

## TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169  
BROOKLYN, CONNECTICUT 06234

OFFICE OF SELECTMEN  
(860) 779-3411 Option 2

TOWN CLERK  
(860) 779-3411 Option 4

TAX COLLECTOR  
(860) 779-3411 Option 5

ASSESSOR  
(860) 779-3411 Option 6

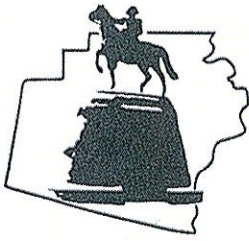
Board of Selectmen Meeting Minutes  
Thursday, May 25, 2023, 4:00 pm  
Clifford B. Green Memorial Building  
and via Zoom

**Present:** Austin Tanner, Lou Brodeur, Joe Voccio, Lisa Mileski, Recording Secretary

1. **Call to Order:** A. Tanner called the meeting to order at 4:05 pm.
2. **Approve Meeting Minutes of May 11, 2023:** J. Voccio made a motion to approve the minutes of May 11, 2023; L. Brodeur seconded the motion; and the minutes of May 11, 2023 were approved.
3. **Public Comment:** None
4. **Appointments:** None
5. **Old Business**
  - a. **Green Building:** A. Tanner states that we are waiting for the mover to remove all the items out of the building so the work can begin.
  - b. **Waste and Recycling Contract:** A. Tanner stated that the Town will stay with Casella; that it is a sizable increase and that they follow a certain formula. He will share all the final information when he receives it.
  - c. **Generator:** A. Tanner stated that the work has begun, though he is not sure how it will progress due to some of the parts not being readily available.
6. **New Business**
7. **Resolution regarding American Rescue Act:** J. Voccio made a motion to pass the resolution to approve the distribution of funds from the American Rescue Act. L. Brodeur seconded; and the Resolution passed and is attached to these Minutes.
8. **Discussion on Financials:** J. Voccio asked about the overage of \$37,000.00 on central supplies, and A. Tanner stated he would ask S. Cates about this.
9. **Approve Bills:** L. Brodeur made a motion to approve Voucher #1562 dated 5/25/23 for \$40.00, which is for the Transfer Station credit card machine; J. Voccio seconded; and the motion passed. L. Brodeur made a motion to approve Voucher #1563 dated 5/25/23 for \$31,508.93, which is the main voucher for the month; J. Voccio seconded; and the motion passed. L. Brodeur made a motion to approve Voucher #1564 dated 5/30/23 for \$101.07, which is for mileage reimbursement; J. Voccio seconded; and the motion passed. L. Brodeur made a motion to approve Voucher #1565 dated 5/25/23 for \$19,569.00, which is part of the capital for the school boilers; J. Voccio seconded; and the motion passed.
10. **Other Business:** The Board had discussion about the Town Meeting held on May 24, 2023 and how there needs to be more uniformity with the two fire departments. A. Tanner stated the new Recreation Director, A. Brosnan, is working out nicely and fitting in. They were interviewed on WINY Radio where she was introduced, they talked about the Town meeting, the Memorial Day Parade, Family Fun Day, etc.
11. **Public Comment:** L. Brodeur congratulated S. Brodeur on getting her feet wet on being a moderator. J. Voccio spoke about the comment he heard on the lack of accessibility at the library. S. Brodeur heard comments about needing a new Town Hall Library and meeting complex.

**12. Adjourn:** L. Brodeur made a motion to adjourn; J. Voccio seconded; and the meeting was adjourned at 4:44 pm

Respectfully Submitted,  
Lisa Mileski, Recording Secretary



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### RESOLUTION

WHEREAS, the Town of Brooklyn has received \$2,448,103.21 from the American Rescue Act.

WHEREAS, a Committee has received Applications and approved funds to be allocated.

The Board of Selectmen approves the distribution of funds in the attached list for the approved spending.

