

CORRECTION

NOTICE

PUBLIC HEARING AND BOARD MEETING

DATE: DECEMBER 7, 2022
TIME: 6:30 PM
PLACE: ST. ALBANS CITY HALL, 100 N. Main St

PUBLIC HEARING DRAFT FY2024 DISTRICT ADMINISTRATIVE BUDGET

The Northwest Vermont Solid Waste Management District Board of Supervisors will hold a Public Hearing on Wednesday, December 7, 2022 at 6:30 PM at the St. Albans City Hall, 100 N. Main St, St Albans City, to obtain public comment on the draft FY2024 District Administrative budget.

REGULAR BOARD MEETING AGENDA

1. **REVIEW AGENDA**
2. **VOTE:** Minutes of November 2, 2022 and August 3, 2022 Board meetings (enc. 1)
3. **PUBLIC COMMENT**
4. **STAFF REPORTS**
 - a) Executive Director's Report (enc)
 - b) Financial Report (enc)
5. **COMMITTEE REPORTS**
 - 1) **FINANCE**
 - a. **DISCUSSION AND VOTE:** Shall the Board adopt the Draft FY2024 District Administrative Budget (enc) as Warned or amended?
 - b. **DISCUSSION AND VOTE:** Shall the Board set the FY2024 District municipal assessment at \$1.20 per capita based on the most recent census data, with a due date of November 15, 2023, and direct the District Treasurer to issue warrants to member municipalities?
 - c. **DISCUSSION AND VOTE:** Allocation of the FY22 budget surplus
 - (1) **BUILDING**
 - (a) **Discussion and Vote:** Shall the Board resolve to engage in a renovation project of District's Georgia Recycling Facility and warn for a District wide vote to incur debt to do so. (enc)
 - (2) **OPERATIONS**
 - (a) Alburgh Transfer Station (No Update)
 - (3) **ADMINISTRATION-** (No Action)
 - (4) **EXECUTIVE –** (No Action)
6. **Other Business/Announcements**
7. **Adjourn**

EXECUTIVE COMMITTEE

In the event of lack of quorum of the full board the executive committee will meet to deal with the above agenda items for which it is authorized.

Director's Report 12-5-2022

Well things have been a bit quieter for district operations over the past month as our as we enter this late fall slump in waste activity. However, the in the office and behind the scenes things are getting busier. This week we welcome a new staff member to the NWSWD team when Alison Corn joined us as the new Program Coordinator. She will oversee Outreach and Education, and communicate how to reduce waste, promote our services, and engage the community as we continue handle our resident's waste materials in a way that focuses on keeping valuable resources out of the landfill. Alison has a background in

We had hoped to also be welcoming a new food scrap collection driver this week as well. Despite having a candidate accept and offer and fill out some paperwork. They ultimately did not work out and we are back to square one. The NWSWD has been largely operating just one or two employees short of optimal for the past few months. This has not had any large impacts on our operations but has meant overtime for some employees. We will begin the process again and hope to fill this position as soon as possible. We recently were able to hire a temporary roll off driver to assist while Mark, our primary driver, is out with knee surgery. We are closing in on filling these remaining positions, but this episode shows how important quality, reliable, and healthy team members are!

To follow up on other staff situations, Pam and I continue to map out the future of the Finance department. First, we will be developing a job description for a position to assist Pam and recruiting and hiring to fill that position. Simultaneously, we will be creating a transition plan for the future of the department. Pam doesn't have immediate plans to retire, and we would all be happy to have her around for a long time. However this is a plan so we can be prepared for when that day comes.

Looking forward to waste related action in the Vermont Legislature, there are two bills that will hopefully benefit Vermont's waste system. Both bills create Extended Producer Responsibility (EPR) programs, and both were introduced in the last biennium. The first would create a system where the manufacturers of hazardous products will contribute to the HHW collection system in VT. The other which is being drafted and will be introduced in the Senate, will make producers responsible for the recycling of all packaging and printed material in Vermont. Both bills will build on the systems that exist in Vermont but make manufacturers and brands more responsible for the products and packaging they sell.

District Staff are looking forward to using the relative quiet of winter to contemplate how we can improve what we do to make it more convenient to keep a wider variety of material from going to the landfill. As always, we value your suggestions and input.

