

## Minutes

### NWSWD Board of Supervisors Meeting

November 6, 2019

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held their regularly scheduled board meeting on Wednesday November 6, 2019 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Chair Al Voegele called the meeting to order at 6:34 PM.

#### Supervisors Present:

Terry Anderson, Isle La Motte  
Bob Buermann, So. Hero  
Jennifer Bright, Enosburg  
Danielle Choiniere - Alburgh  
David Clark, Fletcher  
Cheron Fegard – Berkshire  
Barry Kade, Montgomery  
Mike Kemsley, Grand Isle

Leitz, Tom, St. Albans City  
Carlo Micheli, Swanton  
April St. Francis, Highgate  
Jaime Tibbits, Fairfield  
Al Voegele, St. Albans Town

#### Supervisors Absent:

Jennifer Bright, Enosburg  
Melissa Dion, Bakersfield  
Tim Green, Richford

Paul Lambert, Georgia  
Jim Richards, No. Hero  
Greg Stebbins, Sheldon

#### Others Present:

John Leddy, Executive Director  
Pam Bolster, Business Manager

### Full Board Meeting

**1) Agenda Review-Additions/Deletions:** No Changes, Additions or Deletions.

#### **2) VOTE: Minutes of the June 5, 2019 and August 7, 2019 NWSWD Board Meeting:**

Ms. Bolster noted the corrections she made to the June 5, 2019 minutes the addition of dollar signs and some rephrasing. Mr. Voegele asked for a motion to accept the minutes as written. Ms. Anderson made the motion. All were in favor and the motion passed.

Mr. Voegele asked for a motion to accept the August 7, 2019 minutes as written. Mr. Kemsley made the motion, all were in favor and the motion passed.

Ms. Tibbits abstained for non-attendance. Cheron Fegard abstained as she was Not a member of the board at that time.

#### **3) Old Business:**

##### **a) Directors Report:**

Mr. Leddy gave a composting update. He discussed grants that the District is pursuing including the Infrastructure Development Grant. He gave the board an update on new personnel. He noted the state site visit to North Hero which was excellent though there were questions about the North Hero draw bridge soil pile the town allowed to be put there. The soil is contaminated. V-trans is managing that project.

Mr. Leddy gave an update on the legislative working group he is a part of that is examining single use plastics. The goal is to have a working group report out by December. Discussion ensued.

**b) Finance Report:**

Ms. Bolster reviewed the first quarter of FY20 but noted to the board that she is still reviewing transactions that occurred while she was out on short term disability. She noted the audit cancellation and the re-scheduling of such. Ms. Bolster stated that for the most part most transactions are up to date with a few exceptions. The profit and loss looks good, noting both surcharge and trash income is again excellent. Drop Off Site income as well was noted as above expected. She noted the bond payment being sent. Payables were light in September and early October due to Ms. Bolster being out but by mid-September things were starting to get back on track. She noted the Go Daddy internal email challenge and its fix for the board. She as well discussed the on-going phone and data change to Comcast. Outstanding AR was reviewed.

**4) New Business:**

**a) Discussion and Vote: Shall the board hold a Public Hearing on the Draft FY2021 District Administrative Budget on Wednesday, December 4, 2019 at 6:00 PM at the District Office?**

Mr. Leddy presented the FY21 Draft Budget to the group and explained the methodology behind some of our calculations. Ms. Bolster noted that trends have also been analyzed and figured into the calculation. Briefly income and expense line items were reviewed. Discussions occurred. Surcharge income was reviewed as Mr. Leddy Has proposed a \$1.00 increase in our surcharge from \$23.00 to \$24.00 per ton, effective July 2020. The addition of 14.4K to allot for additional space for the district was discussed. Options were explored.

Personnel was reviewed at length, centered around increasing the starting wage to \$15.00 per hour and bringing any current staff up to appropriate levels. Proposal had been to bring it up to that level over the course of a couple of years. The board would like to see what it looks like if we do it at the beginning of the draft budget year. Mr. Leddy and Ms. Bolster will bring that to the next meeting with plans of incorporating it into the draft. A new method of distributing

increases was reviewed, Mr. Voegelé explained the method: allowing for a cost of living increase yearly and a separate pool of funds being allowed for merit increases. Discussion occurred about having an outside wage study done as our salaried people are believed to be below industry standard and to adjust accordingly based on that.

Mr. Clark made a motion to warn the Draft FY2021 District Administrative Budget for Public Hearing on December 4, 2019 at 6:00 PM at the District Office. Mr. Kemsley seconded. All were in Favor and the motion carried.

**b) Discussion and Vote: Shall the board authorize a portion of the FY19 budget surplus set aside to be included in the Capitol Maintenance Fund and/or Revenue Reserve Fund?**

Mr. Beurmann made a motion to postpone this issue until the December 2019 meeting. Mr. Clark seconded, all were in favor and the motion passed.

**5) Other Business:** None.

**6) Public Comment:** None.

Meeting adjourned at 8:45