Date 5/25/23

Austin Tanner  
Austin Tanner, First Selectman

Date 5/25/23

L. G. Brodeur  
Louis Brodeur, Selectman

Date 5/25/23

Joseph Voccio  
Joseph Voccio, Selectman

|                               |                |                     |
|-------------------------------|----------------|---------------------|
| Brooklyn Business Association | \$ 5,000.00    | Promotion           |
| Brooklyn Business Association | 150,000.00     | HVAC                |
| Brooklyn School               | 135,000.00     | Telephone Upgrade   |
| Brooklyn Library              | 10,000.00      | Electrical/Handicap |
| Mortlake Fire Company         | 70,000.00      | 20-21 Losses        |
| Mortlake Fire Company         | 50,000.00      | 21-22 Losses        |
| Ambulance                     | 260,000.00     |                     |
| East Brooklyn Fire Department | 9,700.00       | Jaws of Life        |
| SCBA                          | 99,239.00      | Air pacs            |
| QVSC                          | 4,600.00       | Programs            |
| Town Recreation Department    | 260,000.00     | Tennis Court        |
| Town Recreation Department    | 300,000.00     | S. Street Park      |
| BEMHS                         | 264,845.00     | Radios              |
| Highway                       | 225,000.00     | Paving              |
| Highway                       | 50,000.00      | Catch Basins        |
| Brooklyn Economic Development | 80,000.00      | Staff               |
| Waterline Extension           | 200,000.00     | S. Main Street      |
| TVCCA                         | 5,000.00       | Commissary Upgrades |
| AMVets                        | 16,000.00      | Losses              |
| Windham 4-H                   | 15,000.00      | Dam                 |
| IT Network                    | 50,000.00      | Server Networks     |
| NECCOG                        | 20,198.00      | Administration      |
| Total                         | \$2,279,582.00 |                     |



P.O. BOX 415, PLAINVILLE, CT 06062 • www.cwpm.net • Phone: 1(888) 966-2976

May 9, 2023

Town of Brooklyn  
Austin Tanner, First Selectman  
4 Wolf Den Road  
Brooklyn, CT 06234

RE: Trash and Recycling Contracts

Dear Mr. Tanner:

CWPM, LLC is pleased to provide the following quote for the Town of Brooklyn, Connecticut's trash and recycling needs.

**Curbside Single Stream Collection:**

It is our understanding that for the curbside recycling collection there are approximately 3200 units to collect from. We are prepared to provide 3200 96gal toters for curbside single stream recycling collection. Each unit will be collected every other week for a total rate of \$30,000.00 per month. This rate includes providing the toters, collection services and the processing of recyclable materials. Should the Town have an agreement with a recycling facility for the processing of recyclables, we will adjust our rate accordingly to reflect this. Upon award, we would require verification in the total number of toters required. Additionally, we will require a minimum of 8 weeks to obtain and deliver the necessary toters.

**Transfer Station Hauling:**

|                  |   |
|------------------|---|
| Trash compactor: | \$325.00 per haul plus \$105.00 per ton (Town owns the equipment) |
| Bulky Waste:     | \$325.00 per haul plus \$105.00 per ton                           |
| OCC              | \$325.00 per haul   |

We are prepared to offer a multi-year agreement, starting with 3 years with the option to renew annually thereafter. All hauling fees will be increased upon the anniversary date each year by an amount equal to the CPI. All disposal fees will be adjusted accordingly based on the disposal facilities fees. If you would like to further discuss your options, please contact me at 860-747-1335. I appreciate your time and consideration.

Sincerely,

Jason Manafort  
President



May 9, 2023

Town of Brooklyn  
Attn: Austin Tanner, First Selectman  
Town of Brooklyn  
4 Wolf Den Rd, PO Box 356  
Brooklyn, CT 06234

**RE: RFP- Municipal Solid Waste at Brooklyn Transfer Station**

Dear Austin,

Willimantic Waste Paper Co., Inc., a wholly-owned subsidiary of Casella Waste Systems, Inc. ("Casella") is pleased to provide the Town of Brooklyn ("Town") with the following proposal for transportation and disposal of municipal solid waste, oversized bulky waste and cardboard from the Rukstela Rd Municipal Transfer Station. We have also included curbside collection of single stream recyclables services in our proposal from Brooklyn residents and municipal buildings.