Onward - John

Northwest Vermont Solid Waste Mgt District Profit & Loss Budget vs. Actual July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Compost Collection	47,584.50	110,000.00	-62,415.50	43.3%
Commercial Route Compost	372.00	500.00	-128.00	62.4%
Busen Collection	15,196.25	50,000.00	-34,803.75	30.4%
Residential Route Composting	45.00			
Compost Collection - Other				
Total Compost Collection	63,137.75	160,500.00	-97,362.25	39.3%
Computer/Electronic Recy Income	8,174.86	25,000.00	-16,825.14	32.7%
Grants				
Pesticide Grant	0.00	4,000.00	-4,000.00	0.0%
SWP Grant	0.00	47,035.00	-47,035.00	0.0%
Total Grants	0.00	51,035.00	-51,035.00	0.0%
Hauler Licensing	1,460.00	1,400.00	60.00	104.3%
Haz Waste Fees	9,072.96	28,000.00	-18,927.04	32.4%
Interact Income	1,071.18	4,500.00	-3,428.82	23.8%
Miscellaneous Income	28.99	700.00	-673.01	3.9%
Municipal Assessments	57,447.50	57,447.50	0.00	100.0%
Recycling Income	45,984.02	90,000.00	-44,015.98	51.1%
Sale of Recyclables	13,049.41	30,000.00	-16,950.59	43.5%
Trash Income	155,676.21	355,500.00	-199,823.79	43.8%
Surcharge Income	339,548.99	931,219.50	-592,670.51	36.4%
Kitchen Cartier Sales	0.00	875.00	-875.00	0.0%
Composter Sales	400.00	5,000.00	-4,600.00	8.0%
Recycle Bin Sales	96.00			
Minor Air and A/P Charge-Off	-0.41			
Total Income	694,155.46	1,741,177.00	-1,047,021.54	39.9%
Cost of Goods Sold	148.34			
Cost of Goods Sold	148.34			
Total COGS	148.34			
Gross Profit	694,007.12	1,741,177.00	-1,047,169.88	39.9%
Expense				
Administration Expenses	700.00	1,500.00	-800.00	46.7%
Advertising				
Bank Service Charges	984.06	3,000.00	-2,015.94	32.8%
Credit Card Processing	0.00			0.0%
Bank Service Charges - Other				
Total Bank Service Charges	984.06	3,000.00	-2,015.94	32.8%
Copier Lease	794.21	1,760.00	-965.79	45.1%
Dues	175.00	8,500.00	-8,325.00	2.1%
Insurance	13,531.00	70,000.00	-56,469.00	19.3%
Misc.	566.99	1,000.00	-433.01	56.7%
Office Equipment	2,195.00	6,000.00	-3,805.00	36.6%

Northwest Vermont Solid Waste Mgt District
Profit & Loss Budget vs. Actual
July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
Office Supplies	940.46	4,000.00	-3,059.54	23.5%
Postage and Delivery	10.20	1,800.00	-1,589.80	0.6%
Training/Development	0.00	5,000.00	-5,000.00	0.0%
Utilities	1,389.73	15,500.00	-13,411.84	13.5%
Telephone	2,088.16	15,500.00	-12,072.11	22.1%
Utilities - Other	3,427.89	15,500.00	-94,535.19	19.8%
Total Utilities	23,324.81	117,860.00	-94,535.19	19.8%
Total Administration Expenses	23,324.81	117,860.00	-94,535.19	19.8%
Personnel Expenses	9,831.81	31,764.00	-21,932.39	31.0%
Benefits	68,732.94	272,045.00	-203,312.06	25.3%
ER 457 Cont	78,584.55	303,809.00	-225,244.45	25.9%
Benefits - Other	20,812.29	64,150.00	-43,337.71	32.4%
ER Taxes	269,459.88	762,836.00	-493,376.12	35.3%
Gross Wages	1,753.25	4,200.00	-2,446.75	41.7%
Payroll Processing	370,589.97	1,134,985.00	-764,405.03	32.7%
Total Personnel Expenses	370,589.97	1,134,985.00	-764,405.03	32.7%
Board of Supervisors	0.00	500.00	-500.00	0.0%
Board Meetings/Retreats	8,250.00	10,000.00	-1,750.00	82.5%
Legal/Accounting	9,722.40	9,800.00	-77.60	99.2%
Property Taxes	3,000.00	3,000.00	0.00	100.0%
Sheldon Land Note-Contingency	53,293.00	59,074.00	-5,781.00	90.2%
VMBB Bond Expense	71,265.40	82,374.00	-11,108.60	86.5%
Total Board of Supervisors	71,265.40	82,374.00	-11,108.60	86.5%
Facilities/Equipment Expenses	10,335.85	25,000.00	-14,664.35	41.3%
Mobile Equipment Maint/Repairs	0.00	45,944.00	-45,944.00	0.0%
Capital Maintenance	0.00	1,000.00	-1,000.00	0.0%
New Equipment	95.55	2,000.00	-1,904.45	4.8%
Building Improvements	0.00	4,000.00	-4,000.00	0.0%
Building Maintenance / Repairs	3,695.02	15,000.00	-11,304.98	24.6%
Equipment Supplies/Maintenance	295.63	40,000.00	-39,704.37	0.7%
Janitorial	21,535.42	3,500.00	18,035.42	58.8%
Mobile Equipment Fuel	0.00	5,000.00	-5,000.00	0.0%
Plowing/Mowing	2,177.28	5,000.00	-2,822.72	43.5%
Warehouse Supplies	38,134.55	141,444.00	-103,309.45	27.0%
Total Facilities/Equipment Expenses	38,134.55	141,444.00	-103,309.45	27.0%
Direct Services	41,645.24	120,000.00	-78,354.76	34.7%
Trash Disposal	0.00	3,000.00	-3,000.00	0.0%
Enforcement	0.00	1,000.00	-1,000.00	0.0%
Community Assistance	4,650.56	12,000.00	-7,349.44	38.8%
Drop Off Site Expenses	400.00	7,500.00	-7,100.00	5.3%
Composting	19,920.00	50,000.00	-30,080.00	39.8%
Brush Collection	19,920.00	50,000.00	-30,080.00	39.8%
Commercial Route Compost	19,920.00	50,000.00	-30,080.00	39.8%

