

**Minutes
Board of Supervisors
December 11, 2012**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular monthly meeting on Wednesday December 11, 2012 in the Board Room at the NWSWD Offices, 158 Morse Drive, Georgia.

Board Chair Bill Rowe called the meeting to order at 7:05.

Supervisors Present:

David Clark, Fletcher
W.G. Cioffi, St. Albans City
Bill Rowe, So. Hero
Paul Lambert, Georgia

James Lintereur, Bakersfield
Dave Supernault, Sheldon
Terry Anderson, Isle La
Motte (via phone)

Supervisors Absent:

Chris Leach, Swanton
David Jacobs, No. Hero
Gary Lockerby, Alburgh
Pierre Letourneau, Enosburg
Barry Kade, Montgomery

Vacant, Fairfield
Vacant, Grand Isle
Vacant, Berkshire
Vacant, Richford

Others Present:

John Leddy, Executive Director

Pam Bolster, Business Manager

1. Minutes of December 11, 2012 Board Meeting:

Vote: Mr. Rowe asked for a motion to approve the minutes of the Board meeting for November 7, 2012. Mr. Lintereur moved to approve the minutes as written. Mr. Clark seconded the motion. All were in agreement with abstentions from Ms. Anderson and Mr. Supernault as they were not in attendance, and the motion was passed.

2. Old Business:

a.) Executive Director's Report:

Mr. Leddy directed the board to the written report within the board meeting package. He noted staff turnover at the Bakersfield and Fletcher site. Some increases in daily totals have been seen probably due to the more consistent charging practices and consistent use of the register. He stated that as well there has been more order in operations at the site. A brief discussion of these sites ensued. Mr. Leddy than brought to the boards attention to the fact that the Moretown Landfill will probably be closing. Approximately 10% of the District Trash from the haulers goes to this landfill. A discussion of the ramifications of this both to The District and haulers was held. Mr. Leddy informed the board that we are pulling together the numbers for our annual report and as well developing our goals for the coming year. These goals include increasing recycling as well as user-ship of our drop off sites and increasing our services and the convenience of them.

b.) Committee Reports: None

c.) Finance Report:

Ms. Bolster continued with the Moretown Landfill/Burlington Transfer Station (BATS) issue by telling the board that in September WSI who was the sole owner of Moretown Landfill merged with Advanced Disposal. This has created a reporting problem for The District. The new computer system that Bats/Moretown is using did not track the origin of the trash, starting in October for each hauler which means that without this information The District cannot bill each hauler for the surcharge. She assured the board that she has been working closely with her contact at the Moretown Landfill / BATS to resolve this situation. Their intent is to correct this problem but they have stated IT problems regarding this. They are aware of their legal obligations to fulfill this reporting requirement to each district. For the time being though reporting and collections of surcharges to those involved, Myers being the largest hauler tipping at this location, will be delayed. She stated she would keep the board apprised. Ms. Bolster stated as well that Myers is in the process of opening a C&D Facility in Colchester for strictly Construction and Demolition Material. Their tentative plan is to be open by June of 2013. She stated that she will arrange with them a system for reporting to the District. They as well are aware of their reporting

requirements. She stated that she will continue discussions with them regarding this. She then stated that Drummac as well is planning on opening a transfer station in Highgate, in front of the property Casella's is utilizing for their transfer station. A discussion ensued with Ms. Bolster stating that she will be talking with them about their reporting requirements. Information regarding Drummac's facility is not solid at this point but she stated she will be speaking with them very soon regarding this. Word on the street is that their plan is to be open sometime in January 2013. Mr. Rowe questioned the surcharge income being down on the current report. Ms. Bolster explained that she did not have the All Cycle (Casella's) reports yet from November (citing their schedule to get these out), and as well not having BATS/Moretown information for either October or November.

Ms. Bolster directed the board to the Profit and Loss report stating that at this point in the fiscal year we should have approximately 41.7% of income and expenses in. She noted that income is only at 39% due though to the October and November reports for surcharges not being in to date. These will bring it up and probably slightly over what we should show at this point in time. Expenses are pretty close at 41.3%. She stated that she has no concerns and we are pretty much on target. Ms. Bolster spoke of how long term and other liabilities are booked and the importance of the board viewing the balance sheet of the organization at least on a quarterly basis and that in February she will begin Balance Sheet training for the board so they know what they are looking at. She explained how this will give the board a picture of the organization as a whole, not just how we are doing for the year against our budget. She went over the outstanding A/R. One of the two problem accounts is current and has been good about submitting payments; the other is still having the same issues. Ms. Bolster is working with this account in the attempt to bring them current. She reviewed the drop off site profit and losses for each drop off site and asked the board if they wanted to see year to date on this or just the monthly activity. She will do both a monthly and a year to date for the board going forward.

3. New Business.

- a.) Discussion and Vote: Shall the Board adopt the Draft FY2014 District FY2014 Administrative Budget as Warned or amended?**

Mr. Leddy stated that the Public Hearing for this budget occurred on Wednesday the 5th of December with no participation. He also pointed out that this budget reflects the salary increases, discussed in previous meetings as well as the executive committee meeting earlier this evening. Mr. Rowe A brief discussion ensued. Mr. Cioffi motioned to approve the Draft FY2014 Budget as written. Mr. Lintereur seconded the motion. All were in favor and the motion was passed.

b.) Discussion and Vote: Shall the Board set the FY2014 District municipal assessment at \$1.00 per capita based on the most recent census data, with a due date of November 15, 2013, and direct the District Treasurer to issue Warrants to member municipalities? Mr. Clark motioned to approve the FY2014 Municipal assessment at \$1.00 per capita. Mr. Lintereur seconded the motion. All were in favor and the motion was passed.

4. Other Business: Discussion of the January meeting with the decision to delay the meeting until January 9, 2013 rather than on the normally scheduled day of January 2, 2013.

5. Public Comment: None

6. Adjourn: The meeting adjourned at 7:52 PM