



100 CONSTITUTION PLAZA - 17<sup>th</sup> FLOOR • HARTFORD • CONNECTICUT • 06103-1722 • TELEPHONE (860) 757-7700  
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May 20, 2004

The Honorable John G. Rowland  
Governor  
Executive Chambers  
State Capitol  
Hartford, CT 06106

Dear Governor Rowland:

Enclosed herewith is a complete set of information submitted to meet the Connecticut Resources Recovery Authority's annual report requirements under Section 1-123 of the Connecticut General Statutes for fiscal year 2003.

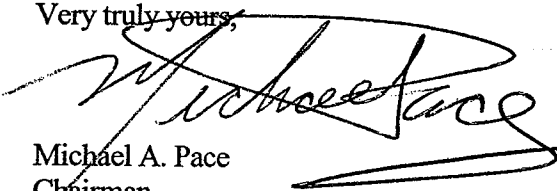
Most of the information required under Section 1-123 is included in the *Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2003*, which is enclosed.

Information not included in that report, but required to be filed, is included the following documents:

- A listing of bond issues for the fiscal year 2003
- A list of outside individuals and firms receiving in excess of \$5,000 in the form of loans, grants, or payments for services
- The cumulative value of all bonds issued
- Our affirmative action policy statement and status.
- Planned meetings for the current year (Required under Section 1-225)

Please contact me if you have any questions or concerns about these documents.

Very truly yours,



Michael A. Pace  
Chairman

cc: Auditors of Public Accounts  
Joint Standing Environmental Committee of the Connecticut General Assembly  
Thomas Kirk, President  
James Bolduc, Chief Financial Officer  
Bettina Bronisz, Assistant Treasurer & Director of Finance  
Chrono File

## **Connecticut Resources Recovery Authority**

### **Fiscal Year 2003 Bond Issues**

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There were no bonds issued by the Authority during Fiscal Year 2003.