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12/05/22
Accrual Basis

**Northwest Vermont Solid Waste Mgt District
Profit & Loss Budget vs. Actual
July through November 2022**

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
Residential Compost Route Composting - Other	0.00 10,539.97	5,700.00	-5,700.00	0.0%
Total Composting	30,859.97	63,200.00	-32,340.03	48.8%
Recycling Computer/Electronic Collection Education Outreach	28,878.67 1,255.20 0.00	75,000.00 3,500.00 15,000.00	-46,121.33 -2,244.80 -15,000.00	38.5% 35.9% 0.0%
Hazardous Waste	24,299.21	35,000.00	-10,700.79	69.4%
Total Direct Services	134,588.85	327,700.00	-196,111.15	40.2%
Cost of Composters Sold	397.28			
Total Expense	635,300.86	1,804,373.00	-1,169,072.14	35.2%
Net Ordinary Income	58,706.26	-63,196.00	121,902.26	-92.9%
Net Income	58,706.26	-63,196.00	121,902.26	-92.9%

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12/05/22

Cash Basis

Northwest Vermont Solid Waste Mgt District

Receipts

November 2022

	Nov 22
Addison County Solid Waste District	109.00
Alburgh, Town of	2,687.75
All Cycle-Williston	18,652.00
All Cycle - Highgate	41,745.50
All Metal Recycling	925.90
Bakersfield Elementary/Middle School	182.50
Bakersfield, Town of	1,400.30
Bayside Pavillion	68.00
Berkshire School	147.50
Beth-El Court Association	68.00
BFA-St. Albans City (c)	220.00
Blair's Trucking Inc.	827.50
Casella-Montpeller	966.75
Chevalier Drilling Company, Inc	108.00
Drop Off Sites	33,950.10
Duffy's	630.81
Fairfield Community Center	35.00
Fletcher Town School District	107.50
Food City	85.00
Four Winds - Cathedral Square	137.50
Franklin County Rehab	443.50
Frost Beer	76.00
Georgia Market - c	320.00
Georgia Town School District (c)	308.00
Good Point Recycling, American Retroworks	1,725.36
Gordini	163.00
Grand Isle, Town of	822.00
Grice Brook Gardens	250.00
Hawks Nest Housing	152.50
Highgate Elementary	203.00
Holy Angels Apartments	98.00
Huntington Estates HOA	190.50
Jeff's Seafood	188.00
Kalju Kitchen	68.00
Main Street Market	312.50
Mimmo's-c	180.50
Montgomery Elementary School	140.00
Myers	14,076.25
Northwest Counseling Services	68.00
Northwest Medical Center/Hospitality (c)	523.00
Northwestern Medical Center	72.50
Perrigo	868.00
Pet Food Warehouse	7.00
Pie in the Sky -c	145.00
Richford Elementary School	230.00
Richford High School	177.50
Rock Tenn	5,007.23
Santini Catering	68.00
Sheldon School (c)	368.00
St. Albans City School (c)	655.00
St. Albans, City Customer	143.00
Sticks & Stuff-c	150.00
Superior Technical Ceramics	310.50
Swanton, Town of	7,371.10
Sylvesters Rubbish Removal, LLC	6,308.75
Thai House	85.00
Traveled Cup - c	153.00
TREX Company, Inc	3,193.40
Tuttle's Trucking-Customer	6,960.50
Vermont New York Battery Co.	239.54
Villa, The	228.00
Warner Home	68.00
Wetherby's Trash Removal	330.00
No name	35.00