As the leading resource management company in the Northeast, we have nearly five decades of experience in collecting, hauling, and processing services, along with the dedicated Willimantic team has served the local communities for over four decades. As such, we believe Casella is the most qualified partner to continue meeting the Town's material management needs.

Along with Casella's longstanding environmental service expertise, Casella recovers over one million tons of recyclables and organic residuals for beneficial use each year. We are committed to building a diverse workforce that is passionate about serving our customers, adhering to the highest ethical standards, complying with all state and federal regulations, all the while improving our communities and environment.

In addition to solid waste and recycling services, we often deploy education and other value-added services such as- mattress recycling, food waste options and new technology- to our customers, as desired. Our proposal outlines the scope of services commencing the first week of July 2023, our qualifications, experience, and value-added services. If Casella is awarded the contract, we have proposed a couple of nuances which we would like to call to your attention for review.

This proposal is in response to the two bid opportunities and reflects our strong desire to continue our esteemed partnership with the Town of Brooklyn. We look forward to discussing the opportunity in greater detail. If at any time you have any questions, please feel free to reach out to me or Marc Morgan, Strategic Account Manager- Municipal Services at (860) 931-0825.

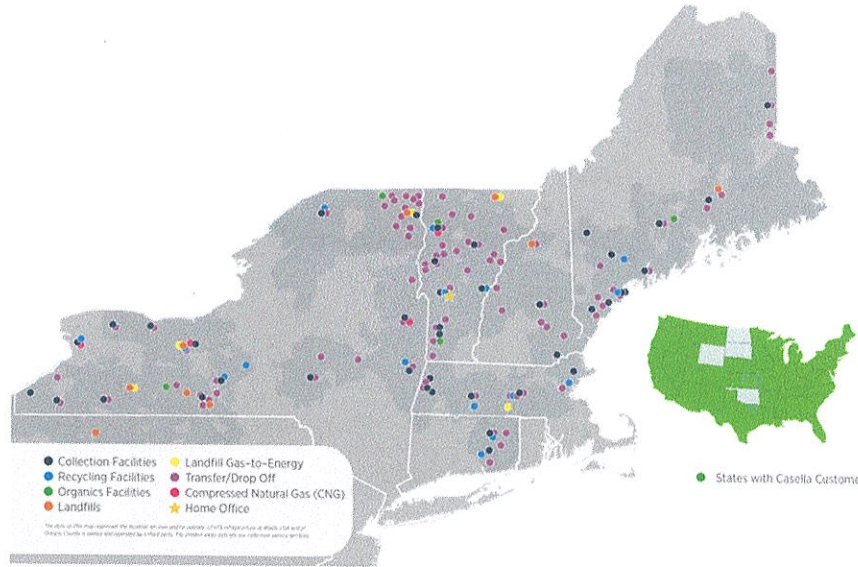
Sincerely,

  
Brian Hovey  
Market Area Manager



## Who We Are

Casella is the Northeast's most experienced resource management company, with headquarters in Rutland, Vermont. Founded in 1975 as a single truck collection service, Casella employs over 3,000 people. We have grown our operations to include over 140 owned and/or operated facilities spanning from Pennsylvania to Maine, delivering services to residential, commercial, municipal, industrial, and institutional customers. We service over 900,000 customers in our Northeast operating footprint, provide curbside collection service to over 485,000 households, and provide professional resource management services to over 10,000 customer locations across 44 states. In addition, we serve as the largest recycler in the Northeast, recovering 800,000 tons of recyclables and nearly 400,000 tons of organic residuals each year.