**Connecticut Resources Recovery Authority  
FY 2003 Vendors Paid \$5,000.00 or More**

A J BELLIVEAU RAILROAD CONSTRUCTION INC	ENVIROCYCLE INC	ORANGE TOWN OF
AAF INTERNATIONAL	ENVIRONMENTAL RISK LIMITED	OVERHEAD DOOR COMPANY OF HARTFORD INC
ACCOUNTEMPS	ENVIRONMENTAL SERVICES INC	PARK TRUCKING AND CONTRACTING LLC
ADP INC	EPICOR SOFTWARE CORPORATION	PARTNER COMMUNICATIONS GROUP LLC
ADVANCE SCALE OF NEW ENGLAND LLC	EXCAVATION TECHNOLOGIES INC	PAUL WELDING COMPANY INC
AIRBORNE EXPRESS	EXCELLUS BENEFIT SERVICES INC	PDS ENGINEERING & CONSTRUCTION INC
ALL SERVICES ELECTRIC INC	F & B RUBBERIZED INC	PENSION CONSULTANTS INC
ALL WASTE INC	FCR REDEMPTION INC	PEPE & HAZARD LLP
AMERICAN ARBITRATION ASSOC INC	FEDERAL EXPRESS CORP	PERAKOS AND ZITSER PC
AMERICAN BELTING INC	FIDELITY INVESTMENTS	PHILIP ANALYTICAL SERVICES CORPORATION
AMERICAN INTER SPECIALTY LINES INSURANCE	FLEET BANK	PLATTS
AMERICAN REF-FUEL CO OF SOUTHEASTERN CT	FOYT, ARTHUR GEORGE	PLM ELECTRIC POWER ENGINEERING
ANALYTICAL CONSULTING TECH INC	FUSS AND ONEILL INC	PRESTON TOWN OF
ANCHOR ENGINEERING SERVICES INC	GARYS LANDSCAPING	PULLMAN AND COMLEY LLC
ANDERSON KILL & OLICK PC	GEM ENTERPRISES INC	R BATES AND SONS INC
AQUARION WATER CO OF CT	GEO CON INC	R L ROGERS AND SONS INC
ASAP SOFTWARE	GOSELIN, ANDRE	R L ROGERS INC
ASSOCIATED ELECTRO-MECHANICS INC	GRAINGER	R W BECK INC
AVIAGEN INC	GRANBY TOWN OF	RICCELLI ENTERPRISES INC
B G MECHANICAL SERVICE INC	GREATER BPORT SOLID WASTE ADVISORY BOARD	ROGIN NASSAU CAPLAN LASSMAN & HIRTLE LLC
BIO SCIENCE INC	H O PENN MACHINERY CO INC	RYAN BUSINESS SYSTEMS INC
BOTTICELLO INC	HALCYON TECHNOLOGIES LLC	S R TRANSPORT LLC
BRIDGEPORT CITY OF	HALLORAN AND SAGE LLP	SALECON LLC
BRRFOC	HANDEX ENVIRONMENTAL INC	SANDAK HENNESSEY & GRECO LLP
CABLE & WIRELESS USA INC	HARTFORD CITY OF - ENV PRGMS DIV	SANTOS & SEELEY PC
CAMP DRESSER AND MCKEE INC	HARTFORD CITY OF TREASURER	SCILLIA DOWLING & NATARELLI LLC
CANON FINANCIAL SERVICES INC	HARTFORD COURANT ADV LGL NTC	SCS ENGINEERS PC
CANTON TOWN OF	HARTFORD OFFICE SUPPLY CO INC	SEGAL ADVISORS INC
CAPITOL CLEANING CONTRACTORS INC	HARTFORD RECYCLING, INC.	SEGAL COMPANY INC
CAPITOL RECYCLING OF CT INC	HARTFORD SPRINKLER CO INC	SIDLEY AUSTIN BROWN & WOOD LLP
CAR CRAFT LLC	HAWKINS DELAFIELD AND WOOD	SIMSBURY TOWN OF
CARLIN CHARRON & ROSEN LLP	HORTON INTERNATIONAL LLC	SMC ENVIRONMENTAL
CAS CONSTRUCTION CO INC	HRP ASSOCIATES INC	SNETCO
CDW GOVERNMENT INC	HUBBARD, MARION L	SONITROL
CENTRAL CONSTRUCTION INDUSTRIES LLC	ICICI INFOTECH INC	SOUTHEAST TIRE INC
CHESHIRE TOWN OF	INFANTINOS PROPERTY SERVICES	SOUTHEASTERN CONNECTICUT REGIONAL
CICCHETTI AND TANSLEY	INITIAL CONTRACT SERVICES USA	SOUTHERN CONNECTICUT GAS CO
CITICORP VENDOR FINANCE INC	IRON MOUNTAIN INCORPORATED	SPAZZARINI CONSTRUCTION COMPANY INC
COHN BIRNBAUM & SHEA	JACI CARROLL STAFFING SERVICES INC	SUSSLER, PHILIP L DR
CONKLIN AND SOROKA INC	JACK A JAMES INC	THOMASTON TOWN OF
CONN CONSTITUTION ASSOC LLC	JACKSON SCHNITZLER & KRUPMAN	TOWN & COUNTRY BUILDERS INC
CONN INTERLOCAL RISK MGMT AGCY	JOSEPH BORDIERI ELECTRIC LLC	TOWN OF ESSEX COLLECTOR
CONN NATURAL GAS CORPORATION	KAINEN ESCALERA & MCHALE PC	TRC ENVIRONMENTAL CORP
CONN RIVER ESTUARY REGL PLANNING AGENCY	KEYSPAN ENERGY MANAGEMENT INC	TRIMALAWN EQUIPMENT INC
CONSULTING ENVIRONMENTAL ENGINEERS INC	KINNEY/CENTRAL PARKING SYSTEM OF CT INC	TVC SYSTEM
CORPORATION FOR PUBLIC MANAGEMENT	KNAPP ENGINEERING PC	U S BANK NATIONAL ASSOCIATION
COVANTA MID-CONN INC	L AND L EQUIPMENT INC	UNICCO
COVANTA PROJECTS OF WALLINGFORD LP	LANDFILL SERVICE CORPORATION	UNITED ILLUMINATING COMPANY
CT STATE OF COMM REVENUE SERVICES	LENNOX GROUP	UNITED INDUSTRIAL SERVICES
CT STATE OF DEPT OF ENVIRONMENTAL	LFG SPECIALTIES INC	URS CORPORATION
CUMMINGS AND LOCKWOOD	MAIN HEATING & COOLING SERVICE INC	US NUCLEAR REGULATORY COMMISSION
CUNNINGHAM GROUP INC	MALCOLM PIRNIE INC	US POSTAL SERVICE (AMS-TMS)
CUSHING WASTE REMOVAL INC	MARSH USA INC	USA HAULING & RECYCLING
CWPM LLC	MARTINEZ & ASSOCIATES, LLC	VAN HORST GENERAL CONTRACTORS LLC
D W TRANSPORT AND LEASING INC	MCBRIDE WASTE INC	VERIZON WIRELESS
DECISION STRATEGIES	MERRITT CONTRACTORS INC	WALLINGFORD, TOWN OF
DELL MARKETING LP	METROPOLITAN DISTRICT COMMISSION	WALLINGFORD WATER AND SEWER DIVISIONS
DISANTO BERTOLINE AND CO PC	METTLER TOLEDO INC	WASTE MANAGEMENT
DMJM+HARRIS INC	MOUNTAIN RESOURCE SALES CO	WASTE MANAGEMENT OF CONNECTICUT
DONNEGAN SYSTEMS INC	MURPHY ROAD RECYCLING LLC	WATER AND WASTE EQUIPMENT INC
DOYLE, PAUL R	MURTHA CULLINA LLP	WATERTOWN TOWN OF
DURR ENVIROMENTAL INC	NEO HARTFORD LLC	WELDING WORKS INC
EAC OPERATIONS INC	NEW ENGLAND POWER POOL	WEST GROUP
EARTH TECHNOLOGY INC	NEXTEL COMMUNICATIONS INC	WESTON TOWN OF
EAST GRANBY TOWN OF	NORTHEAST GENERATION SERVICES CO	WHEELABRATOR BRIDGEPORT LP
ECDC LOGISTICS LLC	NORTHEAST UTILITIES/CL&P	WHEELABRATOR PUTNAM INC
ELLINGTON TOWN OF	NORWALK CITY OF	WILTON TOWN OF
EMCON/OWT INC	O AND G INDUSTRIES INC	WTE RECYCLING INC
ENVIRO EXPRESS	O S WALKER COMPANY	XENELIS CONSTRUCTION CO INC

