

MIRA Dissolution Authority Finance Committee  
November 6, 2024  
Meeting Minutes

A Regular Meeting of the Finance Committee of the MIRA Dissolution Authority was held on October 8, 2024. Present in person or via video or audio conferencing were:

Committee Present: Paul Harrington (Committee Chairperson)  
Bill Beccaro (via Zoom)  
Matt Dayton  
Dave Steuber (via Zoom, arrived late)  
Bert Hunter (ex Officio – Board of Directors Chairperson via Zoom)

Other Directors Present: David Barkin (via Zoom )  
Michael Looney (via Zoom)

Other Members Present: none

Authority Staff Present; Roger Guzowski, Supply Chain Manager  
Cheryl Kaminsky, Comptroller  
Chris Shepard, Environmental Compliance Manager (via Zoom)  
Dave Bodendorf, Manager of Engineering, Construction and Power Assets  
Thomas Gaffey, Director of Recycling and Enforcement (via Zoom)  
Ann Catino (General Counsel - Halloran Sage)

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)

## **1. CALL TO ORDER**

Committee Chairperson Harrington called the meeting to order at 9:31a.m.

## **2. PUBLIC COMMENT**

Following a roll call, Committee Chair Harrington invited members of the public to address the Committee.

As there was no public comment, he proceeded with the agenda.

## **3. REVIEW AND APPROVIE MINUTES OF OCTOBER 8, 2024 MEETING**

At the start of the meeting Committee Chair Harrington requested a motion to approve the minutes of the October 8, 2024 Finance Committee. The motion was raised by Director Dayton and Seconded by Committee Chair Harrington.

Director Harrington identified a typo in item 7, the first sentence of which is corrected to read: “Committee Chair Harrington made a motion to go into executive session to discuss the sale of real estate owned by the Authority in Hartford, Watertown, Ellington and Shelton, and any pending consummation, termination or abandonment of all transactions or proceedings concerning any such sale.”

With that correction, the minutes were approved by roll call:

	Raised	Second	Yea	Nay	Abstain
Paul Harrington, Committee Chair		X	X		
Bill Beccaro			X		
Matt Dayton	X		X		
Dave Steuber					Not yet arrived

#### **4. DISCUSSION OF MASTER WIND DOWN SCHEDULE AND PLAN FOR FY2026 BUDGET DEVELOPMENT**

President Daley introduced this discussion by informing the Committee that we are starting the process of developing the budgets for Fiscal Year 2026. He indicated that unless something changes, his plan is to develop these budgets via Authority staff and then hand them over to our successor to administer.

Mr. Daley then led the Committee through a presentation to provide the Committee with an overview of the schedule to expect and the assumptions being made. In that, Mr. Daley indicated that in accordance with the master wind down schedule, the expected budget schedule would begin in October and culminate in February with the CSWS Budget being adopted at the February 2025 Board of Directors Meeting. Mr. Daley provided an overview of what was included in each budget and the assumptions made within each budget.

As part of that overview, Mr. Daley indicated that the two main conundrums we are facing is that the Authority’s successor/future operator remains uncertain, but regardless of that uncertainty the contractual obligation to adopt the FY26 CSWS Budgets and Tip Fees by the end of February 2025 remains. As such, he reminded the Committee that what we do, particularly in the CSWS budget will bind future operators and successors to those budgets and tip fees.

In this draft of the Authority budget, Mr. Daley indicated that the Personnel Services are based on the current employee roster, that Non-Personnel Services are based on existing administrative and related requirements, and that there are the traditional allocations of the Authority budget to the Property Division, Landfill Division and CSWS. This draft further divides the CSWS allocation between the Torrington and Essex transfer station proportionate to their share of MSW

and Recycling Deliveries. Moving forward, Mr. Daley indicated we will want to convey this to potential successors and consider adjustments to this draft Authority budget based on their feedback.

For the Property Division, Mr. Daley indicated that the FY26 draft budget will exclude the completed and pending Property Sales. The Landfill Budget will have no structural changes due to the Wind Down. Within the CSWS budget, Mr. Daley indicated that within the CSWS budget are model budgets for each transfer station which can be administered by Future Operators of the transfer stations.

Director Dayton indicated that when DAS takes over as successor they will administer their own budget, so most of this budget is informational in that regard, but as Mr. Daley confirmed for him, this budget process does go to establishing the tip fee in the Municipal Services Agreement contracts, so is more than just informational in regard to establishing a tip fee.

Robert Phillips from the Northwest Hills Council of Governments inquired what happens regarding the Tip Fee Stabilization in FY26 assuming for example that DAS takes over as successor. Mr. Daley indicated that after DAS takes over, when they are developing the budget for FY2027, they would have to make a decision regarding tip fee stabilization by February of 2026. Mr. Phillips further inquired whether that is further beholden to any contract. Mr. Daley indicated section 4-38 governs how DAS would take over the contracts and clarified that those contracts establish the intended use of the tip fee stabilization.

