

**Policies & Procurement Committee**  
**July 14, 2011**  
**Draft Minutes**

Members Present: Dave Damer, Committee Chairman (present by telephone)  
Dot Kelly (present by telephone)

CRRRA Staff Present: Tom Kirk, President  
Dave Bodendorf, Senior Environmental Engineer  
Peter Egan, Director of Environmental Affairs (present by telephone)  
Laurie Hunt, Director of Legal Services  
Katha Kerr, Operations Analyst  
Rich Quelle, Senior Engineer  
Paul Nonnenmacher, Director of Public Affairs  
Virginia Raymond, Senior Operations Analyst  
Moira Benacquista, Secretary to the Board/Paralegal

Members of the Public Present: Edward Spinella, Esq. of USA Hauling and Jim Sandler, Esq. of Sandler & Mara.

Chairman Damer called the meeting to order at 9:34 a.m. and noted that a quorum was present.

Chairman Damer noted there were no members of the public present which cared to speak during public comment, and so the regular meeting would commence.

**1. APPROVAL OF MINUTES OF THE JUNE 16, 2011, POLICIES & PROCUREMENT COMMITTEE MEETING**

Chairman Damer requested a motion to accept the minutes of the June 16, 2011, Policies & Procurement Committee meeting. The motion to approve the minutes was made by Director Kelly and seconded by Chairman Damer.

The motion to approve the minutes as amended and corrected was approved unanimously by roll call.

**2. MOTION TO ADD AN ITEM TO THE AGENDA REGARDING THE AUTHORIZATION OF A REQUEST FOR WORK TO PROVIDE LABOR AND EQUIPMENT SERVICES FOR THE OPERATION OF THE HARTFORD LANDFILL**

Chairman Damer requested a motion to add an item to the agenda concerning the authorization of a request for work to provide labor and equipment services for the operation of the Hartford Landfill.

The motion to add an item to the agenda was made by Director Kelly and seconded by Chairman Damer and was approved unanimously by roll call.

3. **RESOLUTION REGARDING THE AUTHORIZATION OF A REQUEST FOR WORK TO PROVIDE LABOR AND EQUIPMENT SERVICES FOR THE OPERATION OF THE HARTFORD LANDFILL**

Chairman Damer requested a motion on the above referenced item. The motion to approve was made by Director Kelly and seconded by Chairman Damer.

**RESOLVED:** That the President is hereby authorized to execute a Request for Work with Botticello Inc. pursuant to a new On-Call Equipment Work Agreement to provide labor and equipment for the operation and maintenance of the CRRA Hartford Landfill as presented and discussed at this meeting.

Mr. Bodendorf said management had expected the Hartford Landfill to be closed by now. He said management had recently become aware that the request for work which had been approved only ran through June 30, 2011, and would need to be extended.

Chairman Damer noted management's recommendation is for the low bidder, which has been doing a nice job at the landfill.

The motion previously made and seconded was approved unanimously by roll call.

4. **MOTION TO ADD AN ITEM TO THE AGENDA REGARDING EMERGENCY RATIFICATION FOR EXPENDITURES RELATED TO OPERATION OF THE GARBAGE MUSEUM**

Chairman Damer requested a motion to add an item to the agenda concerning emergency ratification for expenditures related to operation of the garbage museum.

The motion to add an item to the agenda was made by Director Kelly and seconded by Chairman Damer and was approved unanimously by roll call.

5. **RESOLUTION REGARDING RATIFICATION OF EMERGENCY RATIFICATION FOR EXPENDITURES RELATED TO OPERATION OF THE GARBAGE MUSEUM**

Chairman Damer requested a motion on the above referenced item. The motion to approve was made by Director Kelly and seconded by Chairman Damer.

**RESOLVED:** That the CRRA Board of Directors ratifies the emergency procurement substantially as presented and discussed at this meeting.

