



MEMORANDUM

TO: MIRA Board of Directors
FROM: Donald S. Stein, Chairman
DATE: June 3, 2021
RE: Notice of Regular Telephonic Meeting

There will be a *regular telephonic* meeting of the Board of Directors of the Materials Innovation and Recycling Authority (MIRA) on *Wednesday, June 9, 2021 at 9:30 a.m.*

MIRA offices are presently closed to the public due to the Corona Virus outbreak. Members of the public may attend the meeting telephonically by calling (929) 205-6099, entering meeting ID 869 3126 7674#, then entering the password 455774# when prompted.

The purpose of this meeting will be:

- I. Pledge of Allegiance
- II. Public Comment – 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.
- III. Review and Approve – Minutes of the May 12, 2021 Regular Board Meeting (*Attachment 1*).
- IV. Finance Committee Report
 - a. Board Action will be sought for a Resolution Regarding a Renewal of Insurance Coverage (*Attachment 2*).
- V. Policies and Procurement Committee Report
 - a. Board Action will be sought for a Resolution Regarding an Agreement for Pre-Combustion Metals (*Attachment 3*).
 - b. Board Action will be sought for a Resolution Regarding an Agreement for Staffing Services and HR Consulting (*Attachment 4*).
 - c. Board Action will be sought for a Resolution Regarding an Agreement for Development of a Closure Plan and Cost Estimate for the CSWS Resource Recovery Facility (*Attachment 5*).
 - d. Board Action will be sought for a Resolution Regarding Authorizing Payment of Projected

Additional FY 2021 Legal Expenses (*Attachment 6*).

- e. Board Action will be sought for a Resolution Regarding FY 2022 Projected Legal Expenditures (*Attachment 7*).

VI. Chairman's and President's Report

- a. Board Action will be sought for a Resolution Regarding a New Agreement for Payment in Lieu of Taxes with the City of Hartford (*Attachment 8*).
- b. Attached Supplemental Information / Other Matters

VII. Executive Session to discuss:

- a. Pending RFPs pursuant to Conn. Gen. Stat. Section 1-210(b)(24) and Feasibility Estimates and Evaluations relative to prospective public supply contracts pursuant to Conn. Gen. Stat. Section 1-210(b)(7), including a) Connecticut Solid Waste System transfer facilities, transportation and disposal of acceptable solid waste at alternate disposal facilities and operation of MIRA's Jets; and
- b. Personnel employment matters pursuant to Conn. Gen. Stat. Section 1-200(6), including issues regarding the retention of critical skilled employees at MIRA and MIRA facilities.

VIII. OS & HR Committee Report

TAB 1

MATERIALS INNOVATION AND RECYCLING AUTHORITY

FIVE HUNDRED AND THIRTY-ONE

May 12, 2021

A Regular Telephonic (Zoom) Board meeting of the Materials Innovation and Recycling Authority Board of Directors was held on Wednesday, May 12, 2021. Present via audio or video conferencing were:

Directors:

Chairman Stein
Vice-Chairman Dick Barlow
John Adams
Scott Shanley
Jim Hayden
Edward Bailey
Carl Fortuna, Jr. (until 11:00)
Susan Weisselberg
Bert Hunter
Marcia Leclerc (until 11:00)
Suzette DeBeatham-Brown (until 11:30)
Tom Swarr, CSWS Ad Hoc (until 11:30)
Luke Bronin, CSWS Ad Hoc (arrived 10:15, left 11:30)

Present from MIRA:

Tom Kirk, President
Mark Daley, Chief Financial Officer
Laurie Hunt, Director of Legal Services
John Clark, Director of Operations and Environmental Affairs
Thomas Gaffey, Director of Recycling & Enforcement
Roger Guzowski, Contracts and Procurement Manager
Jeff Duvall, Director of Budgets and Forecasting
Cheryl Kaminsky, Manager of Accounting and Financial Reporting
Chris Shepard, Environmental Compliance Manager
Dave Bodendorf, Senior Environmental Engineer
Peter Egan, Consultant

Others Present:

Ann Catino, Halloran & Sage
Robert Isner, Director Waste Engineering and Enforcement Division, DEEP

Chairman Stein called the meeting officially to order at 9:32 a.m. and said that a quorum was present.

PUBLIC PORTION

Chairman Stein said 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. As there were no members of the public who wished to address the Board, the meeting commenced.

1. APPROVAL OF THE APRIL 14, 2021 BOARD MEETING MINUTES

Chairman Stein requested a motion to approve the minutes of the April 14, 2021 Board meeting. Director Barlow made the motion, which was seconded by Director Leclerc.

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, Director Brown and Ad Hoc Swarr voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		

Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc	X		

2. RESOLUTION REGARDING A COOPERATIVE SERVICES AGREEMENT BETWEEN THE MATERIALS INNOVATION AND RECYCLING AUTHORITY AND THE UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICES / WILDLIFE SERVICES.

Chairman Stein requested a motion on the above-referenced item. The motion was made by Director Adams and seconded by Director Fortuna.

RESOLVED: That the President is hereby authorized to execute an agreement with the United States Department of Agriculture Animal and Plant Health Inspection Services - Wildlife Services, for the control of nuisance birds at the South Meadows Waste Processing Facility, substantially as presented and discussed at this meeting.

The motion previously made and seconded was approved.

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, Director Brown, and Ad Hoc Swarr voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		

Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc	X		

3. RESOLUTION REGARDING SIGNATORY AUTHORITY FOR ENVIRONMENTAL REGULATORY COMPLIANCE SUBMITTALS.

Chairman Stein requested a motion on the above-referenced item. The motion was made by Director Adams and seconded by Director Bailey.

RESOLVED: Pursuant to Conn. Gen. Stat. Section 22a-277(c) the board hereby authorizes the President to delegate to John D. Clark, Director of Operations and Environmental Affairs, as duly authorized representative of the Authority, the authority to sign regulatory and permit-required applications, reports and other applicable information submitted by the Authority to the Connecticut Department of Energy & Environmental Protection, in connection with air, water, and solid waste compliance and permitting programs, substantially as presented and discussed at this meeting. This delegation of authority, in the President's opinion, would be appropriate for the prompt and orderly transaction of the business of the Authority.

