



Dissolution Authority

300 Maxim Road, Hartford, Connecticut 06114

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## MEMORANDUM

**TO:** CSWS Transition Committee  
**FROM:** Carl Fortuna, Committee Chairperson  
**DATE:** October 10, 2024  
**RE:** Notice of Meeting

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There will be a meeting of the CSWS Transition Committee of the MIRA Dissolution Authority Board of Directors on *Thursday, October 10, 2024 at 11:00 a.m.* *Members of the public may attend the meeting in person in the Board Room at 300 Maxim Road Hartford CT 06114 or telephonically by calling (929) 205-6099, entering Meeting ID 834 7274 9600 and then entering the Passcode 127050 when prompted. (NOTE - there is very limited physical space in the Board Room - consequently, virtual public attendance is encouraged).* The meeting is scheduled to conclude at 12:00 p.m. The purpose of this meeting will be:

1. Call to order; Chairperson's Welcome
2. Public Comment (3 minutes per speaker).
3. Approval of September 5, 2024 Meeting Minutes
4. Status of Entities to Assume Control of the Torrington and Essex Transfer Stations
5. Phase I Environmental Reviews at Torrington and Essex Transfer Stations
6. Status of Projects Required in Advance of Transfer
7. Updated Projected Use of Reserve for MSA Compliance
8. Discussion of Template RWA Assumption Agreement

cc: Bert Hunter  
Mark Daley  
Tom Gaffey

**CSWS TRANSITION COMMITTEE OF THE MIRA DISSOLUTION AUTHORITY**

**MINUTES OF SEPTEMBER 5, 2024 MEETING**

A meeting of the CSWS Transition Committee of the MIRA Dissolution Authority Board of Directors was held in person and via Zoom on Thursday, September 5, 2024. Present in person or via audio or video conferencing were:

Appointed Directors who are members of the Committee in attendance:

Committee Chairman Carl Fortuna via Zoom  
Director Beccaro via Zoom  
Board Chairperson Bert Hunter (Ex Officio) via Zoom

Present from the MIRA Dissolution Authority (“Authority”):

Mark Daley, President & CEO  
Thomas Gaffey, Director of Recycling & Enforcement  
David Bodendorf, Manager of Engineering, Construction and Power Assets via Zoom  
Cheryl Kaminsky, Comptroller via Zoom  
Chris Shepard, Environmental Compliance Manager via Zoom

Others Present:

Ann Catino, MIRA DA Counsel

The meeting was recorded via Zoom conferencing and is posted on the Authority’s website at <https://www.ctmira.org/mira-dissolution-authority-csws-transition-committee>.

Chairman Fortuna called the meeting to order at 11:00 AM.

He stated that the committee had a quorum since he and Director Beccaro were in attendance and two members constitutes a quorum. Board Chairman Bert Hunter stated that he was on Zoom and also counted towards a quorum in committee meetings. Chairman Fortuna said the next agenda item was public comment and stated he was remote and asked Mr. Daley if there was any public comment. Mr. Daley responded that there were not any members of the public in the room and nobody on-line.

Chairman Fortuna asked for a motion to approve the Minutes of the May 9, 2024 meeting and noted that he was not there but would move approval of them. Board Chairperson Bert Hunter seconded the motion to approve and the motion passed unanimously.

Chairman Fortuna made a motion to approve the July 11, 2024 meeting minutes. Board Chairperson Hunter seconded the motion and it passed unanimously.

Chairman Fortuna commented briefly regarding transition activities in the Essex Transfer Station region. He stated that the Lower CT River Valley Council of Governments had a meeting recently and they have signed the grant contract with the State Department of Energy and Environmental Protection. He said that they are exploring a few options with one being to stand up a regional waste authority or engage an existing one. Chairman Fortuna said that Senator Norm Needleman was unable to attend that COG meeting but that he has had discussions with the current operator of the Essex Transfer Station and representatives of the current disposal facility.