# CONNECTICUT RESOURCES RECOVERY AUTHORITY

## STATUS OF OUTSTANDING BONDS ISSUED AS OF MARCH 31, 2004

SERIES	X= SCRF BACKED	DATED	ORIGINAL AMOUNT BONDED	PRINCIPAL PAYMENTS OR REDEMPTIONS	PRINCIPAL OUTSTANDING	Maturity Date	
<b>MID-CONNECTICUT PROJECT</b>							
1996 Series A - Project Refinancing	X	08/20/96	209,675,000	43,970,000	165,705,000	11/15/12	(a)
1997 Series A - Project Construction	X	07/15/97	8,000,000	4,925,000	3,075,000	11/15/06	
2001 Series A - Project Construction		01/18/01	13,210,000	0	13,210,000	11/15/12	(b)
					<u>181,990,000</u>		
<b>BRIDGEPORT PROJECT</b>							
1999 Series A - Project Refinancing		08/31/99	141,695,000	57,870,000	83,825,000	1/1/09	(c)
2000 Series A - Refinancing		08/01/00	9,200,000	3,475,000	5,725,000	1/1/09	(d)
					<u>89,550,000</u>		
<b>WALLINGFORD PROJECT</b>							
1991 Series One - Subordinated		08/01/91	7,000,000	5,750,000	1,250,000	11/15/05	
1998 Series A - Project Refinancing		10/23/98	33,790,000	12,250,000	21,540,000	11/15/08	(e)
					<u>22,790,000</u>		
<b>SOUTHEAST PROJECT</b>							
1989 Series A - Project Refinancing	X	06/01/89	3,935,000	1,680,000	2,255,000	11/15/11	
1998 Series A - Project Refinancing	X	08/18/98	87,650,000	18,430,000	69,220,000	11/15/15	(f)
<b>CRRA-CORPORATE CREDIT REVENUE BONDS</b>							
1992 Series A - Corp. Credit		09/01/92	30,000,000	0	30,000,000	11/15/22	(g)
2001 Series A - American Ref-Fuel Company LLC-I		11/15/01	6,750,000	0	6,750,000	11/15/15	(g)
2001 Series A - American Ref-Fuel Company LLC-II		11/15/01	6,750,000	0	6,750,000	11/15/15	(g)
					<u>114,975,000</u>		
<b>TOTAL BONDS OUTSTANDING</b>			<u>557,655,000</u>	<u>148,350,000</u>	<u>409,305,000</u>		
<b>OUTSTANDING SCRF BONDS</b>					<u>\$240,255,000</u>		