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, and Director Brown voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		

Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc	X		

4. RESOLUTION REGARDING THE PURCHASE OF JET FUEL FOR THE SOUTH MEADOWS JET TURBINE FACILITY.

Chairman Stein requested a motion on the above-referenced item. The motion was made by Director Bailey and seconded by Director Adams.

RESOLVED: That the President is hereby authorized to execute a purchase order with Dime Oil Company, LLC for the purchase of Ultra Low Sulfur No. 1 Diesel Fuel to support operation of the South Meadows Jet Turbine Facility, substantially as presented and discussed at this meeting.

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, and Director Brown voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		
Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc			

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MOTION TO RE-ORDER THE AGENDA

Chairman Stein requested a motion to re-order the Agenda to move the HR Committee Report after Executive Session. The motion was made by Director Shanley and seconded by Director Weisselberg.

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, Director Brown, and Ad Hoc Swarr voted yes.

The motion was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, Director Brown, and Ad Hoc Swarr voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		
Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc	X		

5. Chairman's and President's Report

President Kirk reported on the operational and financial status of the CSWS.

President Kirk introduced Robert Isner, Director Waste Engineering and Enforcement Division, Department of Energy and Environmental Protection, and thanked Mr. Isner for DEEP's expedited response to MIRA's draft letter requesting clarification of DEEP's interpretation of MIRA's solid waste permit. Mr. Isner expounded upon and discussed with the Board DEEP's disagreement with MIRA's understanding regarding operation of the South Meadows property as a transfer station without a modification to the existing solid waste permit or issuance of a new permit.

6. EXECUTIVE SESSION

Chairman Stein requested a motion to enter into Executive Session to discuss Pending RFPs pursuant to Conn. Gen. Stat. Section 1-210(b)(24) and Feasibility Estimates and Evaluations relative to prospective public supply contracts pursuant to Conn. Gen. Stat. Section 1-210(b)(7), including MIRA RFP's and prospective contracts for Connecticut Solid Waste System transfer facilities, transportation and disposal of acceptable solid waste at alternate disposal facilities, and the potential impact of same upon CSWS operating and capital budgets, and to discuss personnel employment matters pursuant to Conn. Gen. Stat. Section 1-200(6), including issues regarding the retention of critical skilled employees at the W-T-E Facility.

The motion was made by Director Shanley and seconded by Director Bailey.

Chairman Stein requested that the following people remain for the Executive Session, in addition to the Board members:

Tom Kirk
Mark Daley
John Clark
Peter Egan
Laurie Hunt
Chris Shepard
Ann Catino

The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Fortuna, Director Weisselberg, Director Hunter, Director Leclerc, Director Brown, Ad Hoc Swarr and Ad Hoc Bronin voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna	X		
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc	X		
Suzette DeBeatham-Brown	X		
Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc	X		
Luke Bronin, CSWS Ad Hoc	X		

Executive Session began at 10:22 a.m. and ended at 11:27 a.m., and public session was resumed. Chairman Stein noted that no motions were made in Executive Session.

7. RESOLUTION REGARDING THE ESTABLISHMENT OF A SEVERANCE PROGRAM FOR NAES WASTE-TO-ENERGY AND JETS FACILITY EMPLOYEES.

Chairman Stein requested a motion on the above-referenced item. The motion was made by Director Weisselberg and seconded by Director Bailey.

WHEREAS, MIRA anticipates shutting down the South Meadows Waste-to-Energy Facility (the “WTE Facility”) as early as May 15, 2022, and no later than June 30, 2022; and

WHEREAS, MIRA plans to issue RFPs in the coming months that may include the conversion and operation of the WTE Facility as a transfer station (the “Transfer Station RFP”), the decommissioning of the WTE Facility (the “Decommissioning RFP”), and the most convenient and cost effective means of operating and maintaining MIRA’s Jet Turbine Facility (the “Jets Facility”) after the WTE Facility shuts down (the “Jets RFP”); and

WHEREAS, NAES may opt to submit proposals for the provision of services pursuant to one or more of the MIRA RFPs; and

WHEREAS, in the event that NAES submits one or more such proposals in response to the MIRA RFPs, and is selected as the successful proposer(s) by MIRA, MIRA anticipates that the resulting agreements will identify the existing NAES personnel to be retained for the performance of such work (“Continued Employment”); and

WHEREAS, in the event NAES decides not to submit such proposals in response to the MIRA RFPs, or is not selected as the successful proposer by MIRA, MIRA anticipates that the selected respondents will be obligated to evaluate their staffing requirements and offer employment to appropriately qualified NAES employees (“Alternative Employment”); and

WHEREAS, MIRA proposes to develop a severance program for NAES employees who are not offered Continued Employment or Alternative Employment, or who reject such offers (“Eligible Employees”); and

WHEREAS, due to the uncertainty regarding continued employment, it is becoming increasingly difficult for NAES to recruit and retain sufficient staff to properly operate and maintain the WTE Facility; and

WHEREAS, following discussion with NAES, MIRA believes that the promise of severance for all NAES’ employees who remain employed at the WTE Facility until released on MIRA’s instructions will be of significant assistance in employee retention; and

WHEREAS, MIRA proposes to fund a severance program for NAES WTE and Jets Facility employees who are not offered Continued Employment or Alternative Employment, or who reject such offers, which program will be funded by MIRA and administered by NAES through dedicated draw requests as MIRA-directed separations from employment occur under specified guidelines;

NOW, THEREFORE, it is

RESOLVED: That the Board of Directors authorizes the President to contractually commit to fund severance payments to all NAES’ onsite full-time employees at the WTE and Jets Facility who are not offered Continued Employment or Alternative Employment, or who reject such offers; and

FURTHER RESOLVED: That the President is authorized to fund such severance payments first through use of the Fiscal Year 2022 adopted budgets for NAES salary and benefits at the WTE and Jets Facility, second through transfer of surplus funds identified within other Fiscal Year 2022 CSWS or Property Division expenditure budgets pursuant to the President’s existing authority, third through use of such reserve funds as may subsequently be established by this Board of Directors for such purpose and forth through any such Fiscal Year 2023 budgets as may subsequently be adopted by this Board of Directors for such purpose; and

FURTHER RESOLVED: That such severance program shall comprise a Base Plan available to all Eligible Employees and a Retention Plan available to Eligible Employees identified as Key Employees; and