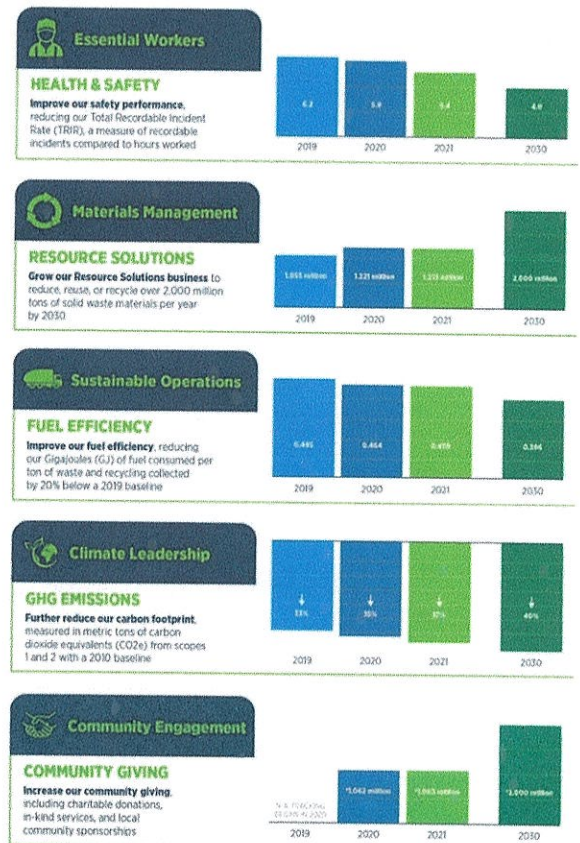
Today, with a clear strategy to serve our customers with integrated services, we continue to lead the solid waste industry with an innovative business model that seeks to create sustainable value beyond the traditional waste disposal model.

## Our Sustainability Goals

Sustainability has been at our core since our founding in 1975. Over the years, important sustainability milestones have included:

- **1977:** Opened our first recycling facility
- **1999:** Launched our first food waste collection route
- **2008:** Built our first landfill-gas-to-energy power plant
- **2012:** Earned the EPA Climate Leadership Award for Excellence in GHG Management
- **2014:** Reached the milestone of recovering 1 million tons per year of recyclables and organics

We have identified five key sustainability goals for 2030. These include reducing our greenhouse gas emissions by an additional 40% and increasing the tonnage we recover from the waste stream to 2 million tons per year. To view all five of our goals, and our progress toward achieving them, please visit [sustainability.casella.com](https://sustainability.casella.com).





## Milestones in Sustainable Materials Management

For over four decades, Casella has been continuously innovating, investing, and improving the infrastructure for sustainable materials management. Beginning in 1975 as a single truck operation, the company today runs over 1,000 trucks, employs over 3,000 people, and recovers over 1 million tons of recyclable materials every year.



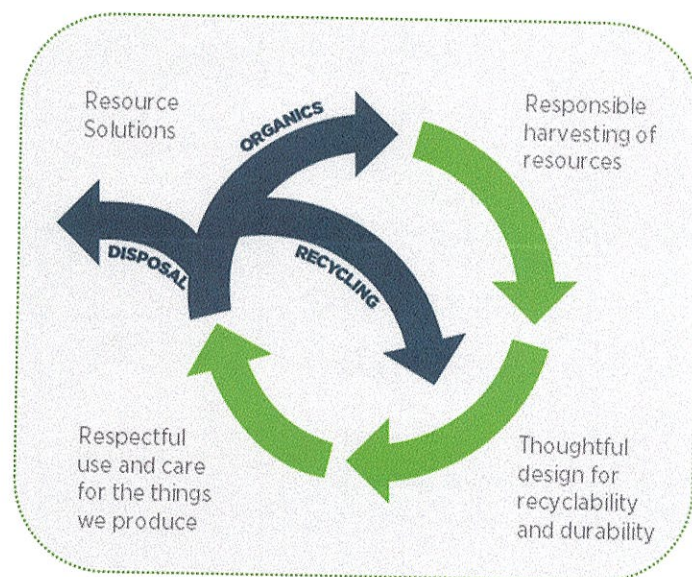
## Waste Reduction & Prevention

As a society, we live in a closed-loop environment where everything is connected. An innovative approach to managing today's waste includes the realization that renewing the life cycle of the products our communities consume is a critical step in reducing our waste. The concept of managing solid waste means giving trash a new purpose and turning waste into a valuable resource.

Casella believes that improving the lives of our customers and those in the communities we serve encompasses the three pillars of sustainability:

1. Economic Development
2. Environmental Leadership
3. Social Responsibility

Casella encourages waste prevention and increases diversion rates by educating communities and institutions on what can and unfortunately sometimes cannot be recycled. We do this through marketing material and consistent communication with our municipal partners.