The Special Capital Reserve Fund (SCRF) bonding authorization for CRRA is \$725,000,000. As part of this SCRF authorization, the State requires that \$25 million of the next \$200 million SCRF bonds issued on or after July 1, 1989 be for Recycling Projects. Since July 1, 1989, of the \$25,215,000 SCRF bonds issued, \$17,215,000 were for Recycling Projects (Bridgeport and Mid-Connecticut 1991 Series A Bonds).

The Southeast Project bond indenture requires reservation of \$30 million of the SCRF authorization for possible future bond issues.

The total SCRF bonds outstanding and reserved equals \$270,255,000 as of March 31, 2004.

- (a) The amount recorded on CRRA's books has been reduced by \$2,507,427 which represents the deferred amount on the August 1996 refunding of \$209,900,000 of 1985 Series B bonds.
- (b) The amount recorded on CRRA's books has been increased by \$413,922 which represents the deferred amount on the 2001 Series A bonds.
- (c) The portion allocable to Authority purposes which is recorded on CRRA's books is \$3,190,000 (Guaranteed Borrowing), plus the amount of \$87,580 which represents the deferred amount on the August 1999 Refunding of \$153,355,000 of 1985 Series A and B Bonds.
- (d) The amount recorded on CRRA's books has been reduced by \$40,602 which represents the deferred amount on the August 2000 refunding of \$10,260,000 of 1989 Series A MSF Bonds and increased by \$34,173 which represents the unamortized premium on the sale of the 2000 Bonds.
- (e) The portion allocable to Authority purposes which is recorded on CRRA's books is \$3,298,420 reduced by \$29,832 which represents the deferred amount on the October 1998 refunding of \$34,000,000 of 1986 Series A bonds.
- (f) The portion allocable to Authority purposes which is recorded on CRRA's books is \$7,703,494, reduced by the amount of \$1,651,358 which represents the deferred amount on the August 1998 refunding of \$89,835,000 of 1988 Series A Bonds and increased by \$741,253 which represents the unamortized premium on the sale of the 1998 Bonds.
- (g) Not recorded on CRRA's books.



**EQUAL EMPLOYMENT OPPORTUNITY  
AND  
AFFIRMATIVE ACTION  
STATEMENT AND PLAN**

**ADOPTED – NOVEMBER 14, 2003**

## **EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION STATEMENT AND PLAN**

The Connecticut Resources Recovery Authority (CRRA) is an equal opportunity and affirmative action employer, dedicated to a policy of nondiscrimination in employment on any basis prohibited by law. It is the CRRA's policy to provide equal employment and advancement opportunities to all individuals without regard to age, sex, race, color, religion, national origin, marital status, veteran status, disability, sexual orientation or any other legally protected status, and to maintain an environment free from discrimination or harassment based upon these grounds.

The CRRA is committed to providing equal opportunities in terms of its recruiting and hiring practices, including without limitation, by notifying its recruitment sources of the CRRA's nondiscrimination policies and by placing "help-wanted" advertisements containing the phrase "An Equal Opportunity Employer." The CRRA is also committed to providing equal opportunities to its employees in all of its employment practices, including but not limited to compensation, training, transfers, promotions and disciplinary procedures, and in the provision of all of its employee benefit programs. Personnel decisions will be made on the basis of the needs of the CRRA and an individual's job-related skills, ability and merit.