FURTHER RESOLVED: That the Base Plan shall include six week's wages based on a 40 hour work week, plus the employer share of payroll taxes attributed thereto, plus a one-time fixed payment equal to the current cost of the employer's share of the employee's monthly health insurance premiums for 4 months, together with prorated payment of the agreed Fiscal Year 2022 Employee Incentive Based Compensation based on the number of days employed during Fiscal Year 2022 , which shall be administered by NAES and passed through to each employee in full excepting only the employer share of payroll taxes; and

FURTHER RESOLVED: That the Retention Plan shall include up to ten additional weeks' wages based on a 40 hour work week, plus the employer share of payroll taxes attributed thereto, which shall be administered by NAES and passed through to each employee in full excepting only the employer share of payroll taxes; and

FURTHER RESOLVED: That the President is authorized to execute amendments to the WTE and Jets Operation and Maintenance Agreements as may be necessary or desirable, specifying the terms and conditions of the WTE and Jets Facility Severance Program as set forth herein, and to do all such other things as may be reasonably necessary or desirable to establish and implement the WTE and Jets Facility Severance Program, all substantially as presented and discussed at this meeting; and

FURTHER RESOLVED: That MIRA may consider and propose to this Board of Directors the subsequent development of a modified severance program if necessary to secure key employees for Continued Employment or Alternative Employment.

MOTION TO AMEND

Director Hayden made a motion to amend the resolution to read:

WHEREAS, MIRA anticipates shutting down the South Meadows Waste-to-Energy Facility (the "WTE Facility") as early as May 15, 2022, and no later than June 30, 2022; and

WHEREAS, MIRA plans to issue RFPs in the coming months that may include the conversion and operation of the WTE Facility as a transfer station (the "Transfer Station RFP"), the decommissioning of the WTE Facility (the "Decommissioning RFP"), and the most convenient and cost effective means of operating and maintaining MIRA's Jet Turbine Facility (the "Jets Facility") after the WTE Facility shuts down (the "Jets RFP"); and

WHEREAS, NAES may opt to submit proposals for the provision of services pursuant to one or more of the MIRA RFPs; and

WHEREAS, in the event that NAES submits one or more such proposals in response to the MIRA RFPs, and is selected as the successful proposer(s) by MIRA, MIRA anticipates that the resulting agreements will identify the existing NAES personnel to be retained for the performance of such work (“Continued Employment”); and

WHEREAS, in the event NAES decides not to submit such proposals in response to the MIRA RFPs, or is not selected as the successful proposer by MIRA, MIRA anticipates that the selected respondents will be obligated to evaluate their staffing requirements and offer employment to appropriately qualified NAES employees (“Alternative Employment”); and

WHEREAS, MIRA proposes to develop a severance program for NAES employees who are not offered Continued Employment or Alternative Employment, or who reject such offers (“Eligible Employees”); and

WHEREAS, due to the uncertainty regarding continued employment, it is becoming increasingly difficult for NAES to recruit and retain sufficient staff to properly operate and maintain the WTE Facility; and

WHEREAS, following discussion with NAES, MIRA believes that the promise of severance for all NAES’ employees who remain employed at the WTE Facility until released on MIRA’s instructions will be of significant assistance in employee retention; and

WHEREAS, MIRA proposes to fund a severance program for NAES WTE and Jets Facility employees who are not offered Continued Employment or Alternative Employment, or who reject such offers, which program will be funded by MIRA and administered by NAES through dedicated draw requests as MIRA-directed separations from employment occur under specified guidelines;

NOW, THEREFORE, it is

RESOLVED: That the Board of Directors authorizes the President to contractually commit to fund severance payments to all NAES’ onsite full-time employees at the WTE and Jets Facility who are not offered Continued Employment or Alternative Employment, or who reject such offers; and

FURTHER RESOLVED: That the President is authorized to fund such severance payments first through use of the Fiscal Year 2022 adopted budgets for NAES salary and benefits at the WTE and Jets Facility, second through transfer of surplus funds identified within other Fiscal Year 2022 CSWS or Property Division expenditure budgets pursuant to the President’s existing authority, third through use of such reserve funds as may subsequently be established by this Board of Directors for such purpose and forth through any such Fiscal Year 2023 budgets as may subsequently be adopted by this Board of Directors for such purpose; and

FURTHER RESOLVED: That such severance program shall comprise a Base Plan available to all Eligible Employees and a Retention Plan available to Eligible Employees identified as Key Employees; and

FURTHER RESOLVED: That the Base Plan shall include six week’s wages based on a 40 hour work week, plus the employer share of payroll taxes attributed thereto, plus a one-time fixed payment equal to the current cost of the employer’s share of the employee’s monthly health insurance premiums for 4 months, together with prorated payment of the agreed Fiscal Year 2022 Employee Incentive Based Compensation based on the number of days employed during Fiscal Year 2022 , which shall be administered by NAES and passed through to each employee in full excepting only the employer share of payroll taxes; and

FURTHER RESOLVED: That the Retention Plan shall include up to ten additional weeks’ wages based on a 40 hour work week, plus the employer share of payroll taxes attributed thereto, which shall be administered by NAES and passed through to each employee in full excepting only the employer share of payroll taxes; and

FURTHER RESOLVED: That the President is authorized to execute amendments to the WTE and Jets Operation and Maintenance Agreements as may be necessary or desirable, specifying the terms and conditions of the WTE and Jets Facility Severance Program as set forth herein, and to do all such other things as may be reasonably necessary or desirable to establish and implement the WTE and Jets Facility Severance Program consistent with the purposes of such program, all substantially as presented and discussed at this meeting; and

FURTHER RESOLVED: That the amendments referenced above shall include the commitment of NAES not to transfer or assign NAES employees working at the WTE Facility or Jets Facility to any other facility without MIRA written consent; and

FURTHER RESOLVED: That MIRA may consider and propose to this Board of Directors the subsequent development of a modified severance program if necessary to secure key employees for Continued Employment or Alternative Employment.

Director Bailey seconded the motion. Director Hunter suggested a friendly additional amendment to change the term “MIRA-directed” to “MIRA-consented” in the final WHEREAS clause of the Resolution. Directors Hayden and Bailey agreed. The Motion to Amend was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, Director Weisselberg, and Director Hunter voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		

Carl Fortuna			
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc			
Suzette DeBeatham-Brown			
Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc			
Luke Bronin, CSWS Ad Hoc			

Chairman Stein requested a vote on the main motion. The motion previously made and seconded was approved by roll call. Chairman Stein, Vice-Chairman Barlow, Director Adams, Director Shanley, Director Hayden, Director Bailey, and Director Weisselberg voted yes.