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Northwest Vermont Solid Waste Mgt District

12/05/22

Receipts

Cash Basis

November 2022

TOTAL

Nov 22

156,536.74

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12/05/22

Cash Basis

Northwest Vermont Solid Waste Mgt District

Payments November 2022

	Nov 22
All Cycle - Highgate Transfer	-5,137.18
Allegiance/Clarks Truck Center	-2,513.39
Amazon.com	-48.14
Beaulieu, Mark	-40.00
Blaisdell, Darren	-150.00
Bourne's Energy	-50.26
Call 2 Recycle	-747.00
Casella-Hyde Park Transfer Station	-2,030.92
CEJJ, INC.	-267.93
Chittenden Solid Waste District	-879.20
Comcast Business	-253.69
Crown Lift Trucks	-159.00
De Lage Landen Financial Services, Inc.	-180.39
Deiter, Jean	-177.50
Drummac Wind River Environmental	-840.00
Enpro Services of Vermont, Inc *	-5,769.78
Foley Services	-67.74
Fothergill, Segale & Valley	-8,250.00
Georgia Auto Parts	-248.29
GMES St. Albans	-105.14
Good Point	-1,910.20
Green's Ace Hardware	-394.99
Hudak Farms	-7,028.50
Interstate Refrigerant Recovery, Inc	-306.00
Just Right Manufacturing Co.	-229.32
K-N-S Tire Recycling	-1,246.00
King, Butch	-32.51
Madison National Life	-163.99
Misc	-10,230.99
Myers Recycling Center	-5,789.45
Northeast Delta Dental	-602.30
Office Systems of Vermont	-9.00
PayData	-35,833.75
R.L. Vallee, Inc.	-4,916.35
Sleep Well Recycling	-2,454.00
Sticks & Stuff	-95.55
Stone's Auto Repair	-1,139.23
TGI	-439.00
TDI Repair Facility, LLC	-593.18
Tim Maple	-253.13
Vermont Electric Coop	-28.84
VT Gas Systems	-86.71
W.B. Mason	-929.22
Yin and Yang, LLC	-270.00
TOTAL	-102,897.76

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Accrual Basis

Northwest Vermont Solid Waste Mgt District

Bakersfield Profit & Loss

November 2022

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	52.00
Trash Income	3,933.60
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Total Income	3,985.60
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Gross Profit	3,985.60
Expense:	
Personnel Expenses	
ER Taxes	28.89
Gross Wages	296.25
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Total Personnel Expenses	325.14
Direct Services	
Trash Disposal	318.13
Drop Off Site Expenses	135.99
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Total Direct Services	454.12
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Total Expense	779.26
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Net Ordinary Income	3,206.34
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Net Income	<u>3,206.34</u>

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12/05/22

Accrual Basis

Northwest Vermont Solid Waste Mgt District
Bakersfield Profit & Loss
July through November 2022

	<u>Jul - Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	623.76
Haz Waste Fees	342.00
Recycling Income	691.00
Sale of Recyclables	867.43
Trash Income	23,641.51
Recycle Bin Sales	6.00
Total Income:	<u>26,171.70</u>
Cost of Goods Sold	
Cost of Goods Sold	6.76
Total COGS	<u>6.76</u>
Gross Profit:	26,164.94
Expense	
Personnel Expenses	
ER Taxes	236.54
Gross Wages	2,425.55
Total Personnel Expenses	2,662.09
Direct Services	
Trash Disposal	5,017.79
Drop Off Site Expenses	454.37
Recycling	1,090.90
Computer/Electronic Collection	77.12
Total Direct Services:	<u>6,640.18</u>
Total Expense:	<u>9,302.27</u>
Net Ordinary Income	16,862.67
Net Income	<u><u>16,862.67</u></u>

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Accrual Basis

Northwest Vermont Solid Waste Mgt District
Georgia Drop Off Site Profit & Loss
November 2022

