

MIRA Dissolution Authority Finance Committee  
October 11, 2023  
Meeting Minutes

A Regular Meeting of the Finance Committee of the MIRA Dissolution Authority was held on October 11, 2023. Present via video or audio conferencing were:

Directors Present: Paul Harrington (Committee Chairperson)  
Bill Beccaro  
Matt Damon  
Dave Steuber  
Bert Hunter (ex Officio – Board of Directors Chairperson)

Authority Staff Present: Mark Daley, President and CFO  
Roger Guzowski, Supply Chain Manager  
Cheryl Kaminsky, Comptroller  
Tom Gaffey, Director of Recycling and Enforcement  
Dave Bodendorf, Manager of Engineering, Construction and Power Assets

Committee Chairperson Harrington called the meeting to order at 9:31 a.m. Following introductions of the Committee Members and Authority Staff Chairperson Harrington invited members of the public to address the Committee. As there was no public comment, he proceeded with the agenda.

**1. DISCUSSION REGARDING AUTHORITY FINANCES**

President and CFO Mark Daley led a discussion about the Board of Directors monthly report, indicating that this report would be provided to the Committee each month, and provided an overview the components of the report. Mr. Daley then reviewed the draft Cash Flow Forecast. During that discussion, Mr. Daley indicated that any revenue from the sale of Authority property was not reflected in the Cash Flow Forecast because that potential value was unknown at this time and indicated the Board would need to make future decisions about a Hartford Pilot Payment in order to populate the PD Improvement fund forecast beyond FY24. Mr. Daley further clarified that the note about “transferee” regarding the landfill operating accounts was in reference to DAS being the designated successor to the Authority and the eventual owner of closed landfill properties currently owned by the Authority and maintained by the Connecticut Department of Energy and Environmental Protection. Mr. Daley also indicated that unless another funding source is identified, the study being discussed by the Authority’s South Meadows Transition Committee would be funded from the South Meadows Transition Committee. The Directors expressed appreciation for the information but asked in the future if the information could be represented not on a fund basis but in another format that might be

easier to understand in layperson's terms. Mr. Daley agreed to work on a new draft format with the goal of bringing it back to the Committee for the November committee meeting. Lastly as part of this discussion, Mr. Daley provided a high-level overview of a financial calendar including timing related to budget development, various financial reports and the annual audit.

## **2. DISCUSSION REGARDING AUTHORITY CONTRACT AND PROCUREMENT ACTIVITY.**

President and CFO Mark Daley began this discussion with a high level overview of the Resolution Ratifying and Approving Contracts and Procurements Made In Authority Transition, a resolution tabled during the Special Meeting of the Board of Directors on September 27, 2023 to make committee members comfortable with purpose of the resolution and the underlying procurement procedures used. From there Roger Guzowski, Supply Chain Manager provided a high level overview of 4 contract and procurement related reports providing the rationale behind each report and indicating that they would be provided to the Committee each month.

## **3. DISCUSSION REGARDING PROCESS FOR SALE SCRAP OR DISPOSAL OF SURPLUS EQUIPMENT FROM MIRA'S PROPERTY DIVISION**

Mark Daley, President and CFO, and Roger Guzowski, Supply Chain Manager, led a discussion regarding the sale, scrap or disposal of surplus equipment from MIRA's property division. Mr. Daley discussed legacy direction from the MIRA Board specifying that revenue from sales of property and surplus property within the Authority budget would be deposited in MIRA's Property Division General Fund to be available for further efforts to decommission and clean up the South Meadows site. Mr. Daley then led a high-level overview of the Authority's surplus real property and surplus property, including a review of some of the indicative surplus and real property pictured on the Authority's website.

From there, Mr. Guzowski provided an overview of provisions within legacy MIRA policies, specifically MIRA's Procurement Policies and Procedures (BOD014) regarding the sale of surplus property and real property.

The Board sought understanding regarding which portions of the procedure were rooted in statute and which were within the Board's purview to change. Mr. Daley indicated that from the review done so far there may be statutory basis for Board approval of sales over \$50,000, but that the remainder of the Procurement Policies and Procedures appear to be within the Board's purview to modify.

Mr. Guzowski and Mr. Daley led a discussion regarding portions of those legacy Procurement

Policies and Procedures for which additional clarity or streamlining would be helpful to facilitate future sales of surplus property and surplus real property. They reviewed a management intent and protocol discussed with the MIRA board in February 2023 designed to proceed toward sales of surplus property within Procurement Policies and Procedures. Specifically that because Procurement Policies and Procedures specify that “contracts may not be split in amount or duration in order to evade the intent of the Act or these Policies and Procedures” and that because the collective value of the surplus property was greater than \$50,000, that management intended to proceed with any sale or sales via a public solicitation, to report all sales to the Board, and to bring to the Board for approval any sale or sales to greater than \$50,000 to an individual. Mr. Daley noted that when it was clear that when it was clear that Public Act 23-170 had a probability of passing, such sales were paused until these procedures and intent could be reviewed and discussed with the new MIRA Dissolution Authority Board of Directors.

Mr. Guzowski also requested clarity regarding non-monetary considerations that might impact future sales, especially any rooted in policy other than the Authority’s enabling documents. As examples, Mr. Guzowski raised the issue of special considerations regarding sales to other state agencies, sales to member towns or sales specific to ensure the other solid waste and recycling operations which might be considerations in future public solicitations.

Management indicated that they will draft specific recommendations for changes to Procurement Policies and Procedures for which they will seek approval at a future meeting.

#### **4. ADJOURNMENT.**

Committee Chairperson Harrington inquired if anyone had any other business to bring before the committee. Hearing none, the meeting was adjourned at 11:04 am.