Directors	Aye	Nay	Abstain
Chairman Stein	X		
Vice Chairman Barlow	X		
John Adams	X		
Jim Hayden	X		
Scott Shanley	X		
Edward Bailey	X		
Carl Fortuna			
Susan Weisselberg	X		
Bert Hunter	X		
Marcia Leclerc			
Suzette DeBeatham-Brown			
Ad Hoc Members	Aye	Nay	Abstain
Tom Swarr, CSWS Ad Hoc			
Luke Bronin, CSWS Ad Hoc			

The meeting was adjourned at 11:37 a.m.

TAB 2

ATTACHMENT 2

RESOLUTION FOR THE MATERIALS INNOVATION AND RECYCLING AUTHORITY BOARD OF DIRECTORS

REGARDING APPROVAL ON INSURANCE POLICY RENEWALS

WHEREAS, The Materials Innovation and Recycling Authority (“Authority”) maintains certain insurance policies which expire July 1, 2021; and

WHEREAS, The renewal of such policies is in the best interest of the Authority and contemplated within its Fiscal Year 2022 adopted budgets.

NOW THEREFORE, be it

RESOLVED: That the President is authorized to bind the following insurance policies effective for the period July 1, 2021 through July 1, 2022 substantially as presented and discussed at this meeting:

- General Liability
- Auto Liability
- Workers Compensation
- Public Officials
- Fiduciary
- Crime
- Umbrella / Excess Liability

TAB 3

**RESOLUTION REGARDING AGREEMENT FOR
TRANSPORTATION AND PROCESSING OF PRE-
COMBUSTION FERROUS WASTE MIX**

RESOLVED: The President is authorized to enter into an agreement with Covanta Metals Marketing, LLC (“Covanta”) for the transportation and processing of the pre-combustion ferrous waste mix generated at the CSWS South Meadows Waste Processing Facility, substantially as presented and discussed at this meeting.

**Materials Innovation and Recycling Authority
 Agreement for Transportation And Processing Of Pre-
 Combustion Ferrous Waste Mix
 Agreement Summary**

Presented to Board:	June 9, 2021
Contractor:	Covanta Metals Marketing, LLC
Term:	Base Term: July 1, 2021 through June 30, 2022 Extensions: Five (5) consecutive divisible one (1) year extension periods exercisable at MIRA's sole discretion. MIRA may terminate the agreement following the Base Term by simply not exercising its first option to extend.
Scope of Services:	Transportation and processing at Covanta's SEMASS facility of the pre-combustion ferrous waste mix (a mix that is 50-70% ferrous metals and 30-50% municipal solid waste) generated at MIRA's Waste Processing Facility as a byproduct to the production of refuse derived fuel ("RDF"). This processing will liberate the ferrous metals (which Covanta will retain) from the MSW residue (which Covanta will return to MIRA).
Facility:	CSWS Waste Processing Facility ("WPF")
Estimated Cost:	Covanta will charge MIRA \$0 per ton to process the PCFW Mix at SEMASS. Covanta will arrange for all transportation related to this pre-combustion ferrous waste mix and will provide the trailers necessary for that transportation. As a pass-through transportation charge, Covanta will charge MIRA \$735 per trip of PCFW Mix from the WPF to SEMASS and \$661.50 per trip of MSW residue returned from SEMASS to MIRA. Assuming an average of 19 tons per trip and a residue rate of 40%, this calculates to a per-ton transportation fee of approximately \$52.60 per ton. The specific per-ton rate will vary based on the density of each load and the residue rate, but MIRA will strive to control costs by managing both variables. Over the past two fiscal years (FY2019 and 2020) MIRA has generated 13,002 tons per year and 16,415 tons per year of PCFW Mix respectively, Inclusive in that pricing Covanta will arrange for and pay for all transportation.
Key Agreement Provisions:	MIRA makes no guarantee as to the amount or availability of the pre-combustion ferrous waste mix to be provided to Covanta under the Agreement.

Connecticut Solid Waste System Waste Processing Facility Transportation And Processing Of Pre-Combustion Ferrous Waste Mix

June 9, 2021

Executive Summary

As a byproduct of processing municipal solid waste (“MSW”) into refuse-derived fuel (“RDF”), the Connecticut Solid Waste System Waste Processing Facility (“WPF”) operations currently generate a pre-combustion ferrous-MSW mix. This mix (the “PCFW Mix”) contains approximately 30-50% MSW and 50-70% ferrous metals by weight. The metals are removed at the WPF to both recover the ferrous material and to protect the balance of the WPF equipment and the Power Block equipment from damage due to the metals passing into the RDF.

MIRA’s current Agreement with a metals recycler, which involved further processing of this material in an automobile shredder, recovering the metal, and returning the separated MSW, will terminate June 30, 2021. MIRA’s current metals recycler has informed MIRA that they can no longer process the PCFW Mix due to environmental permit considerations.

An initial RFP (RFP21-OE-004) issued in November 2020 for the transportation, recycling and/or disposal of several categories of CSWS metals failed to yield any proposals for the processing or recycling of the PCFW Mix. Subsequently, on March 3, 2021, MIRA issued RFP 21-OE-006 for the Transportation And Disposal Of Pre-Combustion Ferrous-Municipal Solid Waste Mix (PCFW Mix).

Based on the results of that RFP, this is to request that the Board of Directors authorize the President to execute an agreement with Covanta Metals Marketing, LLC to transport and process the PCFW Mix for a base term of one year (through June 30, 2022) , with five (5) additional one (1) year extension periods as summarized on the term sheet above and discussed below.

Discussion

On March 3, 2021, MIRA issued RFP21-OE-006 for the Transportation and Disposal of the PCFW Mix. This RFP included an option to allow participation by recyclers who could not consistently accept the PCFW Mix or whose process could not recover all pre-combustion ferrous metals from the PCFW Mix.

