

Minutes
Board of Supervisors
September 14, 2011

The Board of Supervisors of the Northwest Vermont Solid Waste District held its regular monthly meeting on Wednesday, September 14, 2011 at the District Office, 158 Morse Drive in Georgia, VT.

Supervisors Present

Bill Rowe, South Hero – Chair
Jim Tomlinson, Richford
Dave Clark, Fletcher
Bill Cioffi, St. Albans City
Paul Lambert, Georgia
Dave Supernault, Sheldon

Joyce Tuck, Isle la Motte
Chris Leach, Swanton
Barry Kade, Montgomery

Supervisors Absent

Gary Lockerby, Alburgh
Pierre Letourneau, Enosburg
Jim Lintereur, Bakersfield
Dave Jacobs, North Hero

Berkshire – Vacant
Fairfield - Vacant
Grand Isle - Vacant

Others Present

John Leddy, Executive Director

Pam Bolster, Business Manager

7:00 PM – Board Meeting

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

1. **VOTE: Approval of Minutes of NWSWD Board meeting of August 3, 2011. Mr. Tomlinson moved to approve the August 3, 2011 meeting minutes as written. Mr. Supernault seconded the motion. All were in favor of approving the August minutes as written. The motion was passed.**
2. Old Business.
 - a. Presentation: County Forester, Nancy Patch – to discuss the management plan for the District owned land in Sheldon and the Implementation of Phase I.
Introductions of the Board Members to Nancy Patch were made. Ms. Patch is the Franklin Grand Isle Forester. She explained that she has worked with numerous municipalities to manage municipal forests. She explained the Current Use Program that the District's property in Sheldon is a part of, stating that in addition to preserving native forests it as well gives owners helpful tax breaks. Phase I of the management plan would include the logging of timber in 2 of the 5 stands of trees on the property. She provided the board with a map designating each stand. The logging would be done in both stand 1 and stand 2. She explained that stand 1 consists of primarily white pine, hemlock, red oak and red maple. It is a mix of high and poor quality trees. Stand 2 consists primarily of red oak, sugar maple, red maple and white ash. It is a plantation stand probably planted in the 1950's, and has been cut at least once, probably twice in the past, with the last cut removing approximately 50% of the growth. She stated that there are many damaged trees in this stand from the last harvest. The soil in stand 2 is class 3 which means that it has a slow rate of growth with the trees in this stand having reached their maximum height and diameter. Ms. Patch's goals are to improve the property for wild life habitat as there is very little sustenance on the forest floor of this property, improve conditions for songbird habitat, to preserve the native forest, manage the trees for future timber, as well as putting a little money into the district's budget. She explained that in this operation the tops of the trees cut will be left in the woods

which is great for soil nutrition as well as protecting the forest floor from over browsing by deer, and provides excellent habitat for songbirds.

She would like to remove 80-90% of the plantation trees in stand 2 leaving groups of trees for habitat, providing structure. Ms. Patch wanted complete understanding by the board that this stand would be changed dramatically with this potential harvest. She stated that she wants to open up areas around the oaks to encourage oak regeneration, would like to remove the poor quality white pine and red maple, while leaving the best trees there for the future. She also wanted to make sure that the board understood that this cut will produce a lot of low quality trees, with a large quantity suitable for firewood only though there is log in some of the pine, hemlock and oak. Once done however we will have a higher quality forest.

Ms. Patch explained that if we authorize her to act as our agent in this endeavor that we can do this a couple of different ways. It can be put out to bid or we can allow her to choose from loggers that she has previously worked with. She is willing to work with The District in either scenario. She said that she prefers to not put this out to bid because of the care that is necessary in doing this type of work. To preserve other areas it is necessary for the logs to be cut to length where they fall, under this program they cannot be skidded out. In order to do this the logger must not only have the critical equipment to do this but must have the skill level to do this type of cut. She spoke to the fact that going with the highest bid does not always get you the best work. She will look for a fair price with the logger but will ensure that the equipment and skill level is there for this job. She reminded the group that she does not get a cut on this; she is a state paid employee. The group asked if she had someone in mind for this job and she replied that her first choice would be Mike Rainville. He has the forwarder (a wheeled tracked articulated hauler) and dozer that is necessary. They have worked together in the past and she feels that his skill level is what is needed for this job. Even though the base is sand, his tracked forwarder leaves less impact. She knows of a couple of other people that log in this fashion but that have smaller equipment that would not work for this particular job. A discussion ensued about bidding processes, methods of bidding this type of job, lump sum or % basis, the research necessary in sending out requests for proposals, the trials and potential risks of acceptance of a bid when the only consideration is not price but quality of work and equipment as well.

She wanted it noted that part of the problem of putting something out to bid is that the loggers will require that all trees be marked prior to their bid proposal (only fair), but she explained that it poses a slight problem for her as she likes to see how the forest is opening up as the fall season ends. Working with her choice would alleviate this problem as it will not be necessary for everything to be marked beforehand.

She concluded by saying that if a contract is given to her to manage the sale, she would like to see the operation timeline in late winter, early spring. She explained that fortunately the soil on this property allows access at that time of the year and it makes it an easier job to sell as it is a time of year when loggers are looking for work – there not being a lot of sand jobs available as most property here in Franklin County does not allow this advantage. She will mark trees this fall in preparation, keeping a tally of what is marked so she knows the potential.

If Ms. Patch is to be the districts agent, she will provide us a contract authorizing her to manage the sale, come back after she's marked the timber with a value with her report, then will sell the job to the logger of choice. She explained that there will be a performance bond on the sale which covers us in the event the logger does damage or does not complete the job. All checks issued from the sale would be made out to the District but sent to Ms. Patch to enable her to track everything, then the checks will be forwarded to the district. As well there will be a direct contract between The District and the logger.

