

share system so that deposits are not being filed manually. The Station needs an estimated \$10-15k to get everything modernized. Currently using Nemric as an automatic backup system.

Zero Sort Compactor Purchase New compactor should come in 2-3 weeks. People will now have to put their recycling in the roll-off in the driveway, which will help with the cleanliness because it can handle more volume. The “filth” was coming from a sand/dirt mix that was laid on top of ice. Joshua suggests putting a notice in the paper about the compactor being replaced, so that people hold off on bringing their recycling for the day if they can. The project will start on a Monday, and go through the Tuesday which is closed anyways, so would only need lighter traffic for just one business day. Another suggestion that Rose should notify the public by posting on the website. Chet notes that people *are* looking at the website, because he gets comments about things on the website not being updated.

Advertising Trucks/Jobs The Station is getting rid of two trucks, which are both being advertised. The Administrative Assistant position is no longer being advertised – the paper only ran ad through the month of February. Chet is considering doing a full-page ad for everything.

Manager Report (Cont.) If the Station went private, it would need to write a completely new SWIP. Chet was told that 4-5 other districts in the state were thinking about going private as well, before looking into it. Everything that the Station has ever applied for would have to be re-applied for as a private entity – a massive undertaking. Would have to get land grants from the state again, etc.

Chet called the small business development corporation in Barre to ask about a business plan. The business plan templates are not super relevant to the work of the Transfer Station. Will likely end up with something that parallels the SWIP to some end, and then transitions to financials. The plan has been started in outline form. Going to put \$88k in profits from town fees in. “Defined profit summary,” document breaks everything down into customer cost, disposal cost, and profit for different trash/recyclables. Need a list of all the people we use for all services as some point of reference for going forward. Business plan does not need to know everyone you do business with, but should show who we profit from (vendors).

Found an inventory list from 2 years ago, most of the items are now gone. Should reflect new excavator, new compactor, etc. Sandy requests an updated list of tools that the Station has purchased.

Insurance representative was happy with rebuilding project. Rebuilt walls with concrete blocks so that trucks can't accidentally drive off the side or accidentally fall in when throwing something out. Needed more concrete blocks to cover roll-off. Have to be compliant with more than just the state. One of the stipulations from insurance company is a supply cabinet and safety plan. We have both. State got after the Station for needing a plan for mercury and lead escaping into the environment. Station is in compliance with state regulations, but need to prepare for potential mercury leaks no matter how unlikely it is.

Other Discussion on Addison County transfer station, which does not take any walk-ins. The county passed an ordinance mandating that all trash within the county must be taken to the