This RFP was posted on MIRA’s website and the DAS State Contracting Portal. In addition, an email notice regarding the availability of the RFP was sent to five categories of firms who had responded to prior RFPs

- Firms who had previously expressed interest in the pre-combustion ferrous from the WPF but who did not submit a proposal via RFP 21-OE-004.
- Mass-burn waste-to-energy firms who might be able to process (essentially burn off) the MSW from the pre-combustion ferrous (Community EcoPower, Covanta and Wheelabrator)
- The Manchester Landfill
- Volume-reduction transfer station operators in CT (CWPM, Murphy Road Recycling, Oakridge, and Willimantic Waste)
- Out-of-state landfill operators or transportation and disposal firms who responded to prior RFPs for MSW to out of state landfills or who transported MSW to out of state landfills during MIRA's turbine outage in 2018 or related RFPs (Austin Environmental, Casella, Commonwealth Waste Transportation, DWT, Goulet Trucking, Republic, Ricelli Enterprises, Seneca Meadows Landfill, Tunnel Hill Partners and Waste Management),

Responses to the RFP were received from six (6) firms:

- Covanta Metals Marketing LLC ("Covanta")
- CWPM LLC ("CWPM"), teaming with Excel Recycling, LLC
- Ricelli Enterprises Inc. ("Ricelli")
- Voyager Trucking Corp ("Voyager")
- Wheelabrator Technologies ("Wheelabrator")
- Willimantic Waste Paper Co., Inc. (Willimantic")

Summary of responses:

- Two of the firms (Ricelli and Voyager) included transportation and disposal of the PCFW Mix at out of state landfills where the PCFW Mix would be landfilled without further processing or recycling.
- Wheelabrator proposed a transportation and disposal price structure to their Waste to energy facilities. As part of their facility operations, the metals from the PCFW Mix would be recovered as post-combustion ferrous from the ash by Wheelabrator using existing equipment at their mass-burn waste to energy facilities and/or ash landfills.
- Covanta submitted an optional proposal for the transportation and processing of up to 16,000 gross tons of the PCFW Mix at their SEMASS facility to recover the metals. Under this optional proposal, the MSW residue separated from the PCFW Mix would be returned to MIRA. Under this proposal, MIRA would pay a transportation fee both for the delivery of the PCFW Mix and the backhaul of the MSW residue. Further, if Covanta's facility is experiencing operational issues, this proposal provides that MIRA will hold or make alternate disposal arrangements for the PCFW Mix for up to two weeks at a time while the operational issue is resolved.
- CWPM submitted a proposal which included two options for handling the PCFW Mix.
 - Option 1 was to transfer the waste to an out-of-state landfill.
 - Option 2 was an optional proposal as allowed for in the RFP which included a partnership with a metals recycler who could process a portion of the PCFW Mix to

recover the metals. Permit limits of air emissions resulting from the processing of the PCFW Mix at the metal recycler’s facility would limit the throughput of the PCFW Mix at the metal recycler’s facility to about half of the PCFW Mix generated at the WPF. The remaining PCFW Mix would be transported and disposed of by CWPM to an out of state landfill.

- Willimantic submitted an optional proposal in which their facility would recover some of the metals from the PCFW Mix, but at a lower yield than has been previously recovered. Willimantic is not currently permitted by CTDEEP to accept the PCFW Mix. This option required working with the CTDEEP to ensure the waste could be processed at the facility and it was not clear how the application and approval process would be handled.

Proposal Cost Summary

The following table summarizes the costs proposed in each of the responses.

	Covanta	CWPM		Ricelli	Voyager	Wheelabrator			Willimantic
	Note 1	Option 1	Option 2		Note 2	Lisbon	Bridgeport	Westchester	
T&D - \$per ton	Approx. \$52.60	\$98.00	\$75.00	\$120.00	\$110.35	\$135.00	\$140.00	\$145.00	\$95

Notes:

*1 – processing fee is \$0/ton. Transportation is \$735 per trip of PCFW Mix from the WPF to SEMASS and \$661.50 per trip of MSW residue returned from SEMASS to MIRA. Assuming an average of 19 tons per load and a residue rate of 40%, this calculates to a per-ton transportation fee of approximately \$52.60 per ton.

*2 – proposal includes use of multiple landfills

Recommendation

MIRA management recommends that the Board of Directors authorize the President to enter into a contract with Covanta Metals Marketing, LLC for the transportation and processing of the PCFW for a base term commencing July 1, 2021 and ending June 30, 2022, with options to extend for five additional one-year period (through June 30, 2027 if all 5 extension periods exercised)

Financial Summary

The FY22 budget anticipates the generation of 14,150 tons of PCFW Mix generated (based on a budgeted 500,100 tons of incoming MSW). At an anticipated transportation and processing fee of \$52.60 per ton, the total cost is expected to be approximately \$745,000. The FY22 budget contemplates this expense.

TAB 4

**RESOLUTION REGARDING
HUMAN RESOURCES CONSULTING AND STAFFING SERVICES**

RESOLVED: That the President is hereby authorized to enter into contracts with the following firms for Human Resources Consulting And Staffing Services, substantially as discussed and presented at this meeting:

- A. For Temporary Staffing Services – Professional and Administrative
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies

- B. For Temporary Staffing Services – Laborers and Operators
Hallmark TotalTech, Inc.
LanceSoft, Inc.

- C. Recruiting Services
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies

- D. Outsourced Human Resources Services
LanceSoft, Inc.

- E. Position and/or Organizational Review Services
LanceSoft, Inc.

- F. General/Miscellaneous Human Resources Consulting Services
E. Rogers Associates

FURTHER RESOLVED:

FURTHER RESOLVED: That, although the on-call nature of these Agreements does not commit the authority to any expenditure, in approving these Agreements, the Board of Directors is also acknowledging and approving, in accordance with CGS Sections 22a-265a and 22a-268 and the Authority's bylaws, that the total sum expended under any of the Agreements in any 12-month period and/or over the three year term may equal or exceed \$50,000, provided that all expenditures under these Agreements are conducted and reported in accordance with MIRA's Procurement Policy and Procedures.

