

DRAFT

MINUTES

THE BOARD OF SUPERVISORS
RUTLAND COUNTY SOLID WASTE DISTRICT

BUSINESS MEETING

April 3, 2002

MEMBERS PRESENT:

Brandon	MeiMei Brown	Poultney	
Castleton	Charlie Brown	Proctor	Charlie Nichols
Clarendon	Nancy Buffum	Rutland City	John Densmore
Danby			Robert Allen
Hubbardton			Paul Barbagallo
Ira	Larry Taggart	Killington	Ken Lee
Mendon		Wallingford	Richard Crowley
Mt. Tabor		Wells	
Pittsford	Daniel White	West Rutland	

OTHERS PRESENT:

Jeffrey Wennberg	District Manager	Joyce Segale	RCSWD
Deane Wilson	RCSWD		

CALL TO ORDER

At 7:28 p.m. Chairman Mr. Nichols called the meeting to order. A quorum was present.

REORGANIZATION MEETING

1. WELCOME NEW MEMBERS

Mr. Wennberg introduced Ms. Brown.

2. ELECTION OF OFFICERS

	Nominated	Moved	Seconded	unanimous
• Chair,	Charlie Nichols	Mr. Crowley	Mr. Lee	yes
• Vice-Chair	Richard Crowley	Mr. Lee	Ms. Brown	yes
• Treasurer	Joyce Segale	Mr. Allen	Ms. Buffum	yes
• Clerk	Deane Wilson	Mr. Crowley	Mr. Lee	yes
• Grand Juror	Jeff Wennberg	Mr. Lee	Mr. Crowley	yes
• Executive Board				
Chairman	Charlie Nichols	Mr. Crowley	Mr. Lee	yes
Vice-Chair	Richard Crowley	Mr. Lee	Mr. Densmore	yes
Member	John Densmore	Mr. Crowley	Mr. Lee	yes
Member	Robert Allen	Mr. Crowley	Mr. Lee	yes
Member	Daniel White	Mr. Crowley	Mr. Lee	yes

Mr. Brown asked what the purpose of the Grand Juror was. Mr. Wennberg explained that certain instances required a response from a higher power but didn't necessarily require the expense of a lawyer.

Ms. Brown asked if the Executive Board was a duplication of the District Board. Mr. Wennberg explained that the Executive Board would meet for emergencies.

ITEMS FOR DISCUSSION AND ACTION

3. SET AGENDA

Mr. Densmore asked that the contract with the District Manager be added

Mr. Nichols stated that the Executive Board had meet with Mr. Wennberg for a review of the District Managers performance. All the objectives had been met. A contract had been negotiated until the end of December 2003. Mr. Wennberg offered a letter of continued employment stating the terms of the contract and his list of objectives. Mr. Densmore asked that the wording after "The annual compensation will be \$66,000" be left out. Mr. Wennberg offered to excuse himself if the Board so desired, so that any issues could be discussed in privacy and also this letter was a draft. Mr. Lee asked if the contract salary were fixed until the end of the contract. Mr. Crowley mentioned that the letter, as agreed, states there would be a review at the end of the year with any necessary adjustments.

Mr. Allen moved that the agreement with above suggestions be accepted. Mr. Lee provided the second. The vote was unanimous.

4. MINUTES OF MARCH 6,2002

Mr. Crowley moved that the minutes be accepted. Mr. Lee provided the second. The vote was unanimous.

5. FINANCIAL STATEMENTS, DECEMBER 2001 (revised – no action) and FEBRUARY 2002

Mr. Wennberg explained the December 2001 statement. The end of the fiscal year may be subject to revisions for up to 60 days. By including this, the Board members would be aware of what the auditors were reviewing.

