

Minutes
Board of Supervisors
April 6, 2011

The Board of Supervisors of the Northwest Vermont Solid Waste District held its regular monthly meeting on Wednesday, April 6, 2011 at the District Office, 158 Morse Drive in Georgia, VT.

Supervisors Present

Bill Rowe, South Hero – Chair
Jim Tomlinson, Richford
Barry Kade, Montgomery
Dave Clark, Fletcher
Bill Cioffi, St. Albans City

Joyce Tuck, Isle la Motte
Chris Leach, Swanton
Dave Jacobs, North Hero
Jim Lintereur, Bakersfield
Paul Lambert, Georgia

Supervisors Absent

Gary Lockerby, Alburgh
Pierre Letourneau, Enosburg
Dave Supernault, Sheldon

Berkshire – Vacant
Fairfield - Vacant
Grand Isle - Vacant

Others Present

John Leddy, Executive Director

Pam Bolster, Business Manager

7:00 PM – Regular Board Meeting

The Board Chair Bill Rowe called the meeting to order at 7:00 PM.

1. **VOTE: Approval of Minutes of NWSWD Board meeting of March 2, 2011. Jim Tomlinson moved to approve the March 2, 2011 meeting minutes as written. Paul Lambert seconded the motion. The board requested two corrections, a. Joyce Tuck asked to be referred to as Mrs. Tuck rather than Ms. Tuck and b. Barry Kade wanted it noted that he arrived at 7:45 and did not participate. All were in favor of approving the minutes with the noted corrections. Barry Kade abstained.**

2. Annual Business.

- a. Nomination and Election of District Officers for the coming fiscal year:

Mr. Rowe noted that this is our annual board meeting and as such we must elect district officers. He called for nominations for board chairman. Dave Clark nominated Bill Rowe, Jim Tomlinson seconded the motion. Nominations were closed with no opposition.

Mr. Rowe called a motion to allow the clerk to cast one ballot in the election process. All were in favor and motion is passed.

VOTE: All in favor of Bill Rowe to be voted in as Chairman of the board. All were in favor. With the vote of the clerk the motion is passed.

Mr. Tomlinson moved to vote in Dave Clark as Vice Chair of the Board. No other nominations were brought forth and the nominations were closed.

VOTE: All in favor of Dave Clark voted in as Vice Chairman of the Board? All were in favor and the motion with the vote of the clerk is passed.

Jim Tomlinson motioned that John Leddy be voted in as treasurer of the District. No other nominations were stated. Nominations were closed.

VOTE: All in favor of John Leddy as Treasurer of the District? All were in favor and the motion with the vote of the clerk is passed.

Mr. Kade motioned that Mr. Leddy be voted in as temporary clerk in order to cast a ballot for the position of clerk. The motion was passed.

VOTE: All in favor of Mr. Leddy being voted in as temporary Clerk of the District say aye. All were in favor and the motion to vote Mr. Leddy in as temporary clerk is passed.

VOTE: Election of a District Clerk. Mr. Leddy read the duties of the clerk at the request of the board. The District Charter states that the clerk shall not be a member of the board, shall have charge of public records and the seal of the district, and shall record all votes, post meetings and warnings for the district. **Mr. Leddy nominated Pam Bolster. Mr. Rowe called for other nominations, none were made and nominations were closed. Jim Tomlinson motioned to vote Pam Bolster in as District Clerk. Mr. Leach seconded the motion. Mr. Rowe called the board to vote Pam Bolster as District Clerk. All were in favor with no opposition.**

- b. Review Committee Assignments: The board reviewed the committee assignments and Mr. Rowe asked if there were any volunteers for the administration committee or for the finance/operations committee, with a discussion as to the # of people on each committee and what level of involvement would best serve the district. No volunteers. It was decided that each committee at their next meeting would decide if their participation level was appropriate. The consensus of the board is that the levels are fine but would as stated above allow each committee to make their own decision. Mr. Lambert noted that he is hoping that the committees could play a different role than they have in the recent past now that the district is fully staffed. He felt they could rise to a higher level of discussion rather than the daily operations of the district. All agreed. It was noted that the administration committee has not met yet this quarter and that it is important for them to meet. Also noted is the fact that the finance committee which though they meet at the same time is still a separate committee from operations, needs to have a chair. Mrs. Tuck is currently the chairperson of operations. They will elect at the next committee meeting a chair person for finance.
- c. **MOTION AND VOTE:** Review terms of board supervisors. Ms. Bolster reported that she did not have enough information to determine the terms of the members. They were given 3 year terms but initially were staggered. **VOTE: Mr. Rowe motioned to have the clerk review the terms, Mr. Lambert seconded the motion. The vote to have Ms. Bolster review terms and provide the information to the board was passed with no opposition.** It was requested of Ms. Bolster to contact the towns to see what information they have and to determine where each supervisor is within his/her term. This generated a discussion of reach out. Mr. Leddy and Ms. Bolster stated that they have been working on a letter to reach out to the non-represented towns on the benefits of being represented by someone. This task has been put aside for other more pressing issues but it is in the works. It was suggested that something was put on our web site to try to generate participation and as well it is noted that the quest for participation it is on the back of our newsletter.