Materials Innovation and Recycling Authority
Contract Summary for Contract entitled
Human Resources Consulting And Staffing Services Agreement

Presented to MIRA Board on:	June 9, 2021
Vendor/Contractor(s)	Various (see attached)
Effective Date:	Upon execution
Contract Type/Subject Matter:	Three-Year Agreement for on-call Human Resources Consulting And Staffing Services
Facility(ies) Affected:	Not Applicable
Original Contract	MIRA's existing contracts for on-call Human Resources Consulting and Staffing Services expire June 30, 2021.
Category(ies) of Services to be awarded:	<p>The Scope Of Services in any resulting Agreement for each recommended vendor will include one or more of the following categories of Human Resources Consulting and Staffing Services (no vendor is being recommended for all of the categories):</p> <ul style="list-style-type: none"> • Temporary Staffing Services for Professional and Administrative positions • Temporary Staffing Services for Laborers and Operators • Recruiting Services • Outsourced Human Resources Services • Position and/or Organizational Review Services • General/Miscellaneous Human Resources Consulting And Staffing Services
Term:	July 1, 2021 through June 30, 2024
Contract Dollar Value:	Not Applicable. All services will be provided pursuant to a Request for Services ("RFS") or P.O. referencing this Agreement.
Amendment(s)	Not Applicable
Term Extensions:	Not Applicable
Other Pertinent Provisions:	On call only. MIRA makes no financial commitment to any firm in the three-year services Agreements. Any work under the Agreements will be pursuant to a Request for Services ("RFS") or subsequent P.O based on billing rates established in these 3-year Agreements.

Materials Innovation and Recycling Authority Human Resources Consulting And Staffing Services Agreement

June 9, 2021

Executive Summary

From time to time MIRA requires the assistance of firms to provide the following categories of on-call Human Resources Consulting And Staffing Services (collectively the “Services”):

- Temporary Staffing Services for Professional and Administrative positions
- Temporary Staffing Services for Laborers and Operators
- Recruiting Services
- Outsourced Human Resources Services
- Position and/or Organizational Review Services
- General/Miscellaneous Human Resources Consulting And Staffing Services

MIRA’s “Procurement Policies and Procedures” establishes a “Request for Qualifications” (“RFQ”) process to obtain such services.

On March 22, 2021, MIRA issued an RFQ for Human Resources Consulting And Staffing Services, in order to solicit firms with which to contract for the Services on an on-call basis for a three-year term.

Based on an evaluation of the Statement of Qualifications (“SOQ”) received in response to this RFQ, and based on MIRA’s prior experience with the firms, and interviews of references, the firms listed below have been selected for recommendation to the Board of Directors.

- For Temporary Staffing Services – Professional and Administrative
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies
- For Temporary Staffing Services – Laborers and Operators
Hallmark TotalTech, Inc.
LanceSoft, Inc.
- Recruiting Services
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies
- Outsourced Human Resources Services
LanceSoft, Inc.

E. Position and/or Organizational Review Services
LanceSoft, Inc.

F. General/Miscellaneous Human Resources Consulting Services
E. Rogers Associates

This is to request approval of the MIRA Board of Directors for the President to enter into agreements with the firms identified above to provide services as described below for the three-year period beginning July 1, 2021 and ending June 30, 2024.

Any work performed under such an agreement will be pursuant to a Request for Services (“RFS”), and any RFS that is in excess of \$50,000 per year will require approval of the Board of Directors.

Solicitation Process

MIRA issued an RFQ for Human Resources Consulting And Staffing Services on March 22, 2021. At the time, all documents related to this request for qualifications were posted to the “Business Opportunities” page of the MIRA website. In addition:

- Notice regarding the RFQ was also posted to the State Contracting Portal at the Connecticut Department of Administrative Services website; and
- An e-mail regarding the availability of the RFQ was also sent to firms who had previously submitted a Notice Of Interest and/or a Statement Of Qualifications when MIRA last issued a solicitation for these services.

Discussion

MIRA’s “Procurement Policies and Procedures” (BOD014) establishes an RFQ process as “a process by which MIRA identifies persons to perform services on behalf of . . . MIRA through the solicitation of qualifications, experience, prices, and other such matters as MIRA determines may bear on the ability to perform services. . . . (Section 2.2.23)” MIRA has historically used the RFQ process to pre-qualify firms for a variety of professional and technical services that it requires (e.g., consulting services, engineering services, etc.). In accordance with its Procurement Policy and Procedures and Connecticut State Statute, MIRA is required to solicit for technical and professional services once every three years (Section 5.3.5).

Existing agreements for on-call Human Resources Consulting Services expire June 30, 2021.

On March 22, 2021, MIRA issued an RFQ for Human Resources Consulting And Staffing Services, in order to solicit firms with which to contract for the Services on an on-call basis for the three-year period beginning July 1, 2021 (or as soon thereafter as the Agreement(s) are executed).

MIRA received Statements of Qualifications from six firms who submitted for the following categories of services contemplated in this RFQ:

Firm Name	Temporary Staffing - Professional and Admin	Temporary Staffing - Laborers and Operators	Recruiting Services	Outsourced Human Resources	Position and/or Organizational Review Services	General/Misc. Human Resources Consulting And Staffing Services
COGENT Infotech Corporation	X	X	X			
E. Rogers Associates						X
Hallmart Totaltech, Inc.	X	X	X			
LanceSoft, Inc.	X	X	X	X	X	X
Reqroute, Inc.	X					
SNI Companies	X		X			

MIRA’s President identified Cheryl Kaminsky, MIRA’s Manager Of Accounting And Financial Reporting; Laurie Hunt, MIRA’s Director Of Legal Services; Thomas Gaffey, MIRA’s Director Of Recycling and Enforcement, and with assistance from Roger Guzowski, MIRA’s Contract and Procurement Manager to evaluate the Statements of Qualifications that were received.

The SOQs submitted were first evaluated for administrative sufficiency and responses to MIRA’s “Questionnaire Concerning Affirmative Action, Small Business contractors and Occupational Health and Safety.” The Evaluation Team then evaluated the SOQs for each of the categories for which they submitted an SOQ, including both technical merit and the submitter’s approach to providing the services.

In Addendum 1, in response to a vendor question about whether it was a requirement for a business to be principally located in Connecticut, MIRA indicated that to be awarded an Agreement, a Proposer must be fully licensed to conduct business in the State of Connecticut. In a business registry search on the Connecticut Secretary of the State website, no records were found for two of the proposers (Cogent Infotech Corporation and Reqroute) .

Based on an evaluation of the Statement of Qualifications (“SOQ”) received in response to this RFQ, and based on MIRA’s prior experience with the firms, the firms listed below have been selected for recommendation to the Board of Directors.

- A. For Temporary Staffing Services – Professional and Administrative
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies
- B. For Temporary Staffing Services – Laborers and Operators
Hallmark TotalTech, Inc.
LanceSoft, Inc.

