

**Minutes
Board of Supervisors
October 26, 2013**

The Board of Supervisors of the Northwest Vermont Solid Waste Management District held its regular monthly meeting on Saturday October 26th, 2013 in the Meeting Room at the La Quinta Inn & Suites, St. Albans, VT.

Board Chair Bill Rowe called the meeting to order at 2 PM.

Supervisors Present:

David Clark, Fletcher
Bill Rowe, So. Hero
Mary Robinson, Richford
Chris Leach, Swanton
Paul Lambert, Georgia
Barry Kade, Montgomery

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

Supervisors Absent:

W.G. Cioffi, City of St. Albans
David Jacobs, No. Hero
Pierre Letourneau, Enosburg
Doug Medor, Alburg

Vacant, Berkshire
Vacant, Grand Isle
Vacant, Fairfield

Others Present:

John Leddy, Executive Director
Pam Bolster, Business
Manager

1) Minutes of the Board meeting of September 11, 2013. Mr. Rowe called for a motion to approve the minutes as written. Mr. Lintereur moved to approve them as written. Mr. Clark seconded the motion. An abstention from Paul Lambert as he was not at the September Meeting. It passed without opposition.

2) Old Business:

a) Executive Director's Report.

Mr. Leddy noted that we have sold since the last meeting our maple tubing for approximately 1.5 cents per lb. Ms. Bolster stated we received about \$700.00 for 40,000 lbs. He stated that we sold as well our plastics at 2.5 cents per lb., (we combine 1-7). Prices are down in both markets but he stated that he would like to see in the near future The District experiment with separation of the more lucrative of the 1-7 plastics and to see if our efforts increase our return. A brief recycling discussion ensued.

b) Finance Report.

Ms. Bolster directed the board to the Profit & Loss Statement noting that at this point in the year we should be at approximately 25% of our budget both income and expense. We are where we expect to be. Receipts were good for the month. Outstanding A/R is where it usually is with the same on-going issues. Ms. Bolster did note that we have received the final Sheltra payment through the state from our court settlement. Because the check is for more than what we show outstanding she has a call into the state requesting information so the state does not come back to this two years from now if it is their error. Bottom line is that it appears it is paid in full, good to have that situation done with.

Ms. Bolster directed board members to the drop off site profit and loss, reviewing briefly each site. She noted a good collection season. She asked for questions regarding current financial operations and having none moved on the next order of business.

c) **Discussion and Vote: Shall the Board Waive any increase in spousal and family coverage contributions made by District Employees for the first year of the new health care policy?**

Ms. Bolster asked to review with the board where we are with the new health care system. She stated that the final figures for the Platinum Plan that the Health Care Committee, Mr. Leddy and Ms. Bolster recommended going with showed an increase in the final amount that would be expended by The District. This due to a clarification of an additional RX deductible thought originally to be included in the medical deductible, which will result in an additional Medical Payout to the employee as The District has tried to maintain the policy of covering all potential out of pocket costs for medical to the employee. As this additional RX deductible is across the board for all available plans this is still the most economical plan for the District to offer, maintaining the same level of coverage offered in the past. To review she told the board that this plan will cost the District 17K more than our current plan. She noted that 3 years ago when we switched from Cigna to BCBS we saved 23K, so we will still be paying less than 3 years ago. The question on the agenda refers to the fact that the premium for this plan is higher, as the employee pays 10% of this cost it will cost them more than what they currently pay. Exact figures for a family and 2 person plan were reviewed as that it what affects current employee's with the increase for the family plan being an additional approximately \$450.00 annually, up from the current payment of about \$1,600.00 to a little over \$2,100.00 annually. The 2 person plan has an increase of approximately \$380.00 annually. It is taken from their paychecks weekly. Mr. Voegelé asked "How much are they responsible for in terms of co-pays and co-insurance?" Ms. Bolster responded that the District will be covering all potential out of