The CRRA further pledges its strong commitment to ensure that all contractors and subcontractors who do business with the CRRA provide equal opportunities in employment to all qualified persons solely on the basis of job-related skills, ability and merit. The participation of minority business enterprises meeting qualifications established by applicable regulations shall further be solicited and encouraged.

The CRRA shall include an equal opportunity clause in all of its contracts and shall not enter into any contract with any person, agency or organization if it has knowledge that such person, agency or organization engages in unlawful discriminatory practices.

The CRRA further pledges that all CRRA-sponsored training and social and recreational programs will be administered without regard to any legally protected status.

As part of its commitment to equal opportunities, the CRRA expects all of its employees to adhere to this policy of nondiscrimination. The CRRA will take prompt action upon the receipt of a complaint of unlawful discrimination and will take appropriate corrective action, including disciplinary measures if necessary, to remedy any discriminatory conduct. Complaints should be referred to the Human Resources Manager, who is the CRRA's designated Equal Employment Opportunity (EEO) Officer. Alternatively, employees may submit complaints to the President of the CRRA or to any manager or supervisor.

The day-to-day responsibility for administering and complying with this policy is delegated to the various department heads with respect to the employees within their respective departments. The President and the Board of Directors will provide necessary procedural guidance in the

coordination and application of the policy and any changes or modifications to the policy as may be required.

The CRRA's plan for implementing its equal employment and affirmative action policy could include any or all of the following actions:

1. Attempt to hire and promote qualified female and minority candidates through efforts to increase the number of highly qualified female and minority applicants for each vacancy, with the ultimate goal that CRRA's workforce will mirror the diversity of the labor pool.
2. Attempt to reach a greater number and diversity of representative groups to notify them of employment opportunities with CRRA. Wherever possible, target the Hispanic, African-American, Asian Pacific/Islander and Native American communities by contacting organizations and educational institutions that promote the interests of such individuals.
3. Explore the creation of an internship program to create interest among minority students in career opportunities at CRRA.
4. Take the following steps to ensure that all applicants and employees are aware that CRRA is an equal opportunity employer and of CRRA's affirmative action recruitment efforts:
  - a. Publicize the Equal Employment Opportunity Statement and Affirmative Action policy in CRRA's Personnel Policy Manual and post the same on CRRA bulletin boards.
  - b. Publicize the accomplishments and/or promotions of minorities and females internally.
  - c. Assess the equal opportunity and affirmative action efforts and achievements prior to the promotion of employees or the execution of discretionary salary increases.
  - d. Conduct meetings to discuss equal employment opportunity policies and responsibilities with CRRA employees, including during employee orientation and training sessions.
  - e. Advise all recruiting sources of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy.
  - f. Notify all bidders, contractors, and suppliers of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy and ensure that all contracts for services and materials include a statement in which the contractor agrees to abide by affirmative action and fair employment principles.

- g. Attend job fairs where the potential for exposure to potential female and minority applicants is high.
- h. Continue to encourage participation of minority business enterprises and not to contract with any entity debarred from participation in state or federal contract programs.
- i. Notify minority and women's organizations, community organizations, state and local employment security and vocational rehabilitation agencies, schools and colleges of CRRA's Equal Employment Opportunity Statement and Affirmative Action policy.
- j. Place advertisements for employees containing the phrase "CRRA is an Affirmative Action/Equal Opportunity Employer" within the appropriate classified section of newspapers and/or job posting websites.
- k. Send outreach letters, job postings and job descriptions to various minority organizations throughout the state to increase awareness of employment opportunities at CRRA in the region's minority communities.
- l. Conduct outreach meetings via telephone with minority organizations during the year to maintain and improve the lines of communication between CRRA and these organizations as well as increase the awareness of CRRA's affirmative action efforts throughout the state's minority communities.



Connecticut Resources Recovery Authority  
Calendar Year 2004  
Regular Board Meeting Schedule

Thursday, January 22	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, February 19	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, March 18	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, April 15	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, May 20	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, June 17	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, July 15	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, August 19	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, September 16	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, October 21	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, November 18	9:30 a.m.	100 Constitution Plaza, Hartford
Thursday, December 16	9:30 a.m.	100 Constitution Plaza, Hartford