- C. Recruiting Services
Hallmark TotalTech, Inc.
LanceSoft, Inc.
SNI Companies

- D. Outsourced Human Resources Services
LanceSoft, Inc.

- E. Position and/or Organizational Review Services
LanceSoft, Inc.

- F. General/Miscellaneous Human Resources Consulting Services
E. Rogers Associates

The agreements that are to be executed with these firms will have an effective date upon execution and will extend through June 30, 2024.

Financial Summary

MIRA makes no financial commitment to any firm in the three-year services Agreements.

This selection simply qualifies a firm as eligible to undertake work for MIRA at a later date, when a specific need is actually identified. Any such future work would be procured through a Request For Services (RFS) or subsequent Purchase Order (PO). The cost for any particular task specific RFS or PO that is negotiated with any particular human resources consulting firm pursuant to these three-year service agreements will be based on the billing rates that are pre-established in these three-year service agreements.

**RESOLUTION REGARDING AGREEMENT FOR
TRANSPORTATION AND PROCESSING OF PRE-
COMBUSTION FERROUS WASTE MIX**

RESOLVED: The President is authorized to enter into an agreement with Covanta Metals Marketing, LLC (“Covanta”) for the transportation and processing of the pre-combustion ferrous waste mix generated at the CSWS South Meadows Waste Processing Facility, substantially as presented and discussed at this meeting.

**Materials Innovation and Recycling Authority
 Agreement for Transportation And Processing Of Pre-
 Combustion Ferrous Waste Mix
 Agreement Summary**

Presented to Board:	June 9, 2021
Contractor:	Covanta Metals Marketing, LLC
Term:	Base Term: July 1, 2021 through June 30, 2022 Extensions: Five (5) consecutive divisible one (1) year extension periods exercisable at MIRA's sole discretion. MIRA may terminate the agreement following the Base Term by simply not exercising its first option to extend.
Scope of Services:	Transportation and processing at Covanta's SEMASS facility of the pre-combustion ferrous waste mix (a mix that is 50-70% ferrous metals and 30-50% municipal solid waste) generated at MIRA's Waste Processing Facility as a byproduct to the production of refuse derived fuel ("RDF"). This processing will liberate the ferrous metals (which Covanta will retain) from the MSW residue (which Covanta will return to MIRA).
Facility:	CSWS Waste Processing Facility ("WPF")
Estimated Cost:	Covanta will charge MIRA \$0 per ton to process the PCFW Mix at SEMASS. Covanta will arrange for all transportation related to this pre-combustion ferrous waste mix and will provide the trailers necessary for that transportation. As a pass-through transportation charge, Covanta will charge MIRA \$735 per trip of PCFW Mix from the WPF to SEMASS and \$661.50 per trip of MSW residue returned from SEMASS to MIRA. Assuming an average of 19 tons per trip and a residue rate of 40%, this calculates to a per-ton transportation fee of approximately \$52.60 per ton. The specific per-ton rate will vary based on the density of each load and the residue rate, but MIRA will strive to control costs by managing both variables. Over the past two fiscal years (FY2019 and 2020) MIRA has generated 13,002 tons per year and 16,415 tons per year of PCFW Mix respectively, Inclusive in that pricing Covanta will arrange for and pay for all transportation.
Key Agreement Provisions:	MIRA makes no guarantee as to the amount or availability of the pre-combustion ferrous waste mix to be provided to Covanta under the Agreement.

TAB 5

**RESOLUTION REGARDING THE PREPARATION OF A
CLOSURE PLAN AND A CLOSURE COST ESTIMATE FOR
THE CSWS RESOURCE RECOVERY FACILITY**

RESOLVED: That the President is hereby authorized to enter into a Request for Services with TRC Environmental Corporation, Inc. to prepare a Closure Plan for the CSWS Resource Recovery Facility and to develop a cost estimate to complete the Closure Activities, substantially as discussed and presented at this meeting.

Materials Innovation and Recycling Authority

Contract Summary for Contract entitled

Request for Services for the Preparation of a Closure Plan and a Closure Cost Estimate for the CSWS Resource Recovery Facility in Hartford

Presented to the MIRA Board on: June 9, 2021

Vendor/ Contractor(s): TRC Environmental Corporation ("TRC")

Effective date: Upon Execution

Contract Type/Subject matter: Request for Services (RFS), pursuant to a 3 year engineering services agreement.

Facility (ies) Affected: CSWS Resource Recovery Facility

Original Contract: 3 Year Engineering Services Agreement

Term: Upon completion of services, currently estimated to be approximately 4 months from the notice to proceed

Contract Dollar Value: \$50,000

Amendment(s): Not applicable

Term Extensions: Not applicable

Scope of Services: TRC will develop a Closure Plan and associated Cost Estimate for Closure of the CSWS Resource Recovery Facility at the South Meadows site. Closure to be in accordance with the Regulations of Connecticut State Agencies ("RCSA"), Section 22a-209-13

Other Pertinent Provisions: N/A

Materials Innovation and Recycling Authority

CSWS Resource Recovery Facility

Closure Plan and Estimate of Closure Cost Project

June 9, 2021

Executive Summary

This is to request that the MIRA Board of Directors authorize the President to execute a Request for Services with TRC Environmental Corporation (“TRC”) to provide engineering services necessary to develop a Closure Plan for the CSWS Resource Recovery Facility in accordance with the requirements of the Regulations of Connecticut State Agencies (“RCSA”), Section 22a-209-13, “*Closing of Solid Waste Facilities*”, and to prepare a cost estimate for the Closure Activities.

Discussion

MIRA anticipates the cessation of shredding and combusting waste at the CSWS Resource Recovery Facility (“CSWS RRF”) as early as May 15, 2022 and no later than June 30, 2022. Pursuant to RCSA Section 22a-209-13, “*If an owner or permittee intends to close any solid waste facility without an order from the Commissioner to do so, he or she must notify the Commissioner of his or her intention to do so at least sixty (60) days prior to closing*”. Additionally, “*The Commissioner may require any action or the submission of any information which he deems necessary to insure the proper closing of any facility so as to preserve and protect the natural resources and environment of the State of Connecticut.*” While MIRA believes that certain activities at the CSWS RRF can and may continue after July 1, 2022, it is appropriate to develop a Closure Plan and a Closure Plan cost estimate at this time.

