

**Minutes  
NWSWD Board of Supervisors Meeting**

**August 2, 2017**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held their re-scheduled board meeting on Wednesday August 2, 2017 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Chairman Al Voegelé called the meeting to order at 6:36 PM.

**Supervisors Present:**

Dave Bennion, Franklin	Jaime Tibbits, Fairfield
Vincent Hickey, Berkshire	Bill Rowe, So. Hero
Barry Kade, Montgomery	Dave Supernault, Sheldon
Leitz, Tom, St. Albans City	Al Voegelé, St. Albans Town
Carlo Micheli, Swanton	
Jim Richards, No. Hero	

**Supervisors Absent:**

Terry Anderson, Isle La Motte	Paul Lambert, Georgia
Tim Green, Richford	David Clark, Fletcher
Amy Mashtare, Alburgh	
James Lintereur, Bakersfield	
Ben Lowell, Highgate	

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager

**Guests:**

Matt Cadieux – NWSWD Truck Driver

- 1) Agenda Review: Three additions by Mr. Voegelé, Surplus Discussion, Discussion to possibly create policy to determine which operational Changes need Board Approval and a Policy Update discussion on Employee Reimbursement.**
- 2) VOTE: Minutes of the June 14, 2017 Board Meeting:** Mr. Voegelé asked for a motion to approve the June 14, 2017 minutes as written. Mr. Supernault made the motion. All were in favor and the motion passed without opposition, two abstentions, Barry Kade, and Jim Richards for non-attendance.
- 3) Public Comment: Introductions of all board members and the guest attendee. Mr. Cadieux thanked the board for voting yes on the new truck.**
- 4) Old Business:**

**a) Director's Report:**

Discussion of Partnering with the Composting Association and the Community Garden Network to launch a pilot project for composting at Community Gardens. NWSWD has talked with a number of community gardens about this, discussions continue.

Mr. Leddy noted the coming end of our HHW events with just three events left.

Mr. Leddy discussed the high volume levels of our drop off sites this season and the site maintenance that was done this year and noted that there is some site maintenance that we will continue to work on.

In Composting news Mr. Leddy noted the addition of Tyler Place and the expansion of composting at all of our drop off sites.

Mr. Leddy stated that we are spending time at Franklin County Field Days this weekend and will man an outreach booth as well as collecting food scraps.

Mr. Leddy told the board that he completed the Solid Waste Implementation Plan Report to the state and that we exceeded the minimum standards set and our stated goals except one which was holding a public meeting on our Plan. He has told the state we would hold the meeting this fall.

Mr. Leddy noted some Operations changes, Barry Domina stepping away from the Operations Role and into a new role entitled Compliance Coordinator and Mr. Backer assuming a number of Mr. Domina's old duties.

**b) Financial Reports:**

Ms. Bolster reviewed the Draft Final Profit and Loss Statement and balance sheet stating that it is not complete at this time but she will forward the final once complete. Ms. Bolster as well briefly reviewed the reports from the first month of FY18. She reviewed the drop off site comparison including information by quarter on the number of users per site, Trash Tonnage, Trash Income per ton, Recycling Tonnage and Recycling Income per ton by site.

Ms. Bolster noted the FY17 audit date in August stating the audit would be complete the next time the board meets.

Outstanding AR was reviewed and discussed.

**5) New Business:**

**a) VOTE: Shall the board approve changes to the NWSWD Personnel Policies as recommended by the Administrative Committee.**

This is the vote from a policy that the administrative committee approved and presented at the last meeting but that was not in writing at time for the last meeting. It outlines the addition of PTO accruals for Part time people. This brings the accrual for part time people in line with what full time people earn, pro-rated by hour.

Mr. Rowe made the motion: Shall the board approve the changes as presented to the NWSWD Personnel Policies. Mr. Supernault seconded. All were in favor and the motion passed.

**b) Discussion and Possible Vote: Shall the Board create a policy to determine which operational changes may need board approval?**

Mr. Kade moved that all changes in operation which reflect a change in policy be discussed with the board prior to implementation. Discussion ensued. Mr. Bennion seconded. A Vote occurred with 3 voting yes, 6 voting no. It was determined that no policy is necessary at this time. No policy will be set.

**c) Expansion Discussion:**

A discussion ensued about expansion of our services and of our facilities. Discussions with continue.

**d) Updating Policy of Reimbursement for Mileage etc. for Employees**

Mr. Voegele brought to our attention that the NWSWD Policies for mileage reimbursement state differently than what we are following which is the Federal Mileage Rate and as well we follow Federal Per Diem Rates for Travel. This is acceptable and the policy needs to be updated.

**e) Discussion of Reviewing the NWSWD Charter Language in relation to who is shown as CEO and Updating as necessary.**

This issue is tasked to the Charter/Ordinance Committee.

**6) Other Business: None**

Full Board Adjourned 8:25 PM.