

## Minutes

### NWSWD Board of Supervisors Meeting

February 5, 2020

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regularly scheduled board meeting, on Wednesday February 5, 2020 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Chair Al Voegele called the board meeting to order at 6:33 PM.

#### Supervisors Present:

Bob Buermann, So. Hero  
Danielle Choiniere - Alburgh  
David Clark, Fletcher  
Melissa Dion, Bakersfield  
Tim Green, Richford  
Barry Kade, Montgomery  
Mike Kemsley, Grand Isle

Paul Lambert, Georgia  
Leitz, Tom, St. Albans City  
April St. Francis, Highgate  
Hugh Studebaker, Franklin  
Jaime Tibbits, Fairfield  
Al Voegele, St. Albans Town

#### Supervisors Absent:

Terry Anderson, Isle La Motte  
Jennifer Bright, Enosburg  
Cheron Fegard – Berkshire

Carlo Micheli, Swanton  
Jim Richards, No. Hero  
Greg Stebbins, Sheldon

#### Others Present:

John Leddy, Executive Director  
Pam Bolster, Business Manager

#### Guests:

Mark from Bakersfield

### Full Board Meeting

#### 1) Agenda Review-Additions/Deletions:

Mr. Voegele asked to add to the Agenda the Discussion of Tires. All agreed without objection and it will be discussed under Old Business Item c with the allocation for the FY19 surplus.

#### 2) VOTE: Minutes of the December 4, 2019 Board Meeting:

Mr. Buermann made a motion to accept the December 4, 2019 minutes as written. Mr. Kemsley seconded. Motion passed with one exception from Mr. Kade who had not read the minutes.

#### 3) Public Comment: None

#### 4) Old Business:

##### a) Directors Report:

Mr. Leddy updated the board on the Bakersfield Drop Off Site noting that the Town project is delayed with anticipation of the contract

being signed in October 2020, indicating the work will begin in Spring of 2021. October 2020 is the earliest that NWSWD will be asked to leave the current site. A new site has been identified with the assistance of the Bakersfield Supervisor Ms. Dion. It has been viewed and appears it will be a better site for the District to use. He noted there should not be an interruption of service. Ms. Dion then introduced Mark who is expected to replace Ms. Dion due to time constraints for her as Bakersfield's supervisor. Mr. Voegelé thanked her for her service. Mr. Voegelé then introduced Hugh Studebaker the new Franklin Supervisor with the board introducing themselves.

Mr. Leddy informed the board of an issue regarding inter-District relations. The manager from the Northeast Kingdom, at the last District Manager's Meeting, presented a letter from his board that requested resolution or action from the District Managers Association against the Chittenden Solid Waste District in relation to their handling of glass. The District Managers agreed that, as CSWD had been given a violation by the Agency of Natural Resources and it's a case with the Attorney General's Office, that there is enforcement on this issue and that it was not in the best interest of Districts or the Managers Association to begin censuring each other. The violation to CSWD was for failing to report accurately where the glass had gone. The Northeast Kingdom also asked that the letter be distributed to the boards of each District for consideration. Mr. Leddy noted his submission to the NWSWD board of the letter for them to come to its own decision. Discussion ensued. The board did not wish to add anything or take action.

Mr. Leddy reported the approval of the grant from the State of VT in the amount of \$150K, 60% of a \$250K proposal, for improvements to the NWSWD facility. It can apply to anything that improves the ability to collect HHW/CEG waste. Identified improvements currently include, the design process, installation of a wraparound road, a roof structure outside, as well as improvements to electric and lighting. Information that was not included with the grant proposal but came with the approval, they want us to accept HHW from outside of our political borders. Discussion. Mr. Leddy has requested from the state, checks and balances such as being able to limit the amount of collections from outside of our District so we are not overwhelmed. The state seems amenable to that.

Mr. Leddy noted that Mike Casella has made a request of the District to accept material from them originating from the Town of Fairfax. Materials will include Propane Tanks, CFC Units, Tires etc. Mr. Casella would like to attend the April board meeting to present this to the board as the District initial response was no, Fairfax is not a member of the District and their material is not accepted even if it flows from Casella's. Ms. Bolster has told Mr. Casella that she will

add him to the April 1, 2020 Board Meeting Agenda. Discussion ensued and the topic will be included in a future meeting.

