

MIRA Dissolution Authority Finance Committee  
November 29, 2023  
Meeting Minutes

A Regular Meeting of the Finance Committee of the MIRA Dissolution Authority was held on November 29, 2023. Present via video or audio conferencing were:

Directors Present: Paul Harrington (Committee Chairperson)  
Bill Beccaro  
Matt Dayton  
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  
Chris Shepard, Environmental Compliance Manager  
Dave Bodendorf, Manager of Engineering, Construction and Power Assets

Note: The meeting was recorded and can be viewed at [www.ctmira.org/board-documents/mira-dissolution-authority-board-documents/mira-dissolution-authority-finance-meetings](http://www.ctmira.org/board-documents/mira-dissolution-authority-board-documents/mira-dissolution-authority-finance-meetings)

Committee Chairperson Harrington called the meeting to order at 9:31a.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. Director Steuber joined the meeting after the public comment period.

**1. REVIEW AND APPROVIE MINUTES OF NOVEMBER 1, 2023 MEETING**

The motion to approve the minutes of the November 1, 2023 meeting of the Finance Committee was raised by Director Beccaro and seconded by Director Dayton. Tom Gaffey noted that he was not in attendance at that meeting. There were no other corrections to the minutes. The minutes were approved by roll call:

	Raised	Second	Yea	Nay	Abstain
Paul Harrington, Committee Chair			X		
Bill Beccaro	X		X		
Matt Dayton		X	X		
Dave Steuber			X		

**2. REVIEW AND APPROVE DRAFT RESOLUTION REGARDING AN INCREASE TO THE FY24 CSWS OPERATING EXPENSE BUDGET**

Committee Chair Harrington requested a motion on the above referenced item. The item was raised by Director Beccaro and seconded by Director Steuber.

RESOLVED: That the fiscal year 2024 CSWS operating expense budget for Recycling Services is hereby increased by \$350,000.

President and CFO Mark Daley reviewed the history of the current recycling contract and need for this increase. The resolution was approved on roll call vote.

	Raised	Second	Yea	Nay	Abstain
Paul Harrington, Committee Chair			X		
Bill Beccaro	X		X		
Matt Dayton			X		
Dave Steuber		X	X		

**3. REVIEW AND APPROVE DRAFT RESOLUTION REGARDING USE OF SOUTH MEADOWS TRANSITION CONTINGENCY RESERVE**

Committee Chair Harrington requested a motion on the above referenced item. The item was raised by Director Dayton and seconded by Director Steuber.

RESOLVED: That Management is authorized to expend up to ten thousand dollars (\$10,000) from the South Meadows Transition Contingency Reserve for purposes of engaging its General Counsel to prepare the form of Consultant Service Agreement to be included with its South Meadows Redevelopment Considerations Study RFP.

President and CFO Mark Daley reviewed the history of the South Meadows contingency reserve and explained that this resolution is to expend \$10,000 from that reserve to pay for legal fees to develop the form of agreement that will accompany the forthcoming South Meadows Redevelopment Considerations Study RFP. Director Beccaro asked for clarification as to why this reserve was to be used for these expenses and not the line for legal services in the CSWS budget. Mr. Daley explained that there are lines in the CSWS and Authority operating budgets, explained the nature of legal services contemplated in those budgets and explained that this work is outside of what was contemplated in those budgets. The resolution was approved on a roll call vote.

	Raised	Second	Yea	Nay	Abstain
Paul Harrington, Committee Chair			X		
Bill Beccaro			X		
Matt Dayton	X		X		
Dave Steuber		X	X		

**4. REVIEW AND APPROVE DRAFT RESOLUTION REGARDING SECURITY SERVICES AT THE MIRA DISSOLUTION AUTHORITY SOUTH MEADOWS SITE FROM JANUARY TO JUNE 2024**

Committee Chair Harrington requested a motion on the above referenced item. The item was raised by Director Dayton and seconded by Director Beccaro.

RESOLVED: That the President is hereby authorized to engage a private security firm to provide security services at the MIRA Dissolution Authority South Meadows site from January through June 2024 pursuant to the CT Department of Administrative Services contract for Security Personnel Services, substantially as discussed and presented at this meeting.

President and CFO Mark Daley explained that at the last meeting, the Board ratified an emergency purchase made at the beginning of the fiscal that provided security services at the MIRA Dissolution Authority South Meadows site through December 2023. Mr. Daley explained that this new resolution was to approve a continuation of these security services at the site from January through June 2024. The resolution was approved on a roll call vote.

	Raised	Second	Yea	Nay	Abstain
Paul Harrington, Committee Chair			X		
Bill Beccaro		X	X		
Matt Dayton	X		X		
Dave Steuber			X		

**5. DISCUSSION REGARDING SECOND DRAFT OF FY25 AUTHORITY BUDGET.**

President and CFO Mark Daley led a discussion about the second draft of the Authority Budget. Mr. Daley indicated that this draft takes a fresh look at how the Authority’s administrative costs are allocated out to the CSWS, Property and Landfill divisions based on a review of staff and management time spent on each project. Mr. Daley further indicated that this draft reflects a full look at the non-personnel services.

**6. DISCUSSION REGARDING DRAFT OF FY25 PROPERTY DIVISION BUDGET.**

President and CFO Mark Daley began this discussion explaining that the Property Division is for those facilities that are not currently in service to the CSWS or Landfill Divisions. Mr. Daley explained that revenues in this division were severely impacted by the shut-down of the Jet Turbine Facility. Mr. Daley further provided an overview of the leases that provide revenue to this division as well as an overview of the Hartford PILOT payment and facility costs that make up its expenses.

**7. DISCUSSION REGARDING DRAFT OF FY25 LANDFILL DIVISION BUDGET.**

President and CFO Mark Daley began this discussion explaining that the Landfill Division is the smallest budget but that it is largely self-sustaining. He explained the solar projects that provide electricity payments, renewable energy credits and/or lease revenues and further provided an overview of the expenses. Mr. Daley and Mr. Bodendorf provided details on an inverter project that is expected in FY25 and answered Committee questions about that inverter.

**8. ADJOURNMENT.**

Committee Chairperson Harrington inquired if anyone had any other business to bring before the committee. Hearing none, the meeting was adjourned at 11:00 am.