

**Minutes
Board of Supervisors
August 14, 2013**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular monthly meeting on Wednesday August 14th, 2013 in the Board Room at the NWSWD Offices, 158 Morse Drive, Georgia.

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

Supervisors Present:

David Clark, Fletcher
W.G. Cioffi, City of St. Albans
Bill Rowe, So. Hero
Mary Robinson, Richford
Chris Leach, Swanton

Barry Kade, Montgomery
James Lintereur, Bakersfield
Al Voegele, St. Albans Town
Dave Supernault, Sheldon
Terry Anderson, Isle La Motte

Supervisors Absent:

David Jacobs, No. Hero
Paul Lambert, Georgia

Doug Medor, Alburg
Pierre Letourneau, Enosburg
Vacant, Berkshire
Vacant, Grand Isle
Vacant, Fairfield

Others Present:

John Leddy, Executive Director
Pam Bolster, Business Manager

Members of the Public: None

1) Minutes of the Board meeting of May 01, 2013. Mr. Lintereur made a motion to approve the May 2013 minutes as written. Mr. Clark seconded the motion. All were in favor with an abstention from Mr. Voegele as he was not in attendance, and the motion was passed.

2) Old Business

a) Executive Director's Report.

Mr. Leddy began by giving some brief operation updates. HHW has by July doubled in participation from last year. One estate cleanout from Alburg constituted approximately 9 barrels of material, a hoarding situation. He reiterated that the Georgia HHW Center makes disposal much more convenient for residents, giving them alternatives rather than making one of the Saturday Collections. This spring the paint product stewardship legislation was passed and signed by the Governor. Next year there will again be changes to the HHW program - Any architectural coating will be covered by the VT Product Stewardship Program and will be paid for, not by the users at drop off,

but through a fund that producers pay into. For every gallon of paint sold a certain amount of money will be allocated towards disposal. It does include latex. This will free us up in some of our processing here as well as still allowing us to do some of the bulking here if we decide to. We will be reimbursed for the processing if we do bulk but if we are overwhelmed with material it will alleviate the pressure to process by The District.

Our re-use area has been very busy. Mr. Leddy stated that we will work out a way to track the material so we can include this as part of our year end data. We will track customer numbers as well as approximate weight of material that runs through the re-use program. In composting program news we are looking to generate more activity and accounts for this program and will focus this fall on the Swanton Schools and the St. Albans Town Education Center as well as more restaurants and other vendors. We have been holding off on some private accounts to make sure that Hudak's is able to handle the volume from the commercial accounts we are handling. The addition of the Hannaford store almost doubled our program. Mr. Kade asked if Hudak's had started selling the compost. Mr. Leddy stated that he has been selling very small amounts (bring your own bucket type of thing) but has been primarily utilizing it for his own growing operation. Mr. Rowe asked if Grand Isle had any participation in composting. Mr. Leddy said no but we will be focusing on getting a composting program started in the islands. Mr. Leddy explained that we have been running compost collection at our St. Albans Drop Off Site. It is not being used heavily but is generating approximately one tote every couple of weeks. This type of collection could be started at the North Hero Drop Off Site. A discussion ensued about mandatory composting becoming law in 2020. Mr. Kade asked about the carbon nitrogen ratio for composting. Mr. Leddy said that food waste is a nitrogen component and a good ratio is set at 80% carbon, 20% nitrogen. Mr. Veogele asked whether composting generates methane, with Mr. Leddy stating no as it is an aerobic process with air being a key point of the mixture. It does however produce carbon dioxide. Landfilling is an anaerobic process which does produce methane.

Mr. Leddy discussed hauling of composting and stated that we are investigating the potential to use private contractors to haul. We have talked to someone hauling for the NE Kingdom Program, a small business man who has a trailer that allows him to tip totes mechanically, wash them out and return the same tote to the site. We currently load totes by hand, go to Hudak's, clean them then bring them back after being washed. We can only fit 28-32 totes in our truck before we have to dump. He can fit 5 tons of material in his trailer, almost all of our accounts at once before he has to dump. The District will investigate further.

Mr. Lintereur asked where we are with our staff needs at this point as we have increased the population we are serving in the last few years. Mr. Leddy responded by stating we are talking about this internally, will discuss more as we are approaching budgeting for FY15, and we will get the board involved as well. Some education requirements in the new bill will take more staff time so this will be an area of consideration. A discussion ensued regarding groups that are always looking for opportunities to educate so it is possible we may partner with some of these organizations such as UVM's Master Composter Program and St. Michaels internship programs. This could be utilized for IT development needs as well.

Mr. Leddy stated that he was contacted last week by the Richford Economic Advancement Committee in regards to a property on Main St. in Richford. They are a non-profit, 501c4 with a volunteer board of directors. The building is due to be demolished in September. They originally called to discuss demolition disposal, how to go about it, whether burning it was an option (no as it is treated wood), then asked about disposal and disposal cost. Mr. Leddy explained the surcharge; they asked if we would consider waiving the surcharge. Mr. Leddy asked for disposal and demolition plans but has not received any at this point. Mr. Voegele asked if we had dealt in the past with the successor to Recycle North, Recycle Resource, which has a deconstruction program. Mr. Leddy stated that he did not mention this to Mr. Perry, but wasn't sure if they would go to Richford. Mr. Rowe asked that we think about the trend we will be setting if we do this and stated that we should come back to this under new business. A discussion of the community assistance fund of 2K that has been set aside and if this is something that should fall within this or was that set for other types of needs such as natural disaster ie: flooding etc., ensued.

b) Finance Report.