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	428.00
Haz Waste Fees	1,470.00
Miscellaneous Income	25.00
Recycling Income	5,299.00
Sale of Recyclables	63.20
Trash Income	13,342.25
Total Income	<u>20,627.45</u>
Gross Profit	20,627.45
Expense	
Personnel Expenses	
ER Taxes	577.14
Gross Wages	5,919.37
Total Personnel Expenses	6,496.51
Direct Services	
Trash Disposal	945.30
Drop Off Site Expenses	317.50
Recycling	657.00
Total Direct Services	<u>1,919.80</u>
Total Expense	8,416.31
Net Ordinary Income	<u>12,211.14</u>
Net Income	<u><u>12,211.14</u></u>

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Accrual Basis

Northwest Vermont Solid Waste Mgt District
Georgia Drop Off Site Profit & Loss
 July through November 2022

	<u>Jul - Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	68.00
Total Compost Collection	<u>68.00</u>
Computer/Electronic Recy Income	6,724.22
Haz Waste Fees	7,061.45
Miscellaneous Income	27.00
Recycling Income	36,441.57
Sale of Recyclables	7,020.25
Trash Income	72,428.65
Composter Sales	400.00
Recycle Bin Sales	66.00
Total Income	<u>130,237.14</u>
Cost of Goods Sold	
Cost of Goods Sold	74.41
Total COGS	<u>74.41</u>
Gross Profit	130,162.73
Expense	
Personnel Expenses	
ER Taxes	4,525.52
Gross Wages	46,415.90
Total Personnel Expenses	<u>50,941.42</u>
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	65.47
Total Facilities/Equipment Expenses	<u>65.47</u>
Direct Services	
Trash Disposal	19,781.45
Drop Off Site Expenses	1,023.46
Recycling	19,882.80
Computer/Electronic Collection	949.12
Total Direct Services	<u>41,636.83</u>
Cost of Composters Sold	397.28
Total Expense	<u>93,041.00</u>
Net Ordinary Income	<u>37,121.73</u>
Net Income	<u><u>37,121.73</u></u>

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Accrual Basis

Northwest Vermont Solid Waste Mgt District
Montgomery Profit & Loss
November 2022

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
Computer/Electronic Recy Income	39.00
Haz Waste Fees	5.00
Recycling Income	590.00
Trash Income	3,808.25
Recycle Bin Sales	6.00
Total Income	<u>4,448.25</u>
Cost of Goods Sold	
Cost of Goods Sold	6.76
Total COGS	<u>6.76</u>
Gross Profit	4,441.49
Expense	
Administration Expenses	
Utilities	28.84
Total Administration Expenses	28.84
Personnel Expenses	
ER Taxes	87.30
Gross Wages	895.42
Total Personnel Expenses	982.72
Direct Services	
Drop Off Site Expenses	135.99
Recycling	126.00
Total Direct Services	<u>261.99</u>
Total Expense	<u>1,273.55</u>
Net Ordinary Income	<u>3,167.94</u>
Net Income	<u><u>3,167.94</u></u>

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Accrual Basis

Northwest Vermont Solid Waste Mgt District
Montgomery Profit & Loss
July through November 2022

	<u>Jul - Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Computer/Electronic Recy Income	701.88
Haz Waste Fees	24.00
Recycling Income	1,868.00
Sale of Recyclables	1,482.95
Trash Income	24,334.30
Recycle Bin Sales	18.00
Total Income	28,429.13
Cost of Goods Sold	
Cost of Goods Sold	20.29
Total COGS	20.29
Gross Profit	28,408.84
Expense	
Administration Expenses	
Utilities	116.93
Total Administration Expenses	116.93
Personnel Expenses	
ER Taxes	574.58
Gross Wages	5,893.25
Total Personnel Expenses	6,467.83
Direct Services	
Trash Disposal	4,609.59
Drop Off Site Expenses	1,932.51
Recycling	2,739.59
Computer/Electronic Collection	151.68
Total Direct Services	9,433.37
Total Expense	16,018.13
Net Ordinary Income	12,390.71
Net Income	12,390.71

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12/05/22

Accrual Basis

Northwest Vermont Solid Waste Mgt District
No. Hero Profit & Loss
November 2022

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Brush Collection	10.00
Total Compost Collection	10.00
Computer/Electronic Recy Income	20.00
Haz Waste Fees	0.00
Recycling Income	937.00
Trash Income	2,223.00
Total Income	<u>3,190.00</u>
Gross Profit	3,190.00
Expense	
Personnel Expenses	
ER Taxes	80.49
Gross Wages	825.60
Total Personnel Expenses	906.09
Direct Services	
Trash Disposal	491.99
Drop Off Site Expenses	135.99
Recycling	483.00
Total Direct Services	1,110.98
Total Expense	<u>2,017.07</u>
Net Ordinary Income	1,172.93
Net Income	<u>1,172.93</u>

