

Minutes
Board of Supervisors Annual Meeting
June 6, 2012

The Board of Supervisors of the Northwest Vermont Solid Waste District held its regular monthly meeting on Wednesday, June 6, 2012 at the District Office, 158 Morse Drive in Georgia, VT.

Supervisors Present

Bill Rowe, South Hero – Chair
Jim Lintereur, Bakersfield
Barry Kade, Montgomery
Dave Clark, Fletcher

Bill Cioffi, St. Albans City
Terry Anderson, Isle La Motte
Paul Lambert, Georgia

Supervisors Absent

Chris Leach, Swanton
Gary Lockerby, Alburgh
Pierre Letourneau, Enosburg
Dave Jacobs, North Hero
Dave Supernault, Sheldon

Richford - Vacant
Berkshire – Vacant
Fairfield - Vacant
Grand Isle - Vacant

Others Present

John Leddy, Executive Director

Pam Bolster, Business Manager

Public Present

Catherine Duffy, Duffy's Waste

7:00 PM – Annual Board Meeting

The Board Chair Bill Rowe called the meeting to order at 7:10 PM.

1. **VOTE: Mr. Rowe called for a motion to approve the Minutes of the NWSWD Board meeting of April 4, 2012. Mr. Kade asked for a correction as follows: At 8:40 PM Mr. Rowe called for a motion for the full board to move into executive session to discuss the Executive Director's review. The motion was seconded by Mr. Cioffi. All were in favor and the motion passed. The board moved into executive session at 8:40 PM. The board closed executive session at 8:50 PM. The meeting adjourned at 8:50 PM. Mr. Kade motioned for the minutes to be approved with this correction. Mr. Cioffi seconded the motion. All were in favor and the motion passed.**

2. Old Business:

- a. Director's Report. Mr. Leddy told the board that the District's electronic waste collections for the year totaled 125,000 lbs. The State goal was 3 million lbs. in the first year which was reached at the end of March. The current projection by the state is 5 million lbs. in the first year. Mr. Leddy explained to the board that a mercury lamp (florescent bulbs) program will go into effect as of July 1, 2012 giving the public free disposal, similar to the e-waste program. Mercury vapor lamps will be included in this law. A discussion developed about mercury additives. Mr. Leddy stated he would keep the board informed on this program. He updated the board on The District's Special Collection events so far this season, stating 3 successful collections so far, and as well told the board that we had presence at the Maple Festival in St. Albans and collected over 1,200 lbs. of food waste. He stated that the HHW depot in Georgia has been open for a couple of weeks and we are averaging 5 appointments a week. The facility and organization of the process has taken a lot of the Project Director's time and it will continue to for about a month or so but that it will get

smoother. Mr. Rowe questioned when a business would no longer qualify for using our facility. Mr. Leddy stated to qualify they must generate or get ready to ship out, less than 220 lbs. of HHW per month. A discussion occurred.

Mr. Leddy said that this past month The District shipped out a load of pretty much all materials. We are back in the busy season. Mr. Kade asked about plastics having had a discussion with The District's Operations Coordinator who had stated there are things happening at Canusa in regards to plastics. Mr. Leddy said that Canusa had purchased an adjacent building to their current facility and that they have purchased some equipment to process a few different streams of material there. We have been speaking with them specifically about maple tubing. They have not confirmed that tubing is ready to ship but they have found a customer at .07 cents a lb. He told the board that currently we have approximately 30,000 lbs. of tubing. We as well have interest from other brokers for this material. The indication is that maple tubing quantities will continue to increase in volume due to the strong interest and that this week we are accepting a load from Illinois. A discussion about maple tubing itself and avenue's to move this material into the recycling stream ensued. Mr. Leddy stated that while he was at the National Resource Recovery Conference, someone stood up and mentioned that VT is recycling maple tubing. Mr. Leddy felt that there is an opportunity at this conference to do a presentation about our Maple Tubing Program next year. Ms. Anderson questioned what the Plastic # equivalent would be for tubing. Mr. Leddy stated it is a 2. It is low density and there is an easy test to determine if it is acceptable. It floats it is ok, if it sinks it is vinyl or is a mix.

Mr. Kade asked Mr. Leddy to elaborate on the plastic bags that NWSWD is now accepting at the Montgomery Drop Off Site. Mr. Leddy stated that the site is taking plastic bags and plastic film (Ag film) and that Good Point will take one Gaylord box of it free of charge with each load of electronics that we send. This is all that they can accept at this time unless we sort and bale. If NWSWD could process this material then we would receive compensation but it would take a vertical baler to do this and that is not in the current budget. It was noted that a vertical baler should be a consideration for the future as it can be used for other material types as well.

Mr. Lintereur asked about the recent issues at the Bakersfield site regarding professionalism. Mr. Leddy explained to the board that we had received complaints involving socialization, lack of order and traffic control. He stated that The District created a list of basic drop off procedures for each site employee that included the issues of the complaint. It was distributed to each employee and they were asked to sign signifying their understanding and compliance. We had a specific in person meeting with our Bakersfield staff to discuss these issues. The operations coordinated went to the Bakersfield site the week after the complaints to assist with the organizational issues.

