

**Minutes
Board of Supervisors
April 03, 2013**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular monthly meeting on Wednesday April 03, 2013 in the Board Room at the NWSWD Offices, 158 Morse Drive, Georgia.

Board Chair Bill Rowe called the meeting to order at 7:01.

Supervisors Present:

James Lintereur, Bakersfield
Dave Supernault, Sheldon
Terry Anderson, Isle La Motte
Chris Leach, Swanton
Bill Rowe, So. Hero
Paul Lambert, Georgia
Barry Kade, Montgomery

Supervisors Absent:

W.G. Cioffi, St. Albans City	Vacant, Fairfield
David Jacobs, No. Hero	Vacant, Grand Isle
Gary Lockerby, Alburgh	Vacant, Berkshire
Pierre Letourneau, Enosburg	Vacant, Richford
David Clark, Fletcher	

Others Present:

Pam Bolster, Business Manager
John Leddy, Executive Director

Annual Organizational Meeting of the Board:

A.) Annual Nomination and Election of District Officers for Fiscal Year 2014:

Board Chair, Vice Chair, Treasurer, and Clerk:

Mr. Rowe called for nominations for Board Chairman: Mr. Leach nominated Mr. Rowe. Mr. Supernault seconded the nomination. Nominations were closed, all were in favor and the vote passed.

Mr. Rowe called for nominations for Vice Chairman: Mr. Lintereur motioned for Mr. Clark to remain as Vice Chairman. Mr. Kade seconded the motion.

Nominations were closed, all were in favor and the vote passed.

Mr. Rowe called for nominations for Treasurer: Mr. Supernault nominated Mr. Leddy. Mr. Kade seconded the motion. Nominations were closed, all were in favor and the vote passed.

Mr. Rowe called for a vote to elect Mr. Leddy as Treasurer of the Board. All were in favor and the vote was passed.

Mr. Rowe called for nominations for Clerk of the Board. Mr. Supernault nominated Ms. Bolster as Clerk. Mr. Kade seconded the motion. Mr. Rowe declared nominations closed, all were in favor and the vote passed.

B.) Other Business:

a. Review Committee Assignments.

Ms. Bolster reviewed the committee assignments with the board and read the focus of each committee. Mr. Kade asked for an addition to the Executive Committee focus, stating that our policies give the Executive Committee appeal jurisdiction. Ms. Bolster stated she would add this to the Executive Committee focus.

Mr. Rowe asked if there were any volunteers for each committee and/or any changes to the existing members on each committee. There were no additional volunteers or any changes requested.

b. Review Terms of Supervisors.

Ms. Bolster reviewed the terms of each Board Member. She noted that letters had gone out to any town that needs to appoint representation and noted who had been re-appointed to date and the new appointment from Alburg of Mr. Doug Medor. A brief discussion ensued. Ms. Bolster as well stated that she would send reminder letters to any who have not responded.

Monthly B.O.S. Agenda

1. Minutes of April 03, 2013 Board Meeting:

Vote: Mr. Rowe asked for a motion to approve the minutes of the Board meeting for April 03, 2013. Mr. Lintereur moved to accept the minutes as written. Mr. Leach seconded the motion. All were in favor and the motion was passed.

2. Old Business:

a.) Executive Director's Report:

Mr. Leddy stated that we are coming out of the slow season and drop off sites are showing the increase in business. Georgia drop off site is continuing to increase in usage. NWSWD purchased additional signage for route 7 and that is helping to get the word out. Mr. Leddy noted that we have just received the re-certification for the St. Albans city site and we are submitting the certification for the Montgomery site. He said that he attended the Vermont Organic Recycling Summit with Mr. Reynolds and said that it was very informative. He spoke with some folks in Brattleboro that have begun a residential curbside composting program. It was interesting to see the results of their pilot program. A composting discussion ensued with focus on how to assist haulers in compost collection and disposal. How can we help them do their job more effectively and efficiently? Ideas included helping to negotiate tipping fees, contracting with one hauler in compost collection to ease the hauling burden of having to do this type of collection and beyond. Discussions will continue on this issue in future board meetings and operational committee meetings. Mr. Rowe noted that this should be included in any long range discussions for district planning.

b.) Finance Report:

Ms. Bolster referred everyone to the profit and loss statement. She said that as we are $\frac{3}{4}$ through the fiscal year we should be at 75% of our budget. She noted that the income on the P&L does not include March Surcharges due to the reports not being received to date (not unusual). She noted that the February reports from Casella / All Cycle showed a substantial decrease (appx. 250 tons) in trash tonnage which she has asked for justification for the decrease. There have been substantial operational changes within the All Cycle structure and this could have had some effect on the calculation of the tonnage. It is being re-checked at her request. As the decrease amounts in dollars to appx. 5K, this could be a concern if the decrease continues throughout the balance of the fiscal year. Ms. Bolster will continue to question and will watch this situation closely. This has caused Ms. Bolster to put All Cycle on the audit list for this year.

She stated that miscellaneous income is high due to the logging operation that has netted us appx. 17K to date. Ms. Bolster briefly reviewed some expense line items. Ms. Bolster discussed AR aging, stating that one of the problem accounts presented a check for approximately 10K which, though not bringing them current, gets them

closer. She has asked for a payment plan to catch up on the rest. Ms. Bolster stated that she has discussed the joining of St. Albans Town with the problem accounts encouraging them to catch up prior to surcharges going into effect for the Town as this could spiral these accounts even deeper than they already are.

In closing Ms. Bolster stated that things looked good and we are on budget.

3. New Business:

- a. Vote:** Whereas the voters of the Town of St. Albans voted to become a member of the Northwest Solid Waste management District (NWSWD) and have accepted the Terms of Admission as drafted by the Board of Supervisors; does the NWSWD Board of Supervisors vote to accept the town of St. Albans as an equal member of the District? Mr. Rowe asked for a motion. Mr. Lintereur moved to accept the Town of St. Albans as a part of the district as written. Ms. Anderson seconded the motion. Mr. Rowe called for a show of hands to accept the town of St. Albans into the District. The motion was unanimous and passed.
- b. Vote:** Does the Board of Supervisors approve the Town of St. Albans to begin membership in the NWSWD, beginning May 1, 2013, with the understanding that for the remainder of 2013 Fiscal Year, the town will pay an assessment of \$1,000.00 ? Mr. Kade made a motion to accept the Town of St. Albans under these terms. Mr. Lintereur seconded the motion. A discussion ensued, Mr. Leddy explaining the calculation of the dollar amount and as well discussing the suggestion of the surcharges to haulers not being assessed until July 1, 2013, giving them ample notice to adjust their pricing structures with their customers. Ms. Bolster will send notification letters to the haulers and to reporting transfer stations regarding the surcharge now that all is approved. Mr. Rowe called for a vote to accept as written. All were in favor and the motion has passed.
- c. Discussion:** Health Care Options for 2014. Ms. Bolster distributed a PowerPoint presentation to the group. She explained that as a small employer under 50 employees that in 2014 we have no choice but to purchase our health coverage through the VT Health Exchange or to send our employees to the exchange as individuals and compensate them for health coverage in some other manner. Open enrollment for this will be October 2013. She explained that this is the initial conversation about this and as more information becomes available it will be shared with the board. She explained the plans and the

carriers and noted that pricing has just been submitted to the state but has not been approved. A discussion occurred about the options and will be continued. Mr. Kade suggested a Health Care Plan Committee and all were in agreement.

- d. Discussion and Vote:** Shall the Board authorize an increase in the salary of the Executive Director to \$55,000.00 per year retro-active to March 1st, 2013 in conjunction with his recently completed performance review? Mr. Rowe noted that this was discussed in executive session at the last meeting so this is really a formality. He called for a motion. Mr. Kade motioned for approval. Mr. Leach seconded the motion. All were in favor and the motion was passed.
 - e. Discussion and Vote:** Shall the board approve the purchase of storage boxes for re-use storage and hazardous waste equipment storage at the \$3,500.00 each ? Mr. Kade motioned for the approval of this purchase. Mr. Supernault seconded the motion. A discussion was held. All voted in favor of the purchase and the motion passed.
- 4. Other Business:** Schedule Committee Meetings for the coming month. Possible admin meeting to be potentially scheduled via email.
- 5. Public Comment:** The meeting adjourned at 9:08 PM.