Northwest Vermont Solid Waste Mgt District
No. Hero Profit & Loss
 July through November 2022

	<u>Jul - Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Brush Collection	<u>244.00</u>
Total Compost Collection	244.00
Computer/Electronic Recy Income	125.00
Haz Waste Fees	23.00
Recycling Income	3,758.05
Sale of Recyclables	870.49
Trash Income	18,652.00
Recycle Bin Sales	<u>6.00</u>
Total Income	23,678.54
Cost of Goods Sold	
Cost of Goods Sold	<u>6.76</u>
Total COGS	<u>6.76</u>
Gross Profit	23,671.78
Expense	
Personnel Expenses	
ER Taxes	506.31
Gross Wages	<u>5,193.27</u>
Total Personnel Expenses	5,699.58
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	<u>159.67</u>
Total Facilities/Equipment Expenses	159.67
Direct Services	
Trash Disposal	6,598.52
Drop Off Site Expenses	743.91
Recycling	4,711.30
Computer/Electronic Collection	<u>77.28</u>
Total Direct Services	12,131.01
Total Expense	<u>17,990.26</u>
Net Ordinary Income	5,681.52
Net Income	<u><u>5,681.52</u></u>

3:13 PM

12/05/22

Accrual Basis

Northwest Vermont Solid Waste Mgt District
St. Albans Profit & Loss
November 2022

	<u>Nov 22</u>
Ordinary Income/Expense	
Income	
Trash Income	3,106.00
Total Income	<u>3,106.00</u>
Gross Profit	3,106.00
Expense	
Personnel Expenses	
ER Taxes	28.32
Gross Wages	290.34
Total Personnel Expenses	318.66
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	181.51
Total Facilities/Equipment Expenses	181.51
Direct Services	
Trash Disposal	398.29
Drop Off Site Expenses	135.98
Total Direct Services	534.27
Total Expense	<u>1,034.44</u>
Net Ordinary Income	<u>2,071.56</u>
Net Income	<u><u>2,071.56</u></u>

3:14 PM

12/05/22

Accrual Basis

Northwest Vermont Solid Waste Mgt District
St. Albans Profit & Loss
July through November 2022

	<u>Jul - Nov 22</u>
Ordinary Income/Expense	
Income	
Compost Collection	
Commercial Route Compost	0.00
Total Compost Collection	0.00
Sale of Recyclables	642.23
Trash Income	16,543.00
Total Income	17,185.23
Gross Profit	17,185.23
Expense	
Personnel Expenses	
ER Taxes	197.58
Gross Wages	2,025.60
Total Personnel Expenses	2,223.18
Facilities/Equipment Expenses	
Equipment Supplies/Maintenance	181.51
Total Facilities/Equipment Expenses	181.51
Direct Services	
Trash Disposal	3,415.39
Drop Off Site Expenses	449.29
Recycling	435.20
Total Direct Services	4,299.88
Total Expense	6,704.57
Net Ordinary Income	10,480.66
Net Income	10,480.66

RESOLUTION

WHEREAS, the Northwest Vermont Solid Waste Management District is responsible for providing comprehensive, economical, and environmentally sound waste management services for member communities, and

WHEREAS, the District Board of Supervisors has determined that the growth of the District and demand for services requires the renovation of its District materials aggregation and processing facility,

THEREFORE, the Board of Supervisors, by this Resolution does hereby call for a Special District Meeting, to take place on March 7, 2023 for the purpose of seeking voter approval to incur long-term debt.

This Resolution is adopted this 7th day December, 2022 at a regularly scheduled meeting of the Board of Supervisors.