pocket costs to the employee as has been done in the past. She stated that it will be paid out differently than through the current .hsa contribution procedure and will be done through salary on a quarterly basis to reduce the risk to The District with the example of a new hire who received the full medical payout through salary and does not stay with the District for long. There was discussion to table the decision of whether to waive the difference in cost for the employee, strictly a gesture from the board, so the board can have further discussion on this. It was decided by Mr. Rowe that rather than tabling the discussion to ask for a motion that could possibly be tailored through discussion and a motion was made by Mr. Voegele that the board waive the cost of the increase to employees for the coming year in expression of appreciation of the hard work employees do and to give them time to adjust their budgets to incorporate the additional expense in the following fiscal year. Mr. Rowe commented that he felt it unwise to commit for a full year and suggested that this be done until the end of the fiscal year and re-evaluate if necessary reviewing the budget for any period of time after that. Mr. Voegele accepted that change. Mr. Kade agreed with this as well and noted that we should have a discussion in the future with the staff, because that as health care costs increase it is possible that we will have to at some point increase their share of cost for healthcare. For anyone that does not accept our insurance they are compensated on a quarterly basis with a payout of 75% of a single premium, currently that payout equals approximately \$5,000.00 annually. Discussion ensued with the final motion put forth by Mr. Voegele amended to read: That the board waive the cost of the increase to employees for the coming year in expression of appreciation of the hard work employees do and to give them time to adjust their budgets to incorporate the additional expense until the end of the NWSWD FY14 Fiscal Year. The motion was seconded by Mr. Lambert. Mr. Rowe called for voice vote and the motion passed without opposition.

3) New Business.

a) Discussion: Draft District FY2015 Administrative Budget:

Ms. Bolster handed out the draft budget. She explained that the handout showed the current FY14 budget and the newly developed FY15 draft figures. She reviewed income and expense figures with the board, explained the different methodology for different line items, and answered some general questions as to what was included in certain line items both income and expense. She explained that regarding the land fill buy in that Swanton has completed their payments but St. Albans town buy in is the figure shown. A discussion about the surplus and making sure that our bank account set up ensures that all funds are covered by the FDIC occurred with Ms. Bolster stating that she has talked with the bank and is in the process of developing an acceptable set up. She was happy to report that the

administration costs within this budget have decreased. Gross Wage was discussed as this has increased and figure listed includes a new full time person. Mr. Kade asked about mileage as there is no longer a mileage line item. Ms. Bolster responded by stating that mileage is a program cost and will be included within that program's line item. She discussed recycling expenses and noted that this is any recycling program that we have to expend funds on. She noted a box purchase for FY15 with the planned purchase of two new boxes. She noted a place holder for some to date unplanned building improvements. A discussion took place that addressed the future need of a capitalization policy. Ms. Bolster acknowledged the need for this and stated that it would be based on the depreciation schedule which she stated she needs to have a better handle on prior to this development, so this is a necessary goal for the near future, either by an amendment to the FY15 budget or for the FY16 budget. A discussion of current and future staffing needs ensued. In closing Ms. Bolster stated that although we have a substantial surplus, she encouraged the board to be extremely cautious with this surplus as the District will be subject to many changes in the coming years.

b) VOTE: Shall the Board hold a Public Hearing on the Draft FY2015 District Administrative Budget on Wednesday, December 6, 2013 at 6:30 PM at the District Offices.

Mr. Rowe called for a motion. Mr. Kade made the motion to hold a Public Hearing on the Draft FY2015 District Administrative budget as presented on Wednesday, December 6, 2013 at 6:30 PM at the District Offices. Mr. Lambert seconded the motion. The motion passed without opposition.

4) Other Business.

- a) Schedule Committee Meetings for the coming month: None.
- b) The board and staff present discussed holding board meetings earlier and decided that going forward they would begin the monthly board meetings at 6:30 PM rather than at 7PM to allow additional needed time to discuss issues. Mr. Lambert asked for the board to support authorizing Mr. Leddy and Ms. Bolster latitude to drive these meetings to ensure that the board stays on task. The board agreed that this was a necessity.

5) Public Comment. None.

6) Adjourn. 3:10 PM