

**District Quarterly Meeting
October 27, 2022
5:00 PM
Zoom Meeting**

MINUTES

Supervisors present: Jeff Mobus, Brandon Gulick, Scott Murphy, Scott Pickup, Wayne Wheelock, and Derek Suursoo

Also present: Tom Kennedy, District Manager, and Kelly Murphy Treasurer

J. Mobus called the meeting to order at 5:03 PM.

Roll Call was taken by T. Kennedy and there was a quorum. The meeting was called to order at 5:06 PM.

1. Additions to the Agenda – D. Suursoo made a motion to move the agenda as printed, the motion was seconded by W. Wheelock. Motion carried.

2. Approval of August 18, 2022 Minutes

D. Suursoo made a motion to approve the minutes as printed; the motion was seconded by S. Murphy. Motion carried.

3. Receive the June 30, 2022 Financials

T. Kennedy reviewed the August 2022 financials. He said the District is two months into the fiscal year so there isn't much to report at this time. He said the cash position of the District remains strong with \$236,981.60 in the various cash accounts. He said receivables are low at \$12,609.75. Mr. Kennedy said there wasn't much to report on the Profit and Loss since we are early in the fiscal year. D. Suursoo made a motion to accept the financials; seconded by B. Gulnick. Motion carried.

4. Discussion and Approval of amending the Treasurer's Description in the District Bylaws.

T. Kennedy said that per the bylaws, the resolution passed at the last quarterly amending the Treasurer description. The bylaws state that the resolution needed to be distributed to all the selectboards for comment. The resolution was sent to all the selectboards in early October for comment; the District did not receive any comments from the Boards on the proposed amendment. S. Murphy made a motion to amend the description of the Treasurer's position as approved at the August meeting. The motion was seconded by D. Suursoo. Motion carried.

Resolution:

The Board of Supervisors at its quarterly meeting, dated August 18, 2022, voted to amend the section of the District Agreement related to the description of the Treasurer's duties.

The District Supervisors passed, by unanimous vote, the following resolution: The Board of Supervisors will act upon changing the description of the Treasurer's duties to reflect the actual duties of the position. The Board of Supervisors will deliver to all the Selectboards in the District a copy of the existing description of the Treasurer's duties as well as the proposed changes to the position description for comment. The Board of Supervisors will vote on the proposed changes to the position description at its October 27, 2022 meeting.

Amended Treasurer's Description

TREASURER

The Treasurer of the District shall be appointed by the Board of Supervisors. The Treasurer shall not be a member of the Board and shall serve at its pleasure. The Treasurer may sign or endorse in the name of the District all checks and orders for the payment of money. The Treasurer shall review all the records of every note or bond issued by the District including all principal and interest payments. The Treasurer shall review the general ledger of the District and such other books and accounts as the Board of Supervisors may require. The Treasurer shall render a statement of the condition of the finances, profit and loss and balance sheet, of the District at each regular meeting of the Board of Supervisors and at such other times as shall be required. The Treasurer shall review the draft annual budget of the District prior to the distribution to the Board of Supervisors and legislative bodies of the member municipalities. The Treasurer shall review the draft audit as submitted to the District by its auditors and will render a statement of opinion of the audit to the Board of Supervisors and Executive Committee.

5. HHW Depot

The Depot closed for the year on September 30, 2022 and will reopen on May 1, 2023. We had 193 participants from June 2-September 30. We don't have many costs associated with the facility since Heritage isn't making their final pick up until November 7, 2022. Future topics to discuss: the MARC hiring staff to assist with operating the Depot; whether to charge towns (public works, schools) when they bring in HHW to the Depot because it is generally a considerable amount of material. Presently, we are not charging towns or schools.

6. Discussion of Amending the Glass Permit

T. Kennedy told the Supervisors that according to our permit, we are required to grind all the glass every 18 months, however, to date the District has only received 500 tons of glass and the company that grinds the glass will only grind glass if there a minimum of 1,000 tons. Mr. Kennedy suggested that we amend the permit to allow the District to collect at least 1,000 tons and for permission to reach out to towns outside the District to see if they would be interested in participating in the District's glass program. The Supervisors agreed with T. Kennedy's suggestions. T. Kennedy said he would begin to prepare an amended to the existing glass permit.

7. Recycling Coordinator's Report - None

8. Old Business - None

9. New Business – None

10. Adjournment

The meeting was adjourned at 5:26 pm.

Respectfully submitted,
Tom Kennedy