 Co-pay
Employee Only	7	\$548.83	7	\$440.19	\$473.41
Employee + One	9	\$1,174.41	9	\$922.87	\$992.63
Employee + Children	0	\$1,527.97	0	\$1,248.63	\$1,343.31
Family	34	\$1,527.97	34	\$1,287.40	\$1,382.08
<b>Monthly Premium</b>		<b>\$66,362.48</b>		<b>\$55,158.76</b>	<b>\$59,238.26</b>
PPO \$20 Coverage Tier	Renewal for 2007		Covered Lives	ConnectiCare	
	Century Pref PPO \$20 Co-pay	Anthem BCBS Anthem BCBS Century Pref PPO \$20 Co-pay		ConnectiCare PPO \$20 Co-pay	ConnectiCare PPO \$20 Co-pay
Employee Only	1	\$612.71	0	\$567.41	\$567.41
Employee + One	1	\$1,311.78	0	\$1,190.03	\$1,190.03
Employee + Children	0	\$1,700.48	0	\$1,611.21	\$1,611.21
Family	4	\$1,700.48	2	\$1,649.98	\$1,611.21
<b>Monthly Premium</b>		<b>\$8,726.41</b>		<b>\$3,299.96</b>	<b>\$3,222.42</b>
<b>Total Monthly Premium</b>		<b>\$75,088.89</b>		<b>\$58,458.72</b>	<b>\$62,460.68</b>
<b>Percent Change</b>				<b>-22.15%</b>	<b>-16.82%</b>
<b>Total Annual Premium Gross</b>		<b>\$901,066.68</b>		<b>\$701,504.64</b>	<b>\$749,528.16</b>

Note: Employees that are out of state employees for illustrative purposes appear under the PPO coverage tier.

NOTE: Premium dollars represent enrollment as of 11/30/2006

	2006	2007	% Increase
FY 2007 Budget	\$352,500		
FY 2008 Budget	\$433,000		
<b>Average Fiscal Year Budget</b>	<b>\$785,500</b>		
	Estimated Premium \$	Estimated Premium \$	
	Calendar Year 2006	Calendar Year 2007	
	\$822,710	\$749,528	-8.90%

# TAB 9

**RESOLUTION REGARDING ORGANIZATIONAL SYNERGY &  
HUMAN RESOURCES COMMITTEE RECOMMENDATION TO THE  
BOARD OF DIRECTORS REGARDING ADDITION OF HEALTH AND  
DENTAL INSURANCE FOR PART-TIME EMPLOYEES BASED ON  
EMPLOYEE ONLY ENROLLMENT**

**RESOLVED:** That the Board of Directors approves the proposal to add health and dental benefits for part-time employees as recommended by the CRRA Organizational Synergy & Human Resources Committee and CRRA management.

# Connecticut Resources Recovery Authority

## Addition of health and dental benefits for part-time employees

*November 17, 2006*

### Executive Summary

CRRA management and the Organizational Synergy & Human Resources Committee reviewed the proposal to add health and dental benefits for part-time employees with a coverage tier of "Employee Only." Part-time employees will only be eligible for the base plan, ConnectiCare POS 20-30. The cost share for part-time employees will be 80% employer and 20% employee. Part-time employees that want to add coverage for a spouse and dependents will pay 100% of the premium. It is an insurance carrier policy that part-time employees work at least 30 hours per week to become eligible for medical/dental benefits. Part-time employee job descriptions will be revised to show the 30-hour requirement. Five of CRRA's part-time employees are involved in education at the two visitor's centers and the other two part-time employees are part of the Operations group. The money to fund this additional program will come from the Contingency Account (**insurance rates in this proposal are subject to change based on annual premium increase and employee enrollment**). The advantages to increasing the hours of the part-time employees in order to offer this benefit program are outlined below:

1. In the future the Authority may find itself in a position to restructure the organization. CRRA management may need to have a flexible workforce to meet the needs of its customers, in the event that this happens.
2. With the focus of the Solid Waste Management Plan on Recycling, educators may be called upon to conduct additional outreach programs with project member towns.
  - Stratford was able to increase outreach programs with additional hours of a third full-time educator. Programs were offered on weekends and occasional evenings increasing the amount of visitors served in a project. Additionally, this would allow one educator to remain at the museum while another is conducting an outreach program at a school or community group.
3. The visitor's centers would be able to open on Mondays and increase its public hours on Tuesdays in Hartford.
  - Mondays may be used to accommodate groups on the waiting list, groups rescheduled due to inclement weather, complete administrative tasks, prepare for upcoming programs or accommodate groups that are not able to come any other day of the week. Currently, Hartford is open from 10 a.m. to 2 p.m. during the summer. With the additional hours, the museum may remain open until 4 p.m. Stratford is currently open from 10 a.m. to 4 p.m. Tuesdays through Friday during July and August and has been able to accommodate additional visitors from the public. Having additional staff scheduled will help with security concerns as well.