Mr. Kirk said this is an unusual request as it provides authorization for Mr. Kirk to continue paying the bills for the museum as the Board continues to consider the budget. He explained the bills are currently being paid with the surplus from the prior year. Mr. Kirk said in the absence of the budget for this fiscal year it was appropriate to utilize the emergency procurement provision even though this is technically not a procurement.

Ms. Hunt said the CRRA bylaws imply that business should not take place without a budget in place, although at this point salaries and ongoing operational cost are being incurred. She said

management felt Board approval should officially be obtained in addition to authorization from the Board to continue the operation of the museum.

Chairman Damer said it was likely the intent of the Board for the museum to continue to operate when the Stratford Museum budget was tabled. Director Kelly said she believes the Board was clear that this action should take place and management merely came up with a mechanism that works within that role. She said she is hopeful that museum will find a way to stay in business. Director Kelly said this is a difficult decision to make especially considering it is one of CRRA's missions to provide education.

Chairman Damer asked if there has been further donations and interest in funding the museum. Mr. Nonnenmacher replied not from the member towns. He explained there has been some interest in private donors however, it is difficult to secure donations with the impending close of the museum as a drawback.

The motion previously made and seconded was approved unanimously by roll call.

6. **REVIEW AND RECOMMEND FOR BOARD APPROVAL RESOLUTION REGARDING MID-CONNECTICUT RESOURCES RECOVERY FACILITY TRANSITION SUPPORT SERVICES AGREEMENT**

Chairman Damer requested a motion on the above-referenced item. Director Kelly made the motion, which was seconded by Chairman Damer.

**RESOLVED:** That the Board of Directors hereby authorizes the President to enter into an agreement with PMA Consulting, LLC for services associated with the Mid-Connecticut Resources Recovery Facility transition, substantially as presented and discussed at this meeting.

Mr. Kirk said the principle of the PMA Consulting group, Dave Brown, is a former long-term employee of CRRA who is very knowledgeable about the Mid-Conn facility. He said Mr. Brown has been used in the past and is uniquely qualified to assist CRRA in its transition over the next year at the WPF and PBF. Mr. Kirk said Mr. Brown will be used as needed. He said the agreement is for a not-to-exceed amount of \$50,000 and Mr. Brown's effectiveness and efficiency are a reasonable rate.

Chairman Damer noted that the Committee is voting on this matter as it is estimated to potentially run over \$50,000, but also because as it is an exception to the competitive process due to Mr. Brown's expertise. Director Kelly asked who Mr. Brown would be working with.

Mr. Egan replied that Mr. Brown will report directly to Mr. Egan and will also work closely with Mr. Quelle and Ms. Raymond. He said Mr. Brown will also offer an important interface with CRRA's present contractor and NEAS. Director Kelly asked if Mr. Brown had the time to do this work. Mr. Egan replied yes. He explained the \$56,000 figure is for 20 hours a week for 20 weeks at \$140 an hour rate which is a conservative estimate.

The motion previously made and seconded was approved unanimously by roll call.

7. **REVIEW AND RECOMMEND FOR BOARD APPROVAL RESOLUTION REGARDING DELIVERY OF COVER SOILS TO THE HARTFORD LANDFILL**

Chairman Damer requested a motion on the above-referenced item. Director Kelly made the motion, which was seconded by Chairman Damer.

**RESOLVED:** That the President is hereby authorized to enter into a contract with D’Amato Construction Company, Inc. for delivery of soil to be used as contouring and cover material at the Hartford Landfill, and as approved by the Connecticut Department of Environmental Protection, substantially as discussed and presented at this meeting.

Mr. Bodendorf said this work has been completed. He said this was a market driven sale of landfill capacity for soil that was slightly contaminated. Mr. Bodendorf said CRRA continues to have a need for soil for the final phase of landfill closure. He said this was an opportunity for CRRA to get 15,000 tons of soil at \$15 dollars a ton which is revenue stream for CRRA which helps to offset the cost of the operator, Botticello.