## Scope of Services

### Collection

The Town of Brooklyn will continue to be serviced by our local hauling division located at 121 Chronicle Road, Willimantic, CT, where our administrative offices and fleet vehicles are dispatched. Casella is fully equipped to provide and maintain equipment to service the town, in addition to being fully qualified and licensed in accordance with all Federal, State, and local laws. Our trucks are routinely serviced and inspected. We have ample backup equipment in our existing fleet located at our local hauling division.

- **Trucks:** (2) Automated Side Load Trucks 5 days/week & (1) Automated Front Load Truck
- **Labor:** (4) Drivers
- **Carts & Containers:** Casella will provide 96-gallon cart to each residential stop and containers to each municipal location per the RFP.

### Disposal

All municipal solid waste and oversized bulky waste from the Brooklyn Transfer Station will be delivered and accepted at Casella's owned and operated Willimantic Transfer Station located at 1590 West Main St, Willimantic, CT, where it will be transferred for final disposal. Old corrugated cardboard (OCC) will be delivered to the Casella Material Recovery Facility (MRF) located at 185 Recycling Way also in Willimantic, CT.

### Processing

All single stream recycling collected locally will be delivered to Casella's owned and operated state-of-the-art Material Recovery Facility ("MRF") located in Willimantic, CT for processing.

Our facilities are designed to handle our Zero-Sort® Recycling Program. Zero-Sort® Recycling makes it easier for our customers to recycle, promoting greater participation in recycling by eliminating the need to sort materials, and positioning us as a provider of choice in many markets. At our facilities all types of recyclables are mechanically sorted and forwarded to their recycling destination. The ease of recycling allows our customers to recycle as much material as possible, thus eliminating a significant amount of solid waste from their waste stream.

### Key Personnel & Customer Care

Casella's Customer Care Center is available to assist the Town residents. A majority of the calls we receive aren't problems, rather they are questions or misunderstandings which can be immediately solved by a Customer Service Representative.

Casella's Local Customer Care Center p. (860) 423-4527





Brooklyn's Town Officials will have a direct line to our local operations team to ensure any daily service issues are resolved promptly. Casella will have the following resources overseeing the contract and supporting the Town's needs.

**Market Area Manager:** Brian Hovey

**Phone:** (860) 931-0246

**Email:** [brian.hovey@casella.com](mailto:brian.hovey@casella.com)

**Division Manager:** Mark Dimauro

**Phone:** (860) 670-2491

**Email:** [mark.dimauro@casella.com](mailto:mark.dimauro@casella.com)

## Reporting

Casella recognizes the importance of providing the Town with monthly and annual reports for quantities of materials received.

## Compliance

Casella operates under strict compliance with all local, state, and federal regulations and laws, including EPA, OSHA, and DOT regulations. All Town ordinances will be clearly communicated and adhered to within our organization. All necessary permits, licenses, certificates, and inspections would be provided.

## Proposed Pricing Details

If awarded the contract, we have proposed additional nuances of the agreement which we would like to call to your attention for review. Please see below:

1. Pricing included in proposal is valid for 90-days from submission date.
2. Fees may be further adjusted upon thirty (30) days' notice to cover increases in disposal and processing, cost of equipment increases or due to uncontrollable circumstances, including, without limitation, changes in local, state or federal laws or regulations, imposition of taxes, fees or surcharges.
3. Casella proposes the following annual increase:
  - All Fees will be increased on July 1 of each year of the Term by a percentage equal to the greater of (a) 5.0% (b) the percentage change in the Consumer Price Index for All Urban Consumers: All Items in U.S. City Average (CPI-U) or (c) Consumer Price Index for Garbage and Trash Collection.
4. Casella proposes a mutually agreeable fuel surcharge when the cost of diesel is over \$5.00/gallon.
  -

## Qualifications and Experience

### Insurance

Please see the attached certificate from our insurance agency, the Noyle Johnson Group. Casella can provide additional information needed upon further request.

