

**Minutes
NWSWD Executive Committee Meeting
September 2, 2015**

The Executive Committee of the Northwest Vermont Solid Waste Management District held a meeting on Wednesday September 2, 2015 at the District Offices, 158 Morse Drive Georgia, VT at 5:00 PM.

Chairman Bill Rowe called the meeting to order at 5:00 PM.

Supervisors Present:

Barry Kade
Bill Rowe
Jim Lintereur
Dave Clark

Supervisors Absent:

Dave Supernault

Others Present:

John Leddy, Executive Director
Pam Bolster, Business Manager

Executive Committee Agenda

1) Review Agenda:

Committee was in agreement of the agenda with the addition of approving the minutes of the May 6, 2015 meeting.

2) Vote: Approve Minutes of the May 6, 2015 Executive Committee Meeting.

Mr. Lintereur moved to approve the minutes with the following corrections – a. spelling correction from “nest” to next in section a, line 2, a correction to reflect appropriate attendance of Dave Clark, and to state under executive session more detail stating that this was to review the final performance review of the executive director. Mr. Clark seconded the motion with an abstention from Mr. Kade.

3) District Updates:

a) Discussion: Operations Updates.

Mr. Leddy reviewed recent commodity pricing, gave a staffing update, noted that we are almost finished a draft for a health and safety plan as well as giving a composting update.

b) Discussion: Finance Updates.

Ms. Bolster briefed the committee on the recent FY15 Audit which is mostly complete though not finalized and noted no material issues found that she is aware of. Audit should be finalized within the next couple of months. She briefed the board about the two accounts that are severely past due and in default of the payment plan that was set up for them. A discussion ensued as to how to proceed. A letter will be drafted to each account giving them a definitive date that all past due amounts will need to be taken of and with one account stating that they will voluntarily put themselves on a cash basis for the surcharges with the Highgate transfer station. If terms are not met we will begin the process of revoking District Licensing. Mr. Leddy and Ms. Bolster will draft a letter to submit to the committee and/or the full board.

4) Old Business:

- a) Update on Bill Cioffi Recognition Plans - Some ideas were discussed on how to recognize the service of Mr. Cioffi. Mr. Clark felt that we should talk with Mr. Cioffi about what he might like to see done and will keep us informed. To be continued.

The Executive Committee meeting adjourned at 6:30 PM.