Ms. Patch concluded by stating that she would like to see this as a model operation in which she could bring other current use land holders to see. Mr. Leddy spoke to the fact that The District would be happy to promote this project through our website.

A discussion by the board ensued as to whether to appoint Ms. Patch as agent now, with the board deciding to vary from the meeting agenda slightly to New Business in order to hold the vote. (vote results shown below under new business.)

- b. Directors Report: Mr. Leddy directs the board to his director's report. He stated that The District has been extremely busy over the last two weeks. The District has sent out large loads of paper, plastics and electronics in this time period. A large electronic load was sent out last week and since then we have another two thirds of a load again. The Isle La Motte special collection produced a large load. Mrs. Tuck stated that since the event was held at the school, they took advantage of the bucket loader to clean out the old and unused electronics at the school. As well Alburgh transfer station brought in two dump truck loads and St. Albans town held their special collection then brought their electronic material to us. The board questioned whether since they were not a part of the district, we charged them. Mr. Leddy explained that no, it is all part of the state program and no charges can be levied. A brief discussion amongst the board attendees relating to what becomes of the material that Good Point (the state electronics contractor) does with this material. Mr. Leddy explained to the board that to receive this state contract Good Point had to have R2 Certification which is equal to EPA certification. It guarantees amongst other things that there is no exporting of the material and that the end destinations are certified appropriately for all components. The board questioned whether we will be breaking even, losing or making money and whether we are keeping track of handling hours involved. Mr. Leddy said that yes we are tracking but that we really can't say where we will stand as we have not seen any money yet. He reminded that board that in the past we have had to spend at least .18 cents a pound for the disposal of electronics. He stated that we will at least be breaking even under this new electronics waste bill.
- Mr. Leddy stated that the drop off sites continue to be busy and spoke of the North Hero Drop Off Site increased quantities due to the flooding. The increased tonnage is slowing slightly in the islands.
- Mr. Leddy met with the zoning board in Georgia and they have approved the extension of the Georgia facility hours and are aware and in support of the intended household hazardous waste collections to happen here at this site. Mr. Kade questioned whether there was a need for a Zoning Permit Application for the Hazardous Waste. Mr. Leddy explained that this was included in our original zoning board ruling for this location. He said that the next step is to apply to the State for Certification. We currently have categorical certification but Household Hazardous Waste and increased volumes will necessitate us to apply for full certification. Once the Georgia zoning appeal period is up the application to the state will be sent in.
- Mr. Rowe asked if Mr. Leddy could put together a schedule of his intended meetings with town managers and select boards in the effort of extended public relations. A discussion ensued about the difficulties of scheduling meetings with them during business hours as well as trying to get put on the agenda of their evening meetings. Mr. Leddy will report to the board on his efforts periodically.
- c. Finance Report: Ms. Bolster directed the board to the Profit and Loss Statement encompassing July 1, 2011 through August 31, 2011. She addressed spending trends, explaining to the board that although it would be optimum to say that spending trends are consistent throughout the year this is not the case. The nature of any business brings monthly variations. So although we would like to say each month our spending and income reflects 8.3% of our budget, some months will be higher, some will be less, evening out at the end. This should not bring concern. She stated that for the first two months of Fiscal Year 2012 there are no concerns. A brief review was done of line items on the P&L both income and expense with no concerns noted.

A discussion was held about the trend of decreasing surcharge income from haulers as well as the decrease in trash income from the drop off sites. Ms. Bolster handed out a comparison of FY10 to FY11 surcharge income, down by approximately 3100 tons equating to approximately 68K. This trend is expected to continue though it will undoubtedly level off. This is the districts goal to reduce waste so we are accomplishing the goal of The District. Ms. Bolster did note that this year the trash income will probably not show the decrease that the past year has seen. Due to the extreme flooding that our area has seen hauler and drop off site tonnages has shown a noticeable increase. Our current budgeted income from trash tonnage is based on approximately 27,000 tons of trash. Ms. Bolster assured the board that even with the decreasing trash tonnage, we are making up the monetary deficiency by maximizing our sales of recyclables, by ensuring that we operate in all our programs and administratively as efficiently as possible, and by encouraging non-members of the District to become members.

Ms. Bolster addressed accounts receivable stating that all problem accounts are holding up to the expectations given them. AR looks good.

She reported to the board that the annual audit is finished and went well. The auditor did not indicate any problems. She had scheduled two days for the audit but was complete in one. Everything was pulled, labeled and very organized. She had very few questions.

Drop Off Site receipts were reviewed with no questions.

The check detail for the month was reviewed with no questions or issues.

The board questioned the stability as of late, of commodities with both Mr. Leddy and Ms. Bolster stating that they remain level and steady at this point but also stated that caution is taken in this area due to market fluctuation.

3. New Business.

- a. Discussion and **VOTE: Shall the Board authorize the County Forester, Nancy Patch, to act as the District's agent in the sale of timber from the NWSWD property in Sheldon, VT, throughout the project. This sale will follow recommendations of the Forest Management Plan for stands 1 and 2 of this property.**
Mr. Clark motioned to authorize county forester Nancy Patch to act as the District agent for NWSWD for timber sale on the NWSWD property in Sheldon VT as above. Mr. Leach seconded the motion. The motion passed with no opposition.
- b. Committee Meeting Schedule for September.
 - i. Admin Committee – agreed to meet at the end of September with the clerk stating that she would send an email to committee members to determine a date.
 - ii. Finance/Ops Committee – agreed to meet prior to the next board meeting, tentative date of September 28th, 2011.
 - iii. Executive Committee – it was determined that the executive committee has no need to meet in September and will determine the agenda for the next board meeting by email.

The meeting adjourned at 8:25 PM.