

Minutes
NWSWD Board of Supervisors Meeting
October 7, 2015

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular board meeting on Wednesday October 7, 2015 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Chairman Bill Rowe called the meeting to order at 6:30 PM.

Supervisors Present:

David Clark, Fletcher
Richards Jim, No. Hero
John Lawrence, Grand Isle
Terry Anderson, Isle La Motte
Barry Kade, Montgomery
Amy Mashtare, Alburgh
Adam Paxman, Swanton
Al Voegele, St. Albans Town

Bill Rowe, So. Hero
James Lintereur, Bakersfield
Dave Supernault, Sheldon
Jaimie Tibbits, Fairfield

Supervisors Absent:

Vincent Hickey, Berkshire
Paul Lambert, Montgomery

Others Present:

John Leddy, Executive Director
Pam Bolster, Business Manager

Guests:

Tim Green – un-official
representative for the Town of
Richford

Introductions were made from the board to the board meeting guest Tim Green who will be the future Richford Representative. We are awaiting appointment paperwork from the Town of Richford.

1) Agenda Review: Agenda reviewed with one addition under New Business, a discussion of the Vermont State E-Waste Program.

2) VOTE: Minutes of the August 12, 2015 Board Meeting: Ms. Bolster asked for a correction to the minutes under attendance of which Dave Clark was not at the August 12, 2015 meeting. Mr. Clark confirmed this. Mr. Lintereur moved to approve the minutes as written with the correction noted above. Mr. Supernault seconded and the motion passed. Abstentions from Mr. Clark.

3) Old Business:

a) Director's Report:

Mr. Leddy spoke of the low prices being paid out on commodities. He noted our current metal situation and the fact that we are receiving 0 dollars and we are paying to have it hauled. The District is looking for alternatives. Discussion ensued. Plastic was sold this past month at 4.5 cents per lb. for that truck load, we should have a truck load again in about 5-6 wks. The e-waste program was explained to the board and the fact that the contractor's with approval of the State of Vermont have stated that they will no longer be paying the .05 cents per lb. that the contract states. They have asked that collectors sign an amended contract. Mr. Leddy stated that this conservatively will be a loss of approximately 10K to the District. All district managers have decided not to sign the amended contract. The board decided to make this item F under new business.

Staffing updates: Mr. Leddy stated that Shane Morris the district's long term truck driver has resigned from the District, having given his two week notice. Discussion ensued. Mr. Leddy stated that we have a candidate and as well a backup driver who can fill in for the time being.

Mr. Leddy stated composting in the past month is moving along, Richford, Grand Isle, and Enosburg Schools.

Mr. Leddy noted that in regards to the on-going workman's compensation with Mr. Reynolds has come to a conclusion with the system ruling in favor of the District's Workman's Compensation Insurance Company. Mr. Reynolds has 30 days to appeal the judgement.

b) Financial Reports:

Ms. Bolster stated that the FY15 Financial Audit was completed at the end of August and that the audit though much more in-depth and critical than in past years, went well with only one adjusting transaction for depreciation. Nothing material was found. The final report should be out in December.

Ms. Bolster directed the board to the profit and loss. The first quarter has gone as planned and things to date look good. Drop off Site Activity is good and as planned.

Ms. Bolster noted that Jim Burns had sold his trucking business to Ben Sylvester. A discussion of collection of past due amounts occurred as well as the collection of Sylvester's surcharge. Again a discussion about Duffy's AR issues occurred.

c) Committee Updates:

- i) Administration Committee Meeting – Mr. Lintereur reported that the board will see the results later in this meeting.
- ii) Executive Committee Meeting – Approved past minutes, Mr. Leddy and Ms. Bolster gave updates on Operations and Finance. Mr. Clark gave an update on Mr. Cioffi's resignation from the board. We will look at all options to honor his service at our November meeting whether it is full board or executive committee.

4) New Business:

- a) Discussion & **Possible Vote:** Shall the Board hold a Public Hearing on the Draft FY2017 District Administrative Budget on Wednesday, December 2, 2015 at 6PM at the District Office? The board decided to allow further work on the budget (suggested by Mr. Leddy and Ms. Bolster), and present the draft at the November meeting. Labor is the largest change between FY16 & 17. This draft budget currently shows a deficit which Mr. Leddy and Mr. Bolster will continue to work on and may solve prior to the November meeting for discussion then.
VOTE: Mr. Rowe asked for a motion: Shall the Board hold a Public Hearing on the Draft FY2017 District Administrative Budget on Wednesday, December 2, 2015. Mr. Lintereur seconded the motion. Discussion ensued. A voice vote was held, all were in favor and the motion passed.
- b) Discussion and **Vote:** Shall the Board pass the Personnel Policy Changes as approved by the Administration Committee? Mr. Voegelé moved to pass the changes, Ms. Anderson seconded the motion. Reviews of the changes were made, inclusion of 457 plan under benefits, noted benefit probation period, made changes from comp time to flex time, sexual harassment, and code of conduct changes. Discussion ensued. A suggestion under the sexual harassment section was made to show who to report these issues to being either the Executive Director and/or The Board Chair, currently it does not show and/or indicating it must be to both. All were in favor of passing these changes along with the suggested change to the sexual harassment section, and the motion passed.
- c) Discussion & **Vote:** Shall the Board pass the CDL Drug & Alcohol Policy as approved by the Administration Committee? Mr. Lintereur moved to pass the CDL Drug & Alcohol Policy as written. Mr. Clark seconded the motion. Discussion ensued. Mr. Clark asked us to change the section #'s to include Title and

Authority as section 1. A language change was suggested by Mr. Richards to page 3 currently reading "consuming alcohol for eight hours" to read "consuming alcohol within a period of 8 hours..." All were in favor with the changes suggested and the motion passed.

- d) Discussion and **Vote**: Shall the Board pass the changes as drafted and approved by the Charter/Ordinance Committee to the "Collection and Disposal of Solid Waste Ordinance"? Discussion ensued.

Mr. Kade moved to pass the changes as drafted with the removal of parenthesized section of Article X, and with the addition of an effective amendment date which will be 10/7/2015. Ms. Anderson seconded the motion. Changes were reviewed. The motion passed without opposition.

- e) Discussion and **Vote**: Shall the Board pass the changes as drafted and approved by the Charter/Ordinance Committee to the Civil Ordinance Regulating the Burning & Disposal of Solid Waste?

Mr. Supernault moved to approve the changes as written. Mr. Lintereur seconded the motion. Discussion ensued. For sake of consistency the board asked that municipal civil division under the waiver/fee section be changed to municipal division. The motion passed without opposition.

- f) Discussion and Possible **Vote**: Mr. Leddy alerted the board that he told the e-waste program administrator that NWSWD will not be signing the contract modification which reduces the payment from to collectors for program electronics from .05 cents a lb. to 0.00. There will be more future discussion regarding this situation. Mr. Kade moved that the executive director is not authorized to sign a contract without the authorization from the board or the executive committee. Mr. Lintereur seconded the motion. All were in favor and the motion passed.

5) Other Business:

- a) Discussion and **Vote**: Shall the Board warn for a November full board meeting as well as an Executive Committee Meeting. Mr. Lintereur moved to warn that the full board of supervisors meet Wednesday November 4, 2015 and that the executive board be warned for the same time that in absence of the full board the executive committee can approve the draft budget and review and approve health care changes. Mr. Kade seconded. All were in favor and the motion passed.

8:53 PM - Full Board Adjourns.