

Policies & Procurement Committee
Nov. 6, 2014
Regular Telephonic Meeting Draft Minutes

Members Present by phone: Committee Chairman John Adams
 Vice-Chairman Richard Barlow
 Ralph Eno

CRRA Staff Present: Tom Kirk, President
 Mark Daley, Chief Financial Officer
 Peter Egan, Director of Operations and Environmental Affairs
 Roger Guzowski, Contracts and Procurement Manager
 Laurie Hunt, Director of Legal Services
 Christopher Sheperd, Environmental Compliance Manager
 Moirra Kenney, HR Specialist/Board Administrator
 Eileen Kearney, Temporary Board Administrator

Also Present: Ed Spinella, Esq.

Committee Chairman Adams called the meeting to order at 11:00 a.m. and noted that a quorum was present.

Committee Chairman Adams noted there were no members of the public present who wished to address the Committee and said the regular meeting would commence.

1. **APPROVAL OF MINUTES OF THE OCTOBER 9, 2014, REGULAR TELEPHONIC MEETING**

Committee Chairman Adams requested a motion to accept the minutes of the Regular Oct. 9, 2014, Policies & Procurement Committee meeting. The motion to approve the minutes was made by Vice-Chairman Barlow and seconded by Director Eno.

The motion to approve the minutes was approved unanimously by roll call.

2. **REVIEW AND RECOMMEND RESOLUTION REGARDING ANNUAL AIR EMISSIONS TESTING AT THE CSWS RESOURCE RECOVERY FACILITY**

Committee Chairman Adams requested a motion on the above referenced matter. The motion to approve was made by Vice-Chairman Barlow and seconded by Director Eno.

RESOLVED: That the President is hereby authorized to enter into a contract with TRC Environmental Corporation for performance of the annual air emissions testing at the CSWS Power Block Facility for calendar years 2015, 2016, and 2017, substantially as discussed and presented at this meeting.

Mr. Egan said this is a routine matter as the annual air emissions testing is done every three years. He noted that historically these costs were reimbursed by the Connecticut Department of Energy and Environmental however that is no longer the case.

The motion was unanimously approved by roll call.

3. **REVIEW AND RECOMMEND RESOLUTIONS REGARDING INTERRUPTIBLE CONTRACT WASTE DELIVERY AGREEMENT**

Committee Chairman Adams requested a motion on the above referenced matter. The motion to approve was made by Director Eno and seconded by Vice-Chairman Barlow.

RESOLVED: That the President is authorized to enter into a revenue contract with K&W Materials and Recycling, LLC for the delivery of Interruptible Contract Waste to the Connecticut solid Waste System, substantially as presented and discussed at this meeting; and

FURTHER RESOLVED, That the President is authorized to enter into a revenue contract with City Carting, Inc. for the delivery of Interruptible contract Waste to the Connecticut Solid Waste System, substantially as presented and discussed at this meeting.

The motion was unanimously approved by roll call.

4. **REVIEW AND RECOMMEND FOR BOARD APPROVAL RESOLUTION REGARDING MATERIALS INNOVATION AND RECYCLING AUTHORITY ADOPTING AN AMENDMENT TO SECTION 2.2.18 OF THE AUTHORITY'S PROCUREMENT POLICIES AND PROCEDURES**

Committee Chairman Adams requested a motion on the above referenced matter. The motion to approve was made by Director Eno and seconded by Vice-Chairman Barlow.

RESOLVED: That the Procurement Committee recommend that the Board of Directors adopt a revision to Section 2.2.18, Public Notice, of the Procurement Policies and Procedures. The proposed revision would amend Section 2.2.18 to include the requirement to post certain solicitations for goods and services on the State Contracting Portal and eliminate the requirement of print publication.

Mr. Daley asked that the Committee adopt a revision to Section 2.2.18, Public Notice, of the Procurement Policies and Procedures. The proposed revision would amend Section 2.2.18 to include the requirement to post certain solicitations for goods and services on the State Contracting Portal. It would also eliminate the requirement for print publication for certain solicitations. Discussion continued with the types of solicitations that this would apply to and the cost savings which would result.

The Authority's Procurement Policies and Procedures (the "Procedures") require the Public Notice of any solicitation for goods or services estimated to exceed \$50,000 in any fiscal year. The Procedures define Public Notice to require posting a notice of solicitation on the Authority's web site and publication of the notice of solicitation in at least one newspaper of general circulation or an

appropriate trade journal. As required by Connecticut General Statutes Section 4a-57, MIRA also posts such solicitations on the DAS State Contracting Portal. The elimination of the required print publication is estimated to save the Authority several thousand dollars a year.

The motion was unanimously approved by roll call.

INFORMATION

Committee Chairman Adams said the Informational Section had been thoroughly reviewed and discussed.

Mr. Daley called attention to an item on the Report relating to Paines Truck Repair in the amount of \$11,066.07. He discussed the cause of the damage, actions that would be explored in the future to prevent such accidents in the future and applicability to safety and training in the future.

ADJOURNMENT

Committee Chairman Adams requested a motion to adjourn the meeting. The motion made by Vice-Chairman Barlow and seconded by Director Eno was approved unanimously by roll call.

The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Eileen Kearney
Temporary Board Administrator