

**Minutes**  
**NWSWD Board of Supervisors Meeting**  
**October 5, 2016**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular board meeting on Wednesday October 5, 2016 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:**

Dave Bennion, Franklin  
David Clark, Fletcher  
Vincent Hickey, Berkshire  
Barry Kade, Montgomery  
Ben Lowell, Highgate  
James Lintereur, Bakersfield  
Carlo Micheli, Swanton

Jim Richards, No. Hero  
Bill Rowe, So. Hero  
Jaime Tibbits, Fairfield  
Al Voegele, St. Albans Town

**Supervisors Absent:**

Terry Anderson, Isle La Motte  
Paul Lambert, Georgia  
Tim Green, Richford  
Amy Mashtare, Alburgh  
Dave Supernault, Sheldon

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager

**Guests:**

Thomas Reynolds – Member of  
Public

- 1) Agenda Review:** Deletion of Drop Off Site Comparison from to be presented at the next full board meeting.
- 2) VOTE: Minutes of the August 3, 2016 Board Meeting: Mr. Lintereur moved** to approve the minutes as written. Corrections requested – Al Voegele was in attendance but not shown, as well Ms. Bolster was also in attendance though not shown. Mr. Lintereur moved to approve the minutes with those corrections. All were in favor and the motion passed.
- 3) Public Comment:** Mr. Reynolds asked for introductions from the board. Mr. Reynolds read from a printed document leaving one copy when completed. His statements were in relation to his past employment with the District. In summation, he is dissatisfied with the Districts responses or a perceived lack of, to his termination and his denial of workman's compensation benefits, both of which were appealed by Mr. Reynolds to the NWSWD board in relation to his termination and to VLCT and the Dept of Labor numerous times in relation to his

workman's compensation case, with both upheld in favor of the district. Mr. Rowe thanked Mr. Reynolds for his comments.

#### **4) Old Business:**

##### **a) Director's Report:**

Mr. Leddy reviewed some of the recent highlights of District Operations noting the three recent state inspections with the first two receiving exemplary reports, the third report for the Georgia facility is still pending but the inspector was impressed with what she saw. He noted in commodity news that paper and cardboard continue to ship every two weeks or so and that we would be soon shipping plastic film and maple tubing. He notes as well that our change to collection glass, cans and plastic together than sending them to the MRF appears at quick glance to be successful in greatly decreasing our labor though it has increased trucking as was planned for. He stated that e-waste is coming in at an incredible rate and that even battery collections are on the rise. In composting news Alburgh School and Missisquoi Valley Union have confirmed participation within the next few months and he relays that the District has begun outreach for the residential compost collection pilot program.

Mr. Leddy states that we have been working on the FY18 budget and doing the analysis necessary and that we will be providing the preliminary draft tonight with the board.

Mr. Leddy let the board member know that Highgate has been in the process of cleaning up a derelict property and that the District through its community assistance allotment will be helping financially.

Lastly Mr. Leddy drew the boards attention to correspondence from Mr. Bob Fitzgerald who has had questions about the process of board notification when members of the public contact the district as well as questions in relation to the Mr. Reynolds situation. A brief discussion ensued.

##### **c) Financial Reports:**

i) **Financial Report: July – September 2016:** Ms. Bolster reviewed the first quarter of FY17 which is starting out very well and all is on target. AP, AR, P&L, Drop Off Site activity were all reviewed. Ms. Bolster provided an update on the collection activities re: Mr. Burns and his final balance. As well a discussion about Duffy's and their current status with the District as well as their tipping practices. Ms. Bolster reviewed the banking structure and current balances.

ii) **FY16 Drop Off Site Comparison:** To be presented at the next meeting.

iii) **Review of FY16 Final Profit and Loss Statement:** Brief review of the final prior audit. Ms. Bolster reported that the FY16 audit happened on Tuesday October 4<sup>th</sup> with the auditors seemingly pleased with their visit though of course only the final report will

tell. All seemed to go very well though they kept Ms. Bolster hopping all day, and the audit was complete in one day.

**d) Committee Updates:**

- i) **Administration Committee Meeting Recap:** Ms. Tibbits reviewed the most recent Administration meeting. Discussions were in depth and included health care changes, Act 69 related to mandatory sick time for part time employees, as well as the FLSA Exemption changes. To be discussed in more detail under new business.
- ii) **Health Insurance Review:** Ms. Bolster reviewed the new health care rates for 2017 directing the board to the summary sheet she prepared. She relayed that for their current plan the increase was 5.5% with BCBS average increases being 7.7%, some plans showing larger increases than others. Staff and the Administration Committee recommends staying with the Gold .HSA compatible plan And the 2017 premiums were reviewed. The board agreed that this was a good plan to stick with.

**6) New Business:**

- i) **Fair Labor Standards Act (FLSA) Exemption Changes for Salaried Employees (VOTE): Shall the board pay overtime as opposed to increasing the salary of current exempt employees to the new FLSA threshold of 47,476 to continue to exempt those employees.**

Discussion ensued with reference to the analysis done by staff and noted that there are 22 states that are fighting this change. Staff recommendation and the Administration Committee recommends paying overtime rather than increasing the salary of those employees. Ms. Tibbits made a motion: Shall the board pay overtime as opposed to increasing the salary of current employees to the new FLSA threshold of \$47,476 to continue to exempt those employees. Mr. Voegele seconded the motion, all were in favor and the motion passed. This goes into effect on December 1, 2016 by law.

- ii) **Mandatory Sick Leave for Part Time Employees (Vote): Shall the board vote that Part-time "warehouse" staff (those staff who work more than 18 hours but less than 30 per week), accrue [paid time off at a rate of] .088 hours per hour worked, with accrual starting immediately, and usage allowed only after the 90 day probation period, [PTO] to be capped at five (5) days for the first year, with an Additional day added for each year of service (i.e. year 2=6 days Capped accrual, etc.), and drop-off site personnel [those staff who Work less than 18 hours per week] accrue [Paid Time Off at a rate Of] .088 hours per hour worked starting immediately, usage allowed After the 90 day probationary period, and [PTO] to be capped at 1 day.** Long Discussion Ensued. Mr. Rowe made the motion as stated above with the Only change being rather than the accrual starting immediately that all accruals

Begin on January 1<sup>st</sup>, 2017. Ms. Tibbits seconded the motion, all were in favor And the motion passed.

- iii) First Draft FY18 Operational Budget – Discussion:** Discussion ensued with Ms. Bolster explaining some of the methodology of calculation. Many questions were asked and answered including the increase in recycling income due to re-classification of C&D which is now being recycled so it was removed from trash income and added to recyclables line item. The difference between sale of recyclables and recycling income was explained, the new residential composting grant was reviewed. The new Capital Maintenance Reserves line item was discussed and explained. Ms. Bolster as well discussed the increase in insurance due to high increases to workman’s compensation in general as well as the District’s experience modification, and general liability increases. She as well discussed the insurance expectations for the next few years.
- Staff asked the board to review the draft in more depth, come to the November 2016 meeting with questions and be prepared to vote to bring the Budget to Public Hearing in December.

**7) Other Business:** None

Full Board Adjourns 8:48 PM.