

Southern Windsor/Windham Counties Solid Waste Management District



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Board of Supervisors Thursday, July 25, 2019 Springfield Town Offices, Springfield, Vermont

Meeting Minutes

At 6:14 p.m., Tom Kennedy, District Manager, called the meeting to order.

Roll Call

District supervisors present included: Derek Suursoo, Chester (by phone); Gary DeRosia, Rockingham; Scott Murphy, Ludlow; Cynthia Gibbs, Grafton; Ed Morris, Weathersfield; Bruce McEnaney, Cavendish; Tom Kenyon, West Windsor; and Wayne Wheelock, Baltimore. Also present - Hallie Whitcomb and Josephine Hingston. A quorum was achieved with 8 out of 14 towns represented.

1. **Additions to the Agenda** – Stipend for the Treasurer was put under New Business
2. **Approve minutes of April 25, 2019 meeting**

T. Kenyon made a motion to accept the minutes of the April 25, 2019 meeting. G. DeRosia seconded the motion. J. Fromberger abstained. Motion carried.

3. Acceptance of Treasurer's Report

T. Kennedy distributed the Profit and Loss and Balance for Fiscal Year 2019 (July –June) and said that the District ended the year with a Net Income of approximately \$15,000.00. He thanked the Board for doing a good job with the budget; there was nothing notable to report with regards to expenses and revenues. On the Balance Sheet, T. Kennedy said the cash position of the District increased from \$114,050.00 to \$140,180.00. He said that receivables were higher than normal because it is the end of the quarter and all the vendors were being invoiced. T. Kennedy noted that there wasn't much to report on the balance sheet. G. DeRosia made a motion to accept the June 2019 Treasurer's Report, the motion was seconded by Scott Murphy. Motion carried.

4. Adopt FY20 Contract with the RPC for Administrative and Management Services

T. Kennedy reminded the Board that this topic was tabled at the last meeting because he did not have the FY18 contract with him at the time. T. Kennedy said that the contract in FY18 was \$152,280.00 and the new contract is \$174,507.00. T. Kennedy explain that the difference is that the RPC is no longer charging the District rent, which was \$15,000.00/per year. Instead the RPC will apply its indirect rate to all labor. Secondly, one of the District employees is no longer on her partner's health insurance and the cost for insurance is \$7,227.00 to the District. B. McEnaney made a motion to approve the FY20 contract with the RPC for \$174,507.00. The motion was seconded by J. Fromberger. Motion carried.

5. Update on HHW Collections

T. Kennedy told the Board that the collections to date have been a tremendous success. However, he noted that the costs associated with the collections have gone up appreciably, especially with set-up fees. Set-up fees can now range between \$5-10,000.00 per collection depending on the number of participants. In the past, set-up fees were between \$2-3,000 per collection. T. Kennedy told the board that the Solid Waste Division is considering a grant program to help with the development of permanent HHW collection facilities. T. Kennedy said that there was going to be a meeting in August on the subject and he will give the Board more details at the next meeting.

6. Old Business- None

7. New Business - Stipend for Treasurer

T. Kennedy suggested that the District provide a stipend of \$500.00 per fiscal year for the Treasurer. He said the position is important and comes with many responsibilities. A motion was made by G. DeRosia, seconded by B. McEnaney. Motion carried.

T. Kennedy asked the Board to ratify the expenditures of May and June since there was not a quorum at the July Executive Committee meeting and the expenditures need to be ratified. J. Fromberger made a motion to ratify the expenditures of May and June 2019. The motion was seconded by B. McEnaney. Motion carried.

8. At 7:09 p.m., T. Kenyon made a motion to adjourn.

Respectfully submitted,

Tom Kennedy