

FEBRUARY 18, 2010
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 February 18, 2010, at 6:30 P.M. at New Haven City Hall, 165 Church Street, 2nd Floor, Meeting Room #1, New Haven, Connecticut 06510.

Chairman Dolan called the meeting to order at 6:35 p.m.

Directors present: Dolan, Antunes, Colon-Rosario, Drakonakis, Lemar and Walker
Also present: Jackie Bishop, Secretary of the Authority
John Prokop, Director of the Department of Public Works of the City of
New Haven & Executive Director of the Authority
Pierre Barbour, Chief Financial Administrator, Public Works
Mark Pietrosimone, City Controller
Carleen LaFitte, Treasurer
Nimesh Patel, Counsel to the Authority
Scott Bassett, McGladrey & Pullen, LLP

1. Audit Presentation – Scott Bassett of McGladrey & Pullen, LLP.

Scott Bassett reported that the first interest payment was due of \$483,000. There was a \$1.6 million dollar capital contribution that came to the Authority as of 2009. McGladrey & Pullen, LLP conducted the audit in accordance with generally accepted auditing standards. A clean opinion was issued on the audit. Mr. Bassett reported that there were no issues and all of the records were in good order. Joe Dolan asked what was included in the increase in accounts payable of \$653,070. The Treasurer stated that the majority was to CWPM.

2. Review of the quarterly Financial Statement.

Mark Pietrosimone reviewed the statement of Revenues and Expenses as of 12/31/09. Operating Revenues compared to the Operating Expenses has a positive operating income. Mr. Pietrosimone reported that all of the payments are being made on time. Mr. Pietrosimone reported that the Operations and Maintenance account has been funded. Ms. LaFitte reported that since November collections have improved thanks to John Prokop and Pierre Barbour's efforts. Mr. Prokop credited Pierre Barbour for following through with all the haulers

3. Election of the Chairman and the Vice Chairman of the Board.

A motion was made by Don Walker to elect Joe Dolan as Chairman of the Board.

Anika Lemar seconded the motion.

Voice Vote: Unanimous.

AYES

NAYES

ABSTENTIONS

Dolan

Antunes
Colon-Rosario
Drakonakis
Lemar
Walker

A motion was made by Joe Dolan to elect Don Walker as Vice Chairman of the Board.

Anika Lemar seconded the motion.

Voice Vote: 5 votes in favor; one abstention.

<u>AYES</u>	<u>NAYES</u>	<u>ABSTENTIONS</u>
Dolan		
Antunes		
Colon-Rosario		
Drakonakis		
Lemar		
		Walker

4. Appointment of the Treasurer and Secretary

A motion was made by Joe Dolan to elect Carleen LaFitte as Treasurer of the Authority.

Konstantine Drakonakis seconded the motion.

Voice Vote: 5 votes in favor; one abstention.

<u>AYES</u>	<u>NAYES</u>	<u>ABSTENTIONS</u>
Dolan		
Antunes		
Colon-Rosario		
Drakonakis		
Lemar		
Walker		

A motion was made by Joe Dolan to elect Jackie Bishop as Secretary of the Authority.

Don Walker seconded the motion.

Voice Vote: Unanimous.

<u>AYES</u>	<u>NAYES</u>	<u>ABSTENTIONS</u>
Dolan		
Antunes		
Colon-Rosario		
Drakonakis		
Lemar		
Walker		

5. Approval of the minutes of the October 14, 2009 and the December 9, 2009 Regular meetings of the Board.

A motion was made by Gerry Antunes to accept the minutes of the October 14, 2009 Regular Meeting.

Anika Lemar seconded the motion.

Voice Vote: Unanimous.

<u>AYES</u>	<u>NAYES</u>	<u>ABSTENTIONS</u>
Dolan		
Antunes		
Colon-Rosario		
Drakonakis		
Lemar		
Walker		

A motion was made by Konstantine Drakonakis to accept the minutes of the December 9, 2009 Regular Meeting.

Don Walker seconded the motion.

Voice Vote: Unanimous.

<u>AYES</u>	<u>NAYES</u>	<u>ABSTENTIONS</u>
Dolan		
Antunes		
Colon-Rosario		
Drakonakis		
Lemar		
Walker		

6. Discussion – Accounts Receivable Collection Issues

John Prokop reported that Pierre Barbour is being proactive with communicating with the haulers. Phone calls and letters with reminders are being made alerting the haulers that they could be potentially shut-off from the Transfer Station for overdue accounts. This approach seems to be working.

Pierre Barbour reported that the implementation of the new billing software is complete that is an RFIB system, which is somewhat like an EZ Pass system whereas trucks pull in and the RFIB tag reads the truck. This then activates the software. Presently, only municipal vehicles have been issued tags. This is a way of better managing the activities at the Transfer Station (basically monitoring the in and out) and captures more accurately the waste flow at the station. Along with that system, is a credit card apparatus which will allow point of service on collections. All of these improvements should help with collections.

7. Other Business.

Gerry Antunes asked John Prokop if an employee will be monitoring the credit card transactions at the Transfer Station. Mr. Prokop stated that an employee is present and that the computer systems will identify each truck.

John Prokop recommended that the credit card module be installed. A 0.16 fee per transaction for the banking and a \$35 monthly charge for the device has been negotiated with the software company. Anika Lemar asked if this price was a fixed price and not a percentage. Mr. Prokop stated it is in fact a fee that is charged per transaction. Gerry Antunes asked if this information would be made available to the public (i.e. local businesses).

Mr. Prokop stated the City has hired a sustainability Coordinator that will be working with Public Works together on the recycling roll-out and also bulk pick-ups, as well as making this information accessible to the public. The goal is to make the Transfer Station user-friendly for commercial business and residents.

Mr. Prokop reported that the Flow Control Enforcement Officer has worked 45 hours to date and has been conducting site inspections and has identified two large businesses that were not registered. A report will be given at the next meeting.

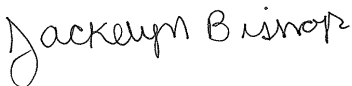
Mr. Prokop reported that he is working on three different proposed draft Ordinances that the Board of Aldermen will be reviewing. Mr. Prokop would like to give Public Works the ability to enter into contract negotiations with commercial businesses, condominium complexes and apartment units (larger than six) that are now being picked up by private haulers. The other will allow all of the containers in the City of New Haven used by private haulers be put on a site plan and given to the Director of Public Works prior to receiving their hauling license.

Mr. Prokop will be forwarding copies of the draft ordinances to Nimesh Patel, Authority Counsel for review.

No public comments.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,



Jackelyn Bishop
Authority Secretary