

**Minutes**  
**NWSWD Executive Committee Meeting**  
**March 4, 2015**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular board meeting on Wednesday April 1, 2015 at the District Offices, 158 Morse Drive Georgia, VT at 4:00 PM.

Chairman Bill Rowe called the meeting to order at 6:35 PM.

**Supervisors Present:**

Terry Anderson, Isle La Motte  
W.G. Cioffi, City of St. Albans  
David Clark, Fletcher  
Barry Kade, Montgomery  
Paul Lambert, Georgia  
Chris Leach, Swanton  
James Lintereur, Bakersfield

Amy Mashtare, Alburgh  
Bill Rowe, So. Hero  
Al Voegele, St. Albans Town

**Supervisors Absent:**

Luke Choiniere, Highgate  
Vincent Hickey, Berkshire  
David Jacobs, No. Hero  
John Lawrence, Grand Isle

Pierre Letourneau, Enosburg  
Mary Robinson, Richford  
Jaime Tibbits, Fairfield  
Dave Supernault, Sheldon

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager  
Adam Paxman – Village Trustee  
Swanton-potential new supervisor

**ANNUAL ORGANIZATIONAL MEETING OF THE BOARD**

**A) Nomination and Election of District Officers for the coming fiscal year: Board Chair, Vice-Chair, Treasurer, and Clerk.**

Mr. Lintereur nominated William Rowe for Chairman of the Board. Mr. Kade moved to close nominations for Chairman. Mr. Voegele seconded the motion. Voice vote was taken, all were in favor and nominations were closed. Mr. Clark asked for the clerk to place one ballot for William Rowe, Mr. Voegele seconded the motion, all were in favor and the motion passed.

Mr. Rowe asked for nominations for vice chair. Mr. Lintereur nominated David Clark for Vice-Chairman. Mr. Lintereur moved to close nominations. Mr. Voegele seconded the motion. A voice vote was taken, all were in favor and nominations were closed. Mr. Lintereur asked that the clerk place one ballot for Mr. Clark, Mr. Voegele seconded the motion, all were in favor and the motion passed.

Mr. Kade nominated John Leddy for Treasurer. Mr. Clark moved to close nominations. Mr. Lintereur seconded. Voice vote taken, all were in favor and nominations were closed. Mr. Rowe asked that the clerk pass one vote for John Leddy as Treasurer. All were in favor and the motion passed. Mr. Lintereur nominated Pamela Bolster as Clerk. Mr. Clark moved that nominations be closed. Mr. Lambert seconded the motion. Voice vote was taken, all were in favor. Mr. Rowe asked the treasurer Mr. Leddy cast one ballot for Ms. Bolster. All were in favor and the motion passed.

**B) Other Business:**

**a. Review of Committee Structure and review of Committee Members**

Discussion of Committee Structure resulted in an additional committee. Committee's for the coming year = Executive Committee, Administration/Personnel Committee, Operations/Finance Committee and Charter & Ordinance Committee. Volunteers were solicited.

**b. Review Terms of Supervisors.**

Discussion and review of Terms of Supervisors.

**Monthly B.O.S. Agenda**

**1) VOTES: a. Approval of Minutes from the February 11, 2015 Meeting of the Board of Supervisors. b. Approval of Minutes from the February 26, 2015 Executive Committee Meeting. c. Approval of minutes from the March 26 Executive Committee Meeting.**

- a. February 11, 2015 Board of Supervisors Minutes –** After discussion about some misspellings Mr. Kade made a motion to approve the February 11, 2015 minutes after spelling is corrected. Ms. Anderson seconded the motion. All were in favor and the motion passed. Abstentions from Mr. Cioffi and Ms. Anderson.  
Executive committee minutes will be approved by the executive committee at the next meeting.

**2) Old Business:**

- a) Directors Report:** Discussion.  
**b) Finance Report:** Discussion and review of reports.

**3) New Business:**

- a) Review of the fact finding session held by the Executive Committee regarding the Fletcher Drop Off Application, with vote to ratify or change the decision made.**
- i. Vote: Does the Board of Supervisors accept the findings in the Memo prepared by the Executive Director on 3/26/15 and instruct a letter be drafted to the Fletcher**

**Select Board and signed by the NWSWD Board Chair in response to this situation that recognizes the mistakes made and the changes made to future certification processes, which however chooses to keep employee discipline internal.**

Discussion and review of the situation ensued with the board accepting the findings in the Executive Director's Memo. Mr. Kade asked for an amendment to this vote and motioned for it to read. **The Board of Supervisors accepts the findings in the Memo prepared by the Executive Director on 3/26/15 and instructs that a letter be drafted and signed by the Board Chair in response to this situation that: 1. Recognizes the mistakes made and; 2. States the changes necessary for certification process in the future.** Employee discipline if any in this matter, are to be kept confidential.

Mr. Voegelé asked for a modification to the motion to remove the last statement regarding employee discipline or he would have to vote no. Discussion ensued. New Motion to read as Mr. Kade proposed (above) with the elimination of the last statement regarding employee discipline. Mr. Lintereur seconded the motion. All were in favor and the motion passed.

- b) Vote: That all future minutes and agenda of the board and committee meetings will be posted on the web site as soon as available but no later than 24 hours before a special meeting and 48 hours before a regular meeting. All minutes will be posted within 5 days of the meeting.**

Mr. Kade asked for an amendment to the motion to read: **The Board acknowledges that it has been in violation of the recent changes to the Open Meeting Law that requires the agenda for all board and committee meetings be posted on the District's website. Therefore all future minutes and agendas of the board and committee meetings will be posted on the website as soon as available, but no later than 24 hours before a special meeting and 48 hours before a regular meeting. All minutes will be posted within 5 days of the meeting.**

Discussion ensued. Al Voegelé seconded the motion. All were in favor and the motion passed.

#### **4) Other Business:**

- a) Schedule Committee Meetings for the coming months.

The Executive Committee will meet on May 4, 2015 to begin at 4PM.

The operations committee will be meeting prior to the May meeting to work on the Materials Management Plan. The committee would like to meet the third week of April, emails will be sent to confirm a date.

The administration committee will try to meet in May after the executive committee meets with emails to be sent to confirm a date.

The Charter/Ordinance committee will try to meet in May as well with emails being sent to confirm a date.

Mr. Clark moved to move in to executive session for an update on a personnel matter. Mr. Lambert seconded the motion all were in favor and the motion passed.

9:15PM – Board moved into executive session.

Mr. Clark moved to move out of executive session. Ms. Anderson seconded the motion. All were in favor and the motion passed.

9:25PM – Board moved out of executive session. No action taken.

9:30PM - Full Board Adjourns.