1. Ms. Bolster began by directing the board to the final FY13 P&L. She stated that the audit by Fothergill took place on August 5th and seemed to go very well. They spent one day, had very few questions and did not seem to find any major issues. We came out ahead of our anticipated surplus of 25K with a surplus of about 75K. She asked the board to look at the misc. income of 26K which was made up of mainly logging income of appx. 22K. She showed the board the logging tracking sheet through a handout which gives detail of the board footage, the dollars, how much the District realized, how much the logger realized and beyond. This was a big part of the overage from our planned surplus. She explained that another reason for the large overage was an error that had already been brought to the attention of the board of having a planned expense for the skid steer payments of a little over 10K, the skid steer's last payment was the last month of

FY12 so it should not have been a part of the FY13 budget but was calculated in. Even with this taken out Ms. Bolster explained that we still would have been over our surplus of 25K by approximately 40K. Surcharge income was down, some could be from the tonnage discrepancy that occurred with All Cycle (Casella's) for a few months within FY13 of which we are in the process of auditing them and checking out this major surcharge discrepancy. Trash income from the District was up slightly with Ms. Bolster believing that we have become much better at capturing and assessing all trash. She explained that expenses for FY13 were down as The District honed every program to be as efficient as possible therefore lowering the cost of running the program. She stated that the balance sheet is healthy. Ms. Bolster then directed the board to the handout entitled drop off site tonnage vs. \$\$\$'s comparison. She stated that she and John spent some time analyzing the information this sheet provided and it was enlightening to see the consistency between the ratios of tonnage collected to dollars collected. It pointed out some areas where the District may improve their pricing estimation of material. Ms. Bolster stated that happily we are covering all our expenses, some sites better than others but some of this is due to variation of bag weights. Mr. Lintereur pointed out that Bakersfield had a drop in tonnage yet a significant increase in income for FY13 over FY12. Ms. Bolster stated that Bakersfield and Fletcher had personnel changes and as well the institution of cash registers has helped that situation.

2. Ms. Bolster briefly reviewed the P&L for July of 2013 as it is so early in the fiscal year there was not a lot to report. She reported that all looked good for the first month. She briefly reviewed the outstanding invoices to date. She stated our cash position looks really good.

3) New Business.

- a) Discussion and **VOTE** to Hold Public Hearing on the Draft FY14 Revised Budget:

At the June 2013 meeting this Draft was reviewed and there have been no changes since that point. Ms. Bolster explained they adjusted the previous FY14 approved budget for only what is affected by the addition of St. Albans Town. She recapped by stating the line items affected are trash income, surcharge income, direct service expenses, and landfill buy in income. The District as well decided that the purchase of a vertical bailer would be prudent at this time and had added that to the revised budget. **Mr. Kade motioned to approve the revised budget for public hearing at the next board meeting on September 11, 2013. Mr. Cioffi seconded the motion and the motion passed with no opposition.**

- b) Heath Care Discussion:

Ms. Bolster directed the board to the health care comparison sheet that was sent with the board package. The plans were reviewed and pricing was reviewed as well. The comparison sheet contains the final rates approved by the state. Ms. Bolster explained the review that the health care committee did and stated that their recommendation was to go with the Platinum Plan as this plan will cost the District approximately 7.8K more in total expense, less in total expense than any other plan offered. Ms. Bolster explained that the premium for this plan is more but the total potential out of pocket expense is less making this Platinum Plan the least expensive plan for us to go with as we wish to maintain the same health care benefits that are offered currently by the District. We will pay out for each covered person 2.5K per year to cover any potential out of pocket costs that could be incurred. This will pay out as a taxable medical payment. It is not possible for the District at this time to pay this out as a non-taxable medical payment.

Ms. Bolster explained that The District would maintain administration. She explained that it does work into our current budget well albeit because of an error that had occurred in the calculation of the original budget but regardless no addition to the budget would need to be made. She as well noted that two years ago when we went to our current high deductible plan we saved approximately 23K at that time so with this increase of 7.8K we are still below the health benefit costs we were paying then.

Ms. Bolster stated that because the premium to this plan is higher, the cost to employees for spousal and family coverage will increase. The District pays 90% and the employee pays 10% for this coverage. The increase is anywhere from \$379, per year to \$467 per year. Mr. Voegele suggested that we consider waiving the increase for spousal and family coverage for the first year of this new healthcare coverage. We will bring this to vote at the next meeting.

Mr. Clark asked the board to approve the recommendation of the health care committee on this matter. Mr. Rowe asked for the board to vocalize whether they endorsed this new plan or not. All were in favor and the Platinum Plan is endorsed for District employees with Mr. Leddy given authority to approve this change without a vote as it is within our current budget.

- c) **Vote.** Richford Economic Advancement Committee's (REAC) Request for Surcharge Waiver of the building on Main St. scheduled for demolition at the end of September.

Mr. Kade motioned that conditional approval for this request to be granted with a demolition plan submitted by REAC, approved by District staff that shows the maximization for recycling and reuse of any appropriate material. All were in favor and the motion was passed without opposition.

A discussion of precedence ensued and will be continued at later meetings.

4) Other Business.

- a) Schedule Committee Meetings for the coming month: None

b) Board Retreat Discussion: A brief discussion ensued and will be continued at the next meeting.

5) Public Comment. None

6) Adjourn. 8:55 PM