

**Minutes  
NWSWD Board of Supervisors Meeting**

**June 14, 2017**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held their re-scheduled board meeting on Wednesday June 14, 2017 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Chairman Bill Rowe called the meeting to order at 6:36 PM.

**Supervisors Present:**

Terry Anderson, Isle La Motte  
Dave Bennion, Franklin  
David Clark, Fletcher  
Vincent Hickey, Berkshire  
Paul Lambert, Georgia  
Leitz, Tom, St. Albans City  
James Lintereur, Bakersfield  
Ben Lowell, Highgate

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

**Supervisors Absent:**

Tim Green, Richford  
Barry Kade, Montgomery  
Amy Mashtare, Alburgh

Carlo Micheli, Swanton  
Jim Richards, No. Hero

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager

**Guests:**

**1) Agenda Review: No Additions – No Amendments**

**2) VOTE: Minutes of the April 5, 2017 Board Meeting:** Mr. Voegele asked for a motion to approve the April 5, 2017 minutes. Mr. Clark made the motion. All were in favor and the motion passed without opposition.

**3) Public Comment: None**

**4) Old Business:**

**a) Director's Report:**

Mr. Leddy stated that this is our second year of reporting to the state on our new SWIP and over the next month we will be putting together the needed data.

Mr. Leddy gave news of the commercial composting program additions. He noted the backyard composting workshops have begun for the

summer and that we are continuing our efforts to assist local events with their waste management.

Mr. Leddy informed the board that the legislature has delayed the hauler mandate for collecting organic material from 2017 to July of 2018.

Discussion ensued. He noted that two haulers have requested the district amend our SWIP and apply to the state for exemptions to the requirement that haulers collect organic material in areas that have low population densities.

Lastly Mr. Leddy requested a continuation of a previous discussion of how we provide services, both site specific and regionally. In the coming year he would like to engage in long term planning.

**b) Financial Reports:**

Ms. Bolster reviewed the P&L for April and May and directed the board to the accrual done to show where we will be once all of May expenses and income is in. The balance sheet was reviewed briefly along with drop off site P&L's. Ms. Bolster presented to the board a new set of charts and graphs that illustrate P&L activity with comparisons to previous years. Discussion ensued. She asked that the board review the drop off site comparison data that she passed out and stated that she would be charting this information for a future meeting.

**c) Administrative Committee Update: Clarification and Changes to part-time employee sick time accrual.**

Ms. Tibbits the chair of the Admin Committee gave the update to the board. She reviewed the changes discussed at the admin meeting stating that we feel it prudent to bring the part time PTO accrual in line with full time staff allowing those hours to be carried over similarly to full time staff as well as changing it from just a sick time benefit to a personal time off benefit as full time staff have. This is not time that will "pay out" upon termination, this being the only difference from full time accrual of hours. The board was in agreement and Ms. Bolster will type up policy for the vote at the next meeting.

Ms. Tibbits also reviewed the work that the Admin Committee will be busy working on over the next year, mainly policies suggested by our auditor.

**d) Continued Discussion: Out of District Use of District Services and Facilities.**

Discussion ensued with the board looking for some additional information through surveys and research prior to any decision being made.

**e) New Truck Purchase: Financing and Down Payment Discussion and Vote.**

Ms. Bolster suggested that we take 50K from our Capital Maintenance Fund to apply as a down on the new International Truck, financing the rest through a business loan with Peoples Trust. Ms. Bolster's

suggestion is to not re-write our current loan as it is at a lower interest rate than what it would be re-written for. She reviewed the loan rates from a number of banks and from the truck dealer which showed that the 2.35% offered by Peoples Trust was the best deal. She stated that the amount that would be financed will be appx. 65K.

Mr. Voegelé asked for a motion: Mr. Clark made the motion that "The NW Solid Waste District allows staff to utilize 50K from our Capital Maintenance Fund as partial payment for the International Truck scheduled for delivery sometime in July, and to finance the balance through Peoples Trust for a three year period at the rate of 2.35%. Mr. Lintereur seconded the motion, all were in favor and the motion passed without opposition.

## **5) New Business:**

### **a) Shall the Board create a policy to determine which operational changes may need board approval?**

Ms. Bolster suggested that this topic be tabled until Mr. Kade, who wished to be part of this discussion, was present. Board agreed and topic is tabled until next meeting. Mr. Clark made the motion to table the discussion, Mr. Lintereur seconded the motion. All were in favor and the motion passed.

## **6) Other Business:**

a) Welcome to our new board member Tom Leitz representing St. Albans City.

### **b) Discussion - Executive Session to Discuss Legal Matters**

Mr. Lintereur made the motion to enter executive session to discuss pending legal matters regarding an ex-employee, the general knowledge of which could place the public body at a disadvantage. Ms. Anderson seconded the motion. All were in favor and the motion passed. Executive Session was entered at 8:04 PM. Executive session ended at 8:12 PM. No action taken

c) Mr. Voegelé noted to the board the completion of Mr. Leddy's annual review, congratulated Mr. Leddy on another successful year and stating that this review results in an increase of 5%.

Full Board Adjourned 8:34 PM.