

Southern Windsor/Windham Counties Solid Waste Management District



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Board of Supervisors Quarterly Meeting, July 25, 2024, 1:00 p.m. (Held remotely via Zoom.)

Meeting Minutes

At 1:05 p.m., Brandon Gulnick, Vice-Chair, called the meeting to order.

1. Additions to the Agenda

B. Gulnick 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 via Zoom: Joe Fromberger, Andover; Bruce McEnaney, Cavendish; Derek Suursoo, Chester; Cynthia Gibbs, Grafton; Brendan McNamara, Ludlow; Scott Pickup, Rockingham; Matt Priestley, alternate, Springfield; Brandon Gulnick, Weathersfield and proxy for Reading; and Rika Henderson, Weathersfield alternate. Also present via Zoom: Tom Kennedy, District Manager and Mary T. O'Brien, District recycling coordinator. A quorum was established with nine towns represented and a requisite number of votes.

3. Approve minutes of April 23, 2024

J. Fromberger made a motion to approve the minutes of the April 23, 2024 meeting. D. Suursoo seconded the motion. No discussion. All voted in favor.

4. Receive May 2024 Financial Report

T. Kennedy explained that the two largest haulers in the District, Alva Waste and Casella, would not submit their reports until four to six weeks after the fiscal year end. The Executive Committee will have them at its September meeting. He stated that the balance sheet looks good. The auditors did ask for a new category to amortize the leases. There were no questions. As to the Profit and Loss, T. Kennedy stated that the District should come in close to budget. He drew the Board's attention to the household hazardous waste disposal cost of \$43,498. That was from FY23 but was absorbed into FY24 because Heritage Environmental did not invoice the District until January 2024 when the District's books were already closed.

M. Priestley suggested the District reduce its solid waste tax so that the District does not accumulate a lot of cash. D. Suursoo made a motion to receive the May 2024 Financial Report. J. Fromberger seconded the motion. All voted in favor.

5. Review and Accept the FY23 District Audit

P. O. Box 320 • Ascutney, Vermont 05030

802-674-9235

T. Kennedy stated that the auditors had one note which was on bank reconciliation because two people did not sign one bank statement. That was the only note in the management letter. D. Suursoo asked about “Other Audit Finding” which referred to the April 19, 2024 letter. T. Kennedy promised to send everyone that letter that afternoon. J. Fromberger made a motion to accept the FY23 District Audit. D. Suursoo seconded the motion. No discussion. All voted in favor.

6. Documents Needed for Glass Facility Amendment

The District is moving its glass collection from the Springfield Highway Department site to Alva Waste Management’s transfer station at 1050 Charlestown Road in Springfield. T. Kennedy described the documents required to make the move, including an amendment to Alva’s facility management plan and a ground lease. Alva will charge the District \$200.00 per month to lease the land, use Alva’s large loader, and monitor glass loads for contamination prior to being weighed and dumped. J. Fromberger asked if there was a motion to include the glass facility in the District’s SWIP. T. Kennedy responded that that does need to be done.

J. Fromberger made a motion to include the glass facility at 1050 Charlestown Road in Springfield in the District’s Solid Waste Implementation Plan (SWIP). All voted in favor. B. McEnaney made a motion to authorize the Board Chair to sign the lease agreement after review by the Executive Committee at its September meeting. D. Suursoo seconded the motion. All voted in favor. D. Suursoo made a motion to authorize the Board Chair to sign the July 15, 2024 letter addressed to Denis Fekert [VT DEC], subject to edits suggested by D. Suursoo. J. Fromberger seconded the motion. D. Suursoo pointed out several grammatical errors that needed to be corrected. J. Fromberger agreed. All voted in favor.

7. Update on Waste Contracts with Towns with Transfer Stations

The Board decided in January to extend contracts with Casella and Alva Waste for one more year. Casella plans to increase its charges by 6.8%. T. Kennedy suggested to towns that they ask specific numbers, not just percentage. He also offered to set up meetings with Alva and Casella and town managers.

8. Changes to Public Meeting Law

T. Kennedy explained changes made to the Public Meeting Law. D. Suursoo made a motion to acknowledge that the Board and the Executive Committee are non-advisory bodies as defined in Act 33 of the Public Meeting Law. J. Fromberger seconded the motion. All voted in favor.

9. EcoAmericorps Volunteer

T. Kennedy interviewed three candidates. The chosen candidate decided to take a different position. So, the District will not be having an EcoAmericorps volunteer this year.

10. Old Business – none

11. New Business – none

At 2:17 p.m., D. Suursoo made a motion to adjourn the meeting.

Respectfully submitted, Mary T. O’Brien, District Clerk