3. Old Business.

- a. Directors Report: Mr. Leddy asked the board to refer to the director's report that he prepared. He presented the board with a graph of the recent recycling prices and explained to the board the involvement of the District with Rock Tenn who is taking our paper and cardboard with pricing for cardboard at market value but with the rate for mixed paper at over two times what we were getting from Canusa. The board felt that this is a good move as it keeps everything local. He mentioned that we have a couple of places for glass aggregate and that Casella's mrf doesn't want yards of just glass but we made arrangements with them to take our uncrushed glass in exchange for a load of crushed glass. In other words, we bring a load in and take a load out in exchange. We

did this for one load with the crushed glass we took from Casella's going to the town of Enosburg. We have been talking with Harrison as well; they may use it in their concrete mix.

We are trying to increase the amount of recyclables that we collect and are doing this through education, the use of our drop off sites and are also investigating getting the haulers to drop their recyclables at our facility in Georgia, using it as a recycling drop off site. We have talked with Myers and they are getting paid \$10.00 a ton to drop there's at Canusa. We are looking at what we could pay but we do have reservations about taking business away from Canusa. This is un-baled product. The board asked what Canusa did with the product. Mr. Leddy said that they bale it and send it to the same markets, probably some to Rock Tenn. The board suggested that we offer the same pricing structure if we pursue having haulers drop it here. The board did caution the District to not burn any bridges. The discussion turned to single stream as most residential recycling is single stream. Questions of us separating the product were brought up and explored.

Ms. Bolster noted that comments from haulers indicate that they view us as competition. Mr. Lambert questioned conflicts with the haulers and asked whether expanding our drop off sites and our recycling operations would break into the haulers business. A discussion ensued. He questioned when we created the drop off sites what the thoughts were at the time. The board said that initially and currently we offer services to the public that haulers cannot or do not offer. It was also mentioned that community members needed alternatives to trash pick-up for economic reasons and the fact that there are many apartment dwellers, renters etc. who do not have trash pick-up. It is noted that we should try to do things that benefit both the haulers and community members. Mr. Leddy stated that we are thinking about a recycling depot in Enosburg. He stated that the effects would be less roadside trash and would benefit those economically challenged in the area. Mr. Cioffi asked if there was a potential site in Enosburg and suggested speaking with the board of trustees to see if they would be receptive to the idea. The board felt that this should be discussed with the operations committee.

Mr. Leddy told the board that we are gearing up for our summer collection season. He said as well that we just set up a Facebook page and encouraged any board member with a Facebook account to visit our page and to become a friend of the District.

Lastly Mr. Leddy explained to the board that we are entertaining the idea of having a contest at our drop off sites to see what individual and what drop off site can generate the highest recycling totals against the lowest trash levels. The person with the most improvement would receive a composter but no ideas have been thrown out for the prize for the drop off site. The board gave their approval to continue to explore and implement this plan.

- b. Financial Report. Ms. Bolster told the board that the workman's comp audit that took place today went well. Pending the auditing of the audited results, we should have a credit of approximately \$600.00. The coding was reviewed and adjusted to be compliant. She went on to discuss accounts receivable with the same two accounts being discussed. Duffy's has dropped of two checks, one which can be deposited next week and one the week after. This should clear her oldest balances though she has not been invoiced this month yet. It builds as quicker than she is paying. Jim Burns cleared about \$4K of his outstanding balance.

Ms. Bolster explained the open invoice on her reports for Rock Tenn, stating that this will be payment for the first shipment of paper/cardboard that went to them. They pay out the 15th of each month.

The board was told by Ms. Bolster that the drop off site income comparison that she provided a calendar year comparison chart between 2010 & 2011 will in the future be shown via fiscal year and will also show trash tonnages.

Mrs. Tuck asked Ms. Bolster to review some over budget line items on the P&L. She questioned office supplies and was told by Ms. Bolster that the board realized in doing the FY 2012 budget that this category needed to be increased and did substantially raise the budget. Mrs. Tuck questioned the copier lease and asked why with it being a fixed price are we over budget here. Ms. Bolster could not explain the work of others but explained that our lease payment is on a monthly schedule, the service contract is paid out at the beginning of our fiscal year but done as a prepaid expense and then logged monthly. She explained the copier leasing schedule (lease runs out next year) and we will review our needs at that time. For now, this copier is working well and the intent is to keep it until the lease expires then move into a new lease. The board questions our legal overage and it was stated that it was caused by the consultation of lawyers on the Sheldon Landfill. The consensus of the board is that though we are over on some line items of our budget, the total budget is on track, a very good thing.

c. Committee Reports.

- i. Mike Ewell Sign update and dedication ceremony. Mr. Leddy was not able to report much on the estimated time of arrival on the sign but said that the dedication ceremony should be in warmer weather, either June or July.
- ii. Board Work Session Review. The board reviewed the goals that were developed at the work session of the operations committee. This is an on-going discussion and action items being worked on or completed from this work session will be presented to the board on a quarterly basis

4. New Business.

- a. Discussion: St. Albans City Request and proposed policy towards Community Waste Assistance. The request for a waiver from Jim Tishner of St. Albans for surcharges in relation to the Fonda Building Demolition was discussed with Mr. Leddy explaining that he gave Mr. Tishner a dollar amount that would be waived of \$1500.00. He also said that going forward her would like to have funds for community assistance program that would allow the District to selectively donate funds to assist with projects such as this. We will continue to discuss this concept and plan to budget it in to the FY 2013 budget.

The meeting adjourned at 8:45 PM.