4. Educators may work on additional long-term projects such as:
  - Align the new state science standards with all CRRA educational programs and provide written material to public and private educators either on our website or in the form of handouts.
  - Create a map of the inside of the education centers to accommodate self-guided tours.
  - Conduct recycling workshops for school teachers so they can establish recycling programs.
  - Research and provide a listing of recycled products and companies for school teachers and the general public.
  - Expand the education centers' libraries, resources, and movies.
  - Ensure that information on all aspects of CRRA, such as electronics recycling is provided to the public and to school teachers.
5. Inclusion of the part-time employees into the health/dental plan would also help attract and retain employees valuable to the Authority with regard to a flexible workforce.

### **Recommendation**

**In consultation with the President, Management, and the Organizational Synergy & Human Resources Committee recommends that the Board of Directors approve the addition of part-time employees to the base health and dental plans as outlined in the Board package and presented by the Organizational Synergy & Human Resources Committee.**

**DRAFT**  
**CONNECTICUT RESOURCES RECOVERY AUTHORITY**  
**Part Time Educator II**

**Reporting Relationship**

Reports to the Director of Public Affairs or their designee.

**Responsibilities and Accountabilities**

This position involves presentation of the Authority's public education programs at the Mi-Connecticut Visitors Center, the Stratford Children's Garbage Museum and other off sit locations. Work involved conducting classes, tours and presentation of CRRA's environmental education program to various segments of the public, including teachers, students, various interest groups and the general public. This position is scheduled for 30 hours per week consistently throughout the year. Responsibilities include:

- Assist with the planning, design, development, and implementation of CRRA's various education programs.
- Develop curriculum, loan kits, brochures and other written materials.
- Ensure that resources provided to teachers are kept current and align with Connecticut state standards.
- Greets school groups, teach required lesson plan, and give tours of the museums' exhibits.
- Answer questions and provide information to guests at the Visitors Center, Children's Garbage Museum and other facilities.
- Assist with the operation of the Visitors Center/Garbage Museum gift shop.
- Conduct additional outreach programs to member towns on weekends, evenings, after-school hours or Mondays to increase attendance numbers.
- Assist with public hours to ensure staffing coverage.
- Answer telephone inquiries, assist with scheduling groups, and perform various office support duties as required.
- Assist with Family Events/Scout Days/Weekend Outreach programs as needed.
- Perform SWEROC duties as required.
- Assist with reports and other duties as deemed necessary by supervisor.
- Assist with other duties/tasks as necessary for betterment of overall operation of educational facilities.

**Knowledge, Skills and Experience**

- Thorough knowledge of the principles and practices of public education and public relations
- Excellent communications skills, both written and oral
- Excellent public speaking ability.
- Strong Relationship management skills working with children, civic organizations, business groups, government entities and the general public.
- Associates degree required. Concentration in either Education or Environmental or Natural Science or related field preferred.
- Must be self-motivated, creative and be able to work independently
- Basic computer skills
- Working knowledge of Spanish a plus

**Market Pricing Range**

**P25 24,548                      P50 30,404                      P75 36,040**  
**FLSA Status- Non-Exempt**  
**Survey Source- Salary.com**

Effective January 2007

## Proposed Part-Time Employee Benefits

<i>ConnectiCare Change of Plans</i>		Total
BASE: POS \$20-\$30 Co-Pay	Covered Lives	Medical & Dental Monthly Premium
Employee Only:	2	\$440.19
Employee + One:	0	\$922.87
Employee + Family:	0	\$1,248.63
		<b>\$8,451.65</b>
		<b>\$10,564.56</b>
		<b>\$2,112.91</b>
		<b>\$115.26</b>

**Annual Plan Totals**      **\$8,451.65**      **\$10,564.56**      **\$2,112.91**

**TAB 10**

## **RESOLUTION AUTHORIZING SETTLEMENT WITH MDC**

**RESOLVED:** That the President is hereby authorized to agree to settlement of the Authority's outstanding dispute with the Metropolitan District Commission on the terms discussed at this meeting, including taking all actions, executing all documents, and doing all other things necessary to accomplish such settlement.