

Minutes for February 2020

White River Alliance Solid Waste Board February 12, 2020

Those in attendance Sandy Conrad, Moe Brigham, Robert Young, Judi Brigham, Jenn Bartleman, Joshua Powers

Absent Grace Adams

Call to Order 7:01pm

Minutes for February 2020 Moe moves to accept January minutes as written. Motion seconded by Joshua. Motion approved by vote.

Financial Report The Transfer Station is solvent. Discussion on advertising earlier in the fiscal year – there was advertising for multiple open positions, special hours, and hazardous waste days, which is reflected in higher costs. There will be more ads for the Hazardous Waste Day happening on May 30th; the Station is required to advertise heavily for that. Joshua suggests the need to advertise for the State's new food waste policy to inform residents. The budget is already at 99.75% for Hazardous Waste, so the May event will likely push that line item over-budget. Each event costs at least \$13,000 and the Station is required to host two Hazardous Waste Days for this calendar year. Jenn has applied for a SWIP grant and expects to get the same \$12,653 that was awarded to the Station last year. The formula that the state uses is based on population and how many towns apply for the grant. There will be another event in Rochester August 15th, and then another the following Spring. Discussion on the high cost of getting rid of anti freeze/oil. Most of what the Station gets is contaminated so it is costly to get rid of it.

Equipment Update The Station is over budget on SWIP compliance. Both the loader and excavator were overdue for service. The invoices for service have not been received as of yet. There is a \$10k cost coming on the cardboard compactor. Discussion on the need to change policy regarding who signs leases and contracts regarding equipment at the Station. There signed the original lease for the roll-offs that the Station leases from Casella's and would like to know how the Board would like to handle these situations going forward. The original contract requires the Station to be responsible for maintenance. Suggestion to have it be the Chair of the Board who signs contracts and leases. Another suggestion is to have the Manager sign first, and then have the Board sign off on that in order to have a two-signature process. Mutual agreement among the Board that this policy shall now be adopted. Jenn will have the lease for the roll-off re-written to be signed in this way. Jenn discovered that some insurances are still being held for things that the Station no longer has and plans to address that, along with updating contracts. Some contracts are time-sensitive and require swift action. Sandy moves to approve the facility manager with the town manager

in Bethel to approve a contract that needs to be done immediately to be reviewed at the next Board meeting. Motion seconded by Moe. Motion approved by vote.

Facility Update The door has been repaired from the traffic accident. Shipped out 24 skids of electronics two weeks ago. Uncovered items (DVD players, VCR's, stereo equipment, etc.) cost the Station by the pound and there is a fee to leave these items at the facility. The Station is a certified facility for the collection of electronic products. The Barnard facility will become a certified facility for collection as well.

Other Business Jenn requests a volunteer from the Board to make themselves available at the Bethel town office to review payroll and purchases on a weekly basis – payroll on one week, finances on the other. Consensus that it should be the Board Chair to take on that responsibility. Jenn handles invoicing at the Station on a daily basis.

Joshua moves to adjourn. Motion seconded by Moe. **Adjourned 8:18PM.**