

## Minutes for August 2019

### White River Alliance Solid Waste Board August 14, 2019

**Those in attendance** Sandy Conrad, Moe Brigham, Grace Adams, Robert Young, Chet Brown, Judi Brigham, Joshua Powers

**Call to Order** 7:00pm

**Minutes for July, 2019** Joshua moves to approve July minutes as written. Motion seconded by Moe. Motion approved by vote.

\*Moe moves to edit the agenda by adding in an executive review of Chet. Motion approved by vote.

**Financial Reports** The most recent report does not have July deposits in it. Chet added those in by hand under revenue column. Question on tip fees vs. income – they are separate because tip fees automatically get added with each transaction, while income deposits are taken to the bank, deposited, and then reported to Therese. Truck fees and tipping fees are missing on some budgets. Chet will email an updated budget to the Board; unsure why certain numbers are missing. Theresa needs to look into missing amount for Replacement Reserve Account. She will make a budget sheet available periodically to the Board.

The budgeted maintenance cost of the new excavator will be surpassed by roughly 6%. Vesper still has outstanding balance of \$1,100. Goodwin's debt has been paid off. Several that have been paid off will never surface. Chet will send Oscar accounts with outstanding debt and bad checks after sending a formal letter and waiting 10 days, as procedure calls. A new ordinance detailed in the next SWIP will require people/businesses in the district to bring their trash to the Transfer Station.

**Manager Report** Chet has one more Hazardous Waste Day to do this fiscal year. It is challenging to coordinate these days with State requirements because the Transfer Station's fiscal year ends at the end of June, while the States' ends beginning of July. There were 4 Hazardous Waste Days this year: June, July, August & October. State agrees that four is a lot to ask. Now certain areas will be given state grants to have year-round collection sites, while smaller towns are now only required to host two Hazardous Waste Days. This is good news for the Transfer Station. In the upcoming year, there will be one in Rochester and one at the transfer station. Hazardous Waste Days in Royalton and Bethel typically exceed capacity. Chet is working with the four schools in the district to educate students on hazardous waste and the dangers of chemicals. A separate company was hired to implement this program with the schools, which will also educate the students on the State's recycling program. Hazardous Waste Days cost the Station money (around \$8,000 per event), which could double by the end of the fiscal year. The

\$12,000 under “Other” in the budget is a grant from the State to help offset Hazardous Waste Day costs.

Chet is hiring a full-time floor position – the applicant has worked with concrete for years and has a background with using heavy equipment. This will cause some major changes to the budget.

Chet is interested in adopting the management structure that the Solid Waste District in Montpelier has – it breaks management up as General Manager, Operations Manager which would include billing and a compliance person. Montpelier has an incredible A – Z list and recycling center but do not offer compost or solid waste collection as that is contracted to Casellas.

**Other Business** Consensus to not discuss building redesign this meeting. The new manager may not even need to be in the building if there’s a reliable cashier. There are too many interruptions that disrupt administrative tasks when working at the Station.

The State might come inspect the facility since it’s a commercial building; must be ADA compliant. This may require an elevator for handicapped people. The State will also determine if it’s legal to spread ground tires on the land.

There have been two incidents of people being frightened by Brian’s machinery operation. They see a big swinging wall of metal; but they don’t realize that Brian can see the cars in his review mirror. As soon as the people leave their vehicles, they are out of the purview of the review mirror and could get hurt. The Station has hung signs, and although they did not fully work in the past, more will be hung after these couple of incidents. Discussion on stricter measures to keep people out. Something that’s loud and noticeable.

**Executive Session** At 8:00pm the Board, moved by Joshua Powers and seconded by Moe Brigham, went into executive session to discuss the SW District Manager’s evaluation. Approved unanimously. At 8:20pm Joshua Powers and Moe Brigham moved to come out of executive session. Approved unanimously. Grace Adams moved and Moe Brigham seconded to give Chet Brown, SW District Manager a 3% raise effective July 1, 2019. Approved unanimously.

It was agreed upon to run an ad for the replacement of Chet Brown who has notified the Board of his retirement. An ad will be placed in The Herald, Indeed.com and the VLCT website for two weeks.

Meeting adjourned at 8:23pm.