Committee Chair Harrington then referenced the letter presented to the Board from the three state agencies and a meeting that was pending between the Board and those agencies to discuss that letter because there is a conflict between that letter and the path established by 4-38. Mr. Harrington stated his opinion regarding the necessity of that meeting and resolving those differences of opinion so that staff doesn't put a lot of time into developing a budget based on assumptions and a road forward that ends up being wrong. Mr. Daley stated that the current path is the only path that we know we have to go down under the contracts and those contracts aren't going to change based on the outcome of the meeting with the Agencies. As such, he stated his intent continue on the current path to establish a budget and tip fee for CSWS per those contracts and do it in a way that allows a transition to occur either to a separate Future Operators or to DAS. Committee Chair Harrington further reiterated a concern expresses at the Board Meeting regarding whether there would still be tip fee stabilization and expressed his belief that discussions in that regard need to be occurring before February.

That led to a lengthy discussion among the committee regarding succession after July 1 and the need for a meeting with the Agencies as soon as practicable. Director Hunter agreed to work with Director Barkin to try to schedule that meeting.

## **5. DRAFT OF FY2026 AUTHORITY BUDGET FOR PERSONNEL AND NON-PERSONNEL SERVICES**

Mr. Daley led a discussion regarding the details of the draft Authority budget that has been established to date. He discussed how personnel costs are allocated to each project, whether direct costs (e.g. scale house operators) indirect costs which are allocated based on a formula. Mr. Daley indicated that non-personnel costs have also been established on a status quo basis which will be allocated to each division (CSWS, Property and Landfill) project along with the Indirect Personnel costs.

Mr. Daley then proceeded to review the details of the Authority budget as presented in the attachment. This included the details of how those costs are allocated to each project.

## **6. DISCUSSION OF REQUESTS FOR PROPOSALS FOR AVAILABLE EQUIPMENT, INSTALLED EQUIPMENT AND MAJOR SALVAGE OPERATIONS**

President Daley provided an overview of ongoing RFPs for Available Equipment, Installed Equipment and Major Salvage Operations, including an overview of the objectives, timeline, scopes of work and compensation process. Mr. Daley provided an overview of each of the two RFPs, one for Marketing, Brokerage, Sale and Removal of Available and Installed Equipment at the South Meadows Site and the other for the Engineering, Procurement and Major Salvage Operations Management Services at the South Meadows site. The Committee was generally appreciative of the update and supportive of the path. Director Hunter questioned whether the timetable could be accelerated such that all tasks of both RFPs could be completed before July 1. Mr. Daley indicated that he expected that the available equipment could be sold by then and the project equipment list portion of the Major Salvage Operations Management Services could be completed, but did not believe that any installed equipment would be removed before July 1, and would be pleasantly surprised if that turns out to be the case.

## **7. DISCUSSION OF 2025 HARTFORD PILOT**

President Daley introduced this discussion and presented a work product from Mr. Bodendorf that looked at the City's relative assessments of the multiple properties that are included within the Hartford Pilot. That methodology was supportive of reducing the PILOT to between \$1.07 million and \$1.2 million. Mr. Daley indicated that he hoped to get agreement on a number to bring a resolution regarding the PILOT agreement to the full Board.

In that presentation, the tax period for Hartford was determined to be October – September. Mr. Dayton asked for clarification regarding the Authority's payment schedule. Mr. Daley explained the agreement and adopted budget was for the Authority's fiscal year from July 1, 2024 – June

30, 2025. Mr. Daley further explained that the Authority typically pays in two installments, one in the December time frame and the other by the end of the fiscal year.

This led to a discussion of when the City would issue a bill to the new owner, provided that the properties sell in December. Committee Chair Harrington indicated that the City has already completed its grand list and he doesn't recall seeing supplemental tax bills for property.

There was consensus from the Board of a desire to understand whether the new owners would be assessed property tax in FY25. If not, there was discussion to not reduce the PILOT from \$1.5 million in FY25 so as not to harm the City. Conversely, if the City is able to bill the new owner for property taxes at the date of the sale, there was a consensus interest in reducing the PILOT payment so as to not have both property taxes and PILOT payment paid for the same property after the sale.

The Committee agreed to look more into this issue and revisit the discussion when it had more information.

## **8. INFORMATIONAL REPORTS**

President Daley shared a summary of the informational reports. He indicated that we are reporting for the period ending September 30, 2024, and that since it is the end of the quarter, the report does include a balance sheet. Mr. Daley indicated that for the period the CSWS generated \$0.66 million in operating revenue which was 11.47% below budget for the month due to below budgeted MSW deliveries. CSWS expenses were 16.78% below budget resulting in an operating loss of \$197,000 which is 30% below the budgeted loss for the Month. For the Quarter, the Authority ended 30% below budget for the CSWS operating budget loss.

For the Property Division, Mr. Daley indicated that this month we are recognizing the sale of the operable heavy equipment in addition to the typical budgeted revenues. As such, revenues are exceeding expectations and the unbudgeted sales of real and personal property fully offset the property Division's year to date operating loss.

In terms of cash flow, Mr. Daley explained that the Authority's total funds and accounts increased by \$0.74 million to \$52.7 million.

There were no other questions or comments from the Committee regarding the informational reports.

## **9. ADJOURNMENT.**

Committee Chair Harrington indicated that requested a motion to adjourn the meeting.

The motion was raised by Director Steuber , seconded by Committee Chair Harrington and approved unanimously by the Committee.

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

The meeting was adjourned at 10:49 am