Chairman Damer said it is always great to see \$200,000 plus in revenue. He said management had estimated at one point that 100,000 tons of soils were needed for the landfill closure. He asked how many tons were still needed and if any other soils which may result in additional revenue will be brought in. Mr. Bodendorf said management estimates an additional 90,000 tons of soil will be needed. He explained CRRA is about to submit a permit to the Connecticut Department of Environmental Protection (hereinafter referred to as “CT DEP”) to approve an alternative solar cap cover for the landfill, an issue the Board has discussed in the past. Mr. Bodendorf said if that permit is approved and management moves forward with that project there will be additional capacity and an additional need for soil which may provide another opportunity for CRRA to bring in revenue from soil deliveries.

Chairman Damer said he assumes this delivery is road sand and is sandy silty soil. Mr. Bodendorf said that was correct as this material is sediment which washes into the Hartford River conduits. Mr. Kirk asked Mr. Bodendorf if he has an idea of how much additional soil would be needed in the event that CT DEP looks favorably on the solar alternative cover. Mr. Bodendorf responded that part of that plan would include the City of Hartford’s excavation of a retention pond and the additional capacity is about 125,000 tons.

Director Kelly said this is a great process and the documentation has been comprehensive.

The motion previously made and seconded was approved by roll call.

8. **REVIEW AND RECOMMEND FOR BOARD APPROVAL RESOLUTION REGARDING DELIVERY OF COVER SOILS TO THE HARTFORD LANDFILL**

Chairman Damer requested a motion on the above-referenced item. Director Kelly made the motion, which was seconded by Chairman Damer.

**RESOLVED:** That the President is hereby authorized to enter into a contract with Veolia ES Technical Solutions, L.L.C. for delivery of soil to be used as contouring and cover material at

the Hartford Landfill, and as approved by the Connecticut Department of Environmental Protection, substantially as discussed and presented at this meeting.

Chairman Damer said that this delivery is for \$16 a ton and is not complete. Mr. Bodendorf said that was correct. He said that the soil is coming out of New Haven from a project being undertaken by the Board of Education. Mr. Bodendorf said CRRA has about half of the material so far and within the next two weeks the job will likely be completed. He said the revenue from this project will likely come in slightly under \$15,000.

The motion previously made and seconded was approved by roll call.

9. **REVIEW AND RECOMMEND FOR BOARD APPROVAL RESOLUTION REGARDING DELIVERY OF COVER SOILS TO THE HARTFORD LANDFILL**

Chairman Damer requested a motion on the above-referenced item. Director Kelly made the motion, which was seconded by Chairman Damer.

**RESOLVED:** That the President is hereby authorized to enter into a contract with Haynes Construction Company, Inc. for delivery of soil to be used as contouring and cover material at the Hartford Landfill, and as approved by the Connecticut Department of Environmental Protection, substantially as discussed and presented at this meeting.

Chairman Damer said this in another revenue contract for the Hartford Landfill from Haynes Construction. Mr. Egan said that management had begun doing performance testing on incoming deliveries of soil in response to Director Painter's request. He reported that no issues have been encountered.

The motion previously made and seconded was approved by roll call.

**INFORMATION SECTION**

Chairman Damer noted that the Information Section of the package had been thoroughly reviewed and the Committee did not have any comments.

Director Kelly asked for some specifics on the solar cap project. Mr. Kirk said at this point management is still working with the CT DEP to bring it up to speed on the substitution of this solar cover for the long approved soil and poly-cap approach which has been in the plan for many years. He said when more information is compiled management will bring a presentation to the Board.

Director Kelly said she had raised this topic during the public comment portion of the Connecticut Clean Energy Fund's last Board meeting and received positive feedback from the new President Brian Garcia. Mr. Kirk suggested approaching the Connecticut Clean Energy Fund for funding when this project is more fully developed.

**ADJOURNMENT**

Chairman Damer requested a motion to adjourn the meeting. The motion made by Director Kelly and seconded by Chairman Damer was approved unanimously by roll call.

The meeting was adjourned at 10:05 a.m.

Respectfully submitted,

Moira Benacquista  
Secretary to the Board/Paralegal