Chairman Fortuna reported that the Town of Old Saybrook put out a bid request for solid waste and recycling disposal for the material residents drop off at Town transfer station. He said that the Town received one interesting bid from Mr. Perrotti who owns Sweitzer Waste that begins July 1, 2025 and starts at \$135 per ton for MSW and Recyclables and that price increases to \$170 over the course of five years. He further explained that most of the bids were in the \$200 per ton range and that various haulers submitted bids.

Chairman Fortuna stated that he does not want to move the Town out of the Essex Transfer Station but is concerned with the direction of the MIRA DA Board of Directors and where the Town may end up come July 1, 2025.

Mr. Daley stated that the Torrington Towns are essentially in the same situation as the Essex Towns. The Torrington Towns had hoped to engage the Housatonic Resources Recovery Authority but HRRA was not interested in pursuing that. He believes that the Torrington Towns are having some discussion with the Central CT Solid Waste Authority.

Mr. Daley reviewed a number of transfer station capital projects management is proceeding with that had been included in the adopted FY25 Budget including the roof replacement at the Essex transfer station which has been completed. He stated that the Essex tip floor replacement will be scheduled for the Spring of 2025.

Mr. Daley then reviewed the projects at Torrington including the drainage improvement project which should be completed by the end of September and the roof replacement project which will be brought directly to the Board of Directors at the next meeting in order to begin the project in October. He reported that the price for the Torrington roof project came in at \$67,000 and that Mr. Gaffey had the contractor assess the condition of the purlins and walls to avoid any issues like what occurred in Essex. Mr. Daley said that the contractor reported that the purlins and walls are in good condition. He added that the \$67,000 price for the Torrington roof came well under the \$200,000 budget.

Mr. Daley stated that the Phase 1 Environmental Reviews at Essex and Torrington are well underway with the reports due to the Authority at the end of September.

Mr. Daley then provided an update on projected use of Reserve Funds for MSA compliance. He reminded the committee that when the Board of Directors adopted the FY 25 budget it included a slide presentation on the bifurcated rate model which was an initial look at the CSWS budget as if it was developed separately for each transfer station. Mr. Daley explained that the Board had

requested that when management conducted that exercise that all the details are built in behind the budgets projected out for FY 25, 26 and 27. He said that we now have that detailed projection including for the cost of operation for each facility and the use of reserves that would be required to comply with the MSA established tip fee through FY 27. He discussed a structure of paying a future operator for a use of reserve for those facilities and if that cost is less than what the Authority's cost would have been, the Authority is much better off. Mr. Daley said that this analysis concludes that structure would require issuing a check of \$5.5 million to the Essex region and \$2.5 million to the Torrington region to comply with all of the contracts as of July 1 2025. He said that would leave approximately \$10 million remaining for whatever purposes the Authority decided to use it for.

Mr. Daley discussed the master schedule of wind down activities of the Authority for the transfer stations and underscored that there will be heavy activity through June 30, 2025 with everything ramping up in April 2025 and running strong in May and June. He explained that in that period employees would receive (layoff) notices as of March 31 and then from April through June we have to be 100% focused on transferring the Essex and Torrington transfer stations with all of the details including all customer accounts, vendors and service suppliers. Mr. Daley said that the customers, vendors and service suppliers need to be notified who is running the transfer stations and where do they send their invoices and payments for service. He said that during that three-month period management has scheduled training and observation of the transfer station operations for the future operators including contract administration.

Mr. Daley emphasized that once employee notices are provided on March 31, he considers that the "no turning back date."

Board Chairperson Hunter thanked Mr. Daley for the update and asked if progress on the master schedule could be updated and shared on a Google Doc so that the committee and the Board of Directors could monitor progress being made or where we may need to pick up the pace. Mr. Daley concurred and will determine how best to get those posted on the Google drive.

Committee Chairman Fortuna and Director Beccaro left the meeting at 11:25.

Board Chairperson Hunter and Mr. Daley had a brief discussion on employee severance payments being keyed to them staying on with the Authority until June 30, 2025.

Board Chairperson Hunter adjourned the meeting at 11:27 AM.