MINUTES OF MEETING

A meeting of the **Ad Hoc Transfer Station Review Committee** was held in Meeting Room A of the CJH Municipal Center, 1 School St. Bethel, CT on September 24, 2015

Present: A.J. Bernard, Nicholas Ellis, Kitty Grant, B.J. Liberty, Keven Sheehan, transfer station manager Mike Flanagan, ex officio Selectman Paul Szatkowski

Absent: None

The meeting was called to order at 6:35 pm.
Pledge of Allegiance was said.

Election of Officers:

N. Ellis nominated AJ Bernard for committee chair, second by K. Sheehan.
N. Ellis moved to close nominations, seconded by K. Sheehan, all in favor.
Vote was unanimous to elect AJ Bernard as committee chair.

N. Ellis nominated K. Grant for committee vice-chair, second by K. Sheehan.
N. Ellis moved to close nominations, seconded by K. Sheehan, all in favor.
Vote was unanimous to elect K. Grant as committee vice-chair.

Linda Curtis will serve as recording secretary.

Meeting Schedule:

The first Thursday of the month was agreed on as the regular meeting night for this Committee, except for October, which will be on the second Thursday of the month. The meeting dates for the rest of 2015 were established as:

October 8
November 5
December 3

All meetings to be held at 6:30 pm in Meeting Room A, or as otherwise posted.

Discussion of goals, responsibilities, and charge:

BJ Liberty read the charge from the Board of Selectmen, dated June 2015 (copy attached).

Discussion followed regarding the Transfer Station financials with M. Flanagan providing insight as to the various charges to residents using the Transfer Station and the related costs that the Transfer Station incurs to dispose of the materials.

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P. Szatkowski mentioned that there is a $500,000 debt sitting on the Transfer Station account. L. Curtis was requested to invite Robert Kozlowksi to the October meeting to discuss this issue with the Committee.

Discussion continued about ways to increase revenue to the Transfer Station or, if this was not feasible, to privatize it. In order to make recommendations for possible additional use of the land, such as for composting, AJ Bernard made a motion to request an A2 survey be done on the property. K. Grant seconded the motion, all in favor. L. Curtis will send this request to the Board of Selectmen on behalf of the Committee.

M. Flanagan stated that besides aiming to break even on the costs of the Transfer Station, capital improvements need to be funded including replacing the aging containers. To better understand the potentials and the problems of the present set-up, AJ Bernard recommended that all Committee members go to the Transfer Station and walk around the property before the next meeting.

The meeting was adjourned at 7:36 p.m. with a motion by K .Grant, second by K. Sheehan, all in favor.

Respectfully submitted,

Linda Curtis
Recording Secretary

Charge to the Ad Hoc Transfer Station Review Committee

(Approved by the Board of Selectmen, June 2015)

Situation:

The operation of the Bethel transfer station has created a drain on town finances for many years. Exclusive of the $500,000 fine imposed by the State of Connecticut for violations of environmental regulations not directly related to transfer station operations, the facility "owes" several hundred thousand dollars to the town's General Fund in cash-flow subsidies. In 2010, an ad hoc transfer station was formed to review station operations and make recommendations to bring the facility to at least a "cash neutral" position and generate positive cash flow, if possible. As a result of that committee's work and recommendations, in 2011 the Board of Selectmen raised both permit fees and tare charges for municipal waste disposal. The station briefly operated at a break-even level in 2011-2012, but then slipped back into monetary losses due to competitive changes in the private cartage market.

Your Charge:

The charge of this committee is to review all elements of transfer station operations and make recommendations to achieve the goal of at least a break-even business operation, or a cash-positive operation, if possible. Recommendations should also include methods of maintaining or improving the services offered to Bethel residents at the station. The committee is free to consider all possible avenues to achieve these goals, and is expected to offer multiple recommendations in order of priority.