On composting, Mr. Leddy touted the success of our program. He stated that Sylvester's, Wetherby's, and Duffy's have had some discussions with us. Wetherby's is looking to subcontract our services, Sylvester's may be interested in taking accounts that we currently service that they have accounts with for trash though this would really break up our services. They all have some different ideas. Discussion ensued and this issue will be further discussed at later meetings to review our composting services and determine future operational actions.

**b) Finance Report:**

Ms. Bolster reported that the financial audit was complete on the Fothergill end and that they are awaiting the narrative from the District which will complete the FY19 Audit process. Mr. Leddy and Ms. Bolster are working on this.

Ms. Bolster directed the board to the Profit and Loss and noted highlights including Composting Income, Trash Income, and Surcharge Income. She noted that at this point of the year we should be at 58% of our budget. She noted that we are down slightly on Sale of Recyclables and will drill down to determine if it is price being paid or material quantities. Discussion ensued including material quality. She noted the increase in benefits from additional full time staff. Mr. Buermann questioned whether they would be able to view users at the drop off sites and Ms. Bolster noted that she would try to bring a drop off site comparison to the next meeting which would give this data. She noted that we are in a great position financially at this time.

Ms. Bolster stated that at the last meeting she had apologized to the board for not meeting the deadline for submission of invoices in regards to the Bertek bankruptcy as she was out with an injury but said that she recently received the anticipated financial payouts from the bankruptcy court and found that for an average invoice of 2K they were paying out \$9.00 so felt relieved that she did not submit the request as it was a lot of paperwork for this little amount of reimbursement. She noted that she would be writing off this debt against doubtful accounts.

Outstanding AR was discussed, including past due haulers and past due municipal assessments. Ms. Bolster noted that she will be setting up a payment plan for the more serious past due amounts held by a particular hauler.

**c) Discussion and Vote: Allocation of the FY19 budget surplus.**

Ms. Bolster directed the board to the Log of Reserve Funds which includes the history of both of our reserve accounts, and a plan for the 85,694K FY19 surplus. Included: Cross Engineering Design work at 17.5K, Bringing all staff up to \$15.00 minimum wage immediately instead of waiting to the next fiscal year, 10K for a Tire Program, 5K added to Revenue Reserves, 6.8K for repairs to the used baler we obtained for free, and 4K for repairs to the Freightliner truck box and body. This leaves \$32,744.00 to go to Capital Maintenance. Board discussion. An additional CD will be considered as well and rates are being researched.

Discussion occurred about the most effective way to assist towns with their tire problems. Mr. Voegele discussed the possibility of running tires to Canada. They grind and burn for energy. Mr. Leddy will explore the Canadian outlet including the licensing for movement to Canada as well as other economical options for tire disposal. Mentioned suggestions were towns driving tires to a central drop off then the District would deal with disposal in the most cost effective way. All options will be explored with a plan detailed and acted on for Green Up Day support and for future tire issues. Ways of providing proportionate support to the towns was explored including discount disposal, first come first serve, split by population and more. Concerns about subsidizing and enabling bad behavior are noted. The consensus of working together with the towns to attempt to get this problem under control will be a District goal. Mr. Leddy will attend the next RPC (Regional Planning Commission) meeting to start the dialogue for future solutions and also immediate assistance for this year. Discussion of our permitted tire limits occurred. We are currently permitted for 600 on the ground. If we had a trailer in which to containerize we could exceed the 600.

A motion is made by Mr. Green to designate the FY19 surplus as proposed with 17.5 for Cross Engineering, \$4,650.00 to increase staff wage to \$15.00 per hour if needed to subsidize our FY20 budget, 10K for tire assistance for FY20, 5K to revenue reserves, 6.8K for used baler repair and 4K for truck repairs. Mr. Buermann seconded. All were in favor and the motion passed.

**5) New Business:** None.

**6) Other Business:** None.

Meeting adjourned at 8:40