

# Southern Windsor/Windham Counties Solid Waste Management District



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## **Board of Supervisors Public Meeting Thursday, January 27, 2022, 5:00 p.m.**

Hybrid meeting (held remotely via Zoom, and in-person at Ascutney Professional Building) due to COVID-19 pandemic.

### **Meeting Minutes**

At 5:02 p.m., Jeff Mobus, Chair, called the meeting to order.

#### Roll Call

Those supervisors and alternates present via Zoom included: Brendan McNamara (alternate, Cavendish), Derek Suursoo, (Chester), Cynthia Gibbs (Grafton), Scott Murphy (Ludlow), Scott Pickup (Rockingham), Jeff Mobus (Springfield), Brandon Gulnick, (Weathersfield and proxy for Reading) and Tom Kenyon (West Windsor). Also present via Zoom: Mary T. O'Brien, recycling coordinator for the District.

Supervisor present in-person: Wayne Wheelock (Baltimore). Also present in-person: Tom Kennedy, District Manager.

Ten towns were represented, and a quorum established.

#### 1. Additions to the Agenda

No additions. D. Suursoo made a motion to approve the agenda as printed. T. Kenyon seconded the motion. The motion passed.

#### 2. Approve minutes of November 10, 2021 meeting

D. Suursoo made a motion to approve the minutes of the November 10, 2021 meeting. B. Gulnick seconded the motion. There was no discussion. All voted in favor.

#### 3. Receive November 2021 Financial Statement and ratify expenditures

T. Kennedy stated that at 41% of the fiscal year, the District's revenues were at about 40%, as were the expenditures. The one household hazardous waste (HHW) collection accounted for a lot of the expenditures. There were no questions on the Profit and Loss. T. Kennedy talked about the Balance

Sheet. S. Murphy made a motion to accept the November 2021 Financial Statement. B. Gulnick seconded the motion. A discussion ensued. D. Suursoo asked about the \$48,000+ in receivables. T. Kennedy stated that he thought it was for the new HHW facility. He said that he would send out a list of the receivables to everyone. All voted in favor; the motion carried.

#### A. Appointment of Kelly Murphy as Treasurer

T. Kennedy noted that Kelly Murphy is a Weathersfield resident who works with non-profits. Her work as Treasurer will probably cost the District between \$1,200 and \$1,500 annually. T. Kennedy recommended to the Board that they appoint Ms. Murphy. B. Gulnick made a motion to appoint Kelly Murphy as District Treasurer, paying her discounted rate of \$30/hour. D. Suursoo seconded the motion. S. Murphy asked where that money would come from. T. Kennedy replied that it was an unexpected expense so that line item might go over budget. All voted in favor.

#### B. Review of 2021 Audit

T. Kennedy stated that it was a clean audit, with two items that the auditors considered insignificant. The net income was \$27,490; T. Kennedy thanked the Board for doing a good job on the budget. D. Suursoo made a motion to accept receipt of the 2021 Audit Report. S. Murphy seconded the motion. All voted in favor.

4. Guest – John Fay, from the Windham Solid Waste Management District, will discuss the District’s experience opening a HHW Permanent Facility in 2021.

T. Kennedy introduced John Fay, Programs and Operations Manager at the Windham District, who is responsible for running their permanent HHW facility. J. Fay described the process of developing, opening, and operating the facility. Windham charges residents a nominal fee of \$10 for up to ten gallons of hazardous waste. The Windham District is pleased with the response from residents. The facility provided greater access to residents and saved the District 40% of their typical HHW costs. Windham operates their facility for 3 hours/week with one Saturday in the spring and one in the fall.

#### 5. Update on the District’s HHW Facility

T. Kennedy stated that the District finally has a signed lease with Alva Waste for the site at its transfer station where the HHW facility will be located. Now he can go ahead and get the final permits from the Department of Environmental Conservation (DEC). T. Kennedy will hire Rich Backer as a consultant and together they will order supplies for the facility which should open in mid-May 2022 with three Alva employees who have “Hazwoper” training. [Hazwoper is the OSHA acronym for hazardous waste operations and emergency response standard.]

S. Murphy made a motion to charge participants \$10 for up to ten gallons of HHW/car. B. Gulnick seconded the motion. All voted in favor. D. Suursoo asked for feedback from participants about the feedback. J. Mobus also suggested asking for opinions about having a permanent facility.

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6. Discussion of sponsoring a textile collection day(s) with Helpsy, a textile collection organization

T. Kennedy discussed the history of textile recycling in the District. Helpsy could run clothing drives. D. Suursoo said that Helpsy is doing a good job at the Andover-Chester Family Center. M. O'Brien suggested that the District's mini barns that were previously used to collect textiles at the Cavendish, Rockingham, and Weathersfield transfer stations could be re-opened and serviced by Helpsy. The company plans to open a depot in Johnson, Vermont in April 2022 to provide for more frequent pickups at their collection partners.

7. Update on Glass Collection Program

- A. Invite other transfer stations to participate in the program.

T. Kennedy stated that the Program does have the capacity to accept glass from additional towns.

- B. Need to grind glass in summer 2022 – permit requirement

T. Kennedy noted that there are 388 tons in the pile currently. According to the permit, the pile must be ground up when there are 500 tons or after 18 months. The plan is to grind the glass when the weather is better. Matt Priestley of Alva Waste thinks highly of the ground glass as a construction material. M&W Engineering will spec it; they also like it. The District has collected enough money to cover the cost of the grinding. There is no limit in the permit on the amount of ground glass that can accumulate. T. Kennedy stated that he knows of two contractors who want it. He would like to invite departments of public works to check it out. D. Suursoo would like to have other re-use options before accepting glass from additional towns.

8. Agreement on proposed meeting schedule for FY22

T. Kennedy thanked everyone for showing up at the meeting. He mentioned the difficulty and importance of getting a quorum. He noted that the annual meeting will be held on April 28, 2022. There were no comments on the calendar of meetings as presented.

9. New Business - none

10. Old Business – none

11. Adjourn

SWWCSWMD meeting minutes  
January 27, 2022

At 5:57 p.m., D. Suursoo made a motion to adjourn. S. Murphy seconded the motion. All voted in favor.

Respectfully submitted,

Mary T. O'Brien  
District Clerk