

**Minutes  
Board of Supervisors  
February 12, 2014**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular monthly meeting on Wednesday February 12, 2014 at the District Offices, 158 Morse Drive Georgia, VT at 6:30 PM.

Vice Chair Dave Clark called the meeting to order at 6:45 PM.

**Supervisors Present:**

David Clark, Fletcher  
Mary Robinson, Richford  
Chris Leach, Swanton  
Paul Lambert, Georgia  
Barry Kade, Montgomery

Al Voegele, St. Albans Town  
Dave Supernault, Sheldon  
Jaime Tibbits, Fairfield  
James Lintereur, Bakersfield

**Supervisors Absent:**

Bill Rowe, So. Hero  
David Jacobs, No. Hero  
Pierre Letourneau, Enosburg  
Steve Aubin, Alburg  
Terry Anderson, Isle La Motte  
W.G. Cioffi, City of St. Albans

Vacant, Berkshire  
Vacant, Grand Isle  
Vacant, Fairfield

**Others Present:**

John Leddy, Executive Director  
Pam Bolster, Business Manager

**1) Vote: Minutes of the Board meeting of January 8, 2014.** Mr. Clark called for a motion to approve the minutes as written. Mr. Voegele moved to accept the minutes as written. Mr. Supernault seconded the motion.

It was accepted without opposition. There were abstentions due to absence from Mr. Lintereur and Ms. Tibbits.

**2) Old Business:**

**a) Executive Director's Report.**

Mr. Leddy said that Alburg will be discussed later in the meeting. He then went on to say that he sent out the Draft Material Management Plan that the state has put forth, for comment. He noted that he had not received any comments from board members and encouraged board members to comment, prior the due date of February 20<sup>th</sup> if they would like to. He asked for any initial impressions of the plan at this point. There were none at this time.

He stated that we will be holding at the NWSWD, along with ANR, a hauler information meeting, as discussed previously at our last board meeting. It is to be held on March 26, 2014. Mr. Leddy stated he would be sending out letters to all registered haulers within the district. Mr. Lintereur asked for an email reminder to the board about this. Mr. Lambert asked if we could feed them feeling that it would change the dynamics of the meeting, all agreed. Mr. Leddy stated that two people from the state will attend, being the main presenter's, and will touch on the main points of Act 148 as well as answering questions. The presenter's will be Josh Kelly and Mia (her last name eluded all at the time). The board asked who the head of the solid waste division was, Mr. Leddy stated Kathy Jamison.

Mr. Leddy stated that he will be meeting with the Highgate Select Board on February 26, 2014. It is their pre-vote meeting to discuss ballot items of which entrance into the solid waste district will be one. Highgate has accepted our entrance terms. A brief discussion ensued. Mr. Leddy asked for volunteers from the board to attend along with him as he felt it would be good to have a representative from the board. Mr. Leach volunteered to attend.

Mr. Leddy stated that operations here at the district have really normalized and feels we have hit a stride. Warehouse space has been an issue due to having to store frozen compost inside to defrost prior to going to Huda's, so some creativity has been involved.

**b) Finance Report:**

Ms. Bolster noted that in the eighth month of our fiscal year, the profit and loss looks really good, is in line for this time of year and felt that the surplus planned for at year's end will be there. She noted that the hazardous waste expense came in higher than anticipated due to the amounts of material collected this year but also noted that hazardous waste income increased as well.

Ms. Bolster asked the board to take a look at the outstanding AR report, explaining to the new board member first the surcharge process, then the ongoing issues with in particular two haulers. She discussed Burns and the new weekly payment plan presented to him of which he has accepted. He was into the district for approximately 28K. The weekly payment will be \$2500.00 which will pay down his past due balance as well as paying towards current incurred charges over a three month period. The board asked if interest is being charged and Ms. Bolster stated that yes, in the last interest run Mr. Burns was charged appx. \$750.00 in interest. Ms. Bolster stated that with these two on-going past due vendors the expectation for them has been to remain under the 60 day and over past due categories. A discussion ensued about other ways to ensure payment, from licensing restrictions, to liens, a discussion that will continue in future board meetings.

### **3) New Business:**

#### **a) Alburg withdrawal Vote and Terms:**

Mr. Leddy began by stating that the District had received a formal request from the Town of Alburg (as enclosed in the board package) to obtain official terms of withdrawal from the NWSWD, and stating that once their residents vote (by Australian Ballot) they will notify us of the certified results. Mr. Leddy provided the board with the letter that had been sent to Alburg on February 12<sup>th</sup>, 2014 in response to their informal request for the monetary figure that would be required if the town votes for withdrawal. A discussion and description of the overall situation occurred. Board members questioned as to why since we have already done this, that it would need to be done again. Mr. Leddy noted that this was their official request and now the board will give official terms. Mr. Kade asked the question as to whether this was the right figure to provide to Alburg as the town is so small that in his opinion their withdrawal would not affect the district's operations. Ms. Bolster felt it prudent for everyone to know that an in-depth study was done of the lost revenue from Alburg's potential withdrawal and stated that it would amount to appx. 35K annually. An official study was suggested to determine the effects on the district from this potential situation, the majority of the board opposed this by stating that if we released Alburg from the stated charter obligations this could place burdens on larger communities, being an unfair application of that part of the charter. The board felt this should be fair process across the whole field of our town members.

Mr. Lintereur moved to approve the original letter sent to Alburg as the official response to Alburg's request. Mr. Lambert seconded the motion. All were in favor with the exception of Mr. Kade.

#### **b) Open Meeting Requirements/Legislative Update – Barry Kade:**

Mr. Kade testified to the committee that has taken up this bill, specifically on how it pertains to substantive discussion via email. He stated to the committee that many volunteer boards often work outside of meetings via email and that he felt it appropriate as long as copies are attached to the minutes of the next meeting. He stated that they were appreciative of his comments and open to that type of system.

#### **c) District Drug and Alcohol Policy:**

Ms. Bolster asked the board for their input on the VLCT sample drug and alcohol policy that she had emailed to the board previously. She stated that along with VLCT changing drug and alcohol testing companies came the pre-requisite to have a drug and alcohol policy for all CDL Drivers. Currently the District policy is too basic to be allowable under the new guidelines. The board discussed briefly the VLCT sample policy stating that at this point too many pieces needed to be filled in based on our particular organization. Ms. Bolster suggested that she work on this policy to come up with a more complete policy for the District, filling in the missing segments, and to revisit it at the next meeting. All were in agreement.

**d) Bank Resolution Discussion and Vote: Shall the Board pass a resolution updating its officers and members for bank records? And; Shall the Board grant authority to the Business Manager, Pamela Bolster, to discuss matters pertaining to District accounts with People's Trust Bank and give authority to stop payments on behalf of the District ?**

Ms. Bolster explained the formality of updating the officers for the bank and as well explained the necessity of being able to discuss the District accounts with the bank in particular in a situation where the Executive Director is not present.

Mr. Clark asked for a motion. Mr. Lintereur motioned to have the Board pass the resolution updating its officers and members for the bank and to grant authority to Pamela Bolster Business Manager to discuss district accounts with People's Trust and to give her authority to initiate stop payments on the District's behalf. Mr. Voegele seconded the motion and the motion passed without opposition.

**4) Other Business.**

a) Schedule Committee Meetings for the coming month: None scheduled.

**5) Public Comment. None.**

**6) Adjourn. 8:10 PM**