Motion made by: _____
Motion seconded by: _____

VOTE:
Ayes: _____
Nayes: _____
Abstained: _____

Pamela Bolster, Clerk
Board of Supervisors

DISTRICTS	VT DOH 2010 POP. (1)	# OF TOWNS	PER CAPITA FEE		DISTRICT FEE	COMBINED EQUIV. FEE	OTHER FEES (that you charge)	NOTES
			\$/Capita	\$/Ton (2)				
Addison County SWM District	36,200	21	\$0.00	\$0.00	\$34.00	\$34.00	\$1/visit admin. fee, except on no-charge items.	On 7/1/2020, MSW & C&D tip fee at Tr. St. increased from \$126/ton to \$128/ton and includes the Dist. Fee. Recycling fee increased from \$92/ton to \$120/ton. The Dist. Fee on all MSW & C&D for disposal increased from \$33.40/ton to \$34/ton. The Dist. Fee for contaminated soils used for ADC remained at \$10/ton.
Central Vermont SWM District	52,859	19	\$1.00	\$1.43	\$30.00	\$31.43	Hauler license fee of \$10	Link to latest fee schedule for products, ARCC fees, etc.: http://www.cvswwmd.org/uploads/6/1/2/6/6126719/cvswwmd_fee_structure_ly20_revise_1.1.2020.pdf
Chittenden SW District	156,545	19	\$0.00	\$0.00	\$27.00	\$27.00	Hauler license fee of \$15/vehicle	ADC is \$6.75/ton.
Greater Upper Valley SWM District	18,265	10	\$11.00	\$15.71	\$23.00	\$38.71	Hauler license fee of \$10	
Lamoille Regional SWM District	26,679	12	\$0.00	\$0.00	\$21.00	\$21.00		
Northeast Kingdom WM District	47,594	49	\$0.90	\$1.29	\$24.75	\$26.04		
Northwest Vermont SWM District	50,431	19	\$1.00	\$1.43	\$23.00	\$24.43		The District Fee will increase to \$24/ton on 7/1/2020.
Rutland County SW District	47,279	17	\$0.00	\$0.00	\$19.97	\$19.97	2020 Annual Permit. In-District: \$10 resident, \$20 business. Non-District: \$40 resident, \$60 business.	\$145/ton MSW and C&D in-District. \$160/ton out-of-District with permit. \$180/ton without permit. Recycling: No charge.
Southern Windsor/Windham SW District	31,733	14	\$0.00	\$0.00	\$9.00	\$9.00	Hauler license fee of \$10	
Windham SWM District	35,328	18	\$6.80	\$9.71	\$0.00	\$9.71	\$1/visit admin. fee, except on no-charge items. Annual access sticker: \$35 + \$1 admin. fee. Day pass: \$10 + \$1 admin. fee.	\$145/ton tip fee for MSW and C&D.

MEMBER ALLIANCES/TOWNS	VT DOH 2010 POP. (1)	# OF TOWNS	PER CAPITA FEE	DISTRICT FEE	COMBINED EQUIV. FEE	OTHER FEES (that you charge)	NOTES
Mad River Resource Mgmt. Alliance	12,190	6	\$7.00	\$0.00	\$10.00	\$10.00	
Rutland County SWAC	13,817	10	\$4.51	\$0.00	\$6.44	\$6.44	
Bennington County Solid Waste Alliance	35,060	13	\$4.96	\$0.00	\$7.09	\$7.09	
Londonderry Group	3,287	5	\$0.00	\$0.00	\$0.00	\$0.00	Annual fee only, plus tip fees for various items.
St. Johnsbury	7,603	1	\$0.00	\$0.00	\$0.00	\$0.00	Per capita fee?

State of VT Population³: 624,594
 Pop. included in above: 574,870
92%

(1) Pop. Figures are from UVM CRS (Center for Rural Studies) - based on 2010 US Census, non-seasonally adjusted.

(2) Based on assumption of 1 ton generation per capita per year w/ a 30% diversion rate.

(3) Total VT pop.: 624,594 is pop. we were told by DEC to use for our SWIP Reports.

233 member towns

NOTICE

PUBLIC HEARING

DRAFT FY2024 DISTRICT ADMINISTRATIVE BUDGET

WEDNESDAY, DECEMBER 7, 2022

6:30 PM

ST. ALBANS CITY HALL

ST. ALBANS, VT

The Northwest Vermont Solid Waste Management District Board of Supervisors will hold a Public Hearing on Wednesday, December 7, 2022 at 6:30 PM at the St. Albans City Hall to obtain public comment on the draft FY2024 District Administrative budget.

Copies of the draft budget can be obtained at the District Office, Tel: 524-5986, and are available at Town Clerk's offices of member municipalities.

