

**WINDHAM SOLID WASTE MANAGEMENT DISTRICT
BRATTLEBORO, VERMONT**

BOARD OF SUPERVISORS

**MINUTES OF MEETING
NOVEMBER 9, 2006**

BOARD MEMBERS PRESENT:

Doris Knechtel, Chair, Newfane; Rebecca Day, Brattleboro; Ronald Wright, and Lester Dunklee, Dummerston; Elizabeth Frye, Guilford, Stillman Vonderhorst, Marlboro; Dan Toomey, Putney; James Damato, Readsboro; Celie Ives, Townshend; Richard Jackson and Irvin Stowell, Townshend; Amy Kleppner, Wardsboro; and Merrill Mundell, Wilmington

BOARD MEMBERS ABSENT:

Sherry Manning, Brattleboro; Chris Ballou, Brookline; Phil Bartlett and Traci Fletcher, Dover; Richard Holden, Guilford; Mitchell Green and Clifton Inman, Halifax; Brian Chapin, Jamaica; Tony Gordon, Marlboro; Joseph Mandell, Newfane; David Hannum, Putney; Priscilla Margola, Readsboro; Albert Dupell, Stratton; Vernon; Karl Twitchell, Whitingham; Tom Consoline, Wilmington; Randy Ameden and Wil Shaffer, Winhall.

WSWMD STAFF PRESENT:

George Murray, Executive Director; Paul Grandmaison, Treasurer; Joe Kowalski, Operations Manager; Cindy Sterling, Program Coordinator; and Kathleen Harrison, District Clerk.

The meeting was called to order at 7:00 p.m. by Doris Knechtel, Chairperson.

1.) Approval of September 14, 2006:

Motion was made by Mr. Damato, seconded by Mr. Vonderhorst to approve the Minutes of the September 14, 2006 and passed unanimously.

2) Treasurer's Report:

• **Check Registers:** Mr. Grandmaison reviewed and discussed the Check Registers for the months of July, August and September 2006.

Motion was made by Mr. Vonderhorst and seconded by Mr. Damato, and passed unanimously to approve the Check Registers for the months of July, August and September 2006.

• **Financial Statements:** Mr. Grandmaison reviewed with the Supervisors the Financial Statements for quarter ending September 30, 2006.

The Supervisors reviewed the Statements and Mr. Murray and Mr. Grandmaison responded to questions ranging from designation of insurance funds; reclassification of general retained funds; payroll costs and benefits; equipment maintenance and truck repair.

Motion was made Mr. Jackson, and seconded by Mr. Mundell to approve the Financial Statements for the quarter ending September 30, 2006 and passed unanimously.

3) Finance Committee Report:

Mr. Wright stated that the Finance Committee reviewed and approved the Financial Statements for the quarter ending September 30, 2006.

Mr. Murray then reviewed the proposed 2008 Budget with the Board of Supervisors. He commented that the proposed Budget does not include anticipated grants or monies due from the insurance company.

Mr. Murray informed the Board that Howard Katz sold his interest in the methane gas project to AMF Energy. At the present time AMF is behind on their \$1,500 lease payments. Mr. Murray added that he is not sure if the District can rely on the annual projected revenue of \$18,000. They have asked if the District would consider reducing their payment to zero.

Mr. Murray stated that most of the other items have been increased by 3%. However, health insurance reflects a 36% increase. VLCT has been negotiating a new contract with CIGNA which will be an approximate 16% increase as opposed to BC-BS 36% increase. The downside of this is that the onset will be January 1st.

Mr. Murray stated that the Convenience Center will be seeing a \$10.00 increase in tipping fees in the next year. Equipment costs should be stabilized since the scale will have a 5 year no cost Warranty. He also noted that the new truck is due in January which should reduce trucking expenses.

Mr. Murray commented that the town assessments, which include Westminster, will correspondingly decrease the other member towns' assessment. He also noted that there is still \$60,000 in surplus funds and the Board will need to decide how this amount should best be used.

Motion was made by Mr. Day, seconded by Mr. Mundell, for the Board to approve to proceed with the Fiscal Year 2008 Budget at \$350,000, without utilizing any surplus funds.

Discussion ensued concerning the entrance fee of the Town of Westminster and use of the funds received mainly that they will be used to offset the other member towns' annual assessment after the purchase of recycling boxes.

The motion was amended as follows:

Motion was made by Mr. Day, seconded by Mr. Mundell, for the Board to approve to proceed with the Fiscal Year 2008 Budget at \$350,000 (a copy of which is attached and made a part hereof), without utilizing any surplus funds, and with the net admission fee of the Town of Westminster to be distributed to member towns in the form of assessment reduction, and passed unanimously.

On behalf of the Board of Supervisors Ms. Knechtel thanked Mr. Wright for all of his services on the Board and Chairman of the Finance Committee and for everything he has done on behalf of the District.

4.) MRF Co. Operations:

Mr. Kowalski gave the following report:

Plant Operations: Mr. Kowalski stated that even though the plant is getting older the facility is in decent shape.

Community Service: Mr. Kowalski stated that we have had more Community Service workers so we have been able to run both lines and as a result more productive. He pointed out that the new Supervisor for this program has a good handle on the workers and as of today they have not had any problems with the crew that could not be resolved. The staff appears to be satisfied with the crew and is appreciative of the extra hands.

Security Cameras: Cameras have been installed in Wilmington and West Brattleboro. The dummy camera has been installed by the Public Works garage. So far the cameras have been very successful.

Pole Barn and Scale Projects: Both are progressing. The new scale may be installed within the next week or so.

Defibrillator: The District is partnering with Allard Lumber and Crofter Moving in order to purchase a defibrillator. The cost is approximately \$1,800 divided by three. The equipment will be installed in the foyer with 24 hour access to the two companies. They will only have access to the foyer and not the rest of the building. Rescue, Inc. will be providing the training. All of the District staff is first aid and CPR certified.

5.) Program Coordinator's Report:

Hazardous Waste Collection Day: Ms. Sterling distributed to the Supervisors a graph illustrating the breakdown by towns and sites of the 2006 HHW collection event.

Videos: Ms. Sterling also played the videos of some of the new ads to be aired on Brattleboro Public Television having to do with recycling, medical waste, etc.

Newsletter: Ms. Sterling stated that the winter newsletter will be published in February.

USDA Grant: Ms. Sterling commented that the old grant was closed out as of September 30, with the new grant commencing as of October 1, 2006.

6.) DSM Report:

Mr. Murray stated that he really did not have anything further to report since everything in his memo of November 2, 2006 has been covered. He also stated that he will have the budget for the December meeting.

7.) Other Business:

Ms. Knechtel reminded the Board that there will be a public hearing on December 14, 2006 to take comment on the proposed 2008 budget.

8.) Adjournment:

Motion was made, seconded, and passed unanimously to adjourn the meeting at 8:30 p.m.

Kathleen S. Harrison
District Clerk