



**NOTICE OF REGULAR MEETING OF THE
NEW HAVEN SOLID WASTE & RECYCLING AUTHORITY**

THURSDAY, JULY 11, 2024 AT 5:30 PM

Via Zoom:

<https://newhavenct.zoom.us/j/87603972960?pwd=4j7ZB22mdKxZnJAtXXxzOhERLDOKtV.1&from=addon>

AGENDA

1. Call to Order
2. Approval of the Minutes from the June 13, 2024 Regular Meeting
3. Treasurers' Report
4. Tonnage Report
5. Strategic Plan Discussion
6. Executive Director Report
 - a. Communications
 - i. Hometown Recycling Day Update
 - b. Operations Update
 - i. Residential Drop Off Project
 - ii. Transfer Station Equipment
 - iii. Transfer Station Operator Rotation
7. Old Business
8. New Business
9. Public Comments
10. Adjournment



June 13, 2024

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
NEW HAVEN SOLID WASTE AND RECYCLING AUTHORITY**

A regular meeting of the New Haven Solid Waste and Recycling Authority (the “Authority”) was held on June 13, 2024, at 5:30 p.m. online via Zoom Video Conference call.

Board members present: L. Davis Cannon, J. Logan, C. May, S. Miller, K. Pedersen, and S. Winter
Board member absent: R. Bonito

Others present: Lori Vitagliano, Executive Director
Malinda M. Figueroa, Secretary
Kathy O’Brien, Executive Administration/Operations Assistant

Kyle Pedersen began the meeting at 5:56 p.m. with approval of the minutes from the May 9, 2024, regular meeting. Linda Davis Cannon made a motion to approve the minutes, seconded by Cyril May. There was no further discussion.

Voice Vote:

AYES: L. Davis Cannon, J. Logan, C. May, S. Miller, K. Pedersen, and S. Winter

NAYES: NONE

ABSTENSIONS: NONE

Ms. Vitagliano presented the treasurers’ report for May 2024. Discussion ensued concerning the Directors receiving a balance sheet reflecting the year-to-date expenses aligning with the budgeted line items. Ms. Vitagliano stated she would provide such on a quarterly basis to the directors. Mr. Winters asked if the Executive Director could provide details on the debt service fund, the thresholds for each of the reserve funds, and the bond covenant amounts or percentages at the next meeting.

Ms. Vitagliano presented the municipal solid waste and recycling tonnage reports for the month of May 2024. The Town of North Haven brought 526 tons in April and 260 tons in May to the transfer station. Overall, the tonnage is down for recycling. The Executive Director stated that the administrative staff will have boots on the ground doing site visits and re-evaluating site cleanliness plans. Mr. May indicated that haulers are supposed to provide businesses with both MSW and recycling containers.

The Fiscal year 2024-2025 was presented, there were no changes made from last month’s discussion item. Sarah Miller made a motion to approve the budget as presented, seconded by Mr. May. There was no further discussion.

Voice Vote:

AYES: L. Davis Cannon, J. Logan, C. May, S. Miller, K. Pedersen, and S. Winter

NAYES: NONE

ABSTENSIONS: NONE

Mr. Winter thanked the Executive Director and the Executive Operations Assistant, Kathy O'Brien, for all their time and effort in preparing the budget. Ms. Miller and Mr. Winter concurred that more education for the public on recycling and how to use the Transfer Station is needed. Mr. Pedersen added that the Authority would need to collaborate with the Public Works Department.

Under the Executive Directors report, Ms. Vitagliano noted that the leased vehicle term expired last month. The cost of the lease buyout is \$16,906.00. Mr. May made a motion to authorize the Executive Director to negotiate the lease and/or buyout of the vehicle, 2021 Kia Seltos Ex lvt AWD, Vin # KNDERCAA9M7214373, with Premier Kia, the dealership, seconded by Mr. Winter. There was no further discussion.

AYES: L. Davis Cannon, J. Logan, C. May, S. Miller, K. Pedersen, and S. Winter

NAYES: NONE

ABSTENSIONS: NONE

Ms. Vitagliano noted that a site for the Hometown Recycling day is yet to be determined. She noted that the Authority participated in the Environmental Protection Agency (EPA) Community Change Grant Community Meeting working group on June 6, 2024, to develop a comprehensive plan for community driven solutions to climate change and pollution. The residential drop off project planning is continuing. Ms. Vitagliano asked Mr. Winter when the solar panels were to be installed on the landfill as the Authority would need to coordinate construction efforts. Mr. Winter thought that the vendor would be installing at the end of the summer or early fall as the vendor had received City Plan Commission approval, closed on their finance, and begun to purchase materials.

Under old business the directors discussed adding a strategic planning item to the next agenda.

There were no public comments.

Ms. Miller made a motion to adjourn, seconded by Mr. Winter. There was no further discussion. Mr. Pedersen adjourned the meeting at 7:03 pm.

Respectfully submitted,

Malinda M. Figueroa
Secretary