	Commercial		157,575.00						
	Residential		46,552.00						
	Brush		500.00						
	Total Compost - no longer utilizing this line								
	TOTAL INCOME		1,826,939.75						
	bud inc/dec over prev yr								
	EXPENSE								
	ADMINISTRATION								
	Training and Development		5,000.00						
	Insurance - P & C / WC		64,800.00						
	Utilities		15,500.00						
	Office Supplies		4,500.00						
	Copier Lease		2,000.00						
	Postage and Delivery		1,800.00						
	Dues		10,000.00						
	Misc.		1,500.00						
	Advertising		2,000.00						
	Office Equipment		6,500.00						
	Bank Service Charges		3,000.00						
	Total Administration		116,600.00						

Personnel									
Payroll Processing			4,500.00						
Gross Wage			804,325.00						
Benefits			250,895.72						
ER 457			30,685.00						
ER Tax			66,438.00						
Total Personnel			1,156,843.72						
Board of Supervisors									
Bond Payment			56,894.00						
Legal / Accounting			12,000.00						
Property Taxes			10,300.00						
Meetings / Retreats			500.00						
Contingency			3,000.00						
Total Board of Supervisors			82,694.00						
Facilities / Equipment									
Plowing / Mowing			3,000.00						
Building Maintenance			2,300.00						
Building Improvements			1,500.00						
Mobile Equipment Fuel			45,000.00						

Mobile Equipment Maintenance / Repairs		30,000.00						
Equipment Supplies / Maintenance		10,000.00						
Warehouse Supplies		4,000.00						
New Equipment		1,000.00						
Rental Space - Administration		-						
Capital Maintenance		45,944.00						
Total Facilities / Equipment		142,744.00						
Direct Services								
Education / Outreach		15,000.00						
Hazardous Waste		29,000.00						
Trash Disposal		106,000.00						
Recycling		70,000.00						
E-Waste		3,700.00						
Composting								
Commercial Compost		95,000.00						
Residential Compost								
Brush Management								
Composting Exp Total		95,000.00						
DO Site		12000						
Community Assistance		1000						
Enforcement		1000						

Log of Reserve Funds

Fund:	Capital Maintenance Reserves	Beginning Balance	Addition	Sub.	Total	FY19 Surplus Allocation	approved 2/15/2020 To Date Utilization	85,694.00
Dec. 2015	75,000.00		25,000.00		100,000.00	1	17500.00 used 12092 as pf 6.28.21	
Mar. 2016		40,000.00			60,000.00	2	4650.00 did not need inc done last wk of June 20	cross engineering
Nov. 2016		32053.00			92,053.00	3	10,000.00 not used pandemic	Increase to \$15.00 for all staff under for remainder of FY20.
Aug. 2017		12500.00			104,553.00	4	5,000.00 done	Program Contribution 10K Tire Collection
Sep. 2017			7125.00		111,678.00	5	6,800.00 4800 used/bal will not be used baler	revenue reserves
Mar. 2018			22,702.00		134,380.00	6	4,000.00 not used to date	repairs to white truck box/body
Oct. 2018		127,736.00			262,116.00			
Dec. 2018		127,736.00			390,000.00			
Mar. 2019		42,950.00			432,950.00			
Jan 2020 - surplus FY19 add		32,744.00			465,694.00			
Jan 2020 - surplus FY19 add	reserved as shown						re-allocated fr above for tire program for FY21 = 1516.00 used FY21	
Feb 2020 - board approved	repairs to used baler	45,944.00			511,638.00			
June 2020 (FY20 budgeted)								
FY20 HHW Infr Grant Exp	Cross Eng							
FY20 HHW Infr Grant Exp								
Nov 2020-Jun 2021 - board approved	Cross Eng							
FY20 Surplus Allocation(nov 2020 meeting)		47,000.00			558,638.00			
FY21 HHW Infr Grant Exp	Cross Eng							
FY21 Municipal Tire Program								
June 2021 FY21 Forklift Purchase								
June FY21 Rack Shelving Purchase								
July 2021 (FY22 budgeted)								
FY21 Surplus Allocation	Cross Eng							
FY22HHW Infr Grant Exp								
FY22 HHW Infr Grant Reimb (Nov 21)								
FY22 Municipal Tire Program								
FY22 Materials Mnt Grant Exp	roll off boxes							
FY22 Materials Mnt Grant Reimb	as above							
FY23 HHW Infr Grant Exp								
Total								

130,283.30 Reserve Funds Placed in CD at NEFCU for 5 years.

Total Capital Funds to date 12/15/2022

ck fr Sheet

Recap of Programs			
Tire Program			
HHW Infr Grant			
Total Exp			
Total Reimb			
total Dist exp to date			
Materials Mngmt Grant			
Total Exp			
Total Reimb			
total Dist exp to date			

Balance of 54K = 19700.00 to Revenue Reserves

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?

Balance - carry over for FY21 & FY22

Balance - carry over to FY23 ?