MIRA solicited proposals from three (3) Engineering Firms from MIRA’s list of approved Consultants: TRC Environmental Corporation (TRC), Arcadis U.S., Inc. (“Arcadis”) and Fuss & O’Neill (“F&O”) to prepare a Scope of Services and cost estimate for activities necessary to develop a Closure Plan for the CSWS RRF. The Closure Plan will describe the scope of work that will be necessary to preserve and protect the natural resources and environment of the State of Connecticut. The Closure Plan will be submitted to the Connecticut DEEP for review and approval before it is implemented.

The Closure Plan and Cost Estimate will be developed based on the following assumptions:

- The closure scope of work will assure the proper closing of the facility “so as to preserve and protect the natural resources and environment of the State of Connecticut”.

- The RRF includes both the Waste Processing Facility and the Power Block Facility (The Power Block Facility includes the steam turbine Electric Generating Facility).
- MIRA does not envision the removal or demolition of any of the main buildings on the site. Much of the equipment and buildings will remain in place for future sale or repurposing.
- Remediation of all historic below-grade soil contamination has already been undertaken pursuant to Connecticut's Property Transfer Program to comply with industrial / commercial standards (not for residential use); consequently, performance of such remediation activities under the Closure Plan are anticipated to be minimal.

In order to develop the Closure Plan, the consultant will perform site visits and investigations to evaluate conditions and develop closure requirements and plans for the facility and equipment. The Consultant will:

- Review permits and regulatory obligations that may have provisions associated with a Closure Plan, or may include requirements for Closure Plans.
- Identify and develop plans for the proper removal of waste materials from equipment that has been used for the receipt and processing of the municipal solid waste at the RRF. Waste materials include MSW, RDF, ash, coal, oils and chemicals.
- Evaluate the potential presence of Asbestos Containing Materials, Lead Based Paints, and other Hazardous materials based on available information.
- Identify decontamination standards for building surfaces, equipment, etc. that will remain intact after the completion of Closure Activities.
- Develop provisions for the prevention of unauthorized access to the buildings and equipment.
- Develop plans to prevent migration of any remaining residuals at the Facility to the environment.
- Ensure proper Closure of other systems as required under other guidelines and regulations.

The Closure Plan cost estimate will be developed by the Consultant based on the Consultant's experience with other similar Closure Projects, and will not entail solicitation of multiple bids from vendors. The cost estimate for each closure item will include estimated labor (crew size and duration), equipment rental, materials, and waste management and disposal costs. The Consultant will provide cost estimates for Closure that are in a range of -10% to +30%. As such, an estimate of \$10,000 would be accurate to within the range of \$9,000 – \$13,000.

Based on MIRA's review of the proposed work scopes, all three consultants provided acceptable work scopes, with TRC and Fuss & O'Neill providing more detail in the scope and TRC providing the most inclusive scope. TRC is very familiar with the Hartford site as a result of previous related work at the CSWS RRF and Connecticut's Property Transfer Program at the RRF, and has performed similar Closure work for other firms, including the English Station power plant located in New Haven.

The costs provided by the three firms to develop the Closure Plan and to develop the Cost estimate are provided in the following Table:

Firm	Develop Closure Plan	Develop Cost Estimate	Total Proposed Cost
Arcadis	\$64,390	\$15,233	\$79,623
Fuss & O'Neill	\$42,500	\$8,500	\$51,000
TRC	\$35,500	\$14,500	\$50,000

A draft of the Closure Plan and cost estimate will be provided to MIRA for review and comment before being finalized for submission to DEEP for its review and comment. Based on written comments received from DEEP, the Closure Plan and closure cost estimate may have to be revised before being approved by DEEP and implemented.

Financial Summary

MIRA would pay TRC on a time-and-materials basis not to exceed a total project cost of \$50,000. MIRA has sufficient funds in its FY2021 and FY2022 CSWS operating budgets to pay for this work.

TAB 6

RESOLUTION REGARDING ADDITIONAL PROJECTED FY2021 LEGAL EXPENDITURES

WHEREAS, MIRA has entered into Legal Service Agreements with various law firms to perform legal services; and

WHEREAS, the Board of Directors has previously authorized certain amounts for payment of fiscal year 2021 projected legal fees; and

WHEREAS, MIRA expects to incur greater than authorized legal expenses related to several matters with its general counsel;

NOW THEREFORE, it is RESOLVED: That the following additional amount be authorized for payment of projected legal fees and costs to be incurred during fiscal year 2021:

<u>Firm:</u>	<u>Amount:</u>
Halloran & Sage	\$75,000

TAB 7

**BOARD RESOLUTION REGARDING FY 2022
PROJECTED LEGAL EXPENDITURES**

WHEREAS, MIRA has negotiated three-year Legal Services Agreements with various law firms for the provision of legal services beginning July 1, 2020; and

WHEREAS, MIRA now seeks Board authorization for projected legal expenditures pursuant to said Agreements during Fiscal Year 2022; and

WHEREAS, The Board of Directors has approved Fiscal Year 2022 budgeted legal expenditures in the Authority Budget operating account, the CSWS operating account, the Property Division operating account, and the Landfill Division operating account; and

NOW THEREFORE, it is

RESOLVED: That the following amounts be authorized for projected legal fees to be incurred during the initial months of FY '22:

<u>Firm:</u>	<u>Amount:</u>
Cohn Birnbaum & Shea	10,000
Halloran & Sage	140,000
Kainen, Escalera & McHale	25,000

Further RESOLVED: That Management shall report the legal expenditures monthly on an accrual basis reconciled to the Authority's general ledger.

TAB 8

**RESOLUTION REGARDING A NEW AGREEMENT FOR PAYMENT IN LIEU OF
TAXES WITH THE CITY OF HARTFORD**

WHEREAS, the Fiscal Year 2021 CSWS Operating and Capital Budget approved by this Board on February 18, 2020, included a line item for payment of a PILOT to the City of Hartford; and

WHEREAS, the Term of the Authority's prior PILOT Agreement with the City expired on June 30, 2020; and

WHEREAS, the Parties now wish to enter into a new Agreement for Payment In Lieu Of Taxes, with a Term commencing upon execution and ending on June 30, 2021;

NOW THEREFORE, be it

RESOLVED: That the President is hereby authorized to execute a new Agreement for Payment In Lieu Of Taxes in the amount of \$1.5 million with the City of Hartford, with terms and conditions substantially as discussed at this meeting.