Mr. Rowe asked for any other comments about the director's report and as there was public attendance asked for any comments from them as well. There were none.

- b. Finance Report. Ms. Bolster stated that she and Mr. Leddy had opened a CD with Peoples Trust following the authorization of the board in December of 2011 to allow 40% of the surplus to be set aside for capital reserve. The details of the CD were reviewed. She told the board that the audit for FY12 is scheduled for September and that Fothergill will conduct the audits for the next 3 years. Fothergill was able to offer a contract only \$400.00 more than the last 3 year contract. She also informed the board that the bond interest payment was sent out in May and that the last skid steer payment is going to be paid in June. Ms. Bolster reviewed the Profit and Loss by line item as we are winding down the fiscal year and told the board that she and Mr. Leddy have had numerous meetings over the past few months discussing the current status and what can be expected prior to the end of the year. She highlighted the following income accounts: Compost Collection and Electronics Collection have exceeded the budget and stating that there will be additional income in these categories prior to June 30th. Pilot project income is down but we are hoping for approximately \$2400.00 in maple tubing. Mr. Kade asked about outstanding grant payments. Ms. Bolster stated we are waiting for the SWIP grant funds, late this year due to

a new business manager at the state who requested increased documentation from the grantee's but that it was in the works and also informed the board that the pesticide grant funds were received. She said that HHW income is down though will increase slightly but that it was anticipated as our collections are different from when the budget was prepared. Recycling income is close to budget and we have exceeded our sales of recyclables as well anticipated but we were cautious with that number. Trash income is down as is surcharge income but that is the expected trend. Special collection income is down but we expected that due to the change in collection procedures i.e.: electronics and bulk items are collected in Georgia on a regular basis lessening the need for people to wait until a special collection. We are averaging 35-40 cars a week at our Georgia facility currently. Total income is down but expenses are down proportionately.

Expenses were reviewed. Office equipment and supplies are both down, copier lease is down due to new more economical copier lease, accounting/legal, property taxes, bond are all on target. We have some room in building improvements. Utility expenses are down due to the easy winter. We are over expended on truck fuel/repairs due to the Mack transmission problems prior to the new truck. Direct service expenses are down overall with Drop Off site expenses down though there will be some additional expense there prior to the end of the fiscal year.

For the month Ms. Bolster informed the board that drop off receipts were good and that AR Aging experiences the same problem accounts and that we are using the same attempted solutions. She stated that she would bring the DO Site P&L's with staffing costs to the next meeting.

3. New Business.

a. Discussion and **Vote**: The possibility of St. Albans Town Rejoining the District.

Mr. Leddy reported that St. Albans town contacted him about the possibility of re-joining the district. He has had two meetings with them since. Gerry Myers, St. Albans Town Manager came here for the first meeting. He is new to the position but familiar with Solid Waste Districts as he was a previous manager in Winooski. He had been approached by a St. Albans Town Select Board Member in April who requested that he speak with us. After this initial meeting he met with their select board with a draft agreement from Swanton & GA when they joined the District and our annual report provided by Mr. Leddy. Mr. Myers reported in his second meeting with Mr. Leddy that the select board was in general agreement but had two points they wanted clarification on.

Point 1: Proportional Representation: They want their % of input based on their per capita % of district total. John told them he would bring the issue to the board.

Mr. Kade stated: We discussed this when the district formed, that one town gets one vote. We've been doing it this way for 20 yrs., it has worked well.

Mr. Cioffi commented: The City would have the largest vote, we accepted it and it has been satisfactory for us. A general discussion concluded that the larger communities have had no complaints. Larger bonding issues go out to vote so that is where they get their proportional vote.

Point 2: The Policy in the event that they leave the district: In 2007 the last time they discussed re-joining the district someone had posed the question to the district of what the procedure would be if they wanted out of the district. Mike Ewell drafted a letter which quoted the Charter, Article 4, Sect 3 part B – The town is obligated to make payments for all future bonded obligations of the District and gave them an estimated breakdown at the time of what it would cost them if they decided to leave the district, the figure being \$235,000.

This was based on Mr. Ewell's understanding of the language in the charter. A lengthy discussion ensued and it was determined that the administration committee should review this issue to develop a policy or policies for towns leaving the district. The board authorized Mr. Leddy to communicate with the St. Albans Town Manager the discussion and current outcome of The District to Mr. Myers. **Mr. Kade motioned for the administration committee along with any other board members who wish to sit in, to meet to review**

the charter and develop a policy or policies regarding the financial obligation of towns who wish to leave the district. Mr. Lintereur seconded the motion. All were in favor and the motion passed.

4. Other Business.

- a. The administration committee agreed to meet on Thursday June 14th at 5:30 PM to review the charter and develop policies for towns leaving The District.
- b. Mr. Kade stated that the Montgomery site needs to be certified as the current location was intended to be temporary it was not done for this location. Now that the town has decided we should stay at this location it should be certified. He stated there might be a possibility that we need to install some sort of fencing (possibly shrubbery) to satisfy the neighbors by blocking the view and to keep people off of the neighbor's property. Mr. Leddy said that he will address those issues.

5. Public Comment. None

The meeting adjourned at 9:00 PM.