### Financial Information & Bank References

Casella Waste Systems is publicly traded on the NASDAQ Global Select Market under the symbol CWST. Casella's Investor Relations can be found at: <https://ir.casella.com/financial-information>

| Bank of America  | TD Bank   |
|--|---|
| 100 Federal Street, Boston, MA 02106   | P.O. Box 999, Rutland VT 05702  |
| <a href="http://www.bankVOD.com">www.bankVOD.com</a><br>NO PHONE CALLS, BANK POLICY<br>Vendor retrieval Fee \$25.00 same day and \$10.00 for 3-day service<br>#50295698 (Funding/Checking) | (404) 783-5824<br>Contact Peron: Thomas Armstrong<br>#5240199506 (Depository) |

### References

We view Municipal work as a partnership. Our over-arching goal is to provide the highest level of service and satisfaction to our municipal partners. We believe the best testament to our performance comes from our customers. Should you wish to reach out to some of your neighboring communities, the following list would certainly be willing to share their experiences in partnering with Casella.

#### Windham, Connecticut

**Name:** Don Fascio  
**Title:** Public Works Director  
**Phone:** (860) 465-3090  
**Email:** [pwdirector@windhamct.com](mailto:pwdirector@windhamct.com)  
**Address:** 979 Main St, Willimantic, CT 06226  
**Partnership:** Casella provides automated collection, disposal of municipal solid waste, and processing of recyclable materials to the Town of Windham, CT. (Approximately 25,200 residents)

#### Tolland, Connecticut

**Name:** Scott Lappen  
**Title:** Director of Public Works  
**Phone:** (860) 871-3694  
**Email:** [slappan@tolland.org](mailto:slappan@tolland.org)  
**Address:** 21 Tolland Green, Tolland CT 06084  
**Partnership:** Casella provides automated collection, disposal of municipal solid waste, and processing of recyclable materials to the Town of Tolland, CT. (Approximately 15,000 residents)

#### Norwich, Connecticut

**Name:** Patrick McLaughlin, PE  
**Title:** Public Works Director  
**Phone:** (860) 823-3798  
**Email:** [pmclaughlin@cityofnorwich.org](mailto:pmclaughlin@cityofnorwich.org)  
**Address:** 50 Clinton Ave, Norwich, CT 06360



**Partnership:** Casella provides automated collection, disposal of municipal solid waste, and processing of recyclable materials; as well as two bulky waste pick-ups annually to the Town of Norwich, CT. *(Approximately 40,000 residents)*

**Putnam, Connecticut**

**Name:** Barney Seney

**Title:** Mayor

**Phone:** (860) 963-6800

**Email:** [barney.seney@putnamct.us](mailto:barney.seney@putnamct.us)

**Address:** 200 School St, Putnam, CT 06260

**Partnership:** Casella provides manual collection, disposal of municipal solid waste, and processing of recyclable materials; as well as bulky waste pick-up to the Town of Putnam, CT.  
*(Approximately 9,200 residents)*

**Ledyard, Connecticut**

**Name:** Steve Masalin

**Title:** Public Works Director

**Phone:** (860) 823-3798

**Email:** [public.works.director@ledyardct.org](mailto:public.works.director@ledyardct.org)

**Address:** 741 Colonel Ledyard Highway, Ledyard, CT 06339-1511

**Partnership:** Casella provides manual collection, disposal of municipal solid waste, and processing of recyclable materials; as well as two bulky waste pick-ups annually to the Town of Ledyard, CT.  
*(Approximately 15,400 residents)*

## Value Added Services

### Food Waste

Casella recognizes that organic waste makes up a significant percentage of the waste stream. Our success in recycling food and organic waste comes from decades of experience in the field. An early adoption approach would look like the following:

- Identify consolidation points in Town. Casella will analyze and provide collection.
- Utilize our inhouse marketing team and platforms to generate and distribute materials to communicate the program and its associated environmental value to residents.
- Monitor and report back to the Town to determine the best long-term solution.

### Marketing & Education

Through our in-house marketing and design staff, we have the ability and willingness to support the Town in designing specialized outreach and educational material tailored towards specific needs. The success of these programs relies on effectively educating residents.