Mr. Wennberg explained that the principal revenue stream was the surcharge. Followed with an explanation of the revenue and spending charts. Ms. Segale explained the \$58,000 expenditure, result of the crushing of the C&D on the Carrara property. The material will now be posted as inventory. The details have yet to be worked out with the auditors. Mr. Densmore asked if there were any problems carrying the inventory. It was explained that Fuller was paid \$2000 a month as agreed upon. Also, the charge the generator paid for disposing of the material covered the handling and crushing fees. If need be, the price for the materials could be lowered. Mr. Lee asked who was buying the material and how was it advertised. Mr.

Wennberg said that the large contractors were the principle purchasers and that direct mailing had been done to contractors, landscapers, and road commissioners.

Mr. Crowley moved to accept the February financial statement. Ms. Brown provided the second. The motion passed unanimously.

OPEN TO THE PUBLIC

There was no public in attendance.

6. GRANTS AND COMPLIANCE DISCUSSION – DEANE WILSON

Mr. Wilson provided a description of his responsibilities. Ms. Brown asked if any direct contact was involved with the town transfer stations. Mr. Wilson said that the quarterly reports was a time when phone calls were done with the ts. Attendants, but it was a good idea to perform on site visits and hopefully that could begin this spring.

7. OVERDUE ACCOUNTS COLLECTION POLICY – JOYCE SEGAL

Ms. Segale explained that the District has maintained a policy for over a year now, that all vendors were paid within 30 days or sooner. At this time the District had a few clients that were running 60+ days delinquent with their accounts. When the District was historically late paying, it wasn't fair to charge overdue accounts, but now that a policy had been in place, Ms. Segale felt that the District shouldn't allow the practice. Mr. Allen asked if there were a cap in place. Ms. Segale said there wasn't a written policy, but several customers at the transfer station were on a cash only basis. Discussion followed on a policy and when to implement one. It was suggested that as of July 1st, 2002, notices would be sent out about overdue accounts. After 30 days an interest of 1 ½ % per month would be imposed and after 45 days the client would be refused service at the transfer station. Mr. Densmore asked what alternatives the customer had. It was mentioned that Hubbards was one option. Mr. Brown asked if a policy could be presented at the next board meeting. Mr. Lee suggested that a policy be written by District staff and have Mr. Wennberg review it and to advertise it before the next meeting. This way, the customers would have ample warning and begin to clear up their accounts before a July 1st implementation date. Mr. Densmore felt an interest shouldn't be charged. That the amount of paperwork was not justified.

8. EXECUTIVE BOARD AUTHORITY

Mr. Wennberg explained that research has indicated the executive board does not have a clear explanation of its duties and felt that it should be presented before the board. Discussion followed on the executive boards' actions previously and the most recent meeting, which discussed Mr. Wennbergs' contract. Also discussed was the voting criteria and how the votes were assigned based on registered voters. Ms. Brown asked what powers the executive board had. Mr. Wennberg explained that the District Board of Supervisors delegated the powers. Mr. Lee suggested that the executive board should act in the District Boards absence. The executive board should be able to award contracts as happened recently with the purchase of the new HHW truck. Mr. Wennberg said that one item the executive board could not do was vote on grants. A resolution was needed; also Mr. Densmore asked that the executive board stay away from references to the budget. Discussion followed on the difficulty on describing and documenting the exact duties the executive board should have. Ms. Brown asked if there were a possibility of reviewing other executive board's descriptions of duties. Mr. Wennberg explained that a description of duties would probably be specific to the board.

Ms. Brown moved that the executive board meet and define its role and then present the findings before the next Board meeting. Mr. Lee provided the second. The motion passed unanimously.

9. OTHER BUSINESS

Mr. Wennbergs contract was discussed at the beginning of the meeting.

10. COLLECT BOARD WARRENTS

11. ADJOURN

Chairman Nichols asked if there were any additional issues.

At 8.50pm Mr. Crowley moved that the meeting be adjourned. Mr. Densmore provided the second. The motion was unanimous

Respectfully submitted,

Deane Wilson
Clerk