

Southern Windsor/Windham Counties Solid Waste Management District



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Board of Supervisors Quarterly Meeting, January 23, 2025, 1:30 p.m. (Held remotely via Zoom.)

Meeting Minutes

At 1:35 p.m., Jeff Mobus, Chair, called the meeting to order.

1. Additions to the Agenda

J. Mobus asked for additions to the agenda. D. Suursoo a motion to accept the agenda as printed. Rika Henderson seconded the motion. All voted in favor.

2. Roll Call

Supervisors present in-person: Rika Henderson, Weathersfield alternate; Bruce McEnaney, Cavendish alternate. Member of the public present via Zoom - Bob Allen, Reading

Supervisors present via Zoom: Joe Fromberger, Andover; Derek Suursoo, Chester; Cynthia Gibbs, Grafton; Scott Pickup, Rockingham alternate; and Jeff Mobus, Springfield. Also present via Zoom and in-person: Tom Kennedy, District Manager; Mary T. O'Brien, District recycling coordinator, and Andy Scherer, recycling coordinator for Greater Upper Valley Solid Waste Management District. A quorum was established with nine towns represented and the requisite number of votes.

3. Approve minutes of July 25, 2024

D. Suursoo made a motion to approve the minutes of the July 25, 2024 meeting. B. McEnaney seconded the motion. No discussion. All voted in favor.

4. Receive November 2024 Financial Report

T. Kennedy explained the changes and notable items in the Report. The net income as of November was a negative \$56,238.42 because the District collected fewer tipping fees because the large haulers pay them quarterly and the fees had not come in yet. The household hazardous waste (HHW) depot expenses are front-loaded for FY25, but the funding grants will not come in until this spring. The glass charge was unbudgeted and was incurred by the cleanup of contaminated glass loads. The auditors asked that existing leases, which are all for ten years, be amortized.

The supervisors noted that since they had not received the financials in a timely manner, they would like time to review them before voting. R. Henderson made a motion to table the vote on accepting the November 2024 Financial Report until the next meeting. D. Suursoo seconded the motion. All voted in favor.

a. Credit Card

The auditors would like to see more separation between the Mount Ascutney Regional Commission (MARC) and the District; the District has been using MARC's credit card and should get its own. Authorized signatories would be the Treasurer and/or Tom Kennedy. The District does have its own Employer Identification Number (EIN); B. Allen suggested that the credit card could be tied to the EIN. T. Kennedy stated that he would look in to it and work it out with the Executive Committee. B. McEnaney made a motion to authorize SWWCSWMD to apply for its own credit card, separate from MARC, with a \$2,000.00 limit and signatory details to be worked out with the Executive Committee. D. Suursoo seconded the motion. All voted in favor.

b. ACH (Automated Clearing House) Banking

T. Kennedy noted that most of the recurring charges (ex., rent) are paid with checks. He would like to move away from those to ACH. D. Suursoo made a motion to authorize the District to use ACH to pay for all of the leases for the District. B. McEnaney seconded the motion. D. Suursoo asked to see the expense reports. T. Kennedy responded that the Board would see them beginning in April 2025. All voted in favor. The motion passed.

5. Discussion with Dave Allen from Casella on Waste Issues

a. Mattress Charges

D. Allen was not able to participate in the meeting. T. Kennedy noted that previously, he learned that Casella would be charging \$41.00 per mattress, regardless of size, starting January 1, 2025.

6. Discussion of the Glass Program

a. \$25.00/ton charge for glass

The Executive Committee recommends charging towns \$25/ton for delivering glass to the District's collection at the Alva Waste Transfer Station. The FY25 budget has no charge for glass. The District was going to use the fund balance but because it is a recurring cost, the Executive Committee would like to charge the \$25/ton fee. J. Fromberger suggested tabling the item until April in order to receive more data about the glass collection. T. Kennedy suggested not charging for the rest of FY25.

b. Approve Draft Lease with Alva Waste for Glass Facility

T. Kennedy noted that the draft lease was sent out to the supervisors prior to the fall meeting. The District's lawyer has looked at it. Matt Priestley of Alva Waste is fine with it. J. Fromberger made a motion to authorize the Board Chair to sign a five-year lease with an extension, with Alva Waste for the glass facility for \$250 a month with an escalator of CPIU not to exceed 3% annually and a start date of November 1, 2024. B. McEnaney seconded the motion. All voted in favor. The motion passed.

7. 2024 HHW Season

T. Kennedy summarized the household hazardous waste depot's 2024 season as follows:

- \$4,321.00 contribution from 284 residents including:
- 16 GUV residents (GUV residents will be charged a percentage of disposal cost), 2 Windham Co. residents, and 1 from Charlestown
- \$530.00 from 3 CEGs (several more were masquerading as residents)

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8. Discussion of Hiring a Consultant to Review Transfer Station Operations

R. Henderson brought this idea to T. Kennedy's attention. A consultant from Walpole, New Hampshire will do a total assessment of a transfer station and provide a report for \$700.00. J. Fromberger expressed his interest in the idea.

9. Recycling Coordinator

T. Kennedy introduced Andy Scherer, the new Greater Upper Valley Solid Waste District's recycling coordinator.

10. New Business

T. Kennedy stated that the three-year request for proposals (RFP) is coming up for waste services for the District transfer stations. It is currently split between Casella and Alva Waste Services. J. Mobus thought that it is important to go out to bid. T. Kennedy will develop an RFP and show it to the Executive Committee.

11. Old Business - none

At 2:30 p.m., D. Suursoo made a motion to adjourn the meeting.

Respectfully submitted,

Mary T. O'Brien
District Clerk

Next meeting is the annual meeting on Thursday, April 24, 2025.