**Casella's Recycling Toolkit:** To help our customers adapt to the changing recycling market and provide best practices for removing contaminants from their recycling stream.



**Facility Tours:** We welcome our customers to join us for an onsite or virtual tour of our operations – this hands-on experience provides stakeholders with a deeper understanding of how the decision we make impact our industry daily.



**Customized Signage & Marketing Support:** To provide unique branding and program messaging support to our customers. We have the resources to design marketing material for major events, like collection calendars and special events.



**Regular Meetings with Key Stakeholder Groups:** to review program performance, educational resources, audit data, contamination photos, etc.



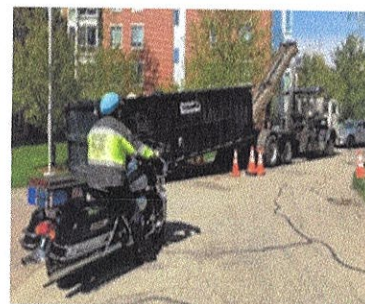
**Material Audits & Composition:** to deliver critical data and material information through on- and off-site material audits. We perform focused material stream audits to determine opportunities for improvement – both in quality & quantity. Along with load audits, our drivers utilize the approved Oops Sticker for curbside material audits.



**Community Engagement:** we are always looking for ways to engage our community and our customers both to hear about opportunities to improve our services, communication, and resources as well as simply to give back.



**Partnerships:** we recognize the power of partnerships and bring together the capabilities of a wide range of relationships and partnerships that Casella has established to meet the everchanging material management needs and goals of our customers.





## Pricing Proposal

### Transfer Station Disposal/Service Rates

| Service                                    | Rate                           |
|--|--------------------------------|
| Municipal Solid Waste (MSW) Disposal       | \$120/ton                      |
| Oversized Bulky Waste (OBW) Disposal       | \$140/ton                      |
| Old Corrugated Cardboard (OCC) Processing  | New England PPI minus \$60/ton |
| Hauling Roll Off Containers to Willimantic | \$300/haul                     |

### Curbside Collection/Processing Rate

| Service  | Rate           |
|--|----------------|
| Curbside Collection of Single Stream Recyclables | \$195,026/year |
| Cart Rental                                      | Included       |
| Single Stream Recyclables Processing             | ACR- \$125/ton |

\*See Attachment A for full explanation of ACR formula.

Pricing provided in this proposal is for Year 1 – 2023/2024. The remaining two (2) years will be subject to increases outlined in the “Proposed Pricing Details” section.



## Attachment A

### Single Stream Recycling Formula

ACR - Threshold = Rebate (Charge)

Average Commodity Revenue (ACR) - means the current market value for each recyclable commodity (including residue tons) multiplied by the product mix percentage of each recyclable commodity tons from that facility for the residential line of business over the same month, less any direct costs of Processor related to transportation, storage, or marketing of product. In addition, if there is a material change in the ACR during any thirty-day period, the Processor reserves the right to make the immediate adjustment to the ACR.

Rebate (Charge) - means the percentage of value paid to the Generator when the ACR is greater than the Threshold. When the Rebate is negative, each dollar below the ACR will be charged to the Generator.

*Rebate Split = 50% to Generator when ACR is above Threshold*

Threshold= \$120/ton - means the base rate required to process Recyclable Materials (including increases in labor expenses and to cover capital investments) Threshold shall be updated periodically to account for these changes in costs. Threshold may be adjusted quarterly based on periodic contamination audits conducted by Casella. Threshold for material received above 25% contamination will be rejected and charged \$225.00 per ton

Example (current) Pricing Scenario:

| Based on Today's Market   |                       |
|---|-----------------------|
| ACR = \$13.02   | Threshold = \$125/ton |
| Pricing Formula: \$13.02 - \$125.00 = <b>\$111.98/ ton</b>  |                       |
| Rebate/Charge: 50% over Threshold (to Generator) and dollar for dollar below the Threshold (to Processor) |                       |
| Net Charge to Generator is <b>\$111.98/ ton</b> (\$111.98 x 100%)   |                       |