

**SOUTH CENTRAL CONNECTICUT REGIONAL WATER AUTHORITY  
HOUSEHOLD HAZARDOUS WASTE COLLECTION CENTER  
Municipal Planning Committee (MPC)**

**July 23, 2020  
Remote Meeting**

**Present (Voting Members):**

George Noewatne – Cheshire  
Janice A. Plaziak – Guilford  
Mark DeCola - New Haven  
Rob Baltramaitis – Wallingford

Mike Zembruski – Fairfield  
Brian Ennis – Meriden  
Mary Bigelow – North Branford  
Kelly Hammill – Woodbridge

**ALSO PRESENT:**

Steve Johnson – Milford  
Christopher Tobia – New Haven

Dan Doyle – RWA  
Lori Vitagliano – RWA

**ABSENT:** Bethany, Branford, East Haven, Madison, Orange, West Haven

**I. Minutes**

L. Vitagliano presented the meeting minutes from the December 10, 2019 meeting. M. Bigelow moved to approve the meeting minutes, seconded by B. Ennis, and all were in favor.

**II. Approval of Account Signatures**

L. Vitagliano explained to the group that the HazWaste Central checking account is handled through the RWA's Finance Department and specific RWA staff are authorized by this board to sign checks. She told the group that one authorized signer has retired and a second authorized signer is retiring soon.

L. Vitagliano requested authorization to add the three names listed below as authorized signers on the HazWaste checking account, effective August 15, 2020.

Rochelle Kowalski – Vice President of Financial Services  
Robert J. Olejarczyk – Rates Revenues and Financial Planning Manager  
Dan Doyle – Manager of Corporate Communications

L. Vitagliano reminded the group that Robert J. Olejarczyk was previously approved by the board and that R. Kowalski and D. Doyle are replacing the previous authorized signers.

B. Ennis moved to authorize Rochelle Kowalski, RWA Vice President of Financial Services, Robert J. Olejarczyk, RWA Rates Revenues and Financial Planning Manager and Dan Doyle RWA Manager of Corporate Communications as authorized signers on the HazWaste Central checking account, effective August 15, 2020. M. Zembruski seconded the motion and all were in favor.

**III. Program Update**

**1. Collection Day Helpers Update**

L. Vitagliano provided an update about the new process for operating the collection center since opening this year on May 30, 2020. She indicated that the collection operation is following social distancing practices and additional safety procedures to protect the health of our customers and employees. She informed the group that signs placed along the traffic pattern indicate the delivery instructions,

participating member towns, the sign-in website and sign-in QR code to minimize interaction with customers. Paper forms have been eliminated, and all customers are required to sign-in online from their computer or smart phone. A Smartsheet form is being used, a mechanism that is already functional and we know it provides the necessary municipal participation data.

She also noted that volunteers are not assisting with directing traffic or helping incoming residents on collection days as we have in the past. She said that an agreement has been reached with Clean Harbors Environmental Services whereby they are providing two additional workers to help greet incoming residents and verify the type and quantity of waste being dropped off. Clean Harbors will provide this service for free until the end of August 2020, at which time this service and its cost will be evaluated. The weekly cost for this service is approximately \$750. per week.

Discussion took place and the group acknowledges the benefit of having Clean Harbors provide this service. M. Zembruski made a motion authorizing HazWaste Central to continue with this practice, agreeing to pay the weekly amount, if it is required, and allocating the cost evenly among the participating communities. M. Decola seconded the motion, and all were in favor.

## **2. Weekly Participation**

L. Vitagliano reported to the group that the collections are going well and participants are using the online sign in form. She said, since the collection center opened on May 30, for the 2020 collection season 2,128 households participated, compared to 1,782 for the same period in 2019.

## **3. Scheduled Satellite Collections**

L. Vitagliano reported to the group that the scheduled satellite collections are taking place, as planned, beginning in Fairfield on August 29. She also said she plans to reach out to each MPC representative to discuss operations for their respective satellite collection.

## **IV. Program Update**

### **Membership and Resolutions**

L. Vitagliano reported that Cheshire rejoined the program beginning on July 1, 2020.

### **V. Advertisement and Outreach Update**

L. Vitagliano reported to the group that print advertisement took place in the New Haven Register and the Inner City Newspaper on July 8, and the local newspapers through Hearst Media on July 16. Planning for additional local newspaper advertisement is taking place for placement in the next few weeks.

She also said she has filmed weekly videos about the HazWaste Central program and they're being shared on RWA's HazWaste Central website. She informed the group that an updated version of the HazWaste information poster will be emailed to them soon.

K. Hammill moved to adjourn at 9:00 a.m., seconded by J. Plaziak and all were in favor.