

**Minutes**  
**NWSWD Board of Supervisors Meeting**  
**June 3, 2015**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular board meeting on Wednesday June 3, 2015 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

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

**Supervisors Present:**

W.G. Cioffi, City of St. Albans  
David Clark, Fletcher  
Barry Kade, Montgomery  
Paul Lambert, Georgia  
Adam Paxman, Swanton  
James Lintereur, Bakersfield  
Vincent Hickey, Berkshire

Bill Rowe, So. Hero  
Al Voegele, St. Albans Town  
Dave Supernault, Sheldon  
Jaime Tibbits, Fairfield  
Mary Robinson, Richford

**Supervisors Absent:**

Richard Jim, No. Hero  
John Lawrence, Grand Isle  
Terry Anderson, Isle La Motte  
Amy Mashtare, Alburgh

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager

**A) VOTE:** Minutes of The April 1, 2015 Board Meeting:

Mr. Lintereur moved to approve the minutes as written, Mr. Voegele seconded the motion. Mr. Kade asked for corrections to change the heading to reflect April 1<sup>st</sup> as the correct date of the meeting and to show it as a Board Meeting rather than an Executive Committee Meeting, as well as rewording the executive session to read, the board moved into executive session to discuss pending litigation involving a former employee's workman's compensation matter of which the premature disclosure could be harmful to the District. Mr. Lintereur moved to accept the amended minutes, Mr. Voegele seconded, all were in favor and the motion passed. Abstentions from Mr. Paxman, Ms. Tibbits, Ms. Robinson, Mr. Supernault, and Mr. Hickey.

**B) Old Business:**

a) Director's Report:

Mr. Leddy noted that the new web site which we began work on last August is up and running, is logical and user friendly, easy to update, and has user statistics showing approximately 170 views a day since the launch in early May.

Mr. Leddy stated that the District is working to fill two full time positions in the warehouse. A discussion of work flow and the staff needed ensued.

Mr. Leddy reported that HHW collections last year here in Georgia were about 15 customers per week, this year we are doing approximately 15 customers per day. A discussion of traffic and work flow in the warehouse occurred.

Mr. Leddy asked the board to consider utilizing a consulting firm to see if what we are currently doing here can be done here efficiently and safely in the space we have and how to maximize our footprint. Discussion ensued which included satellite operations, Sheldon Property, and collections in and outside of the warehouse. A vote will be held under new business. It was noted that the board should work with staff to flush all of this out.

Mr. Leddy discussed composting and the requests for assistance from Richford, Franklin, Berkshire, Enosburg and Grand Isle School systems as well as the St. Albans Education Center. Some are certain they wish to compost on site, some such as Richford are looking to have it picked up. Alternatives were discussed.

Mr. Leddy polled the board as to what to do at the drop off sites on July 4<sup>th</sup> which is on a Saturday. A discussion ensued with the board decision being to close on July 4<sup>th</sup> honoring the holiday. Staff will be paid. Publicizing of the site closures will be done immediately to ensure site users are aware.

b) Finance Report:

Ms. Bolster reported that all in the finance world is good as we wind down the fiscal year. She stated that we should be pretty close to where we planned, not having the excess surplus that we have seen in the past.

Ms. Bolster reported that the CD matured in May and earned us a little over 3K in interest. This money will go to start the capital maintenance plan previously discussed. Ms. Bolster started researching accounts with 3 banks/credit unions and will have further discussions with them and Mr. Leddy to choose the best account for the District.

Ms. Bolster gave an update on outstanding AR with one problem account making headway on the past due balance as well as the difficulties with the other past due account of concern.

Ms. Bolster noted that the grant payments, SWIP and Pesticide were in and that the bond payment was made in May. She as well noted that the cash position of The District was good.

c) Committee Updates:

The Charter Ordinance Committee met on May 26<sup>th</sup> and Mr. Kade briefed all on the progress stating that they reviewed the

District's Burning / Illegal Dumping Ordinance, and made suggestions that were recorded on tap and on a copy of the ordinance. They will continue working.

The Operations Committee met and discussed safety and briefly discussed the SWIP.

Committee Meetings were discussed for June and July with the Executive Committee meeting on July 1<sup>st</sup> along a Public Hearing, the first, for the SWIP. The Administration Committee will meet at a date to be determined via email. The Operations committee will meet either June 24<sup>th</sup> or 25<sup>th</sup>, to be determined and the Charter / Ordinance committee will discuss the next meeting via email.

- d) Discussion: District Solid Waste Implementation Plan:  
The Swip distributed includes plan changes as suggested by the State. Two public hearings are needed. A discussion occurred as to how to proceed. It will be submitted to the State, if it meets their needs they will conditionally approve it. The board can adopt it then but if public comment warrants changes then it would be submitted again. It was decided to hold the first public hearing July 1<sup>st</sup> at 6PM just after the Executive Committee Meeting.

**C) New Business:**

- a) **Vote:** Shall the Board authorize John Leddy, Executive Director to issue an RFP for a consultation firm to look at the site for expansion in conjunction with the operations committee?  
Mr. Voegele made a motion to authorize Mr. Leddy to issue a RFP to consulting firms to review the site for expansion. Mr. Lintereur seconded the motion. All were in favor and the motion passed.
- b) **Vote:** Shall the board establish a date for the first Public Hearing on the District SWIP Plan?  
Mr. Lintereur made a motion that the Board warn the first Public Hearing on the draft Swip be held on July 1<sup>st</sup>. Mr. Clark seconded the motion. All were in favor and the motion passed.

7:45 PM - Full Board Adjourns.